



IACN Newsletter Guidelines

What is in the IACN newsletter

The IACN newsletter is a quarterly newsletter, to advance knowledge, learning, information, insights, evidence and interventions on issues related to children without parental care and at risk of separation.

The IACN newsletter is divided into three segments – Knowledge resources, Updates from the field and Perspectives. Knowledge resources include SOPs/manuals/tools/research studies/learning documents and any other guidance documentation and publication. These resources may or may not have been published before. Updates from the field include reflections, interventions, case studies and learnings from those working on these issues. Perspectives comprise opinion pieces, commentaries and reflective write-ups on the issues under the thematic areas.

Please follow the guidelines below while making your submissions for the ‘perspectives’ section.

Length

- Articles must be not more than 1500 words not including the endnotes.
- The brief description of the knowledge resource should not exceed 500 words.

Author Details

Please include your full name, title and institutional affiliation which will be included at the beginning of the article, as well as a two to three biographical sentence note which will be included at the end of the article.

Acronyms & Abbreviations

Spell out abbreviations and acronyms on first use, indicating the acronym in parentheses immediately after that. Use the acronym for all subsequent references.

Endnotes

Please use endnotes which will be referred to as ‘Notes’ at the end of the article. Notes should be used only where crucial clarifying information needs to be conveyed. Avoid using endnotes for purposes of referencing; use in-text citations instead.

Citations

Include the name of the author and the date and page number in parentheses in the text and the full reference at the end in the reference list. An example would be: (Mehra, 1997: 33).

Images & Figures

Include photographs/pictures if it is critical information related to your submission. Figures, including graphs and diagrams, are also acceptable. If a figure is not easy to understand or does appear to be relevant, you will be requested to re-render or omit it. Also, share the images

and figures as separate attachments in the e-mail and ensure that you share high-resolution pictures and figures.

Note: For a picture image, please share the proper credentials of the photographer in the format –the name of the photographer/any affiliation to an organisation or institution.

Web URLs

If the reader needs to be directed to a specific document or section of the website, use the name of the document and include the URL in an endnote. The name of the document/page will be hyperlinked to the URL.

Please share your articles as a Word document with .doc or .docx extension file. Please do not share a PDF version of the document for the articles. You can send your articles to iacnsecretariat@iacn.in with the subject line 'Article Submission towards IACN Newsletter'. If you have any questions or need clarifications, please write to us on the same e-mail ID.