*The guidelines below offer a way for individuals submitting to Mangrove Review to revise and check their pieces corresponding to the applicable sections.*

**General:**

Author bio included in the submission email

Author bio may be submitted as an accompanying file or as text in the email itself

**Prose:**

Formatted as a Word Document

Name of the piece provided as the file name

Title centered on the first page

Paragraphs indented by 0.5”

Flash fiction/Prose Poetry are exempt from indentation due to the genres’ conventions

Times New Roman 12-point font

Double-spaced

1-inch margins

**Poetry:**

Formatted as a Word Document

Name of the piece provided as the file name

Title centered on the first page

Times New Roman

Double-spaced

**Visual Arts:**

Formatted as high-resolution JPEG image

Name of the piece provided as the file name

Size of the piece specified (in file name or the submission email)

Art: Medium specified (in file name or the submission email)

Photography: Location and camera specified (in file name or the submission email)

Example: “London, England, Shot on iPhone 13 Max”

Digital Art: Name of program specified (in the file name or the submission email)

Example of programs: Adobe Illustrator, Procreate, Sketchbook, Krita, Art Weaver, etc.