



Guidelines for Footprints Articles

Content

The article should have a clear Northamptonshire connection, or a clear and relevant suggestion of unusual sources of information to help others.

Format

Text — **Word.doc or Word.docx** via email please to editor@northants-fhs.org
Please also include your Name, Membership No.

Surnames

It would be extremely helpful if within articles any surnames are put in capitals and highlighted in bold e.g. John BROWN.

This makes the document easier to read.

Pictures

Where possible and appropriate pictures are always good to help illustrate an article – jpeg format is best – please save the file with the article name and the contents of the photo e.g. John and Joan Smith.jpeg. Whilst it is helpful for you to place the image in the article to show the preferred position, please also send separately to the editor with the Word doc.

Length

Ideally up to 2-3 A4 pages or less. Longer articles are still acceptable but may be published in two or more editions.

We reserve the right to edit all articles submitted and 'the editor's decision is final'.

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