

ASHRAE JOURNAL

How to Submit News Releases

- New Products
- Focus Products
- People
- Meetings & Shows
- Industry News

Technical Articles for 2013

How to Submit a News Release for a New Product

To give readers an idea of the latest innovations and trends in product design, *ASHRAE Journal* regularly features free editorial coverage of new products relating to the HVAC&R industry. To have material from your firm considered, please send:

1. 60-word description of the product and its main features. Units should include customary (inch-pound) and metric measurements. All releases are edited.
2. Send a photo (optional): A color photo or CD with 300 dpi .tif of the product. If you send a CD, please include a printout of both the photograph and the text.

Please note:

- Product description and color photo must be sent together.
- Materials will not be returned.
- Make sure your company's address appears on the product release. We need an address to which inquiries from our readers can be forwarded.
- Materials are published based on the space available per issue. Publication cannot be guaranteed.

Please send materials to the attention of Rebecca Matyasovski, Associate Editor, *ASHRAE Journal*: e-mail (preferred) rebecca@ashrae.org; 1791 Tullie Circle NE, Atlanta, GA 30329; or fax 678-539-2185. Please mark the envelope/fax cover "New Product Release."

How to Submit a News Release for a Focus Product

Each month, *ASHRAE Journal* features a section focusing on a specific type of product.

The 2013 monthly focus products, listed below, provide an example of the type of products included.

2013 Focus Products

January: AHR Expo products

February: Chillers, cooling towers, valves, pumps, water treatment

March: Building automation software (BAS), thermostats, lighting, sensors

April: Software, energy/monitoring

May: Data center equipment

June: Air distribution products, fans, dampers, louvers, vents

July: Humidification and dehumidification equipment, IAQ

August: Heating equipment

September: Geothermal, solar and other renewable energy products

October: Motors, drives, compressors, heat exchangers

November: Controls, refrigeration

December: Filtration, insulation

To have your product considered for this editorial section, please send:

1. A 60-word description of the product and its main features. Units should include customary (inch-pound) and metric measurements. All releases are edited.
2. Send a photo (optional): A color photo or CD with 300 dpi .tif of the product. If you send a CD, please include a printout of both the photograph and the text.

Please note:

- Product description and photo must be sent together. Do not fax the written release to meet the deadline with a note that the photo will be arriving by mail or courier.
- Materials will not be returned.
- Make sure your company's address appears on the product release. We need a contact name with telephone number and mailing address to whom inquiries from our readers can be forwarded.
- Materials are published based on the space available per issue. Publication cannot be guaranteed.

Deadline for receipt of materials is the 20th, two months before the issue month (e.g. deadline for the May issue would be March 20). Earlier deadlines apply for January show products, which need to be turned in by approximately early October.

Please send materials to the attention of Rebecca Matyasovski, Associate Editor, *ASHRAE Journal*: e-mail (preferred) rebecca@ashrae.org; 1791 Tullie Circle NE, Atlanta, GA 30329; or fax 678-539-2185. Please mark the envelope/fax cover "Monthly Focus" and the appropriate month.

How to Submit a News Release for People

A people section featured regularly in *ASHRAE Journal* updates our readers on promotions, new positions filled, awards received and related notable accomplishments by peers in the HVAC&R industry. The section focuses on ASHRAE members and others directly involved in engineering-related occupations.

To have someone considered for inclusion in the People section, please send:

1. A brief statement about the person's new position or accomplishment.
2. Send a photo (optional): A color photo or CD with 300 dpi .tif of the product. If you send a CD, please include a printout of both the photograph and the text.

Please note:

- Be sure to state the person's full name, including middle name or initial, and the title of P.E. or P.Eng. and Ph.D., if applicable.
- Materials will not be returned.
- Releases are printed based on space available per issue. Publication cannot be guaranteed. ASHRAE members receive priority.

Please send materials to the attention of Rebecca Matyasovski, Associate Editor, *ASHRAE Journal*: e-mail (preferred) rebecca@ashrae.org; 1791 Tullie Circle NE, Atlanta, GA 30329; or fax 678-539-2185. Please mark the envelope/fax cover "People Release."

How to Submit a News Release for Meetings & Shows

To inform readers of upcoming events in the HVAC&R industry, *ASHRAE Journal* devotes space in every issue to a meetings and shows calendar. Only events of broad interest are listed. Short courses sponsored by academic or business establishments, seminars and company-sponsored events are not included.

To have a meeting, show, conference, convention or exposition considered for inclusion in the magazine, please send a release that includes:

1. The name, place and time of the event.
2. A source for obtaining further information, including the name of the individual and/or organization to contact, phone and fax numbers, e-mail address and web address, if applicable.

Please send notices as far in advance as possible. Note that for events held abroad, our list starts six months after the date of the issue. For example, our January issue would feature information about events outside of North America from the following June forward.

Due to space restrictions, not all events can be listed in our Meetings and Shows section. A more comprehensive list of events can be found on our Industry Calendar on our web site (www.ashrae.org).

Please send information to the attention of Rebecca Matyasovski, Associate Editor, *ASHRAE Journal*: e-mail (preferred) rebecca@ashrae.org; 1791 Tullie Circle NE, Atlanta, GA 30329; or fax 678-539-2185. Please mark the envelope/fax cover "Meetings and Shows Release."

How to Submit a News Release for Industry News

In every issue, *ASHRAE Journal* features news items of importance to the HVAC/R industry. These include, but are not limited to, new acquisition of companies by other companies, mergers, new plants, major projects, research and trend reports.

Please send all industry news items to Fred Turner, Editor, *ASHRAE Journal*: e-mail FTurner@ashrae.org; 1791 Tullie Circle NE, Atlanta, GA 30329; or fax 678-593-2210. Please mark the envelope/fax cover "Industry News."

Technical Articles for 2013

January: Humidity control

February: Refrigeration, radiant cooling, kitchen ventilation

March: Data centers, dedicated outdoor air systems

April: Ventilation/air distribution, energy recovery

May: Schools/educational facilities, geothermal technologies

June: Variable speed systems, health-care facilities

July: Central plant cooling, commercial buildings

August: Refrigeration (commercial), humidity control

September: Sustainable buildings, retrofitting older facilities

October: Data centers/mission critical environments, variable air volume (VAV)

November: Industrial buildings, thermal energy storage

December: Boilers and heating, energy modeling