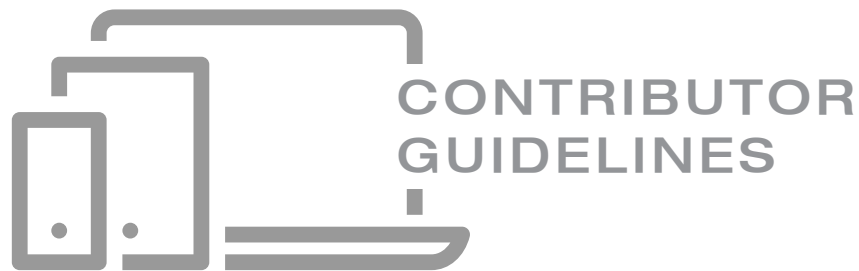# The Forge

.defence.gov.au

Your hub for Australian
Joint Professional Military Education

Build and hone your intellectual edge

CONTRIBUTOR GUIDELINES

Thank you for your interest in contributing to The Forge. These guidelines are designed to help you prepare your contribution. Following these guidelines provides the best way to ensure your contribution is accepted for publication.

The Forge is read by a broad Australian and international audience, and your contribution will promote professional discourse in Joint Professional Military Education (JPME). Once your contribution has been published, you can expect to expand your professional network and continue to learn more about your topic. Your contribution is also good evidence that you are serious about your professional development as well as your commitment to the Profession of Arms. The Australian Defence College routinely features published articles from The Forge on its social media platforms.

The Forge accepts contributions from people at all rank or levels (military or civilian) – what matters is the quality of the ideas and expression in your work.

The Forge embraces a wide range of contributions to create rich and varied offerings to our readers. This does not mean that 'anything goes'. Your contribution will need to adhere to Defence values. It should demonstrate analytical arguments that are supported by evidence, with opinions clearly identified as such. We accept essays and reflective articles, as well as book reviews and fiction. Creative approaches are welcome.

General guidelines

The primary focus of The Forge platform is to support JPME levels 3, 4 and 5. However, this should not discourage other contributions. The Forge is focused on joint aspects of:

- National Security, Policy and Strategy
- Command Leadership and Ethics
- Joint Warfare
- Technology and Capability

Content tips and tricks

- Keep your articles clear, concise, and jargon–free
- If you are using acronyms, please define them in footnotes for the benefit of general audience.
- Consider opening your articles with a counter–intuitive statement, a question, or an engaging anecdote to catch the eye of the audience. (See https://visme.co/blog/how–to–start–a–presentation/)
- You are welcome to write about your personal experiences and lessons learned if you think this will help readers in their professional development.
- Content must not be plagiarised.
- The ideal length of contributions to The Forge is 800–1200 words.
- Please add your biography (no more than 100 words) at the end of your submission. This will help people know who you are, and may help understand where you are coming from. It is also a chance for you to share your social media handles, such as LinkedIn, Twitter, Facebook, for expanding your network.

NATIONAL SECURITY POLICY & STRATEGY

COMMAND LEADERSHIP & ETHICS

JOINT WARFARE

TECHNOLOGY & CAPABILITY

Format considerations

- The submissions must be in MS Word format, font size 12 pt, Times New Roman or Calibri.
- Images resolution must be at least 72ppi.
  - ◆ You can find relevant high quality images on the Defence Image Gallery.
  - ◆ If you cannot find a suitable image, please leave a note for the editors to add one.
- The Author must be clearly identified. Please avoid Nicknames.
- Tags are used to search and classify content. So please add the tags that would make your content easily searchable.

Academic papers

The Forge is focused on promoting discourse through well considered but accessible contributions. Articles on academic or research topics should be simplified for a wider audience. Further, the Australian Defence College's Centre for Defence Research welcomes academic content and may be able to identify a more suitable outlet for publication. Our team can put you in contact with them.

Citations

Any borrowed ideas, graphics, charts must be properly cited. The preferred citation style for The Forge is Chicago Manual of Style formatting.

Reviews

Product, book, policy and technology reviews will be accepted as long as they are thought provoking and consistent with the purpose of The Forge.

Process for Contributions

All contribution requests should be sent to the.forge@defence.gov.au (with your name clearly in the subject line) or use the form on the CONTRIBUTION page of the website.

If we consider that edits are required to your submission, we will give you the opportunity to review any changes prior to publishing.

If you have any issues or questions regarding an already submitted contribution, please contact us at the.forge@defence.gov.au with subject line: "Past Contributions: [your past contribution name]."

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Sensitivities

The Forge is an unclassified site, and you should be mindful of any sensitivities in your contribution. If you identify any sensitivities, the onus is on you to obtain approval through your chain of command prior to submission, and to highlight those sensitivities to The Forge team on submission.

We hope these Contributor Guidelines help you to refine your contribution and improve your prospects of publication. Please let us know if you have any questions. Contributing to The Forge is a highly rewarding activity and we look forward to working with you.