



## FORTNIGHT

### **HOW TO APPLY**

#### **1. REQUIRED: WORK PLAN**

- The Work Plan allows you to outline your proposed 6 pieces for review and response by the editors.
- Proposed contributions should be considered and presented in as complete a manner as possible.
- Please submit the Work Plan to [APPLY@FORTNIGHTJOURNAL.COM](mailto:APPLY@FORTNIGHTJOURNAL.COM) for response by the editors.

#### **2. SUBMISSION GUIDELINES**

- This document should guide your Work Plan, helping you consider the format of your submissions. Fortnight is a multimedia journal that encourages creative use of its capacity for storytelling and annotation.
- A more detailed Style Guide will be made available after the editorial process begins.

#### **3. UPON ACCEPTANCE**

- Contracts will be sent to all contributors via email upon their acceptance.
- An editorial Style Guide, specific to the conventions of writing for Fortnight Journal, will be sent via email upon acceptance.
- Bio video shoots will be scheduled with contributors upon acceptance.

## **EDITORIAL SUBMISSION GUIDELINES**

### **TEXT**

Fortnight Recognizes that brevity is a learned skill. But we still think our generation should demonstrate humility. Therefore, concision is always preferred. A tight topical essay sings at 2,000 words. A historical piece in an academic voice may require a longer investigation. Here are some broad rules:

1. Essay: 6 Pages single-spaced maximum
2. Fiction (short story or excerpt): 10 pages single-spaced maximum
3. Poetry: 6 pages single-spaced maximum

All written contributions will be formatted to the AP Style Guide. Basic guides to follow are:

- Use 12 point Cambria Font
- Single-space all submissions
- Do not put two spaces between sentences
- Skip one line between paragraphs, do not indent
- Text should be aligned left
- Margins should be 1" top, bottom, left, and right
- Insert a header on each page
  - o **Format:** Author Name, Title, Submission Number, Date Submitted
- Save as a Word document (.doc) or Text (.txt) file to avoid any cross-platform issues
- Note: If working with Microsoft Word on a Mac, please remove spacing between paragraphs (default spacing is 10 points)

## **VISUAL ARTS**

Still image files must be a maximum of 768 pixels in height and 1,024 pixels in width with a resolution of 72 dpi.

Do not format images in any presentation program (e.g., Word, Powerpoint, or Keynote), or include composite images (more than one work per file).

Still image files must be sent in **.jpg** format.

### **File Naming**

Save in following format:

Lastname\_firstinitial\_twodigits(date).jpg

[e.g., hinds\_s\_01(2009).jpg]

Each visual submission must be accompanied by an inventory text that includes the year in which the work was made, the work's physical or pixel dimensions, a description of the materials and techniques used, and the title (if any) in italics. The numbers used in your inventory word document or email must match the numbering of your image files.

In formatting your inventory entries, please follow this example:  
2009, 108" x 72", acrylic on canvas. *untitled*.

## **VIDEO**

All videos must be formatted in QuickTime format @ 640 x 480.

Video files should be no longer than ten minutes in length. Do not include titles or credits within the video files. Please submit only one video piece per file.

Save in following format:

Lastname\_firstinitial\_video\_twodigits(date).mov

## **AUDIO**

Save as **.mp3** file. Report time length. Please submit one complete audio piece per file. For example, if you are submitting six songs, please send six files.

Save in following format:

Lastname\_firstinitial\_audio\_twodigits(date).mp3

## **EDITORIAL CALENDAR DEADLINES:**

Edition 2, Contribution 1: Content due: 8 April 2011

Edition 2, Contribution 2: Content due: 22 April 2011

Edition 2, Contribution 3: Content due: 6 May 2011

Edition 2: Launch: 15 May 2011

Edition 2, Contribution 4: Content due: 20 May 2011

Edition 2, Contribution 5: Content due: 3 June 2011

Edition 2, Contribution 6: Content due: 17 June 2011

To request Edition III deadlines, please make a note in your submission email.

## **FORTNIGHT JOURNAL WORK PLAN**

**NAME:**

**DATE:**

Each participating contributor will submit 6 contributions to be published over the course of twelve weeks. The deadlines are staged in advance of the edition launch, and require a new submission every two weeks in this production period.

The following is an outline that you should use to propose and plan your contributions to Fortnight Journal. Please type directly into this document.

**BIOGRAPHY:**

*Please provide a brief biography. Be sure to specify the field in which you work. We would be interested in receiving a short narrative of how you entered into your particular tradition.*

**THEME AND TRADITION:**

*Fortnight Journal contributions fall into a wide variety of themes. Please present your interpretation of the theme, tradition or vocation into which your contributions will fall. Also include the manner in which this particular theme, tradition or vocation relates to the historical tradition that precedes your engagement with your discipline.*

## **CONTRIBUTION CONTENT:**

*Please describe the subject matter and the presentation of the six contributions that you plan to submit to Fortnight Journal. The following should be an outline and overview of each piece. Further details may be included in the following sections.*

1. One

2. Two

3. Three

4. Four

5. Five

6. Six

**MULTIMEDIA:**

*If multimedia material will be a part or the whole of the contributions, please describe this media, how you will use said media to tell a story, and foreseeable manners in which you would produce the material.*

**PRODUCTION SCHEDULE:**

*Please outline your foreseeable production schedule, no matter the medium. Collaboration with Fort-night staff is possible. Please take this into consideration when forecasting your production outline. If you have questions regarding the feasibility of production, don't hesitate to contact us prior to completing this outline.*

## **HISTORICAL PRECEDENTS:**

*The editorial staff will work diligently with all contributors to present the contribution in a manner that allows the relationship between your present activity and past tradition to be clear and insightful to the audience. Please list several key figures, works, texts or other historical and important precedents that influence your current work, and the contributions you will be providing to Fortnight. This list will be used to provide annotations, footnotes, contextual references or other editorial material for the benefit of the viewing audience.*

## **POTENTIAL LUMINARY MENTORS**

*Fortnight Journal pairs six of each edition's contributors with a Luminary Mentor from the respective field. If there are practitioners of your field who you feel would be complimentary or willing responders to your work in Fortnight Journal, please list their names, their field and contribution to the practice and your current relation to them. Feel free to list more than the three indicated below.*

1. One:
  - a. Contact Information if available
2. Two:
  - a. Contact Information if Available
3. Three:
  - a. Contact Information if Available

## **POTENTIAL COMPLIMENTARY MATERIALS:**

*Complimentary materials may include further multimedia additions, specific texts or works to reference, or further information that will help the editorial staff to present your contributions in the most efficient and effective manner.*

## **CONTACT INFORMATION:**

1. Mailing address

2. Email

3. Phone number

4. Skype address

5. Emergency contact

## **LOCATION ITINERARY:**

*Please outline your travel, study, work and/or research schedule from the due date of the first submission until the date of the last submission.*