

OLLI Review Submission Guidelines

All OLLI members are encouraged to submit original prose, poetry and visual arts. We publish as many of the best pieces submitted within space and budget limitations. We look forward to seeing all of them and encourage everyone to contribute. Please read carefully the following information.

General Information:

- Only current OLLI members may submit pieces for consideration.
- Submissions must be original, created since the member joined OLLI (but not necessarily from an OLLI class) and not infringe on any copyright or other intellectual property right of another party.
- PLEASE SEND ALL SUBMISSIONS ELECTRONICALLY, INCLUDING IN YOUR EMAIL, YOUR NAME, EMAIL ADDRESS, PHONE NUMBER AND THE FOLLOWING STATEMENT:
BY SUBMITTING THIS, I REPRESENT AND WARRANT THAT I HAVE READ, UNDERSTOOD AND AGREE TO THE SUBMISSION GUIDELINES.
- If you cannot submit electronically, your submissions must include a completed cover sheet (see below)
Please put your name, email address and phone number on your manuscript or artwork.
- Submissions must be received by **May 15th** of each submission year in order to be considered for inclusion in that year's edition.
- If your poetry or prose is selected for publication, you must be able to respond to electronic/verbal edits of that piece. Inability to do so may result in the piece not being published.

You may submit your work by:

- Emailing your submissions in electronic format to **UConnOlliReview@gmail.com OR LizHanahan@aol.com**
- OR Mailing (only if absolutely necessary, please) a hard copy, including a single completed cover sheet (see below) to:
UCONN OLLI Review, University of Connecticut, 99 East Main Street, Waterbury CT 06702, ATT: Voices and Visions Editorial Committee.

We strongly recommend that all submissions be made in electronic format.

Specific Information:

We welcome your submissions. We will consider publishing up to three pieces in each category, but we are subject to space availability. Our goal is to include at least one piece from every submitter, and if possible, at least one piece in each category submitted from each submitter. The editorial committee reserves the right to make minor corrections in spelling and/or punctuation.

Poetry

- Punctuated and formatted exactly as you wish.
- No structural constraint; for example, free verse, rhymed verse, sonnets, etc. are examples of possible poetry structures.
- The poem may include original visual imagery from which the reader may draw meaning (subject to space restrictions).

Prose

- Submissions must be limited to 900 words and should be double-spaced, 1" margins and 12-point font. They can be Essays, Memoirs, Fiction and Nonfiction.

Artwork

- Submit electronic files in JPEG format of original artwork with a cover sheet; do not submit the originals.
- Submissions should be high quality (i.e. clear, properly cropped and centered, no glare, etc.).
- Artwork may be reduced and/or cropped for publication.



Voices and Visions – OLLI Annual Review

Submission Cover Sheet & Release Form

(This cover sheet must accompany all submissions not sent electronically. Submission and general questions should be directed to UConnOlliReview@gmail.com)

Name _____

Address _____

Phone _____ **Cell phone:** _____

Email _____

Summer Address (if different) _____

Title _____

Photographs (Location of subject: city, country, other information about the photograph)

Author acknowledges that:

- Submission of work is not a guarantee of publication and
- The editors and agents may edit the work for purposes including, but not limited to, style, length, content, consistency and/or to provide editorial clarification. Authors will be notified of significant edits and may consent, discuss the edits with a member or members of the editorial committee, or withdraw the submission.
- Publication and inclusion in *Voices and Visions* is contingent upon and subject to Editorial Committee approval.
- By submitting your work you represent and warrant that you are the creator and/or owner of the work and all rights to it and are consenting to the inclusion and publication of any of your submissions in *Voices and Visions*. You will retain all of your ownership and copyright rights in work submitted.

By signing here I agree to the terms of this release