

General Submission Guidelines

- Two files must be attached to each submission. In the first, name and contact information will appear on a cover sheet; in the second, the manuscript. **Name and contact information must not appear anywhere on the manuscript.**
- Manuscripts must be formatted for 8½" x 11" (US letter) pages. Use standard fonts or typefaces (Courier or Times) and the standard font size (12 point).
- Fiction and essays must be no more than 5,000 words; poems must be no more than 80 lines.
- Only one story/essay or four poems per submission. Only two submissions per academic year. Others will be deleted.
- **We accept general submissions throughout the year.**
- **No simultaneous submissions.**

For Fiction and Essay Submissions:

- Name and contact information must not appear on the manuscript.
- One-inch margins all around each page. Indent new paragraphs ½"; justify left margin. Justification of right margin is not necessary.
- Approximate word count appears in the top right corner of page one.
- Title (in CAPS) appears centered, one-third of the way down the first page.
- A running header including key word from title and page number appears on all subsequent pages. The header appears in the left corner ½" down from the top of the page and 1" in from the left edge.
- Text is double-spaced. Do not add extra blank lines between paragraphs unless creating section breaks, which should be marked with a pound sign.

For Poetry:

- Name and contact information must not appear on the manuscript.
- Left and right margins are set at the discretion of the poet; top margin (and bottom if necessary) should be 1". Keep in mind, however, when setting your line breaks, that the journal prints on a 6" x 9" page.
- Include key word from title and page numbers (top left corner of page) on subsequent pages if a poem goes over one page.
- Lines of text may be single- or double-spaced.

Send all submissions as MS Word, PDF, or RTF file attachments to **RedRockReview@csn.edu**. The e-mail to which the files are attached should serve as your cover letter clearly stating the contents of your attachments. **No hard-copy submissions will be accepted.**