

# THE TORCHBEARER

## Publication Schedule 2019

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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!

### 2019 ISSUE #1

#### DELIVERED

FEBRUARY 15

To Printer January 31  
Key Three Approval January 29  
Articles Due January 20

### 2019 ISSUE #2

#### DELIVERED

MAY 15

To Printer May 1  
Key Three Approval April 29  
Articles Due April 15

### 2019 ISSUE #3

#### DELIVERED

AUGUST 22

To Printer August 8  
Key Three Approval August 5  
Articles Due July 22

### 2019 ISSUE #4

#### DELIVERED

NOVEMBER 14

To Printer October 31  
Key Three Approval October 28  
Articles Due October 14

### 2020 ISSUE #1

#### DELIVERED

FEBRUARY 6

To Printer January 23  
Key Three Approval January 20  
Articles Due January 6