1. **Objective:** The Geography Bulletin is the quarterly journal of the New South Wales Geography Teachers’ Association, Inc. The role of the Geography Bulletin is to disseminate up-to-date geographical information and to widen access to new geographic teaching ideas and methods. Articles of interest to teachers and students of geography in both secondary and tertiary institutions are invited, and contributions of factually correct, informed analyses, and case studies suitable for use in secondary schools are particularly welcomed.

2. **Content:** Articles, not normally exceeding 5000 words (no minimum specification), should be submitted to the GTANSW Office gta.admin@ptc.nsw.edu.au or by mail to: PO Box 699, Lidcombe, NSW 1825 who will forward to the editor: Submissions can also be sent directly to the editor: Lorraine Chaffer (lchaffer@tpg.com.au) Articles are welcomed from tertiary and secondary teachers, students, business and government representatives. Articles may also be solicited from time to time. Articles submitted will be evaluated according to their ability to meet the objectives outlined above.

3. **Format:** Digital submission in Word format. Tables should be on separate pages, one per page, and figures should be clearly drawn, one per page, in black on opaque paper suitable for reproduction. Photographs should be in high resolution digital format. An indication should be given in the text of approximate location of tables, figures and photographs. Every illustration needs a caption. Photographs, tables and illustrations sourced from the internet must acknowledge the source and have a URL link to the original context.

4. **Title:** The title should be short, yet clear and descriptive. The author’s name should appear in full, together with a full title of position held and location of employment.

5. **Covering Letter:** As email with submitted articles. If the manuscript has been submitted to another journal, this should be stated clearly.

6. **Photo of Contributor:** Contributors may enclose a passport-type photograph and a brief biographical statement as part of their article.

7. **References:** References should follow the conventional author-date format:

8. **Spelling:** should follow the Macquarie Dictionary, and Australian place names should follow the Geographical Place Names Board for the appropriate state.