



Provincial Fitness Unit Fitness Informer Submission Guidelines

Thank you for your interest in writing an article for the *Fitness Informer*. The *Fitness Informer* is a publication distributed by the Provincial Fitness Unit three times a year to Fitness Professionals; AFLCA Certified Fitness Leaders and Trainers, Alberta CSEP Health & Fitness Program Certified Personal Trainers (CPTs) and Certified Exercise Physiologist (CEPs).

For editorial review; please submit:

- why this idea is important to fitness professionals
- a resume or biography listing your credentials (submit once and it will be kept on file)
- the general topics or points you will cover with this article (outline)
- how you will include practical “how to” information in the article

Your article should be 500-800 words in length (longer articles will be considered based on topic appropriateness) and include the following:

- title of article
- name of author (as you would like it listed)
- occupation, field of study, place of occupation or formal designation; eg: Education Coordinator, AFLCA Trainer, etc.
- section of references to support the article or for further information in APA format (this section may not appear in final copy of publication)
- a contact name and number for further information (if different then author)
- theory content as well as practical application
- pictures or diagrams pertaining to the article

The article must be an original piece of work, which has not been previously published.

Articles must be submitted on or prior to the submission deadlines of March 1, July 1 and November 1. The editor will consider your submission based on its relevance to our audience and your credentials or experience. If possible, please submit your article on disk or through e-mail: katherine.mackeigan@ualberta.ca in MS Word format. The *Fitness Informer* editor reserves the right to edit the submission.

We appreciate your interest in the *Fitness Informer*.

Thank you.

Katherine MacKeigan
Provincial Fitness Unit Director & Fitness Informer Editor



Provincial Fitness Unit Fitness Informer Submission Guidelines

Thank you for agreeing to write a CEC/PDC article for the *Fitness Informer*. The *Fitness Informer* is a publication distributed by the Provincial Fitness Unit three times a year to Fitness Professionals; AFLCA Certified Fitness Leaders and Trainers, Alberta CSEP Health & Fitness Program Certified Personal Trainers (CPTs) and Certified Exercise Physiologists (CEPs).

For editorial review; please submit:

- why this idea is important to fitness professionals
- a resume or biography listing your credentials (submit once and it will be kept on file)
- the general topics or points you will cover with this article (outline)
- how you will include practical “how to” information in the article

Your article should be 1000-1500 words in length (longer articles will be considered based on topic appropriateness) and include a 10 question multiple choice exam with answers. Also include the following:

- title of article
- name of author (as you would like it listed)
- occupation, field of study, place of occupation or formal designation; eg: Education Coordinator, AFLCA Trainer, etc.
- section of references to support the article or for further information in APA format (this section may not appear in final copy of publication)
- a contact name and number for further information (if different then author)
- theory content as well as practical application
- pictures or diagrams pertaining to the article

The article must be an original piece of work, which has not been previously published.

Articles must be submitted on or prior to the submission deadlines of March 1, July 1 and November 1. The editor will consider your submission based on its relevance to our audience and your credentials or experience. If possible, please submit your article on disk or through e-mail: katherine.mackeigan@ualberta.ca in MS Word format. The *Fitness Informer* editor reserves the right to edit the submission.

We appreciate your interest in the *Fitness Informer*.

Thank you.

Katherine MacKeigan
Provincial Fitness Unit Director & Fitness Informer Editor