Authors Guide to Bicentennial Publication on Lafayette and Tippecanoe County

Each article from our list of 200 suggested topics should be limited to approximately 600 words. The Chicago Manual of Style will be used for writing and formatting, including citations or footnotes. In some cases, there may be an editorial reason to allow expansion by 50 words, but this will be at the discretion of the editors.

It is necessary to accept that within the 600 word guideline, authors will not be able to tell embellished stories but will need to have a more focused, but still engaging and enlightening, story that *illustrates the forces, events, or people that shaped the development and evolution of Lafayette and Tippecanoe County*.

The editors have final say on the acceptance of the article for publication, length of the article, and any adjustments felt necessary to increase the quality of article for publication.

Different styles of writing are acceptable as long as the article has clarity and meets the criteria for evaluating the acceptability of the article for inclusion. Examples include essays, biographies, encyclopedic, and first person narratives.

The article should NOT be a laundry list of facts. The facts should be woven into an interesting narrative that flows from sentence to sentence.

There should be an opening sentence that grabs the attention of the reader.
There should be likewise a concluding statement that wraps up the story of the article.

Footnotes are encouraged to be used (with restraint) to help reduce the word count in the text narrative by citing *critical* source information in a footnote instead of within the body of the narrative. For example, instead of "The May 15, 1844 Fort Wayne Gazette described the event as…." in the body of the narrative,
use a footnote number in the narrative: "The event was described as [1]" with the corresponding numbered footnote written in the Chicago Style at the bottom of the same page: 1. "Big Event", *Fort Wayne Gazette* (May 15, 1844):11

An author can select a topic from the list of suggested topics or may request to write on a topic of their own choosing. Once the author has selected a topic, the author should notify the bicentennial book committee via email to book200@tippecanoehistory.org. The request will be reviewed and the author will receive a reply within two weeks to go ahead with the article if the topic is appropriate and has not been previously selected. Article topics are assigned to the first author who contacts the committee. If a desired topic is already selected, the requestor may ask to be put on the list as an "alternate" for the topic in the event that the first author is unable to complete the article.

Deadline for submission of the article is no more than 3 months from the date of the confirmation from the committee.

The completed article must be submitted in electronic form to the committee at book200@tippecanoehistory.org for review by the editors. The author will be notified if the editors recommend any changes to spelling, grammar, or relevant historical references.

Authors are encouraged to contact Kelly at curator@tippecanoehistory.org early during the three month period of time to see what supporting photos or other images are available through TCHA archives for potential use in the article.

Criteria for evaluating whether or not to accept an article into the book are listed below:

- How significant is this topic to the telling the story of the history of Tippecanoe County/Lafayette during the period of 1825/1826 to 2025/2026?

- How interesting is this topic likely to be to a reader with either minimal or moderate knowledge of local county history?

- How well will an accurate and engaging telling of the topic fit onto one page (approximately 600 words)?

- To what degree, if any, does the story contribute to capturing a wider and more diverse representation of the community?

- Does the topic lend itself to depiction using images of objects, photos, documents or other artifacts that might be found in the TCHA collection?

- How well does the main theme of this topic represent events, places, or people that are unique and NOT likely to be oft repeated in other stories throughout the book?