

How to Submit an Article to PS

AHHH... THIS FIX IS JUST WHAT THE DOCTOR ORDERED! YOU SHOULD SEND IN YOUR CLEVER IDEA TO PS.

NAW... THAT'S TOO MUCH WORK TO TRY AND WRITE IT IN THAT FUNNY WAY.

YOU DON'T NEED TO DO THAT MUCH! JUST SEND THE INFO TO ME, SOLDIER. I'LL TAKE IT FROM THERE.

Odds are that if one person in the field is having a problem with supplies, equipment or maintenance procedures, so are others.

PS offers a good way to share solutions and makes a point of getting the word out worldwide. Your maintenance solutions, supply procedures or ideas in other areas are welcomed and encouraged.

For example, if a maintenance TM skips over something important, instructions aren't clear or you know how a procedure can be done better or more safely, why not share your wisdom with everyone?

It's a good idea to submit a DA Form 2028, *Recommended Changes to Publications and Blank Forms*, too, especially if something is wrong in a TM. We told you how to do that on Pages 58-59 in PS 706 (Sep 11). Then let PS help spread the word, because we can do that faster than a TM can be updated.

WE OFTEN GET ASKED HOW TO SUBMIT AN ARTICLE TO PS.

BUT SOME OF YOU MAY NOT ASK BECAUSE YOU ASSUME IT'S TOO HARD TO WRITE IN OUR STYLE.



LET'S PUT THAT NOTION TO REST.

ALL YOU NEED TO DO IS TO SEND US AN EMAIL WITH YOUR PROPOSED ARTICLE.

YEP, IT'S JUST THAT EASY.



HERE ARE SOME BASIC QUESTIONS AN ARTICLE SHOULD ADDRESS...

- What is the problem?
- What caused the problem?
- What are the costs
(in terms of time/extra work/money/etc.)?
- What is the solution to the problem?
(There may be more than one.)
- How is the solution achieved, and by whom?



IF YOU'RE SENDING ILLUSTRATIONS OR PHOTOS THEY SHOULD NOT BE EMBEDDED IN A WORD PROCESSING DOCUMENT OR A SLIDE PRESENTATION. SEND THEM AS ATTACHMENTS.

DON'T TRY TO WRITE THE ARTICLE IN OUR FORMAT! WE'LL DO THAT. AND DON'T WORRY ABOUT THE FONT OR TYPESIZE.



Try to include any references, such as TM procedures, that are affected. Unless it's a very short article (what we call a brief, like those you read in Connie's Post Scripts), any photos you include to help illustrate the article are welcome, too. That gives our artists a reference for drawing technical art.

Digital jpgs are best, but do not send them embedded in documents. That decreases photo quality and makes them unusable.

A PS writer will take your submission and put it into our style, and run it by a subject matter expert for the end item or process. Everything you read in PS is approved by the Army's authorized proponent for that item or area before publication. That's how you know our info is good to go.

When you're ready to take the PS plunge, please send your article and related attachments to:

half.mast@us.army.mil

We look forward to your contribution. You'll hear from us soon!

Drop us your story ideas. We gladly welcome them!