

# Think Ink!



**Getting Your Articles Written & Published**

**By  
Craig Harrison**



*Inspiring Stellar Sales and Service Leadership*

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



# The Expert as Article Writer

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## Why Job Seekers, Entrepreneurs & Small Business Owners should write

- Provides visibility
- Establishes credibility
- Exposes you to new clients/customers/hiring managers
- Keeps you in front of existing clients/customers
- Provides content for Presentation Folders, Press Kits and accomplishments for CVs
- Helps you formulate new ideas, concepts and theories
- Gives you material for books, booklets and future presentations and other deliverables

## What do you write about?

- What are you selling? What are you expert in? That's what you can write about!  
Focus on solutions, benefits and outcomes for your readers



What am I expert in? \_\_\_\_\_, \_\_\_\_\_,  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.

## Can I transcribe my Presentations to transform into articles?

- NO! Speaking and Writing are different: different lexicons, different phrasing.  
It's better to write from scratch.

## What form should my articles take?

- As the Subject Matter Expert (SME) you can disseminate your wisdom in a variety of forms:  
Tips, Lists, How-To's, Case Studies, Interviews, Stories, Position Pieces, Opinions/Editorials,  
Columns, Quizzes, Blog and Guest Blog posts, Letter to the Editor, etc.
- Articles can appear in print or on-line (or both). Newspapers, magazines, newsletters, journals,  
websites, e-zines and more all need content.
- Recycle! Same Article, Different Title. Tweak for Audiences and Timeliness. Spin it!

## Who should you write for?



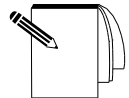
- Who do you want to do business with? What do they read? Write for those publications!
- Study who writes for them. Study their tone and style. Understand each publication's appeal and reader demographics.
- Obtain EDITORIAL GUIDELINES if any exist. Ask for an EDITORIAL CALENDAR if one exists.
- Contact editors and ASK what they pay for, what they seek and what matters to them
- Use the STANDARD PERIODICAL DICTIONARY OF MAGAZINES, ULRICH'S PERIODICALS DIRECTORY, the MAGAZINE & NEWSPAPER DIRECTORY, WRITERS MARKET or websites like [www.abbycon.com/magazines](http://www.abbycon.com/magazines) or <http://newsdirectory.com/news/magazine> to research publications.
- Pitch editors with a list of working titles and short summaries. Pitch story ideas in concert with current events, seasons and holidays, etc. Look for tie-ins.

## Showcasing you

- Be provocative! If you are bold, different, creative, a contrarian or controversial you will find it easier to get published. Exciting, shocking or creative titles, subtitles and content appeals to most editors.
- Include your contact information (telephone, e-mail, URL) and a "tag line" about your business with your articles. Seek [hot links](#) back from all web articles to your site.

## Resources and samples

- Craig's articles can be seen here: [www.ExpressionsOfExcellence.com/articles.html](http://www.ExpressionsOfExcellence.com/articles.html) and include quizzes, stories, how-to's, haikus and more.
- Free e-zines devoted to paid writing: [www.WritingForDollars.com](http://www.WritingForDollars.com), The Professional Author's Booksense Newsletter (e-mail [dnew@TheGrid.net](mailto:dnew@TheGrid.net)), Weekly Business Writing Tips [www.basic-learning.com](http://www.basic-learning.com)



## Action steps:

I will \_\_\_\_\_ by \_\_\_\_\_.

I will \_\_\_\_\_ by \_\_\_\_\_.



## **Extra Extra... Read All About You!**

**What is the purpose of your next article?**

- Inform?  Inspire?  Teach?  Entertain?  Promote?  Enlighten?  
 Other? \_\_\_\_\_

**Who are you writing for?**

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**After reading your article what do you want your readers to do/be able to do?**

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**What form will your piece take?**

- Story/series of stories?  How-to with numbered instructions?  Interview?  
 Tips article full of bulleted items?  Case study?  Scientific?  Quiz?  
 Narrative?  Industry white paper?  Channeled? Other? \_\_\_\_\_

**Can you outline it?**

Title:

Subtitle:

Byline:

Abstract:

Introduction:

Body:

Conclusion:

Bio/Contact info:

**What's your *hook*?**

What is special, different, urgent, unique, novel or otherwise noteworthy about your piece, you and/or the way it's written?

**What do your readers want? (Like audiences, readers ask "WII-FM?")**

**What can you offer readers?**

- Secrets?  Solutions?  Success?  Innovation?  Warm fuzzy feelings?
- Timeliness?  Contrarian's view?  Other? \_\_\_\_\_

**GENERAL CONSIDERATIONS**

- ❖ Keep your copyrights! Give "one time" or "first time" rights. Retain web rights.
- ❖ One article...multiple renditions! (similar to "Same Speech, Different Title")  
Don't recreate the wheel. Repurpose pieces! Modify core article to speak to the needs of different readers.
- ❖ Find an editor, proofreader or reviewer to work with. Barter with them if you can't afford to pay them!
- ❖ Work on multiple pieces at a time. Build content toward a Chapter, Reader or Book.
- ❖ Build relationships with editors and publishers.
- ❖ Develop your ability to think in terms of articles. Topics abound. When good and bad things happen they are usually grist for future articles.
- ❖ Once written, spread your word. Post everywhere! I use [www.articletrader.com](http://www.articletrader.com) and web researcher Jagmohan Saluja ([jag@internet-researcher.com](mailto:jag@internet-researcher.com)) to upload.
- ❖ Make style guides your friend.
- ❖ Leverage your network of associations. Also consider the Bay Area Independent Publishers Association [www.baipa.net](http://www.baipa.net) if a book is in your future.
- ❖ Events like **Michael Larsen's** annual SF Writers Conference (Feb. 12-14, 2010) are recommended: [www.sfwriters.org/](http://www.sfwriters.org/)



**The Case Study: .....Things are looking up for Oakland**

<http://www.expressionsofexcellence.com/ARTICLES/Oakland.html>

**The Quiz: .....Are You a Service Ace? take this quiz and see.**

[http://www.expressionsofexcellence.com/ARTICLES/Harrison\\_Service\\_Quiz.html](http://www.expressionsofexcellence.com/ARTICLES/Harrison_Service_Quiz.html)

**The List: .....Bypass Gatekeepers to reach Decision-Makers**

<http://www.expressionsofexcellence.com/ARTICLES/gatekeepers.htm>

**The Story: .....A Tale of Two Elections**

[http://www.Expressionsofexcellence.com/ARTICLES/election\\_coaching.htm](http://www.Expressionsofexcellence.com/ARTICLES/election_coaching.htm)

**The interview: .....A Leader for All Seasons— John Wooden**

[http://www.expressionsofexcellence.com/ARTICLES/wooden\\_interview.html](http://www.expressionsofexcellence.com/ARTICLES/wooden_interview.html)

**Poetry .....Customer Service Haikus**

[http://www.expressionsofexcellence.com/ARTICLES/service\\_haiku.pdf](http://www.expressionsofexcellence.com/ARTICLES/service_haiku.pdf)

