

Submission Guidelines for PDCA's *PileDriver* Magazine

Thank you for agreeing to submit an article for PDCA's *PileDriver* magazine. To ensure we make the best use of your time, we have provided the following submission guidelines to assist you in this process. Should you have any questions while writing your submission or about these guidelines, please do not hesitate to contact Steve Hall, executive director, at 904-215-4771 or steve@piledrivers.org.

CONTENT GUIDELINES

Articles should:

- Be written in the third person (i.e. "The company has..." instead of "My company has...")
- Include quotes from appropriate sources where applicable and/or possible
- Include high-resolution photos with appropriate photo captions and credits that have permission to be printed in the magazine
- Include a *byline*, comprised of the writer's name, position and company
- Submitted in MS Word format

ARTICLE TYPES

Member Profile (Contractor, Associate, Engineering Affiliate) – 700 to 1,200 words

These articles are designed to highlight the company. The article should contain such information as:

- Years in business
- Work performed (specific to the pile driving industry)
- Corporate structure (leadership/owner(s))
- Location(s)
- Geographical distribution of work
- Facilities
- Equipment
- Personnel
- Special aspects of the company and staff
- Industry or civic awards
- Special projects
- Involvement in PDCA; how the company benefits from being a member

The article may also include the company's story – including how and when the company was founded, how the business grew as well as who and what has contributed to the company's success.

Project Spotlight – 700 to 1,200 words

These articles discuss the driven pile aspects of a construction project. The emphasis should be on the foundation and pile driving, such as the type of pile(s), hammer used, crane used, lead type (swinging, fixed), test pile program and production pile numbers (amount of piles driven for the actual foundation). Additional relevant information such as any value engineering, static or dynamic testing and challenges and problem-solving brought on by design, environment, geology/soil, noise or vibration abatement, etc. is also encouraged. Please mention, where possible, the names of other PDCA member companies that contributed to the project (equipment and material suppliers, for example).

Feature Article – 700 to 1,200 words

These are special industry articles that may not necessarily fit into the prescribed sections typically found within the content of *PileDriver*. They can cover any number of broad issues, including critical news or events that impact the driven pile industry, business advice or updates or general industry articles.

Technical Article – 700 to 1,200 words

Any article of a technical nature, such as new techniques, equipment, testing, design, materials, etc.

Industry Pioneer – 600 to 1,000 words

Industry Pioneer articles are meant to highlight a significant contributor to the driven pile industry and PDCA in general. These articles should include how the person got started in the industry, their education, companies for which they've worked, what the industry means to them, what changes they have witnessed in the industry throughout their career, their level of involvement with PDCA over the years and/or how PDCA has impacted their career. Note: if self-written, Industry Pioneer articles are accepted in first-person format.

Young Gun – 600 to 1,000 words

Young Guns are individuals who are beginning their careers (**less than 7 years**) in the pile driving industry and are making an impact at their company and/or with PDCA. These articles should include how they decided to enter the industry, their education, their role at their company and their future goals for themselves and/or their company. Note: if self-written, Young Gun articles are accepted in first-person format.

PHOTO GUIDELINES

In most cases, photos are required to accompany an article. Please include a separate Word document that includes photo captions for each supplied photo as well as the appropriate photo credit for all photos. Submitting a photo means you are responsible for the permissions of reprinting that photo; PDCA and Lester will not be held liable for any photos submitted without permission to print.

1. Images should be high-resolution (300 DPI), .tiff or .jpeg format; not compressed, at 100% size. As a general rule of thumb, the minimum file size should be 1 MB.
2. You can email photos to steve@piledrivers.org or jharris@lesterpublications.com.
3. You can use a file transfer service such as Hightail or DropBox to email many photos or large file sizes.
4. Alternate method if there are several photos or large files:
 - a. Go to lesterpublications.com and click on Contact Us, then click the link under Client Access. Fill out the simple form and proceed to Step 2 where you can easily upload your files to the server. In Step 2, click on Browse to locate the file on your computer, then press Select. You will see a progress bar showing your upload. Once the upload is complete, you can close the browser window and the design team at Lester will automatically be notified of the files.