

# Corporate Compliance Insights contribution guidelines

## Audience & content requirements

**Target readers:** Compliance officers, C-level executives, board members, general counsels, HR directors and risk managers

**Focus:** Corporate integrity and compliance topics only

**Length:** 1,000-1,200 words minimum (preferred)

**Style:** AP style, no Oxford comma, in-text hyperlinks for citations, no footnotes

**Exclusivity:** Original content preferred; republication considered with attribution

## Author requirements

**New authors:** Submit brief bio and high-resolution head-and-shoulders photo

**Co-authors:** Maximum of two per article

## Submission format

**File types:** MS Word preferred; Google Docs or email text acceptable

Formatting elements:

- Use 2-3 subheadings per 1,000 words
- Include embedded links (not footnotes)
- Main headlines in title case; subheadings in sentence case
- No promotional links to employer sites

## Editorial process

- Editorial review and potential revision requests
- Copy editing and fact-checking
- Artwork creation/sourcing
- Publication and social media distribution
- Newsletter inclusion (12,000+ GRC professionals)

## Rights & distribution

- Authors retain rights
- Republication permitted with link to original

