

TAB Article Submission Guidelines

All stories, press releases and promotional submissions will be considered with priority given to those which support the goals of the Tougaloo College National Alumni Association (TCNAA), local Tougaloo College alumni chapters and Tougaloo College. Stories not directly related to TCNAA, local chapters or Tougaloo College will be considered on a case-by-case basis, taking into account space and staff time limitations. Non-related promotional postings will not be considered.

Articles and images should be submitted to: TAB@tcnaa.org.

Written news stories and press releases should include:

- A summary of the event or news item
- Who is involved
- Why the event occurred
- Where and when the event occurred when relevant

Each accepted story will be edited for style and content and adherence to our editorial standards and guidelines. Press releases will be posted as received, edits to press releases except for spelling and obvious typos should be made by the author and resubmitted.

Please provide a contact person's name, email address and phone number for each submission.

Photo submissions must meet the specifications provided and may be cropped depending on size and space limitations. Complete information about individuals in the photo, the date of the photo, and whom to credit for the photo must be submitted to be considered for publication. Photos should be high resolution (300 pixel/inch) JPEG images.