

## ***Piano Technicians Journal Policies***

### **General Editorial Policies**

- The *Journal* reserves the right to edit all submissions, including letters to the editor, tips, and Q&A answers, for clarity, length, and style. Authors will be sent drafts for approval, but some last-minute minor changes may be made at the discretion of the editorial staff.
- The *Journal* reserves the right to refuse publication of any material it considers beyond the scope of piano technology, or submissions of a religious or political nature.
- The *Journal* may edit, or refuse publication, of submissions that seek to promote a business or product.
- The *Journal* does not publish submissions that are primarily concerned with the life and career of an individual. (Exceptions are obituaries, end-of-article biographies, Hunting for Education articles, which should describe specific educational training, or Tuner's Life/Health, which generally focus on specific incidents concerning piano work.)
- Please be patient as we work through your submissions. Often, we subject submissions to extensive review to determine suitability for publication.

### **Obituary Policy**

- The *Journal* publishes obituaries of deceased PTG members. The focus of a *Journal* obituary should be the professional life of the member: how that person became a piano technician, where the person worked and the kind of work done, professional relationships with other technicians, and the role the person played in the Guild on local and national levels. Brief statements of unusual facts of the person's life may be included, especially when related to the person's work as a piano technician.
- Comments about family, military service, religion, and politics should be very short if they are mentioned at all, keeping in mind that most readers will not have had a personal relationship with the member, and that the significant connection is a professional one.
- It is recommended that the member's PTG chapter affiliates write the obituary, as they usually will remember the person in ways consistent with the above guidelines. *Journal* staff do not write obituaries; please do not send in newspaper clippings, which we cannot simply copy and publish.
- Obituaries will usually be published several months after the death of the member, depending on the date of submission and available space.