



Zoo and Aquarium News for website Submission Guidelines

The Zoo and Aquarium Association encourages organizational members to prepare member-related content for posting as news items on the Association website.

Suggested Content

- Zoo People
- Education
- Positions Filled
- Animal Management
- Conservation
- Research
- Horticulture
- Facility Developments
- Veterinary
- Global Connections

What to send

- **Title** should be brief and descriptive.
- Submit manuscripts electronically in MS Word only. Submissions should be 600 words or less.
- **Photos** (optional):
 - Quantity – no more than 2 photos
 - Format – JPG
 - Maximum size – 2MB each
 - Photos should be submitted as separate files (i.e. not embedded into the Word document).
 - Each photo must include a caption and acknowledgement/credit of photo in the Word document.
- Include **author, position, and organisation** at the bottom.
- Articles must be spellchecked and proofread for grammatical errors prior to submitting.

Deadline

Please send all submissions before the last work day of each month.

Email submissions to: admin@zooaquarium.org.au

If you have any further questions or are uncertain of instructions, please contact the Manager Secretariat Services at the email address above. Or you may call 61-2-9978-4638.