
Australian Career Practitioner Magazine

By cdaa

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The Australian Career Practitioner (ACP) is the official, national magazine of the CDAA. Published four times each year, it is distributed in hard copy to all fully subscribed CDAA members.

QUICK LINKS FOR EVERYONE

1. [Click here](#) to discover **advertising options** in the ACP.
2. [Click here](#) if you are a publisher, author or resource developer wanting to **request a review** of a book, product or resource by a CDAA member.
3. [Click here](#) to learn about **submitting material** to be considered for publishing in the ACP.
4. [Click here](#) to **view a recent edition** of ACP (Autumn 2011). All CDAA members have access to archived copies of the Australian Career Practitioner online at:
<http://www.cdaa.org.au/content/publications-archive>

QUICK LINKS FOR MEMBERS

1. [Click here](#) to learn about what you need to do to **forward a general member comment** regarding a book, product or resource that you have recently experienced.
2. [Click here](#) to learn about what you need to do to **forward a member comment, opinion or reflection** on a previous ACP or contemporary aspect relating to career development.
3. [Click here](#) to learn about how to **become an official ACP reviewer** of published materials or resources.

2011 COPY DEADLINE DATES Australian Career Practitioner

Issue**Copy to ACP Editor deadline****Issue Published**

Autumn 2012

Friday 13 January

February

Winter 2012

Friday 6 April

May

Spring 2012

Friday 13 July

August

Summer 2012

Friday 12 October

November

GENERAL INFORMATION ABOUT MEMBER DEMOGRAPHICS

Career practitioners work in a range of industry settings. They include university academics and researchers to career advisors, counsellors and coaches operating in catholic, public and independent school settings, colleges and higher education facilities; to those working in private practice to human resource and organisational change settings in private, public and not-for-profit sectors; while others are involved with marketing, writing curriculum and resource development or employed in specialist areas such as rehabilitation, Indigenous and remote communities, elite sports, disability support and cultural diversity with migrant and refugee settlers.

A general sector spread of membership is:**The Division distribution is:**

Business - 33.8%
ACT - 4.6%

Government - 10.5%
NSW - 22.8%

Education - 34.3%
NT - 1.3%

Community - 8.8%
QLD - 19.5%

Rehabilitation - 8.5%
SA - 9.7%

Other - 4.1%
TAS - 4.0%

VIC - 27.4%

WA - 9.5%

Overseas - 1.2%

INFORMATION ABOUT SUBMITTING MATERIAL (COPY)

CONTENT

Copy submitted to the ACP for publication, are considered against content criteria that includes whether the material has:

- a context that is relevant to member demographics and/or career practitioners in general
- a focus that reflects and / or meets the professional development needs of members
- a focus that offers practical guidance or information regarding member clients
- aspects that support career practitioners understand the labour market; or
- contemporary reflections and findings that impact on the work of members.

Copy submitted may, for example, include:

- contemporary aspects of theories and their applications
- current trends issues or matters in client management and practice
- micro, home or small business management
- mentoring, coaching or counselling
- practical tips, strategies and tools for practitioners
- research articles with a practical application
- career industry news, locally and around the globe
- the impact of government policy statements in media releases
- professional development and keeping up to date
- conference news
- new resources including online products, computer software and books
- industry and occupational trends
- case studies of best practice
- programs funded by governments (local, state or federal)

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- member stories and profiles
 - letters to the editor (comment, opinion or recent ACP article)
 - review of a book, product or resource
 - staying on top professionally and growing healthily

LENGTH

The length of copy submitted can vary between 150 and 3000 words. This is dependant on the nature of material being submitted. As a guide:

- theory, academic and research findings and papers similar to those presented at conferences are usually at the high end of the word count
- general articles and case studies between 400 – 1200 words
- quick tips, advice, information and member stories are usually in the range of 80 - 700 words
- news items and member profiles around 300 words; and
- letters to the Editor from 40 to 150 words

SUBMISSION CHECKLIST

1. Copy is to be submitted as a final edited version suitable for publication.
2. Copy is to be supplied electronically as a word document (and compatible to Microsoft Word version 2003 – 2007 or Vista) using Calibri 11pt font single-spaced
3. Copy is to be accompanied with:
 - author details (full name, position title, organisation / business name)
 - address and telephone contact details, including web page address where appropriate
 - a graphic (e.g. photograph of author, image of a resource) and submitted as a separate electronic file as a high resolution .jpg attachment
 - a statement of publication details if the copy submitted has been published elsewhere OR where it is likely to be published elsewhere OR if it is the author's intention to submit the same to another

publisher.

- a statement of authenticity

- All submissions are to be emailed by copy deadlines outlined below.

DISCLAIMER

The Editor reserves the right to hold over material submitted for consideration in subsequent editions, to edit any copy submitted for publication and / or to not publish material if it is deemed that the submitted material:

- is primarily advertorial;
- is similar in content recently published;
- is not of sufficient interest to members;
- is in a style requiring a significant re-write to make it suitable for publication;
- is not a competitive copy compared to others submitted; or
- will simply not fit!

QUICK NOTES FOR MEMBERS:

To become an official ACP reviewer

To express an interest in becoming an official ACP reviewer of published materials or resources, please contact the ACP Editor direct on this [contact form](#).

To make a general comment or to express an opinion in the ACP

The following notes apply to Members who forward material to be considered for publishing in the ACP under the following categories:

1. **A general member comment** when you have recently read a book, article or used a product or resource that you would like to alert other members to

2. **A comment, opinion or reflection** on a previous ACP or a contemporary aspect relating to the career industry

Only members may submit a personal review or opinion unless invited or otherwise arranged at the Editors discretion.

The Editor requires each submission to include the following information:

- member number
- author details
- contact details
- a statement of authenticity
- a statement of publication details if the copy submitted has been published elsewhere OR where it is likely to be published elsewhere OR if it is the author's intention to submit the same to another publisher.

Note: a graphic is generally not required; however some content may be enhanced by the inclusion of a .jpg graphic and may be requested by the Editor.

Material submissions are to be forwarded to the Editor. Please contact the Editor on this [contact form](#) to obtain a direct email address.

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