

Head2Head

The magazine of WA Mental Health

Head2Head magazine is produced by the WA Department of Health's Mental Health Division. The magazine is published three times a year, in autumn, winter and summer.

Head2Head provides an avenue for WA mental health information and promotes mental health issues to all sectors of the community. It encourages its readers to better recognise good mental health.

The Mental Health Division produces 7000-8000 copies per edition, available free of charge from local community mental health services, key government agencies, non-government organisations, public and private hospitals, GPs, public libraries, schools, universities. The magazine is available to community members and organisations on request.

Head2Head's readership includes consumers, carers, mental health service providers and their CEOs or managing directors, health professionals, and the general public.

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Guidelines for contributors

Written contributions

- We welcome your comments and contributions.
- If you would like to write an article for *Head2Head*, please contact Duc Dau (details above) to discuss the topic and length of your article.
- Submission of articles or images does not guarantee their publication. The editors reserve the right to edit or exclude any material submitted.
- Articles should not have been published elsewhere/previously.
- The deadlines for contributions are as follows:

For the issue published in...	Submission deadline is...
Autumn	15 December
Winter	1 May
Summer	1 September

- *Head2Head* is aimed at a wide audience which includes people in the general community, consumers and carers. **Articles should be written in a clear and simple style, using plain language rather than academic or scientific prose.** We strongly advise the following:
 - Use concise sentences. To avoid unnecessarily long or "wordy" sentences, try to keep most of your sentences to no more than 20-25 words.
 - Avoid unnecessary or extensive use of passive voice.
 - Avoid the use of unnecessary jargon.



- Articles will be edited for spelling, grammar, punctuation, clarity, consistency and space according to the editorial style of *Head2Head*. If significant modifications are required, your article may be returned to you for reworking.
- Please include contact details for publication (name, telephone number, email) at the end of your article for readers who wish to find out more about your project, service or event. If available/relevant, please include a website address.
- Please ensure your information is accurate and any references are complete.
- Please ensure any articles submitted have been approved by your manager.
- “Diary Dates” submissions should include (as relevant): event name, organisation, date(s), venue and contact details.

For the issue published in...	Submit Diary Dates for events in...
March	April to July
July	August to November
November	December to March

- Published articles will not always include bylines; however, all submissions should include contact details.
- Written submissions should be in electronic format (Word .doc) via email.
- Please include a word count in brackets at the conclusion of your article e.g. (248 words)

Image contributions

- All images (including graphics and logos) submitted to *Head2Head* must have a high resolution for publication.
- Photographs should be in .jpg, .tif, .psd or .eps format, at 300 dpi. Your digital camera should ideally be set to take photographs at A4 size.
- Please do not submit images if you are unsure of their source or if there may be permission or copyright issues.
- Photographs which clearly identify members of the public or staff must be accompanied by a signed release from all those depicted.
- All image submissions should include:
 - submitter and/or photographer’s name
 - organisation and/or department
 - telephone number
 - email address
 - which article and/section the image is for
 - caption suggestions for photographs, including names of people pictured (your captions may or may not be used in the final publication).

