

## **Article Submission Project FAQ by Davis Virtual Assistance**

### What is an “article submission project”?

An article submission project is when I act as your “Publications Coordinator” and take your articles (new or recycled) and offer them to newsgroups, directories, e-zines and web sites for content. You will not be paid for these articles but you will receive an opportunity to promote your products or services in the byline of the article.

### What are the benefits of writing and submitting articles?

- Unlimited, targeted traffic to your website.
- Recognition as an expert in your topic area.
- Multiple one-way links to your website from well regarded websites. This alone will increase your page rank in search engines.
- Meeting new clients who are familiar with your work.
- Increase in e-zine subscribers.
- Positive relationships with publishers.
- Radio and television interviews.
- Increased sales of products and services.
- Possibilities for joint ventures with other professionals.

### How can we submit the same article over and over?

There are millions of on-line publications and many more million readers. Many publications will use an already published article because the chance of someone seeing the same article twice is remote.

### How long before I see results?

Some sites will publish right away but others will publish in six to eight weeks or several months later. I do not guarantee acceptance or publication of any article.

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*"I paid Bonnie \$\$\$ to place an article for me online. 10 months on, and I am still generating leads from this on a daily basis, but even better, these leads alone have produced over \$5,000 of sales so far. A great return on investment. Thanks Bonnie!"*

- Bernadette Doyle

[www.clientmagnets.com](http://www.clientmagnets.com)

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### What does an article submission project cost?

The initial article costs \$300. Subsequent submissions in the same category are \$250. Please pay in advance.

### **Submission Includes:**

- Proofreading and editing of the article. Punctuation and spelling will be corrected automatically. More extensive editing will be sent to the Client for approval.
- Formatting of the article as per publisher guidelines.
- Individual submission of each article to the maximum number of topic appropriate sites on my list. Actual number of submissions depends upon the topic of the article.
- Google search for additional topic specific submission sites.
- Creation of accounts at article directory sites (about 15) where required with a report of login and passwords created.
- Some sites require that they send a confirmation e-mail to your e-mail account. When you receive them click on the link in the e-mail (if required) and forward the e-mail to me.
- A report at the end of the project that includes the name of the submission sites and a copy of login and password report.

### **Client Requirements:**

- Do not post your submission articles on your site. Write or pay for original content.

- You must provide a digital photograph, e-mail address, postal address and phone number for submission.
- Some sites will allow you to use an imbedded URL in your product name or keywords in the by-line. A maximum of two are allowed.
- I will create a plain text byline as an alternative with your two URLs spelled out. Maximum byline length (including URLs) is 450 characters.
- Body of the article must be 500-800 words.
- No promotion of site anywhere except byline.
- No mention of site URL in title or body.

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*"Dear Bonnie,*

*I want you know how happy I am with your article submission services. Within just a few days of beginning our first submission project I discovered over nine hundred new links to my site from a major search engine. I was so pleased with your professionalism and hard work that I contracted with you for another dozen submissions. The fact that you also carefully proofread each article and recommend changes, if necessary, is the icing on the cake.*

*Working with you on article submissions is a great timesaver and I recommend your services to anyone who markets with articles."*

Tessa Stowe

<http://www.salesconversation.com/>

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What is the next step?

Please call me at 949-709-2670 to discuss your article topics and goals. At that time we will determine if your articles are a good fit for my submission list. If we agree to work together you will need to fill out the form on the next page and send it back to me so I can prepare a Paypal invoice for you.

Turnaround time for an article submission can be up to ten days.

## Article Submission Summary Sheet

Title of Article: \_\_\_\_\_

Author: \_\_\_\_\_

Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Your Website: \_\_\_\_\_

Author E-Mail Address: \_\_\_\_\_

Author Photograph URL: \_\_\_\_\_  
(please also provide a headshot graphic)

Article Topic(s): \_\_\_\_\_

Short summary of article: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Word Count: \_\_\_\_\_

Article URL: \_\_\_\_\_

10-15 Keywords: \_\_\_\_\_

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