



**TOKONA TE RAKI**  
Māori Futures Collective

## RANGATAHI NEWSROOM CONTENT GUIDELINES

### WHAT IS THE RANGATAHI NEWSROOM?

An online platform for rangatahi to share what is top of mind - what they are thinking, feeling and talking about. Content will be published on our website, social media channels and digital communications eg: e-newsletters, presentations, staff training and workshops.

### OUR GUIDELINES

- 1. Original content only** – this means we won't publish content that has already appeared elsewhere.
- 2. Advertorial/advertising content not accepted** - we will not publish any content that is focused on selling a product or service.
- 3. No violent, threatening or defamatory content** – our newsroom is a platform for creating conversation and sharing ideas – we aren't interested in negative and undermining content.
- 4. Submission details**

Written content: Maximum 1200 - 1500 words

Photos: No more than 10 per submission

Illustrations/graphics: Maximum 2GB

Videos: Duration - 5 minutes max

**5. Make sure to reference your sources** – Please provide references for any articles, images etc you refer to in your content. If your submission is written use hyperlinks for your references; if it is video then include references in the credits. For photos or illustrations include the references in a separate word document.

**6. Photo captions** – make sure you include captions for all photos/graphics/illustrations provided.

**7. Editing** – please be aware that all original content will be edited by our editorial team ahead of being published. If there is anything we are unsure of we will make content with you to clarify.

Tokona Te Raki maintains final editorial discretion to publish or not publish content.

**8. Payments** – If your submission is accepted a payment of \$100 will be made. We will send you a short contract outlining all details of our engagement including terms and conditions and how we will use your content.