

The APDT

CHRONICLE

The Professional Journal of The Association of Pet Dog Trainers www.APDT.com *of the Dog*

Submission Guidelines

The APDT Chronicle of the Dog is the official publication of the Association of Pet Dog Trainers, Inc. Delivered six times a year to APDT active members, *The APDT Chronicle of the Dog* is a valuable source of information about positive dog training (i.e., the use of positive reinforcement rather than aversives). This goal is accomplished by publishing articles, columns, features, news, and interviews related to professional pet dog training. Topics should be relevant to one of the following dog training-related areas:

- education
- science and research
- behavior
- health
- shelters
- business operations
- anecdotal experiences and case studies

Please review the Submission Guidelines carefully prior to submitting an article for publication.

Queries. Queries on topics for features and columns are required prior to article submission. Unless noted otherwise below, submit all queries via e-mail to Adrienne Hovey, Managing Editor, at Chronicle@apdt.com. Queries by authors whose work has not been previously published in *The APDT Chronicle of the Dog* require submission of writing samples.

Article Submission. All articles and reviews are accepted for consideration with the understanding that they have not appeared elsewhere and are not under review elsewhere, unless *The APDT Chronicle of the Dog* is otherwise informed in writing at the time of submission. Submission assumes the author's acceptance of editing by *The APDT Chronicle of the Dog* staff. The author will be required to make any requested changes as stipulated by the reviewers within a specified number of days of receipt of the reviewer comments. Articles that pass the review process are accepted for publication provided the author responds meaningfully to the questions and concerns raised by the reviewers. *Please note, no article is considered "accepted" for publication until a review and the requested changes have been made.*

The first page of the article must include your name and the word count. Your cover e-mail must include your name, business name, address, phone, and fax numbers, e-mail address, and APDT membership level (if applicable). If your article contains any previously published material of more than 100 words, we must also receive the written permission of authors and publishers to use such material. Please e-mail Adrienne Hovey at Chronicle@apdt.com for information on where to send written permissions.

Articles must also include a short biographical paragraph consisting of three to four sentences. Biographical sketches must include the following: city and state of residence; e-mail address where author(s) can be contacted. Please keep biographical information *brief* and *concise*.

Certifications and Degrees: Please include information on any professional certifications and graduate level degrees with your biographical sketch. Only certifications (i.e. CPDT-KA, CDBC, CTC) and graduate level degrees will be listed after an author’s name.

Submission Deadlines. Submission deadlines for general training articles, essays, book and video reviews, and articles not of a scientific nature are as follows:

Issue	Deadline for Submission	Comments to Authors from Editorial Board (if any)	Revised Articles Due Back from Authors
Jan/Feb	Oct 1	Oct 15	Nov 1
Mar/Apr	Dec 1	Dec 15	Jan 1
May/Jun	Feb 1	Feb 15	Mar 1
Jul/Aug	Apr 1	Apr 15	May 1
Sep/Oct	Jun 1	Jun 15	Jul 1
Nov/Dec	Aug 1	Aug 15	Sep 1

The review/publication process for each issue—including working with authors and advertisers, editing and proofreading, design and layout, printing, and mailing—is approximately four months.

Acceptance and Review Process. Acceptance of articles and reviews is at the discretion of *The APDT Chronicle of the Dog* staff and decisions made by the staff regarding acceptance are final. Materials accepted for publication will be published on a space-available basis.

Given that *The APDT Chronicle of the Dog* is not a peer-reviewed journal, authors are responsible for the accuracy of all substantive content of submitted material. All submissions will be edited for grammar, syntax, punctuation, spelling, clarity, space requirements, and adherence to *The APDT Chronicle of the Dog* house style. At the discretion of the editorial staff, or per the author’s request, the author may receive an e-mailed version of the edited article prior to publication. All queries and editorial changes should be carefully reviewed at that time.

Payment. No monetary compensation is provided to the authors.

Style. Webster’s *Third New International* or *New Collegiate* dictionaries (G. & C. Merriam Co., Springfield, MA) should be used for spelling and hyphenation. The *Chicago Manual of Style, 14th edition* (University of Chicago Press) should be used for all grammar, punctuation, and style conventions. For a copy of the *APDT Chronicle of the Dog’s* house style guide, please e-mail newsletter@apdt.com.

References. If the article contains references, they should be placed as endnotes and numbered consecutively in the order in which they appear in the text. References should conform to the *American Psychological Association (APA)* format. The authors are responsible for the completeness and accuracy of the references. The following is the style used for common types of references:

Article in a Journal:

Smith J., Public Q., Trainer D., et al. (2004). Behavioral effects of massage on canines. *J Am Vet Med Assoc*, 333:1111-1124.

