



# The Florida Mason *Above & Beyond* Magazine

## AUTHOR GUIDELINES 2025

The Florida Mason Above & Beyond Magazine, the official publication of The Grand Lodge of Florida. It is published in the Fall, and the Spring of each Grand Lodge Year and is distributed to all Members of The Grand Lodge of Florida. Prospective authors are encouraged to visit the Florida Mason Archives to familiarize themselves with the magazine's style, and previous articles:

.....► [www.grandlodgefl.com/publication°](http://www.grandlodgefl.com/publication°)

■ Each issue contains feature articles on topics dealing with Freemasonry or events of importance or significance from Lodges in Florida. Full articles are essential to the magazine and are its most-read component. While the Magazine Editor and the Elected Grand Lodge Officers may direct requests for articles from individuals or organizations, The Grand Lodge of Florida also welcomes unsolicited submissions.

While the Magazine intends to offer a variety of voices and writing styles in each issue, each article must follow some basic guidelines:

### .....► **Permission To Print:**

■ By submitting an article, photo, or a combination thereof, you are permitting the submitted materials to be printed in whole or in part in the Magazine and online (both website and Facebook).

If you are not the copyright owner of the material, you must seek permission from the owner and submit to The Grand Lodge of Florida *"a copy of their written consent to print along with the material."*

### .....► **Non-Commercial Content:**

■ Feature articles should be of interest to a general audience, provide informational content, and be free from any promotional language. Specific product information should be generic, unless its inclusion is essential for the reader's understanding.

### .....► **Target Audience:**

■ Articles submitted must be of interest to The Florida Mason Above and Beyond readers – mainly Freemasons in Florida.

The target audience is the general membership of Florida's various Particular Lodges.

### .....► **Article Length:**

■ Feature articles typically contain between 800, and 1,200 words. Articles should be submitted as a Microsoft Word document. Please include author(s) names, Masonic Title (if any), Lodge of Membership, telephone numbers, and email addresses in case follow-up is required. Shorter Lodge Update Articles are also accepted for non-feature articles. Please let the Florida Mason: Above and Beyond Editor know your estimated word count before submission.

### .....► **Writing Style And Editorial Guidelines:**

■ Articles submitted should resemble a magazine feature rather than an academic paper. All articles should have a headline and one or two short introductory paragraphs that hint at the outcome. Where possible, section headings, sub-headings, and bullets are recommended to break up the article into easy-to-read information segments.

■ The article should have a logical flow from beginning to end, whether chronological, spatial, or by order of significance. Any references should be attributed within the text of the article. Information that is relevant, but not central to the article; such as a list of internet resources, or further readings, should be listed separately.

■ The Grand Lodge of Florida reserves the right to edit manuscripts with respect to length, clarity, and conformity within the editorial guidelines and according to the Chicago Manual of Style Guide. The Magazine Editor will contact authors to clarify any substantial edits and/or send back edited manuscripts for review or approval when necessary. Authors may also be asked to revise their articles or provide additional information.

### .....► **Submission Guidelines:**

■ Articles should be submitted to [publications@grandlodgefl.com](mailto:publications@grandlodgefl.com) in Microsoft Word (.doc) format. Associated Pictures should be submitted separately as individual images in the highest resolution possible, with the pictures referenced in the article and the names of individuals in the pictures listed in order of presentation in the photo. Photos submitted within the Microsoft Word document cannot be used due to their low resolution. Articles submitted in the email itself will not be used due to the difficulty in translating them to a Microsoft Word format.

### .....► **Images, Artwork, Tables, And Charts:**

■ Authors are encouraged to submit accompanying artwork, especially original images mentioned in the article. Original graphic files (images, figures, tables, and charts) must be sent as separate files – not inserted within the article text file.

Here is a list of the preferred file formats for each type of artwork:

- Images and figures – TIFF, JPEG, or EPS (at least 300 DPI).
- Tables and charts – Microsoft Word or Excel

**PowerPoint files are not accepted.**

Where applicable, captions and credits should be given to the photographer or copyright owner for each artwork file submitted. The captions and credits may be listed at the end of the article text file.

Artwork file names should correspond to the content and be referenced within the article text file, e.g., "Figure 1.jpeg."

### .....► **Author Biography:**

■ Article author(s) should submit biographical information, including Masonic Title, positions of significance in Freemasonry; and Lodge Name, Number, and Location for inclusion in their byline at the beginning of the article.

Authors may also submit a short (150-200 words) professional biography for placement at the end of the article.



**Questions?**

Please contact the Magazine Editor, **R.:W.: Charles R. Jordan**

by email at: [publications@grandlodgefl.com](mailto:publications@grandlodgefl.com)

or by phone at: **727-455-7195**