

Journal^{of} Financial Planning[®]

Writing Guidelines for Practice Management Content

The *Journal of Financial Planning* welcomes original articles on any aspect of practice management that provide actionable ideas to help planners be more successful. The following guidelines are specifically for non-peer-reviewed, practice management content. Writing and submission guidelines for technical, peer-reviewed content may be found at <http://www.OneFPA.org/Journal/Pages/Articles.aspx>.

Audience

Journal of Financial Planning readers are primarily Financial Planning Association members who are financial planners in all stages of the practice lifestyle, from just getting started, to growing a practice, to retiring from the profession. Many are experienced planners, so assume the reader has fundamental but not necessarily esoteric knowledge.

Topic Areas

The *Journal* generally covers the practice management topics of: marketing, technology, compliance issues, client skills, operations, leadership and HR/staff.

Style

Your writing style should be easy to read and follow, yet professional. When appropriate, first-person accounts are acceptable. The more timely, actionable steps you can provide to solving practice management issues, the better.

Objectivity

Content should be balanced, objective, and avoid promoting a specific financial product, service, or company you have a vested interest in.

Length

Articles are generally 1,500-1,700 words in length. This is just a guideline.

Format

A Microsoft Word document is preferred. Please include your name, contact information and brief bio. Bios are included at the end of published articles.

Infographics and Multi-media

Tables, charts, graphs and other visual support materials are encouraged, but not required.

Editorial Review

The editorial staff reviews all submitted articles. An author may be asked to make revisions before publication. If substantial edits are made to an article, the final, edited version will be shared with the author for his or her review before publishing. Not all articles will be published. Authors are notified via e-mail of the decision to publish.

Release

To be published, the author must agree to the following release:

By providing this information, I hereby authorize the Financial Planning Association to use this content for electronic or print publication or in any manner deemed appropriate by FPA, including possible syndication to third-party affiliates. I affirm that to the best of my knowledge, all of the material authorized herewith is my own original material or material that I have full authority to use for such purposes. I further affirm that no monetary consideration is due and owing myself.

Submit

Please submit completed articles, initial draft, or article ideas to Ana Trujillo Limon, editor-in-chief of the *Journal of Financial Planning* to: ALimon@OneFPA.org.