You will submit the following to the SECA office:

1. **An article of no more than 400 words** that meets the following guidelines.
   a. The topic is timely and of value to professionals who work with young children.
   b. The article identifies resources that will assist the member in accessing additional information. These resources should include any previous information developed by SECA on the topic, including *Dimensions of Early Childhood, Dimensions Extra*, the *SECA Reporter* and the monthly e-mail resources.
   c. Wording is concise and clear....copy is edited for correct grammar and punctuation.

2. **A handout designed for either parents or staff** that provides basic information about the topic of your article.

The e-mail and handout will be designed by the SECA staff with graphics and/or photos to enhance the “look” of the e-mail. All we need from you is the copy for the article and handout. You will be credited as the author and the e-mail will be archived on the SECA website. The e-mail is distributed to approximately 14,000 SECA members who have given us e-mail addresses. If you would like to view previous e-mails, go to [http://www.southernearlychildhood.org/members_only_email_articles.php](http://www.southernearlychildhood.org/members_only_email_articles.php)

The article and handout should be submitted to Glenda Bean, Executive Director, at gbean@southernearlychildhood.org. If your e-mail is selected for publication, you will be notified in advance of its release and provided a copy for your approval.

**Take a chance and start writing!**

**Who knows better what professionals in the field need than you?**