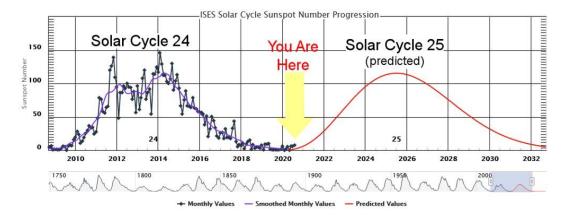


## Guidelines for Submitting Documents to Solar Section Articles & Reports Folder

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Prediction of what Cycle 25 will look like against Cycle 24. Image from NASA.

## Background

This folder will contain short articles and reports from members of the ALPO Solar Section that may be of interest to observers who enjoy observing the Sun. It allows for content that is too brief to be considered for inclusion in JALPO yet too large for posting on the landing page of the Solar Section portion of the website.

## **Submission Process**

- The author(s) will create their content in the form of a PDF document. The document should not
  exceed 5 MB to not only conserve server disk space but to facilitate users downloading the article.
  While not required it may be a good idea to contact the Solar Section coordinators about your topic
  to receive early feedback regarding its suitability.
- The first page of the document will be a cover page that states the title of the article in font large enough to allow web site users to read the title within the thumbnail image of the PDF file.
- The completed draft should be emailed to the Solar Section staff for their initial review. The email addresses of the staff can be found at <a href="http://www.alpo-astronomy.org/alpo/?page\_id=179">http://www.alpo-astronomy.org/alpo/?page\_id=179</a>
- The staff will review the article and potentially send it back to the author(s) for edits. The Solar Section coordinators have the final determination as to whether the content will be added to the Articles & Reports folder.
- Upon acceptance by the Solar Section staff the article is sent by a Solar System coordinator to the Online Section staff for addition to the Articles & Reports folder in the gallery.
- The Online Section coordinator performs a final review of the document and then posts it to the folder.