Book:

Aloff, B. (2002). *Aggression in dogs: practical management, prevention, and behaviour modification*. Collierville, TN: Fundcraft, Inc.

Book Chapter:

Smith J. & Public Q. (2004). Working with dogs. In Ward F. & Cleaver B., (Eds.), *Veterinary Manual for Students*. 2nd ed. (pp. 200-225). New York: William Morrow & Co.

Internet Web Sites:

Denver Dumb Friends League Web site. *Working with shy dogs*. Retrieved March 2004 from: <http://www.ddl.org/shydogs.html>.

Photographs. If photographs of persons are to be used, written permission from the subject(s) must be supplied. Please contact the Editor-in-Chief for a photo release form. Photographs must be accompanied by captions and photographer credit. Submit photos in electronic format as .jpg or .tif files at 300 dpi or higher resolution. Photos saved at a lower resolution are not suitable for printing.

Cover Photographs. We do accept submissions of photos for both the front cover and for editorial purposes inside the magazine. If your photo features a person(s), please contact us for a photo release form. Photographs must be accompanied by captions and photographer credit. Submit photos in electronic format as .jpg files at 300 dpi or higher resolution. Photos saved at a lower resolution are not suitable for printing. For COVER photos, the photos must be at the highest possible resolution: at least 300 dpi and at a size of at least 8" x 10".

Copyright. Submission of material to *The APDT Chronicle of the Dog* implies that the work has not been published previously (unless noted); that it is not under consideration elsewhere; that its publication has been approved by all coauthors; that, if and when the work is accepted for publication, the author(s) agree to automatic transfer of first American rights to the publisher; that the work will not be published elsewhere without the written consent of the copyright holder; that written permission is obtained by the authors for material used from other copyrighted sources; and that any costs associated with obtaining this permission are the author's responsibility. While author(s) maintain copyright after publication, acceptance for publication includes allowing APDT to post article on their web site and provide to members as well as publication in the hard copy and digital editions.

Specifics About Features And Columns

Feature Articles. We accept a limited number of feature articles each year. We are looking for high-quality, research-based original compositions that address issues critical to dog trainers and the advancement of positive dog training. Recent topics have included operant conditioning, punishment, and ethics. Contributors must be experienced writers with subject matter expertise and appropriate credentials. Unsolicited articles are accepted, but advance queries are preferred. Limit articles to 2,500 words.

Articles (non-feature). We accept a limited number of articles each year on a variety of topics related to dog training and the business of running a dog training service. We are looking for high-quality, well-reasoned compositions that address issues of interest to dog trainers and support the mission statement of the APDT. Topics can focus on group classes, private sessions, board-and-train, therapy dog work, business logistics, and legal issues. Contributors must have expertise in their subject matter and appropriate credentials. Unsolicited articles may be accepted, but advance queries are preferred. Limit articles to 1,600 words.

Member Profile is a regular feature that profiles an APDT member using an interview format. Members may submit their own names or the names of other members for "Member Profile" consideration. Contact Member Profile Editor Nicole Wilde at phantmwlf@aol.com.

On Behavior is a regular feature that addresses dog behavior from a behaviorist's and/or scientist's perspective. Contributors must be appropriately credentialed (e.g., DVM, PhD, MS, CAAB) and/or highly experienced in their field. Recent topics have included puppy temperament testing and the success of treatment outcomes. Authors should query On Behavior Editor Terry Long at dogpact@aol.com with article ideas prior to submission. Limit articles to 2,500 words.

Pick of the Letter is the forum for member input on issues related to the APDT and positive dog training. If you are commenting on an article, identify the article's title, author, and issue of publication in your letter. Letters should address the topic in a professional manner. Letters will be printed at the discretion of *The APDT Chronicle of the Dog* staff and on a space-available basis. Limit your letters to 250 words – letters that are longer in length will be returned to the author for editing to the maximum length. Please include your city and state with your letter. Only the author's name, city, and state will be listed at the close of a letter.

Reviewers' Corner is an occasional column that reviews recent dog-related books, DVDs, videotapes, and other instructional and educational materials. Reviewers must demonstrate sufficient experience and education to write knowledgeably about the topic being reviewed. Persons interested in becoming reviewers should send a resume and writing samples to the Managing Editor, Adrienne Hovey, Chronicle@apdt.com. The staff generally chooses review selections; however, suggestions from members are welcome.

