

## Short guidelines for contributions to CIPEG e-News

### Text

- Max. 2600 characters (incl. spaces)
- Preferably in English (in special cases French and Spanish, the other official ICOM languages, would also be possible)
- It is possible to report as a person, using „I“ and „we“
- No formatting of text
- No footnotes
- No abbreviations
- No literature (only if a catalogue appeared in conjunction with what you report about, please mention it at the end of your contribution in full quotation and provide ISBN and price)
- Give a short title and subtitle
- Provide text by e-mail to:  
The CIPEG Secretary: Tine Bagh, [tiba@glyptoteket.dk](mailto:tiba@glyptoteket.dk)  
and cc. to the Chair of CIPEG: Gabriele Pieke, [g.pieke@gmail.com](mailto:g.pieke@gmail.com)

### Short information about the author

- Mention your name and institution
- Name the website of the institution
- If wanted, send a logo of your institution

### Images

- Max. 1 to 2 photos send by e-mail in jpg-format
- Min. 150 dpi for the format 10 x 5 cm
- Provide captions mentioning description and copyright information