

Writing Guidelines for Muslim-Science.Com (MSC)

1) Feature Pieces

Content:

These pieces will reflect upon the past, present, or future state of the Muslim world (defined as a geographical entity) or a part thereof, that cover one (or more) broad themes of science, technology, innovation entrepreneurship, and public policy and their relevant sub-themes such as funding of science, relations or cooperation with the west, intra-OIC science cooperation, women in science, higher education, technology, climate change, history of science, philosophy of science, science education, science politics and social sciences, etc. You may also choose another relevant facet to write upon.

Please note, that whatever area you choose to write on, must have relevance to the Muslim world and may be of current interest to our readership. The choice of subject for a feature is limitless, however, it must be interesting and engaging. You are requested to pitch an idea first before sending in an article. The editor shall engage with you, to help you refine the idea and find sub-themes that might be of interest to Muslim-Science.Com's audience. You may begin writing after we have formally commissioned the piece. Only in very rare circumstances, will we accept an unsolicited feature article.

In addition, a feature piece should have a theme attached to it that strings together the entire piece. Please ensure continuity and fluidity while drafting the feature, so that the piece is crafted like a story.

Each piece must be accompanied by 2 short and catchy suggested titles and a short tagline, that are able to grasp the reader's attention at once. Muslim-Science.com reserves the right to edit or change the title and tagline if it deems necessary.

Complete set of statistics and facts are to be provided, wherever applicable. References/sources from where these statistics have been taken must be mentioned.

If the feature quotes a particular individual, the contact of that individual and the method through which that comment was solicited (such as email, phone, etc.) must be provided for verification.

A good feature article mixes an important theme with a compelling story and a set of engaging visuals to complete. Each feature article must be accompanied with relevant but interesting hi-resolution images (ideally 4-5). Ideally, you should try to arrange at least a couple of original images, where possible. In case you do not send in any images, you will have to provide us with a reference link to high resolution images that are an open source (free to use, such as flickr) or whose permission to use you have obtained. The word range for this segment is between 1250-1500 words per article.

Payment:

Muslim-Science.Com pays its writers for feature articles at a rate of up to \$100 per piece, based on word count and level of difficulty, etc. MSC does not pay for any out of pocket costs associated with research, writing, or procuring any materials for the article.

Payment shall be made after final submission and at the month end of the month, in which the article is published.

2) Opinion pieces

Content:

Opinion pieces are mostly personal statements and opinions of authoritative figures and stakeholders, scientists and scientific intellectuals expressing their point of views on specific topics relating to the world of science and innovation, particularly of relevance to the Muslim World. They aim to highlight important issues and present different perspectives.

Muslim-Science.Com commissions Opinion pieces on topics of interest to its readership, from respected and emerging voices from within and outside the Muslim World. It may also sometimes accept unsolicited Opinion pieces from appropriately placed and qualified individuals. Should you decide to 'pitch' for an Opinion piece to Muslim-Science.Com, please write a short (200 word) description of what the issue is, what your bottom-line is likely to be, and why are you qualified to write this Opinion piece.

All Opinion writers are expected to follow the following good practice guidelines:

-If an opinion article is calling for action on an issue it must include details of a proposed solution, including specific recommendations for key stakeholders.

-Ideally, an opinion article will present an original approach to a topic of interest to a wide range of readers. It should have a strong 'bottom line' that can be summarized in a single sentence.

-Complete set of statistics and facts are to be provided, wherever applicable. References/sources from where these statistics have been taken must be mentioned.

-Each piece must be accompanied by 2 short and catchy suggested titles, that are able to grasp the reader's attention at once. Muslim-Science.com reserves the right to edit or change the title if a better option is available.

-Each piece must include a tag-line i.e. one short sentence that describes what the article is about.

-Every article you send in has to be accompanied with at least one relevant but interesting hi-resolution image (ideally 2-3). In case you do not send in any images, you will have to provide us with a reference link that will enable us to get hold of hi-resolution images.

-The word range for an Opinion piece shall be about 750 words per article.

