

Newsletter Submissions Template

Publications

[Name(s) of author(s) with professional title(s)] published [“title of publication in quotations”] in the [**name of Journal, newspaper, etc**] [(date of publication)] [other pertinent information]

Example:

Dr. Alan Hamlin published “A Survey of Professor Reactions to Scenarios of Academic Dishonesty in American Universities” in the Journal of Business Inquiry (2007).

Presentations

[Name(s) of author(s) with professional title(s)] presented [title of presentation] at the [title of conference] in [Location with state abbreviated] [(date of publication)] [other pertinent information]

Example:

Dr. David Lund presented “Assessment and Instruction vs. Scientifically-based Research, Legislation, and Public Perception: Do We Work with Children or Programs?” at the 56th National Reading Conference in Los Angeles, CA (2006).

Productions/Works of Art

[Name(s) of author(s) with professional title(s)] [Name of production/work of art] [Location] [Date of showing] [Other pertinent information]

Example:

Professor Richard Bugg produced the 5th Season of the Neil Simon Festival in Cedar City July 19-August 11. The plays included: *Plaza Suite*, *The Odd Couple (Female Version)*, and *The Prisoner of Second Avenue*.

Awards

[Name of recipient with professional title] received the [name of award] at the [name of event awarding occurred] on [date].

Example:

Professor Carrie C. Trenholm received the 2006 Purchase Award at the Cedar City Arts Committee Exhibit 2006, Braithwaite Gallery, Southern Utah University.

Please include multiple listings for each faculty member in one paragraph. For example, if a publication and presentation are being announced for one faculty member please combine the information into a single paragraph sticking as closely to the template as possible.

If you have a submission that does not fit this template, please contact us and we will be happy to work with you to standardize formatting.