

Publication Schedule 2017

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Article Submission Guidelines:

- Content submitted from chapters or committees should relate directly to either:
 - Accomplishments since the last *Torchbearer* was published or
 - Upcoming projects or activities that will be relevant after the “delivered” date (please keep in mind that the newsletter delivery date is approximate).
- The Communications Committee reserves the right to modify submissions to improve grammar, reader comprehension, or length.
- Content submissions from chapters and committees will be logged (for the strong chapter/committee award), but submissions are not guaranteed to run in any particular *Torchbearer*. This is dependent on relevance, timeliness, and information value.
- Submissions like “I’m [blank], Chairman of [blank] Committee. We’re going to have a great year,” “no report,” or “[blank] Chapter wishes you a Happy Thanksgiving” will not be accepted for publication or for credit towards strong chapter or committee awards.
- High-resolution digital photographs are welcome. Please use *Boys’ Life’s* “12 tips for taking better digital photos” for guidance (<http://goo.gl/AOjWCq>)
- Thank you for helping make the *Torchbearer* great!

2017 ISSUE #1

DELIVERED

MARCH 20

To Printer March 1
Key Three Approval February 20
Articles Due February 1

2017 ISSUE #2

DELIVERED

AUGUST 15

To Printer August 1
Key Three Approval July 28
Articles Due July 14

2017 ISSUE #3

DELIVERED

NOVEMBER 5

To Printer October 21
Key Three Approval October 18
Articles Due October 11

2018 ISSUE #1

DELIVERED

FEBRUARY 20

To Printer January 31
Key Three Approval January 25
Articles Due January 15