

Writing for *WEFT Magazine*

Thank you so much for contributing to *WEFT Magazine*! Please save this document and read it all the way through before you start writing - it includes guidelines for how you should write your piece as well as where to submit it when it's finished.

Tell people what you're doing!

We love it when our authors tell people what they're doing, but of course we don't want to give away too much! Please feel free to post that you're contributing to *WEFT* on your favorite social media outlets, but just don't be too specific. You can include teaser photos, but not completed projects please. Don't go into specifics but you can tell them which issue it's for and the general topic. We love when people are excited!

Things that should be turned in on or before your due date:

- Your article as a Word document (e-mailed to lisa@weftmagazine.com)
- Photos (final or mock, sent to Lisa; please see below regarding photos)
- Your 50-word bio written in the 3rd person and added to the end of your article
- A bio picture/headshot
- Your physical samples mailed to *WEFT* (address below)
 - Small sample of unfinished cloth if applicable
 - Finished cloth if applicable
 - 6-inch sample of each yarn you used if applicable
 - Any process samples you created if applicable
- Your w-9 filled out via our quickbooks link (if you are a US citizen)

Where to send your physical samples:

Jacey Faulkner
WEFT Magazine
61153 Ridgewater Loop
Bend OR 97702
USA

If you're new to writing for *WEFT*, you may find the following information helpful:

Explaining your Choices

Please remember that weaving has long-standing traditions and guidelines and if you decide to weave outside these (which is fine), you have to talk about why. For instance, when weaving plain weave, floating selvages are not required. If for some reason you decided to use them, we will get emailed questions from our readers asking why, so please talk about why you made that choice. The more you explain, the more valuable weavers will find your work.

Project Details to Include

- your loom information: manufacturer, model, shafts, width, type (jack/CB/CM)
- all the measurements (EPI, PPI, length, width) on loom, off loom, and after wet-finishing
- how many shafts the project requires
- minimum loom width
- warp and weft fiber details (manufacturer, size, yds/lb, color, fiber, amount needed)
- warp length
- setts: EPI, PPI, and reed used
- draft - threading, treadling, and tie-up (indicate for jack or CB)
- directions for hems & wet-finishing
- any other instructions or details you think might be necessary

Voice and Content

Please be sure to dig as deep as you can within the scope of your article. You don't need to cover everything about the general topic because the entire issue is about the general topic and you can be sure that the elements outside the parameters of your article will be covered in the other articles. It is also important to remember that you're not writing for beginner weavers but for intermediate and up. These are weavers that already know the basics so don't take up too much of your word count with fundamental instructions.

As far as voice is concerned, use yours! *WEFT* does not seek to put forth one opinion or one voice, we are diverse and the voices behind the articles should reflect that. If you are serious and science-y, be serious and science-y, if you are lighter and use humor, be light and use humor, if you're more formal, be more formal. Let who you are come out in your article and the entire magazine will be better for it.

Files and the Editing Process

Please e-mail (lisa@WEFTmagazine.com) your article as a Word document saved with your name and article name in the title. (e.g., Smith-magic twill.doc)

Please do not add any formatting (beyond italics or bold) or photos to the text of the document. After we receive your article we'll read through it and send it back to you with any questions or clarifications. From there it goes to tech editing where you may hear from us again if we have questions. Then it's on to copy editing. At the end of the process we'll send it to you for approval (this usually happens about 3 months before it goes to press). Right before we go to press we'll send you a low-res PDF of the almost done issue. This is our last chance to make any changes. You'll have 2-3 days to look at this, read over the article, captions, masthead, TOC etc and make sure everything is as you want it. A couple weeks after that your issue will arrive in your mailbox!

Photos and Samples

We are striving to have consistently clear and beautiful photography in the magazine. To this end, we'll need you to send all the experimental, process, and final samples/projects sent to our photographer in Bend, Oregon USA. If you can, include a small sample of your unfinished cloth along with your finished cloth. Also send a short sample length (6 inches is enough) of each yarn you used.

Process shots are very important and there are several ways we can deal with these photos.

If you don't have the means to take clear, uncluttered photos at a high resolution, we can recreate your process and take photos here at *WEFT*. If this is the route we take, it will be very helpful if you can take some mock-up shots. A phone with a camera will work just fine for these staging photos. Take these pictures, exactly how you think they should be, using any means you have. They don't have to be perfect or beautiful, we just need to see what you want the reader to see. Using your staging photos, we'll take high-res print-ready shots that will punctuate and illustrate your article beautifully.

For those of you can take your own high-res process shots. This is a great option and means less work for us! Please take them as large as you can (the bigger the file size, the better, each shot should be at least 3MB). If you're concerned about whether your shots will work, please send us a sample photo as soon as possible and we'll decide together.

Even if you are taking your own process shots, please still send your final cloth, samples, or projects that you have so we can photograph them.

When you send photos to us, the easiest way is to zip or condense them or use [dropbox.com](https://www.dropbox.com) which is free and easy but if you need help, I'm just an e-mail away. lisa@weftmagazine.com is the address you want to send them to. You can also just try e-mailing it to me at the above email address.

Contracts and Compensation

Your contract will be coming at you via DocuSign very shortly (if not already). It lays out all of the contractual details, how we are borrowing your rights for 12 months but after that it's yours again and you can do what you will with it. We also reserve the right to use our version and layout of the piece in our newsletter and website (but never publish it in print again except in the issue you're being compensated for and any reprints that issue undergoes). Sign the contract as soon as you can please. When we send the issue to the printer, you will get a check in the mail from *WEFT* Magazine (or via paypal, if you choose), so make sure have also filled out your tax info via the quickbooks link we send (if applicable). You'll also get a copy of the issue in the mail and a kit via email about how to let the world know about your awesome work!

And that's it! I know it seems like a lot please don't feel overwhelmed -- it's better to have the information all in one place than to not have it at all. You're going to do great and your article is going to look amazing on the glossy pages of the issue. Plus, you get paid for writing about weaving, how cool is that?!

Thanks so much for your contribution to *WEFT*!
Jacey and Lisa