Payment:

Payment may be made up to \$100 per piece, depending on number of words and other factors. Payment shall be made after final submission and at the month end of the month, in which the article is published.

3) News Pieces

Content:

Muslim-Science.Com runs an internal news gathering operation but may also engage news journalists and members of the scientific community to contribute news stories. This is particularly true, when the individual in question is better placed to report on a breaking story, either by virtue of prior experience with the story, position, or geographical location.

News stories should describe a **new** and **significant** achievement, scientific breakthrough, technological innovation, policy decision, policy recommendation, official statement, political action, etc. However, news stories must go beyond just doing a re-hash of an official press release from an entity. It must provide perspective and historical or contemporary grounding to the story and answer questions like: why

is this an important development? Who are the key actors and what do they stand to gain (or lose) from this? What could be the short-term, or long-term effects? What's the inside story (or politics) of this news story?

Those seeking to publish must make a pitch of no more than 200 words or so. Muslim-Science.Com shall only accept a news story if it is properly commissioned.

Please describe when the news broke or will break. Ideally, the pitch should come well before the event or publication – this gives us enough time to get a story ready for when the embargo (if there is one) lifts. If the story has already broken, please state where and when.

Please also describe how you intend to report the story (what 'angle' you will take to communicate its significance, what questions you will explore, who you plan to interview and if you have already made contact with them).

If the pitch is based on a press release we may ask you to send us the release, and if based on a published research paper, we may request the paper itself. A link to such materials is also acceptable.

Complete set of statistics and facts are to be provided, wherever applicable. References/sources from where these statistics have been taken must be mentioned.

The news story may cite or quote credible individuals. If so, the contact of that individual and the method through which that comment was solicited (such as email, phone, etc.) must be provided for verification. Even if the sources are anonymous, the writer must disclose who they are and the Editor will make a judgment call of whether the comment attributed to them can be published with or without verification. In all cases, the anonymity of sources that choose to remain anonymous shall be safeguarded, unless otherwise required by law.

Each piece must be accompanied by 2 short and catchy suggested titles, that are able to grasp the reader's attention at once. Muslim-Science.com reserves the right to edit or change the title if a better option is available.

Each news piece must include a tag-line i.e. one short sentence that describes what the article is about.

Every news piece you send in has to be accompanied with at least one relevant but interesting hi-resolution image (ideally 2-3). In case you do not send in any images, you will have to provide us with a reference link that will enable us to get hold of hi-resolution images.

The word range for a news story is between 400-500 words per piece.

Payment:

Payment may be made up to \$40-50 per piece, depending on number of words and relevance of the news to Muslim-Science.Com's audience. Muslim-Science.Com does not cover any costs of research, writing, or procuring materials to write the news story.

Payment shall be made after final submission of the news story as commissioned by the Editor and at the month end of the month, in which the article is published.

4) Interviews

Content:

Muslim-Science.Com routinely publishes interviews with key leaders, decision-makers, and science, innovation, and entrepreneurship experts.

Please pitch your target focus of the interview in no more than 200 words. Please tell us who this person is, why he deserves to be interviewed, and what is interesting and unique about how you intend to approach this interview (e.g. he/she has done many interviews, but nobody has focused on this interesting aspect of his/her work, etc.)

Muslim-Science.com interviews may target personalities that are relevant to science, innovation, and entrepreneurship in the Muslim world. (for instance a Muslim scientist/innovator/educationist, etc or somebody who may have an interesting perspective on science, innovation, and entrepreneurship in the Islamic World).

Once your pitch is accepted, we shall ask you to submit 10-12 questions before commissioning is approved. While paraphrasing the interview, please draft as concise replies as possible.

Audio and/or video recordings of the interview are also required, as we may post these up on the website. The discretion to do so, is solely of the Editor-in-Chief.

Please note, that you will be responsible for coordinating the interview. However, prior to conducting the interview, please let us know who you will be interviewing and wait for us to get back to you before you conduct the interview.