Members wishing to have their own books, videos, DVDs or other materials reviewed must send a non-returnable review copy to Mychelle Blake, Editor-in-Chief, *The APDT Chronicle of the Dog*, 7220 Dingo Court, Las Vegas, NV 89119 with a note indicating their interest in having the item reviewed in this publication. Forwarding of review copies to the Editor-in-Chief does not guarantee that the work will be reviewed.

Reviews must contain the work's complete title, author, publisher, publication date, and cost. Reviews must be accompanied by the author's resume or curriculum vitae. Unsolicited reviews are not accepted - please query the Editor-in-Chief if you wish to submit a review of a book or DVD. Reviews are generally 400-500 words maximum; consult with the Editor-in-Chief for the word count for specific titles.

Teaching Classes is an occasional column addressing the issues involved in setting up a good group class. Topics can cover:

- Class size – instructors vs. dogs
- Dogs the first night – yes or no
- Dealing with the nightmare class
- Dealing with children in class
- What to teach – structuring your class curriculum
- Handouts
- Incorporating CGC in your class
- Finding a place to teach
- Specialized classes – feisty fido, growl classes, reactive dog classes, toy/small dog classes, shelter dog classes
- How to design a good class syllabus

Research Reviews – This occasional column summarizes recent studies from peer-reviewed journals such as *JAVMA*, *Applied Animal Behavior Science*, *Journal of Applied Animal Welfare Science*, and more. Members interested in submitting a review should first contact the Managing Editor at Chronicle@apdt.com.

Dog Training Fundamentals – This column provides detailed and step-by-step training information on obedience behaviors and commands. Please query the Managing Editor at Chronicle@apdt.com prior to submission with your topic.

Interviews – Interview articles feature a Q&A format with a noted trainer or behavior consultant, or other persons of interest to the dog training community. Please query the Managing Editor at Chronicle@apdt.com prior to submission with your interview of choice. Final interview drafts must be submitted to the interviewee prior to final submission to verify that quotes, etc. are correct. A photo of the interviewee for publication should be submitted as well.

Legislative Affairs – This occasional column discusses legislative and regulative issues of interest to dog trainers such as breed specific legislation, limit laws, etc. Please query the Managing Editor at Chronicle@apdt.com prior to submission with your topic.

Shelter Strategies – This occasional column discusses issues of interest to dog trainers related to working with shelters and rescue groups. Please query the Managing Editor at Chronicle@apdt.com prior to submission with your topic.

Opinions and Essays – We do accept submissions that discuss opinions (preferably pros and cons) of “hot” issues among the dog training community. Opinion pieces must include proper citation and cannot include inflammatory or derogatory content. Please query the Managing Editor at Chronicle@apdt.com prior to submission with your topic.

We do not accept:

- Fiction, poetry or other submissions that are not non-fiction.
- Articles that are geared toward the average pet owner.
- Handouts from group classes or private sessions that are geared toward the average pet owner.
- Articles that do not support the mission of the APDT.

Web “Extras”

Beginning in 2009, we are asking authors to solicit materials for the APDT web site’s Members Only section to complement their articles in *The APDT Chronicle of the Dog*. Examples of web site extras include:

- video of a dog from a case study exhibiting behaviors discussed in the article
- video demonstrating how to teach training exercises
- online hyperlinked reference lists/bibliographies
- photo files demonstrating the teaching of a behavior or behaviors from a case study
- addendums or sidebars to an article
- resource listings

Video Production Guidelines and Recommendations

1. When shooting video, make sure that the camera is as stationary as possible. Also, make sure you shoot as close to the subject as possible so your subject will be easy to see on a small screen. While this may seem obvious, this is particularly important for the Web. You do not want to do a lot of panning and zooming. Also, since the size of the video picture window is so small, you want to be sure to move in as close as possible whenever possible.

2. Light the video brighter than for normal television broadcast. When shooting video, lighting is one of the most important distinctions between a video that looks amateur and a video that looks professional. When videos are published on the Internet, a lot of times they turn out to be darker. Increased lighting during the shoot will help compensate for that.

3. The best file format we can receive from you will be MPEG4 (DivX, Xvid) at a 640 X 480 resolution with 64k Mono MP3 Audio. If you have any doubt or limited experience with video encoding then we recommend providing us the videos in raw AVI format. All videos should be uploaded to our FTP area. Once you have chosen the video you wish to include on the Web site, please email us to let us know the name of the video and we will download and process the video for publication.

4. Make sure that if there is audio, that it is clean and audible. Often, audio that accompanies video gets reduced on the Web and it is difficult to hear the audio -- and many users do not know, understand, or simply lack the ability to increase the audio settings on their own computers when trying to watch video on the Internet.

For all videos that are submitted, a video release is required by any persons appearing in the video. Please contact us for a video release form.