

Illinois Audubon Society Submission Guidelines for Photographers and Illustrators

Thank you for your interest in contributing to the Illinois Audubon Society's magazine. Illinois Audubon Society (IAS) is a quarterly publication (winter, spring, summer, fall) distributed to IAS members. Plans for publications are sketched out 12 to 24 months in advance.

Our readers are a diverse group with many interests, with the common denominator of caring about Illinois' natural resources. The articles we publish focus on the environment and enjoying the great outdoors presented in a fun, tasteful and ethical manner. We shy away from articles that are presented as personal opinion or are highly technical and read like a research paper.

Photographers and illustrators familiar with the wildlife and habitats of Illinois are more likely to develop content interest our member readers. Secondary to Illinois-specific features, we publish the occasional feature on birding the Midwest, North America and world. Readers appreciate features about wildlife and interesting natural areas in Illinois, as well as special places, resource conservation, environmental issues, interesting people, the cultural and historical roots of Illinois, tips for improving outdoor skills, endangered species, wildlife management and research activities.

Preference will be given to member submissions, although external submissions are welcome. IAS will review photos for high-quality images that depict subjects normally covered in magazine, particularly Illinois wildlife and landscapes, activities related to wildlife watching and habitat restoration activities.

Unsolicited images are welcome, but are not guaranteed to appear in Illinois Audubon Society publications. It's always wise to contact the editor before investing too much time in shooting photographs or preparing an illustration. Queries are advised to ensure that the subject has not been covered in the past or already on the production schedule. Images may be held for future use. With few exceptions, illustrations are commissioned for a specific story. Unsolicited illustrations may be submitted as part of a portfolio for future commission work.

Photographers and illustrators should be aware that images published in the magazine may eventually be available on the Illinois Audubon Society website as a PDF. If the submitter specifically desires that their work not appear on the IAS website they should notify the editor at the time of submission.

Article layout, photo cropping, caption content and placement of photo credits will be at the discretion of the editor and graphic designer.

Allowable Images: Preference is given to native Illinois landscapes, flora (plants) and animals (birds, mammals, reptiles, amphibians, insects, fish, etc.). Periodically stories will be published of birding expeditions outside of the state, which will require images specific to that region. Depending on the subject, images containing people may be required. The photographer is required to obtain and keep model releases for all recognizable people in each photo (signed by all adults in the photo and by the parents/legal guardians of children under the age of 18).

Content: Photographs must reflect safe, ethical and legal behavior. Do not harass wildlife or violate the rights of property owners in an attempt to photograph wildlife or landscapes.

Publication Rights: We require publication rights only for official Illinois Audubon Society publications (primarily the magazine, although interest may arise for use in publications such as brochures and educational displays). Photographs remain the property of the photographer. Individual images may appear multiple times in a single magazine issue (such as inside the issue as well as on the Table of Contents).

Image Details: Due to the high volume of photo submissions, it is necessary that we apply some criteria to the images that are chosen.

- Use a high-resolution camera: at least 3 megapixels (3 MB), but 4 megapixels and higher are recommended.
- Set your digital camera for its highest quality and resolution. Because different cameras shoot at different pixel settings in their various ranges, we can't provide exact settings to use, but understand that in general, the more pixels the better. Consult your camera's user guide to see how these settings work.
- Images must be clear and focused.
- Images must be a minimum of 300 dpi. The larger the picture, the better we can use it. Do not reduce the image size before submission. Do not upgrade a low res photo to 300 dpi as this does not improve quality. How a photo looks on your monitor screen has little bearing on its usability for print. Use this formula if you're not sure: pixels divided by resolution = printable size. Thus, an image of 1600 by 1200 pixels – each divided by 300 dpi – gives a print size of about 5 by 4 inches. That would be just marginally large enough for most article illustrations, but unusable as a spread, centerfold or cover. We prefer photos as large as your camera can take them, so even with 5- or 8-megapixel cameras, shoot at the highest possible resolution.

Photo Size	Approximate File Size @ 300 dpi
4" x 5"	1.8 MB
5" x 7"	5.5 MB
8" x 10"	7.2 MB
8.75" x 11.25" (full cover)	9.75 MB

- Preferably images are in color, although in some instances black and white are suitable.
- While digital prints are the norm today and easiest to access and transfer, in some instances slides and prints may be accepted to depict a story mood. If requested by the editor, please send slides or prints along with a self-addressed padded envelope to the address below.

Unsuitable images include those which are:

- from a cell phone due to their small size.
- contain a copyright symbol, watermark, date stamp or other such mark.
- embedded in a Word document or made as a PDF as the files will not stand up to the publication process.
- printed digital photos as these do not have the quality necessary for reproduction in the magazine.
- downloaded from the Internet as they typically are low-resolution and not suitable for printing.

Covers: Covers are usually seasonally appropriate color photographs keyed to a feature article. Preference is given to images in a vertical format with the top open for the IAS banner. Images that allow use as a wrap cover are required in some instances, although a separate subject, ½ page image often is used on the back cover.

Required Contact and Publication Information: For internal record-keeping purposes and to assist with development of an accurate photo credit line, submit the following information in a separate document:

- your name as you wish it to appear.
- species photographed.
- month/year photographed, location (community, park, county, state, etc).
- names of human subjects, if possible. Photos featuring three or fewer subjects where their faces are clearly visible, require that the photographer gain permission for publication of the image.
- the addition of equipment used, such as shutter speed, aperture, special lighting conditions, etc., may be included in captions as this is an interest area cited in reader surveys.
- any interesting, anecdotal information.

Submission Process: Your submission verifies that you own the photos and have any proper model releases for people appearing in the photos. IAS accepts high-resolution images on CDs, DVDs or flash drives in JPEG (.jpg), TIF (.tif) or PSD (.psd), in a Dropbox folder or to an FTP client.

- Photographs should be submitted to the Illinois Audubon Editor electronically at editor@illinoisaudubon.org or mailed to Illinois Audubon Society, Attn: Editor, PO Box 2547, Springfield, IL 62708.
- If you have access to an FTP client, Dropbox or can email an uplink from your website, e-mail editor@illinoisaudubon.org with details on accessing the files.

Credit: The photographer will be credited in each publication where their image appears, including a website reference, email address or phone number, if desired, and retains copyright for each photo. By submitting photos, photographers assign to IAS the right to use the photos in current and subsequent editions of Illinois Audubon Magazine, Cardinal News, the IAS website and other IAS publications). Photographers and illustrators whose work appears in the magazine will receive three complimentary magazines.

Published Work: IAS will forward to photographers requests from other publications to use their photos. Submitting copyrighted images to IAS does not preclude photographers from publishing image elsewhere.

Compensation: We do not pay for photos or articles except on the infrequent occasions that we make specific freelance assignments or purchase stock photography. This is not a reflection on your work, but on the fact that we are a non-profit organization and operate on a small budget. Thankfully, we have numerous talented member photographers and writers who are willing to donate their work to the magazine. Payment is at the discretion of the editor, and we pay on publication.

Return Policy: No photographs, CDs, DVDs or flash drives will be returned unless previously agreed upon between the photographer and editor.