



HASC Briefs Focus Submission Guidelines

Briefs Focus, an educational publication distributed to more than 2,500 readers in health care, largely c-suite and business development professionals, is seeking high-quality articles that present topics of interest to our members. Please visit <http://www.hasc.org/briefs-focus> for sample articles and topics.

When submitting articles, please use the following guidelines:

Length. Articles should be no more than 1,000 words. The use of graphics, illustrations, charts, diagrams, and photographs, etc. are highly encouraged.

Content. Articles can be original or repurposed from previously published content.

Editing. We reserve the right to edit articles prior to publication, and such changes will be made at the discretion of the editor. If the changes are substantive, we will contact the author for approval before publishing.

Images (photographs, charts, graphs, tables)

- Please submit your graphics as placeholders within the article so we know where they are to appear.
- Image files must be submitted in JPEG, PNG or EPS format and have a file extension of .jpg or .jpeg, .png, or .eps. We also accept PPT slides.
- To be eligible to be printed at the largest size, images should be 300 dpi or higher.

Style. We Prefer APA Style. See [The Basics of APA Style®](#).

Short Summary. An abstract of 150 words or less can also be included.

Back Pages. If applicable, group references and any appendixes, tables, and figures at the end of your article.

Footnotes. Use footnotes placed on their respective pages (*not* endnotes).

Technical Terms & Abbreviations. Help your work to be accessible to *Briefs Focus*' wide-ranging readership. Define key technical terms not in a general-use. Avoid using abbreviations for the names of concepts.

Biography. Each author should submit a biographical sketch of about 50-100 words and a photograph for publication.

Authorship. By submitting an article, authors are certifying that they are the writers of the content and accept responsibility the content of the article. Authors retain the rights to the content.

If you have questions about these guidelines, please contact HASC, (213) 538-0700.