

Editorial Submission Guidelines



The *Texas Bar Journal* is published monthly (except for a combined July/August issue) and is distributed to every member of the State Bar of Texas. Articles related to the practice of law in Texas are welcomed. All articles must be germane to improving the quality of legal services, the regulation of lawyers, or the functioning of the state's courts or legal system. Legal article submissions are reviewed by the Texas Bar Journal Board of Editors, which is composed of representatives from around the state, including three members of the State Bar Board of Directors. Acceptance of legal article submissions is at the discretion of the board of editors and the editorial staff. Other features and columns are submitted to and reviewed by *Texas Bar Journal* staff members.

All communication concerning article submission, review, and publication should be directed to *Texas Bar Journal* staff members who act as liaisons between authors and the editorial board.

Submissions must conform to the following guidelines:

LEGAL ARTICLES

Thoughtful and well-researched legal articles may focus on a range of subjects, including Supreme Court decisions, case overviews, or emerging issues in the law.

- **Length:** Legal articles must be 1,500 words or less, excluding endnotes.
- **Endnotes:** Endnotes should be limited (please no more than 25), concise, and placed at the end of the article.
- **Form:** Only completed articles will be considered (no abstracts, outlines, or ideas). Each submission must be accompanied by a summary paragraph and an author information form, which can be downloaded at texasbar.com/submissions. Submit articles (as a Word document; no PDFs) and forms to tbj@texasbar.com.
- **Content:** The *Texas Bar Journal* adheres to an objectivity policy for content. While fair commentary on published opinions by a court may be made in a professional manner, no article criticizing sitting members of the judiciary by name will be published. Not acceptable are articles from authors regarding their pending litigation. Authors writing about a case or matter that they were involved with must disclose that information in the article.
- **Publication timeframe:** Due to the large number of legal articles submitted, the board of editors generally takes 90 to 120 days to offer its judgment on each legal article. After an article has been approved, it is usually published within six to nine months. Authors will be made aware of acceptance or rejection. If an article is not published within a year after acceptance, the author should submit the article to another publication.

OTHER ARTICLES

Regular columns are devoted to shorter, results-oriented articles, such as legal technology reviews and small-firm tips.

- **Length:** Reviews and columns should be no more than 600 words.
- **Form:** Completed articles are preferred, though abstracts, outlines, or ideas will be considered. Submit by email (as a Word document; no PDFs) to tbj@texasbar.com.
- **Publication timeframe:** Columns reviewed by *Texas Bar Journal* staff members will typically take 30 days to review. Authors will be made aware of acceptance or rejection. If an article is approved, it is usually published within six to nine months.

LETTERS TO THE EDITOR

Letters to the editor are limited to 250 words. Letters may be edited for clarity and length and become the property of the magazine, which owns all rights to their use. Editorial staff may limit the number of letters published on a single topic, choosing letters that provide differing perspectives. The *Texas Bar Journal* gives priority to letters written in response to material previously published in the *Texas Bar Journal*. For other comments about the State Bar of Texas, please email the State Bar Board of Directors at boardofdirectors@texasbar.com.

MISCELLANEOUS

- **Texas Bar Blog:** Some articles may be accepted for publication on the Texas Bar Blog (blog.texasbar.com). These may be more narrowly focused or longer than those approved for publication in the print journal. Submit by email (as a Word document; no PDFs) to tbj@texasbar.com.
- **Previously published articles:** Exceptional articles printed in other forums will be considered. The author is responsible for providing the name and date of previous publication and contact information for the original publisher.
- **Compensation:** No compensation is offered for any article.
- **Biographical information:** Each author of an accepted article will be asked to supply a brief one- to two-sentence bio and photograph.
- **Updates:** Authors of accepted articles are notified of the scheduled publication date by a *Texas Bar Journal* staff member and are provided an opportunity to update the article as necessary. Authors may include additional information that may be considered for a sidebar.
- **Copyright:** The author of an article submitted to the *Texas Bar Journal* retains the individual copyright to the article; the State Bar owns a copyright to the collected work in which the material appears. Submission of an article grants the State Bar a non-exclusive license for the bar's benefit to reproduce, sell, and otherwise distribute all or portions of the article under the author's name, individually or as part of collective and derivative works, through any media now known or that might be created.

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