GUIDELINES FOR ARTICLES SUBMITTED TO NEWSBITES

We are always striving to improve Newsbites and acting on feedback from members about Newsbites being a little too long we are making the following suggestions:

So far as subject matter is concerned we will be particularly pleased to receive **articles about any unusual or exceptional event** that your u3a may have organised or any new activity that your u3a is running. U3as learn from each other and it is very useful for their members to read about new events or activities that they haven't come across before.

- Please send your text in Word format and keep to a maximum 300-word count.

- Please submit photos as separate attachments in formats JPG, JPEG, PNG or similar (not pdf). They must be of good quality and a minimum of 1MB. No collages please.

- Please ensure that all who feature in your photos have expressed their consent for the photos to appear in Newsbites and also for those photos to be posted on u3a and Network websites.

- Please let me have the name of the author of your article and his/her status eg member, group leader, chair etc. I do look on your websites but don't always manage to find a full name or status.

Many thanks
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