



The Patrician: 2023 Writing Instructions

The Patrician provides an informal record of the Regiment's service presented in the words of its members. All Princess Patricia Canadian Light Infantry (PPCLI) major units, extra-Regimentally employed, and individual members, both serving and retired, are encouraged to submit articles and photographs for this important historical document. In particular, it is requested that information related to the year's noteworthy events, promotions, honours and awards, unit and course graduation photos, and retirements be sent to Regimental Headquarters (RHQ) for inclusion in *The Patrician*.

Articles

Articles should be written in a narrative style and avoid the use of military slang and jargon. Other points to consider when drafting articles are:

- Inclusion of the author(s) rank, initials, and surname;
- Draft articles in MS Word using Times New Roman 12pt using Canadian spell check;
- Each article should be in the range of 250-500 words maximum;
- Do not embed photographs in the Word document, submit them in a separate format;
- Do not number paragraphs or sub-paragraphs;
- Articles should be based on answering the 5 W's;
- Avoid military abbreviations. For example: use Battalion, not Bn; and
- When using acronyms, write out the complete word/phrase in full the first time. For example: enhanced Forward Presence Battle Group Latvia (eFP BG Latvia).

Photographs

All photographs must be of high resolution and accompanied with a photo caption and the photographer's name. Submitted photographs should be relevant to the accompanying article (unless submitted as a stand-alone item) and be visually appealing to the reader. For example:



Displaying the PPCLI Camp Flag in front of a scuttled C130 Hercules in the Bay of Aqaba, Jordan. Photo courtesy of WO Z.R. Jacob.



Submissions

Articles and photographs can be submitted to RHQ at anytime throughout the 2023 calendar year. Authors are encouraged to submit articles and photographs as soon as the activity is completed. RHQ offers four methods for submitting articles and photographs:

1. Submissions can be emailed directly to: rhqppcli@forces.gc.ca
2. For those with DWAN access, RHQ can provide temporary permissions to the RHQ ACIMS site for contributors to upload their articles and photographs directly to their pre-assigned unit/organization folder. (This method is ideal for Battalions submitting numerous items).
3. RHQ also has access to civilian internet. Therefore, submissions can be retrieved through programs such as Dropbox, WeTransfer, and Google Drive.
4. For stand-alone photo submissions, RHQ has created the following QR code. Posters advertising this code will be distributed along with this instruction.



* For methods 2 or 3, please submit any requests/details through the contact listed below.

The absolute last date for article submissions is Friday, **15 December 2023**. Additional items related to promotions, retirements, and honours and awards ceremonies that take place just prior to winter leave can be submitted to RHQ up until 19 January 2024.

If you are experiencing any difficulties with article or photograph submission, do not hesitate to contact RHQ. Please refer any questions to the Regimental Adjutant, Capt Mark Frère, at mark.frere@forces.gc.ca or at 780-973-4011, ext. 5453.

References

On DWAN:

1. [RHQ ACIMS home page](#)
2. [Previous versions of *The Patrician*](#)

Civilian Internet:

1. [Previous versions of *The Patrician*](#)