



IFAPA Newsletter January 2010 Needs Your Input NOW

Dear Fellow Members:

Deadline for submitting articles is **January 5 or sooner**, preferably in the next 2 weeks. We hope several persons from each region will contribute. Letters to the Editor are acceptable if you prefer writing letters to working in other formats. Please let us hear from you!

The APA family wants to know where you travel and why; when you change jobs; anecdotes from your everyday work; the innovative activities, strategies, and interventions you try; what you are doing research on; where you are publishing and speaking; what offices, committees, and other leadership are among your volunteer experiences; and other significant things in your life. In these days of multiple roles and expectations, the personal is the professional, and vice versa.

A newsletter should help us be “here for each other” to inform, education, motivate, encourage, thank, question, challenge, critique, involve, engage, and dialogue!

We have scheduled quarterly newsletters – January, April, July, and October. We are looking forward to your contributions to the coming January issue!

Guidelines for Submission

Deadline: January 5, 2010, but sooner is better
Where: Send to 2010 Editor, Cindy Sit sithp@hku.hk
How: By Microsoft Word Attachment
Photos must be in .jpeg or .tiff file at 300 dpi at full size

Suggestions:
Follow examples in other IFAPA newsletters. Copies are in www.IFAPA.biz

Use the *Publication Manual of the American Psychological Association* (PMPA) as a reference. See www.apastyle.org or conduct a Google search for American Psychological Association.

Guidelines for Writing

Language: English. If you wish, insert words or phrases (with interpretation) from other languages to help us extend our vocabularies.

Length: Maximum 3 pages double spaced, but shorter is better.

How to Begin: A title (center heading) in bold, but not caps. Then, write a first paragraph that indicates purpose, question, or main topic (for example, “to report or share... state opinion, beliefs, or philosophy on an issue... review an article, book, or film... provide anecdote or case study... ask a question... request help”).

Other Paragraphs: Minimum length of two sentences and maximum length of half page. Indent each paragraph.

How to End: Your first name, last name, and e-mail address. Provide the place where you work or study, city, state, country.

Person’s Name in Bold: Put names of persons in bold. Do this each time you use a person’s name. This facilitates connecting and networking with others.

Use These Abbreviations: IFAPA, ISAPA, APAQ, APA

Explain Other Abbreviations: Some readers do not know abbreviations of other cultures. Use parentheses to explain the first time you use.

Identify Cities and Countries: When mentioning a city, include the state and/or country. The challenge of an international newsletter is determining locations.

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Webmaster:
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