

Army Sustainment Author Guidelines

We are always looking for quality articles to share with the Army sustainment community. If you are interested in submitting an article to *Army Sustainment*, please follow these guidelines:

- Ensure your article is appropriate to the magazine's subjects, which include Army logistics, human resources, and financial management.
- Ensure that the article's information is technically accurate.
- Do not assume that those reading your article are Soldiers or that they have background knowledge of your subject; *Army Sustainment*'s readership is broad.
- Write your article specifically for *Army Sustainment*; we do not publish articles that have already been published elsewhere.
- Keep your writing simple and straightforward.
- Attribute all quotes to their correct sources.
- Identify all acronyms, technical terms, and publications (for example, Field Manual [FM] 4-0, Sustainment).
- Review a past issue of the magazine; it will be your best guide as you develop your article.

Departments

Your submission should be geared toward one of *Army Sustainment*'s five departments, which are described in detail below. If you have an article that does not fit into one of our departments but you think it is appropriate for our audience, feel free to contact us.

- Spectrum** is a department of *Army Sustainment* intended to present well-researched, referenced articles typical of a scholarly journal. Spectrum articles most often contain footnotes that include bibliographical information or tangential thoughts. In cooperation with the Army Logistics University, *Army Sustainment* has implemented the a double-blind peer review for all articles appearing in its Spectrum section. Peer review is an objective process at the heart of good scholarly publishing and is carried out by most reputable academic journals. Spectrum articles typically are 2,500–5,000 words.
- Commentary** articles contain opinions and informed criticisms. Commentaries are intended to promote independent thoughts and new ideas. Commentary articles typically are 800–1,600 words.
- Operations** includes articles that describe units' recent deployments or operations. These articles should include lessons learned and offer suggestions for other units that will be taking on similar missions. These articles require an official clearance for open publication from the author's unit. Photo submissions are highly encouraged in this section. Please try to include 5–10 high-resolution photos of varying subject matter. Operations articles typically are 1,200–2,400 words.
- Training and Education** is dedicated to sharing new ideas and lessons learned about how Army sustainers are being taught, both on the field and in the classroom. Training and Education articles typically are 600–1,100 words.
- History** includes articles that discuss sustainment aspects of past wars, battles, and operations. History articles should include graphics such as maps, charts, old photographs, etc., that support the content of the article. History articles typically are 1,200–3,000 words.
- Tools** articles contain information that other units can apply directly or modify to use in their current operations. These articles typically contain charts and graphs and include detailed information regarding unit formations, systems applications, and current regulations. Tools articles typically are 600–1,800 words.

Instructions for Submitting an Article

- Submit your article by email to usarmy.lee.tradoc.mbx.leeasm@mail.mil.
- Submit the article as a simple Microsoft Word document—not in layout format. We will determine the layout for publication.
- Send photos and charts as separate documents.
- Send photos as .jpg or .tif files at the highest resolution possible. Photos embedded in Word or PowerPoint cannot be used.
- Include a description of each photo in your Word document.
- For articles intended for the Operations department, obtain an official clearance for public release, unlimited distribution, from your public affairs office before submitting your article. Include the clearance statement with your submission.

If you have questions about these requirements, please contact us at usarmy.lee.tradoc.mbx.leeasm@mail.mil or (804) 765-4761 or DSN 539-4761. We look forward to hearing from you.