

## Guidelines for submitting news, articles, tournament information to the ECF Newsletter.

By Mark Rivlin, Editor

1. Please use **only** my work email [mark@createservices.co.uk](mailto:mark@createservices.co.uk) for all correspondence related to the Newsletter and delete any other emails you may have. That way I know everything is coming to me.
2. Please ensure submissions reach me by the first day of each month for that month. So if you want something in the April 2020 edition, please make sure your copy reaches me by 1.4.20. I may be able accommodate submissions that come later but I cannot guarantee it.
3. I always reply to emails I receive so if you have not received a reply email me again.
4. If you have a large amount of text it is better to send that as a Word doc or PDF and I will give it an introductory line in the body text of the email and we will create a hyperlink to your document. This is particularly relevant to tournament organisers.
5. Images: We have had some problems lately with images that are 'borrowed' online without a credit or permission being used. We want to make sure that every image we publish has a credit or is Royalty Free so if you are not sure, please let me know when you send it. The website [www.unsplash.com](http://www.unsplash.com) has a good bank of free chess images, all you have to do is give them a credit when you use their images. Just type Chess into search box.
7. I am particularly keen to publish ECF members' opinions on different aspects of chess so please get writing.

Thanks for your support and I look forward to receiving your submissions.

Mark Rivlin 2.3.20