

## ***CBN.com Submission Guidelines (2021-2022)***

Thank you for your interest in CBN.com and its affiliates. Please follow these guidelines before e-mailing your content. Once these guidelines are met, our editorial team will evaluate the submission. If your article is chosen for publication, we will notify you via e-mail. If you don't hear from us within 6 months, we have elected not to use your material. There is no monetary payment for articles submitted and/or published by CBN.com or its affiliates. **YOUR SUBMISSION OF CONTENT IS YOUR OFFICIAL AGREEMENT TO THE TERMS OF THESE GUIDELINES.**

### ***General Article Info***

- Submit as a Word document attached to e-mail (one per email).
- Author may include sub-headings, italics, and bold text for reading ease/emphasis. (We may or may not incorporate these.)
- Quoted Scripture references must include Bible version.
- Use Associated Press Style Guide.
- Provide polished content that doesn't require editing.
- Word counts: Devotions (400-600), all other Articles (400-800)
- You will be notified of the original feature date for articles selected for publication. Subsequent feature dates may or may not happen and notification is unlikely.

### ***Include Your Suggestions for the Following:***

1. **Title**
2. **Meta Description:** Brief description (max = 70 characters, including spaces). May appear as shared text on Facebook and in search engine results.
3. **Targeted Section(s) of CBN.com:** Devotions, Spiritual Life, Entertainment, Family, Health, or Finance
4. **Keywords:** A list separated by commas, all lowercase, include: keywords/concepts in your article and your name.
5. **Related Topics:** Suggest 3 to 7 topics using this page as a guide: <http://www1.cbn.com/topic-list>

### ***Author Info***

1. **Name:** Your name, as you want it to appear on your bio and byline.
2. **Preferred e-mail:** for internal use only for CBN.com Internet Producers
3. **Bio** (optional): Max 100-250 words.
4. **Website** (optional): Author's professional website(s) URL(s)
5. **Professional Social Media links** (optional): Twitter, FB, YouTube, Pinterest, Instagram, etc.
6. **Author's Image** (optional): Professional, non-copyrighted image of you – min. size = 800 pixels wide. (Attached as a separate file in the email)
7. **Author's Published Book Title** (optional) most relevant to the article submitted. (Author may also provide .jpg of product cover and link to purchase - CBN.com's discretion whether to include.)

\*Author bio only needed until author's first published article on CBN.com. After that, please indicate "Bio on file" with new submissions.

### ***Submitting an Article for Publication:***

Email your submission as an attached Word document to the appropriate Internet Producer listed below and copy Chris Carpenter, CBN.com Programming Director, at [chris.carpenter@cbn.org](mailto:chris.carpenter@cbn.org).

### ***CBN.com Sections & Sub-sections - Internet Producers***

**HEALTH** - Nutrition, Fitness, Weight Loss, Emotional Wellness - Chris Carpenter, [chris.carpenter@cbn.org](mailto:chris.carpenter@cbn.org)

**FINANCE** - Personal Finance, Career, Ministry Finance - Chris Carpenter, [chris.carpenter@cbn.org](mailto:chris.carpenter@cbn.org)

**DEVOTIONS** - (Story-oriented with at least 2 Scriptures and/or Scripture references, and a take-away prayer or questions for reflection) - Beth Patch, [beth.patch@cbn.org](mailto:beth.patch@cbn.org)

**SPIRITUAL LIFE** - Questions, Bible Teachings, Evangelism, Topical Articles from Christian Worldview (*CBN Topic List*) - Beth Patch, [beth.patch@cbn.org](mailto:beth.patch@cbn.org)

**FAMILY** - Marriage, Parenting, Family Advice, Singles, Youth - Kimberly Carr, [kimberly.carr@cbn.org](mailto:kimberly.carr@cbn.org)

**ENTERTAINMENT** - (Topical and Holiday lists - i.e. "Best Family-Friendly Netflix Programs for Summer" or "Five Movies to Watch on Mother's Day," etc.) - Kimberly Carr, [kimberly.carr@cbn.org](mailto:kimberly.carr@cbn.org)

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