



Association for Episcopal Deacons | 2018-19 Production Schedule & Guide

Thanks to the support of members, AED publishes an newsletter, magazine, deacon directory and website.

Share your news, events, formation materials, sermons, etc. relating to deacons and the diaconate! Send questions and materials to our Communication Director, Deacon Anne Pillot at communications@episcopaldeacons.org. **Thank you!**



DEACON UPDATE: Monthly newsletter

- Includes news, articles, events, photos, retreats, cont. ed. Please include links if available.
- Long documents are welcome. A sentence and link to the full document will be published.

NOTE: Materials are accepted at any time and will be reviewed for the current or upcoming issue.

DEACON UPDATE	Monthly
Materials due to editor	28 th - 31 st
Email is sent	8 th - 10 th



DIAKONEO - Quarterly magazine

- News & photos of deacon events
- Resources for Formation, Liturgy, Theology, Continuing Ed., etc.
- Ministry projects developed or led by deacons
- Deacon books, sermons, awards, videos, etc.
- Theological reviews of articles or books

Suggested lengths

- Feature Article (1-1½ pgs) 755-1500 words
- Main Article (1 pg) 600-800 words
- News / update article 250-450 words
- Brief update, news, etc. 100-250 words

*** Submissions are accepted at any time and will be reviewed for use in a future Diakoneo issue.**

DIAKONEO	FEB issue	MAY issue	AUG issue	NOV issue	Feb '19 issue
Text, photos, links due to editor	Dec 14	Mar 16	Jun 15	Sept 14	Dec 12

WEBSITE

AED's website is constantly updated with resource materials on diaconal formation, publications, sermons, deacon events, news features and more. Links, pdfs, photos and news can be submitted at any time.

DEACON DIRECTORY

The Directory is created each fall and published in December. Please send changes to mailing address and/or email to membership@episcopaldeacons.org.



Poor quality - from the web

High quality

PHOTOGRAPHY TIPS

- Set cameras & phones (if able) to **highest quality**.
- Photos downloaded from websites are often not good for printing and will appear grainy. *Some organizations & dioceses maintain high quality photos albums on Social Media that are usable.*
- Photos with a file size over 1 MB are good.

Pros & Techies:

Ideal size is 300 dpi at 5"x7" or larger; 1500-3000px • RGB or CMYK

Send materials to Deacon Anne Pillot, communications@episcopaldeacons.org 216.213.9759