**Blog Post**

**(Word Limit: 500-1000 words)**

**Description**:Academic-based, referenced public-health focused blog posts may be created and submitted by individuals, partners, and/or organizations. Blogs will be copy-edited and all submitted content will be subject to the approval of *BCPHR Journal* to ensure it remains aligned to our mission, vision and academic standards. Preferred length is 500-1000 words per blog post.

**Price**:

* Non-expedited, single blog post (including 1 image or table): $75.00
* Expedited, single blog post (including 1 image or table): $100.00
* Full blog (non-expedited, minimum of 2 blogs per month; maximum of 10 blogs per month): $1,200 year (pre-payment required)

NB: To request transfer of past blogs before uploading new content, please contact [editorial@bcph.org](mailto:editorial@bcph.org)

**Publication Timeframe**:

* Non-expedited: 4 weeks
* Expedited: 2 weeks

**Extra Features: - *Coming soon***

* Each blog post includes 1 image or table with payment cost; additional images are $25.00 each
* Dissemination of author-created social media post (3 copies of a promotional social media post regarding author’s blogs will be posted to Facebook, Instagram, and LinkedIn): $50.00
* Addition of Sound Cloud file: $50.00
* Embedded interview/video: $50.00 each

**Additional Terms and Conditions:**

* All blog posts should be submitted to Scholastica with notation of “Expedited or Non-expedited Blog” as part of the title line (i.e. If the blog post is entitled, “Lessons from COVID-19”, your Scholastica submission should be titled “Non-expedited Blog - Lessons from COVID-19”)
* Videos & Sound Cloud files will need to be sent to BCPHR to be uploaded and embedded from our YouTube account (size should generally be kept to less than 1 GB and embedded videos cannot exceed 30 minutes)

**Checklist**: Use this template to format your submission, ensuring that it includes:

* **Cover Letter** (to be submitted on Scholastica)
* **Blog Post Title**
* **Author(s) Photo**
* **Author(s) Name**
* **1 Post-Related Image**
* **Introduction**
* **Body/Discussion**
* **Conclusion**
* **References**
* **Acknowledgements** includes funding if work was financially supported (if applicable)
* **Disclosure Statement**: Please disclose competing interests/conflicts of interest. If the author(s) do not have anything to disclose, please paste the following statement, “The author(s) have no relevant financial disclosures or conflicts of interest”.
* **Individual Author Biographies(s)** (~100 words)
* **Author Contact Details** (i.e., Facebook, LinkedIn, Twitter)

**Formatting**:

Visit BCPHR’s online [Submission Preparation Guidelines](http://hphr.org/hphr-submission-preparation) (BCPHR.org/BCPHR-submission-preparation/) for additional details on formatting (font, point sizes); language, tables, images and other media, figures, photographs, and style.

**Cover Letter**: Your submission should include a brief cover letter that outlines:

* The submission type (i.e., blog post.)
* Word count (main-text only, excluding References, Figures, Tables, etc.)
* All named authors that have contributed to the submission, and whom grant BCPHR permission to if selected, publish their work
* Indicate the name, address, and email of the corresponding author
* Disclosure statement (i.e., indicating whether any of the authors have personal, commercial, or financial interests that are relevant to the research and opinions represented in the work submitted to BCPHR)
* Attestation that the post is not currently under consideration by another publication and/or has not previously been published elsewhere
* A brief description of the background and relevance of the post to public health

**References**: All references must be prepared and submitted according to the [American Medical Association (AMA) Style Guide](https://nwtc.libguides.com/c.php?g=49024&p=315498)

AMA uses **endnotes** **with superscript** **Arabic numerals** ***outside* periods and commas**, but inside colons and semicolons.

***Example***:

I like this paper.1

In the endnotes, the reference will appear as follows:

1. Compston A. Papers I liked. *The Lancet*. 2008;372(9648):1502-1517.

**Acknowledgments**: Paste your acknowledgments here (including any funding that the work may have been financially supported by), if applicable.

**Disclosure Statement**: Paste any disclosures of competing interests/conflicts of interest here. If the authors do not have anything to disclose, please paste the following statement, “The author(s) have no relevant financial disclosures or conflicts of interest”.

**Figures & Tables**

**-Maximum three (3) tables accepted**

**-Maximum three (3) figures accepted**

- **Figure 1. Insert figure in intended location in the document.** Type figure legend and paste figure above the legend. Legends should not be part of the design, but kept as editable text in the document.

*Additional notes about Figures:*

● Figures should have a minimum width of 1080 pixels, submitted in JPEG, JPG, or PNG file format.

● Figures should be included in the main article body, not as separate files. A title and description of each figure should be included in the manuscript.

● Figures ideally should be submitted with a transparent background.

● Figures should be titled consecutively according to the order they appear in the text.

● Titles are to appear above the figure, in bold, Times New Roman, 12-point font.

● Legends are to appear directly after the image, single-spaced, in non-bold Times New Roman, 12 pt font.

● Titles and legends should ***not*** be part of the image, but inserted as text in the document, above and below the figure image, respectively.

● Text within figures should be single-spaced, in Times New Roman, 10 pt font.

- **Table 1. Insert Table in intended location in the document**. Please create Tables using Word’s table tools. Type table title and paste table below the title. If including a table legend, paste below the table. ***Do not insert images of tables***.

*Additional notes about Tables:*

● Tables are to be numbered consecutively according to the order of citation in the text.

● Tables must be editable and be created using Microsoft Word’s table builder.

● Titles are to be set above the table in bold Times New Roman, 12 pt font.

● Table text and data are to be set in Times New Roman, 10 pt font, single space.

● Legends are to be included below the table, single-spaced, in non-bold Times New Roman, 12 pt font.

● Please do not use multiple colors of shading, underline, or font size to highlight values in tables. Color should be not used to indicate meaning.

**Other Photographs, Images, Video, Media, etc.**

Images and other media that are not part of figures may be submitted as follows:

● Image files should be at least 1080 pixels, submitted as JPEG, JPG or PNG files.

● Images ideally should be submitted with a transparent background.

● Images should be titled consecutively according to the order they appear in the text.

● Titles are to appear above the figure, in bold, Times New Roman, 12 pt font.

● Legends are to appear directly after the image, single-spaced, in Times New Roman, 12 pt font.

● Titles and legends should ***not*** be part of the image, but inserted as text in the document, above and below the figure image, respectively.

● Text within figures should be single-spaced, in Times New Roman, 10 pt font.

*For Videos:*

● Videos must be hosted on YouTube. Please provide YouTube links for all videos. Authors must own and/or have permission to use links in published material.

*For Photographs:*

● *BCPHR* requires written permission or a signed waiver forms for all images depicting individuals, except in the case of crowd scenes or when persons are not identifiable.

● If selected for publication, *BCPHR* will require copies of all permissions paperwork.

*For Equations:*

● Equations should be built using [Word’s equation builder.](https://support.microsoft.com/en-us/office/equation-editor-6eac7d71-3c74-437b-80d3-c7dea24fdf3f)

*Supplementary Files:*

· Attach supplementary files you would like your journal's readers to be able to download. For any file type off the beaten path (e.g. .py, .js) we recommend uploading it as a .zip file.

**About the Author(s)**: Please include a third-person biography for each author (100 words max), as follows:  
  
 ***Example***:

**Dr. Katina Rodriguez, MD**Dr. Katina Rodriguez is a professor in the Psychology Department at Loma Linda University. Their research areas include xxxxx and xxxx. They received their formal training at California State University, Pomona.