



DJ Plus

Department Description and Guidelines

DJ Plus is a four-page department within *Discipleship Journal* that features short how-to and training articles for personal ministry in one of the following categories: teaching, evangelism, discipling, serving, missions, prayer for others, and small groups. Successful articles are straightforward and provide immediately useful information. They give the reader practical training in one of these ministry areas or provide fresh, hands-on ideas to try. The best ideas are those the author has actually used. Ideas should be practical and workable for the average individual or small group. Length: up to 400 words.

How to Write a DJ Plus Article

- We look for practical, hands-on ministry ideas that an individual can easily put into practice. You want your idea to be the one readers tape to their refrigerator doors for future reference.
- Make sure your article is simple to read at a glance. Use subheads, bullets, numbered lists, etc.
- Evaluate for freshness. Our readers are already familiar with admonitions to take meals to new mothers, witness to store clerks, send cards to grieving families, etc. Fresh approaches often come from personal experience. Tell the story of a creative idea that worked in real life.
- Communicate succinctly and interestingly. Possible formats include Q & A, how to, lists (“Do/Don’t,” “5 Ways to . . .,” “Best Books on . . .”), or case studies.
- Address individuals involved in personal ministry, not ministry professionals or church staff.
- Use most of the article to tell how, not why. Give specific, step-by-step instructions for implementing your idea.
- Don’t write about personal spiritual growth, inspirational or devotional thoughts, church programs, or parenting ideas.

Examples

To give you a better feel for DJ Plus, here are some sample topics from past issues. Study back issues or search our online archives to understand the DJ Plus article style.

Teaching

Put Your Chalkboard to Work
Alternatives to Lectures

Serving

8 Ways to Serve Your Local School
A Single Dad Speaks Out

Small Groups

Moving Beyond Acquaintances
10 Qualities of Good Questions

Evangelism

How to Talk to Strangers
Launching an Evangelistic Bible Study

Discipling

8 Things to Give Your Disciplee
Confront with Care

Missions

Hints for Short-Term Team Members
Care Packages That Really Encourage

Prayer

Pray through Your Schedule
Providing Prayer Coverage

Recommended Resources

We welcome recommendations of resources you have used. Describe the content and its impact on your ministry. Be specific.

How to Submit an Article for the DJ Plus Department

You may submit completed manuscripts to DJ Plus. Mail or email them to Dianne Bundt, DJ Plus Editor, at the address below. (NOTE: These instructions apply to the DJ Plus department only. We do not accept unsolicited manuscripts for general articles.)

- All articles should be typed, double-spaced. On the first page, include your name, address, phone number, email address, word count, and rights offered (first or reprint). Please use page numbers.
- We prefer Bible quotes from the New International Version. If a different version is quoted, indicate the version used with each reference.
- Be sure to include a SASE with all manuscripts.
- Articles will not be returned unless requested (include a SASE with appropriate postage).
- Emailed articles may be attached as a Word, .rtf, or text-only file, or pasted into the body of email. (Our computers will not read WordPerfect files.)

Response Time

Response time is usually within six to eight weeks. Feel free to drop us a note if you haven't heard from us after two months; some manuscripts do get lost in the mail.

Payment

Payment is made upon acceptance. The current rate is 25 cents per word for first rights plus an additional 10 percent for limited electronic rights.

Reprints

Reprints from noncompeting publications are acceptable; be sure to indicate the publication in which the article originally appeared and the date of publication. Simultaneous submissions are discouraged. Reprints are paid at 5 cents per word.

Samples

To obtain a sample copy of *Discipleship Journal*, send a self-addressed manila envelope with \$2.64 in postage to the address below.

Guidelines for General Articles

Guidelines are also available for feature articles. To obtain these, send a SASE to the address below or download them from www.discipleshipjournal.com.