APSAA STUDENT ACCOMMODATION Journal
Hints for authors

Author
Identify your:
• Full name
• Email address
• Professional title (where possible)

Photos

Please include:
• A photo of you (head and shoulders)
• Photos to illustrate article. These could be team photos, construction photos, artist's impression/plans, diagrams, photos of students, photos of staff etc
• a caption for each photo stating what it is depicting and who the people in the photos are
Notes: If the photo is not owned by you, include the photographer's name and (if the photo has appeared in another publication) where it has previously appeared.

References

If other references used, include a list of references (alpha order by surname) at the end of the article in the following format:
• Author/s
• Year published
• Title
• N*ame of publication (journal or book)*
• Edition (or if a book, publishing city)
• Page numbers of article
• Web link, if published online
For example:
Green, J. & Brown, O. (2012). Investigations into student accommodation affordability. *Journal of Great Housing*, 21, 23-55.

Resources

Where relevant, please include a list of resources (alpha order) after the list of references. Each resource should include contact details (e.g. website address) and a one-line description of how the resource can be utilised, relevant to the article.
For example: **Asia-Pacific Student Accommodation Association (APSAA)**Educator, forum, professional standards. https://www.apsaa.edu.au/

Word length

A word count of 500-1500 words plus references is recommended. Longer articles are of course, also welcome. We are happy to feature brief snapshot stories (400 – 600 words) or those longer in length (600 – 2,000+ words).

Depending on the content, we may serialise the article over two editions, or group it together (shorter snapshots) with other articles of a similar theme.

Disclaimer - Images, graphs and tables

If you are not the creator or owner of the images used in your article, we may not be able to use them in the journal. All photos should be captioned with any identifiable people named (given and surnames).

Writing the article

To pitch a story, contact the Industry Development Manager (IDM) via email (idm@aacuho.edu.au). Share your idea for a story, why you think it is a valuable topic, what type of information it will contain, what sources you have in mind and your contact information. The IDM will respond to you and work with you to refine the story idea if necessary, and establish a deadline for submission.

Articles should be:
• Authoritative
• Relevant
• Importance to student housing-related practitioners
• Have a practical focus and application
• Provide perspective
• Contain information or examples that can be replicated
• Address a topic from diverse perspectives.

Suggested article topics
▪ Operations
▪ Management
▪ Maintenance
▪ Customer Service
▪ Student Programming
▪ Issues relevant to local, state or federal government policy (for example, ESOS)
▪ Health and Wellbeing
▪ PBSA
▪ Staff Professional Development
▪ Reports – Study Tours, Conferences, Networking Events
▪ Promotion of future events, programs and activities
▪ Updates on ongoing Projects
▪ Case studies highlighting best practice or innovative approaches – Event, Activity, Service

Other ways you could contribute

Latest News / Industry Movements
Provide brief information (300 words) regarding any recent news or developments in student housing – this can include news from sponsors (offers, new products and services) or from members (new buildings, staff or offerings, studies/research).
Information and photos regarding their buildings, services and offerings. This section is a great place to showcase new buildings, developments, staffing changes or new programs.

By the Numbers
Provide an infographic snapshot (statistics) on a selected topic with written summary/recommendations

Q & A
Conduct an interview with a student housing professional. If you would be interested in being interviewed for this section, please contact our Industry Development Manager.
Sample questions:
a. What's the biggest issue for students on your campus right now?
b. What makes your institution or organisation unique?
c. What's happening now, nationally or internationally, that will shape the future of student housing?
d. What are you planning for?
e. What do you love most about your role?

Tips & Tricks
A handy tip or guideline of relevance to student housing professionals. This could cover information regarding use of a computer program/database (for example StarRez), new product/company that provides a service (training, cleaning, computer assistance, etc) or something else that members have found useful.

CONTACT
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