

## Blog Policy

### Table of Contents

Introduction .....	1
Contribute to the Blog.....	1
Submissions .....	1
Editorial Policy.....	2
Contributor's Agreement.....	2

### Introduction

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The Woolf Institute Blog can be viewed at <https://www.woolf.cam.ac.uk/blog>.

The featured posts are themed around interfaith relations / encounter but are quite diverse in topic.

This Policy is available to download at <https://www.woolf.cam.ac.uk/about/governance-policies>.

### Contribute to the Blog

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Anyone can submit a post to the Editorial Team for consideration. However, the Institute will only publish work that the Editorial Team deem to be of high quality and complies with the guidelines set out in this Policy.

### Submissions

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Submissions should be sent to the Editorial Team to [blog@woolf.cam.ac.uk](mailto:blog@woolf.cam.ac.uk).

Submissions should be between 500-700 words in length, free from unnecessary jargon and suitable for a wide audience. There is no editorial line other than the broad aim of increasing the understanding of, and engagement with, interfaith relations and its related topics.

Hyperlinks to publications, news stories and other documents cited in the text should be provided in lieu of references. Photographs must be high-res and copyright-free, preferable with accompanying captions.

The submission should also include the following:

- short title
- descriptive sentence (e.g. *Author's name* reflects on...) and
- concluding paragraph (beginning: This article is written by *Author's name* who is...)

## Editorial Policy

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All submissions will receive an acknowledgement from the Editorial Team. We aim to review and edit submissions within a week of this acknowledgement.

Light edits will not be referred back to the author for approval unless specifically requested. If a more extensive edit is required, a member of the Editorial Team will contact you.

The Editorial Team does not have any obligation to publish a post.

We welcome cross-posting and publication to other platforms with full attribution to its original source. We will link the Blog to other social media such as Twitter and Facebook.

The Editorial Team encourages you to share your post with friends and colleagues through email and social media sites.

## Contributor's Agreement

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By submitting a post to the Blog, the Contributor guarantees that they have written the post.

Contributors also permit the Woolf Institute to use their post with full attribution and promote via its social media (and other) networks.

Policy Reviewed and Updated: October 2022