

## **Canadian Association of Public Health Dentistry (CAPHD) Mosaic Newsletter Submission Guidelines 2023-2025**

*The Mosaic newsletter, published by the Canadian Association of Public Health Dentistry (CAPHD), aims to provide annual informative and up-to-date content for its members on community and population oral health across Canada. The goal is to educate members on dental public health topics.*

### **Topic:**

- CAPHD welcomes news or information from its members, groups, organizations, or associations. Submissions can cover research studies, outreach projects, new initiatives, event information, or employment advertisements within the public health field. If applicable, include a title in your submission.

### **Submission Deadlines:**

- **May 31st, 2025 – with the potential for extension when required**

### **Length:**

- There is no minimum length, but submissions should not exceed 800-1000 words

### **Format:**

- Submissions must be in Microsoft Word DOC or DOCX format for easy editing and formatting by the CAPHD Communications Committee

### **Images:**

- Submit images as separate JPG or GIF files in high quality (at least 300 dpi for pictures, 600 dpi for graphics)
- Include descriptive captions and reference images not owned by the author
- Obtain written permission for copyrighted image
- Ensure photo consent is completed for individuals in photos

### **Author Information:**

- Include your name, credentials, a short biography (approximately 25 words), and an optional photo. Specify if you want your contact information (email address or website) included in the newsletter

### **References:**

- Include an organized list of references using the Vancouver citation style if applicable

### **Submission Email:**

- Email submissions or questions to the Communication Committee at [info@caphd.ca](mailto:info@caphd.ca) or [ashleyawhite@gmail.com](mailto:ashleyawhite@gmail.com) for consideration.
- To view the newsletter, visit the CAPHD website at: [www.caphd.ca/mosaic](http://www.caphd.ca/mosaic)

### **Note:**

- *These guidelines are flexible, and exceptions may be made at the discretion of the Communication Committee. CAPHD reserves the right to edit or alter articles for length or clarity. Authors will be notified of changes before publication. Opinions expressed in the newsletter are those of the authors and may not reflect the opinions of CAPHD.*