**MIT School of Architecture and Planning**

**Office of Communications**

**SA+P channel on Medium.com—guidelines for submissions**

The MIT School of Architecture and Planning has established a presence on Medium, with a growing number of followers:

<https://medium.com/@MITSAP>

Students, faculty, alumni, and staff are invited to submit a text (800-1,000 words) and associated images (4 to 6 at 300 dpi, with individual files no larger than 8MB) for posting on this channel.

We welcome a wide range of content that relates to the many disciplines and activities at the School. The orientation can be scholarly, but a somewhat less formal journalistic style (without footnotes or jargon) tends to work best.

Kinds of writing to submit:

--interesting insights into ongoing research, teaching, or practice

--book, exhibition, or film reviews

--stand-alone brief extracts from longer published works by you (with permission of the publisher and any co-authors)

--first-person accounts of recent study trips, perhaps with a focus on one idea or experience

Process:

--Send an inquiry email outlining your idea to Melissa Vaughn: [vaughn@mit.edu](mailto:vaughn@mit.edu)

--Follow up with text as a Word doc and image files.

--Include short captions and image credits, making sure that you have permission to use images that are not your own.

--Provide an identifying byline, following this model:

*By Matthew Claudel, a designer, researcher, and writer affiliated with the DesignX innovation accelerator at MIT, where he is a PhD candidate*

We look forward to your submissions!