



# Article Guidelines

- Articles should appeal to a professional audience of attorneys and law firm executives and administrators, whose responsibilities may include marketing and business development, management, professional and practice development, human resources, finance and technology.
- Articles should avoid self promotion or any appearance as a 'sales piece' for the author. Articles that promote a particular vendor's services or products are discouraged.
- Articles should bring fresh, new content, or a new way of looking at an issue that has the potential to bring new knowledge to the reader.
- Articles should be written utilizing a clear and mature writing style.
- Articles should be well-focused, concise and have a clear topic rather as opposed to being broad and general.
- Articles should not be written in an academic style or contain footnotes. References and resources can be included at the end of the article, preferably offering hyperlinks.
- Article word counts may range from 500 to 3,000 words, depending on the topic. We typically publish features that average 1,000 to 1,500 words.
- Articles should include a brief bio with the author's e-mail address (no more than two sentences).
- Articles should include the author's complete address, telephone number and e-mail address for the publisher's and editors' use (not for publication).
- Although we occasionally make exceptions for reprints, we prefer to publish content that has not been published elsewhere.

## Editorial Decisions

Articles are judged by the relevance of the topic, the value of the content and the quality of writing. We present a variety of topics to readers, and so articles may be rejected because of overlap with other articles already accepted. The Editorial Board cannot provide authors with the reasons for decisions made by members of the board.

**Note:** To obtain Reprint Permission or Copyright Information, visit [http://www.abanet.org/abastore/front\\_end/static/permissions.html](http://www.abanet.org/abastore/front_end/static/permissions.html)

---