

Quarterly “Campus Scene” Submission FAQ

Twice each year, the Fraternity may print submissions from its chapters and colonies. To have your chapter or colony represented, be sure to have your “E” submit a “Chapter/Colony Narrative” on or before the following dates:

December 1

May 1

What should our written “Campus Scene” submission consist of?

You have two choices as to how you may structure your narrative. You may either:

- (1) Summarize events and accomplishments from the beginning of the term until the submission deadline. Include noteworthy accomplishments, such as participation in other organization’s philanthropy events, campus awards, intramural sports placement, and members’ campus involvement & leadership. Describe events and activities members have participated in. Your submission will give the reader a synopsis of what being a member of your chapter was like that term.
- (2) Focus on one particular event or achievement during the most recent term. Such an event might include a philanthropic event, community service initiative, or brotherhood retreat. A focus on an achievement could include a discussion of campus leadership and involvement, a long-term project by the Chapter that received recognition, or in-depth coverage of the extra-curricular work of a brother. If you choose this option, consider adding quotes from brothers or outside sources. These “features” should give the reader an insider’s view of your event or accomplishment.

May we include photos with our “Campus Scene” submission?

Yes! You may include one or more pictures with your submission to be considered for publication. Here’s what you need to consider when choosing images to submit with your Campus Scene:

- Photos of groups should be taken waist up or higher. There’s no need to capture a person’s whole body in the picture.
- All photos must include an appropriate caption.
- Find original image files of a high resolution. **DO NOT PULL PICTURES FROM FACEBOOK.**
- The *Quarterly* will not print photos that include drinking, the perception of drinking, the objectification of women, or anything generally distasteful.

How should I submit our “Campus Scene”?

Compile your narrative and any photo captions in a Microsoft Word document. Draft an email to quarterly@deltachi.org on or before the submission deadlines at the top of this reference sheet. Include any images as additional attachments in the email. Our email servers can handle image files of any size. Your email server may limit outgoing file attachments, though. If this is the case, you may need to break photo attachments into separate emails so they send successfully. You will receive confirmation of materials received by a staff member.

Why was my “Campus Scene” edited before printing?

All *Quarterly* material is edited for grammar and content before being published. Your submission was reviewed by Delta Chi Staff to ensure that it promotes a positive view of your Chapter and this organization.

Why haven’t I seen our “Campus Scene” in the *Quarterly* yet?

There is a delay between your submission deadline and the release date of the *Quarterly*. Your submission may not be printed for up to four months due to production times.

I have questions. Who should I ask?

Email quarterly@deltachi.org at any time. You may also call Emily Audlehelm at 319-337-4811 during regular business hours.