

# Closing The Gap

## Solutions

Updated January 7, 2020

### ARTICLE SUBMISSION GUIDELINES

We request original, unpublished material. We do not publish pure research or “one of a kind” product descriptions. Our readers are interested in easily replicated procedures or commercially available products.

As a publisher we have become sensitive to and attentive to “PERSON-FIRST LANGUAGE”. In most cases, we would ask that you refer to the person first followed by the disability, e.g., a boy with a disability vs. a disabled boy. However, in the autism community, there is strong support for the use of IDENTITY-FIRST LANGUAGE. Many self-advocates and their allies prefer IDENTITY-FIRST terminology such as “Autistic,” “Autistic person,” or “Autistic individual” because autism is an inherent part of an individual’s identity. We will defer to the author’s preference in such occurrences.

Any affiliation you have with any manufacturer, company or organization must be provided. Any consulting or public relations activity you may have relating to the content of the article is also required.

### LENGTH

Submissions should be approximately 2,500 - 4,500 words.

### GRAPHICS, PHOTOS AND CAPTIONS

Photos should be sent in the highest resolution available. Send photos separately, do not embed in the word processing document. Do not scale or re-size your images. Scanned items should be scanned at 300 dpi. 4-Color photos are preferred when available. Signed photo release required for photographs. Provide a caption for each graphic or photo submitted. Reference the photo or graphic within the article text. File names of images should correspond to caption labels, e.g.

Filename: Image1.jpg; CAPTION: Image 1- this is the caption for Image1.jpg.

### AUTHOR INFORMATION

When possible, we like to include a photo of the author(s) and short bio with each article. Please send a 4-color, high-resolution head shot and bio at the time of submission.

### PRODUCT INFORMATION

Please provide complete price and producer information for all products mentioned in your article.

### SUMMARY

A separate, 75-word summary must also be submitted for promotional purposes. This summary should be written in the future tense, concisely stating article sequence and scope.

**TOPIC IDENTIFIER** For searching and categorizing purposes, please identify the topic that best identifies the focus of your article and include this when submitting your manuscript. Select only 1

- accessibility & UDL
- assessment & IEPs
- augmentative and alternative communication (AAC)
- autism spectrum disorder (ASD)
- blind / low vision
- deaf and hard of hearing
- early childhood development
- instruction, literacy & inclusion
- leadership, policy & implementation
- mathematics
- mobility, mounting, seating & positioning
- research
- transition, employment & vocational rehab

### EDITORIAL CALENDAR

Issue	Submission Deadline
December/January	October 15
February/March	December 15
April/May	February 15
June/July	April 15
August/September	June 15
Oct/Nov	August 15

## PHOTO RELEASE FORM

I hereby give permission to Closing The Gap to use my name and photographic likeness in all forms, including digital and print media. I understand that I will not receive any financial reimbursement for the reproduction of such photos now or in the future.

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Name (please print)

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Signature

Date

**If the person in the photo is under age 21, there must be consent by a parent or guardian, as follows:**

I hereby certify that I am the parent or guardian of \_\_\_\_\_, named above, and do hereby give my consent without reservation to the foregoing on behalf of this person.

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Parent/Guardian's Name (please print)

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Parent / Legal Guardian's Signature

Date