

Latitudes Winter 2022 Literary Review

Submission Process Criteria:

- **Email your submissions to: Bob Lupo (medic4475@gmail.com), managing editor of the Review, between *September 15 and November 15, 2021*.**
- ***Place your name and contact information (phone number, current email address), and the title of the piece, its genre and word count in the cover email.***
- **To facilitate blind judging, **you must** send your submission, without your name or identification on any page. Include the title, genre and word count on the first page. Attach your submission to the cover email. Anonymity is an important criterion to follow.**
- **Submissions **must follow** standard publishing industry formatting:** MS Word or equivalent in .doc or .docx format. Pages should be numbered bottom center. Genre and word count, top left on first page. Title of the work centered; and title, genre, and word count on top left side of subsequent pages. 12-pt Times New Roman font. Double-spaced, except for poetry, which can be single-spaced. One-inch margins on all sides.
- **The anonymity requirement and formatting specifics are critical for your submission to be accepted. A template for a submission can be provided upon request to the managing editor.**
- **The Latitudes Selection Committee's composition and structure has changed for the 2022 Issue. Committee members total 11 this year compared to 5 last year. There are**

2 co-editors per genre compared to 1 last year. We made these changes to enhance discussion and evaluation among the editors in the first step of the submission process and broaden the Guild's literary range. Co-genre editors will discuss each entry before selecting those pieces to be sent to the Selection Committee for evaluation. The larger voting panel should also energize discussion and evaluation of works in the final voting step.

- *Bob Lupo, the managing editor, will record each submission and distribute the work to the appropriate editors for review.*
- *Editors for the Winter 2022 Issue are: Fiction—Mark Kelly, Carol McMillan; Non-Fiction—Linda Heath, Jada Rufo; Poetry—Laura Burkhart, Tamara Williams; Drama—Richard Bodien, Joy Fisher. The two Editors-at-Large are: Duncan Dempster and Margaret Zacharias.*
- *Submissions will be assessed based on the general guidelines and key elements for genres applicable to your work. After reviewing your work, editors will make recommendations to the entire coordinating committee which will make the final selections of all the pieces to be included in the issue.*
- *You will be notified by the managing editor if your work is accepted for publication in Latitudes: Hawaii Writers Guild Online Literary Review. A copy of your work, showing any light editing deemed necessary by the editors, will be sent to you. Editing suggestions may include grammar, punctuation, style, syntax, and story / narrative flow.*

- *If your work is accepted, please respond to Bob Lupo: (medic4475@gmail.com) within 14 days stating that you agree to publication of your work.*
- *Multiple submissions or submissions in more than one genre are acceptable, but please send only one submission per email.*
- **Previously published pieces may be submitted if the author holds the rights to the piece and if previous publication credits are noted.**
- *Simultaneous submissions elsewhere are permitted, but if your work is accepted by another publication, please notify Bob Lupo ASAP.*
- **If you have any questions, please contact Bob Lupo: (medic4475@gmail.com).**
- **Please be advised that complying with the anonymity requirement and formatting specifics are critical for your submission(s) to be accepted.**
- **An Entry Form, listing submission criteria—to be sent with each entry—is attached.**