Payment:

Payment may be made up to \$100 per interview. Payment shall be made after final submission and at the month end of the month, in which the article is published

5) **Book reviews**

Content:

Muslim-Science.Com publishes book reviews of contemporary and historical books that are relevant to science and religion and science policy debate within the Muslim World.

Muslim-Science.Com does not accept unsolicited book reviews. Please make a pitch for a book review by sending us a synopsis of the book, as well as a 200 word description of why you think this is an important book and what is your unique take on it. Do not write the review before we have agreed to commission it.

Please be sure to write a *review*, not just a summary. Do explain the content of the book, but don't stop there: the whole point of a review is to offer insight on a book's worth, not just whether it has a chapter on interfacing with MySQL. Compare it to other books, explain whether this one met your expectations, criticize, parse.

Don't feel obligated to defend a poor book for its faultless page numbering and clean, unobstructed margins, or stretch to play up faults in a book you think is excellent in order to appear objective. A reader should know from your review your general impression of the book, and have an idea whether it's one they would benefit from or enjoy. We appreciate and encourage genuine opinions. But please, ensure that it is not derogatory to any individual or organization.

Please link the matter of the book to the Muslim World or the Muslim faith. We are not talking about hardcore religious comparisons, we just want an insight into how the book and religion may be related (or

non-related for that matter). Since the essence of Muslim-Science.com is a focus on science in the Muslim world, hence the reason for relevancy.

Each book review must be accompanied by 2 short and catchy suggested titles, that are able to grasp the reader's attention at once. Muslim-Science.com reserves the right to edit or change the title if a better option is available.

Each book review must include a tag-line i.e. one short sentence that describes what the article is about.

Every book review you send in, has to be accompanied with at least one relevant but interesting hi-resolution image (ideally 2-3). In case you do not send in any images, you will have to provide us with a reference link that will enable us to get hold of hi-resolution images.

The word range for this segment is between 600-800 words per piece.

Payment:

Payment may be made upto \$75 per piece, depending on number of words. Payment shall be made after final submission and at the month end of the month, in which the article is published

Publishers and authors who wish their books to be reviewed by the Editorial Team of Muslim-Science.Com may contact at Books@Muslim-Science.Com and send an electronic version of a synopsis, the table of contents, and, perhaps, the first chapter. Should Muslim-Science.Com agree to review the book, we may request one or more paper copies to be couriered to us.

6) General

-All content sent to Muslim-Science.com MUST be exclusive. It should not have been printed or published on any form of media prior to it being published on the website.

-If, in case a piece or interview, has been previously published, we request that you make us aware at the time of contribution, where and when it has been published. The compensation regarding such pieces, if used by the website, will solely be decided by the Editorial Team, keeping in mind the quality and relevancy of the piece.

-Content sent to Muslim-Science.com will become the exclusive property of the website. The editors reserve the right to edit any content sent to Muslim-Science.com

-No plagiarism please. Muslim-Science.com encourages your voice to be heard so we appreciate original contributions.

-Once commissioned to write a piece, please let us know as soon as possible if it is likely that you will miss a deadline. We reserve the right to not use a story, and therefore not pay the fee, if a deadline is missed without good cause or prior notice.

-No payment will be made if the article does not meet the terms agreed at the time of commissioning (for example, if its main thrust is essentially different from what was agreed, and is no longer suitable for us) or is late and hence has missed the window of opportunity of its news worthiness. However, if the article meets the terms of the commission, but is otherwise considered unusable by us for any other reason, Muslim-Science.Com shall pay half of the amount agreed on commission as a 'kill fee'.

-With regards to visuals, please mention the source and/or the photographer who has taken the picture. Please ensure that these are credible sources, as we will verify them and you will be held accountable in case any discrepancy is found.

-As an ethical matter, we will not reveal the identity of an anonymous source, unless that person has consented to the disclosure.

7) Disclaimer

-Muslim-Science.com disclaims all responsibility for any damages or losses (including, without limitation, financial loss, damages for loss in business projects, loss of profits or other consequential losses) arising from the use of or inability to use the site or any material appearing on Muslim-Science.com, or from any action or decision taken as a result of using Muslim-Science.com or any such material.

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