

# How To Get Coverage In The Hartford Business Journal

The best way to get covered in the Hartford Business Journal is to keep the editorial staff informed about what you or your company is doing, or about any industry trends that pertain to your business.

Press releases are welcome and considered for publication in the Hartford Business Journal and on its Web site. To the right is a list of several sections where the Hartford Business Journal solicits press release submissions.

You can alert us about your company news by either going to our Web site, [HartfordBusiness.com](http://HartfordBusiness.com) (click the link "Send Us A Press Release" and fill out the form) or e-mail a press release to [news@HartfordBusiness.com](mailto:news@HartfordBusiness.com) or to [editor@HartfordBusiness.com](mailto:editor@HartfordBusiness.com). You may also fax them to 860-570-2493.

If you have questions, please e-mail them to [editor@HartfordBusiness.com](mailto:editor@HartfordBusiness.com).

## HBJ Awards & Events

You can also make sure that your clients, colleagues and staff get the recognition they deserve by nominating them for one of our prestigious awards.

Visit [www.hartfordbusiness.com/events.php](http://www.hartfordbusiness.com/events.php) for a list of awards and events plus links to our online nomination forms.

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BUSINESS  
JOURNAL** In Print.  
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### • CALENDAR

Have a business event coming up? Tell everyone about it by submitting it to our calendar section.

All calendar items must be submitted electronically via our Web site. Visit [HartfordBusiness.com](http://HartfordBusiness.com) and click on the 'Add a Calendar Item' link under the 'To Do List'. No mail or e-mail calendar items are accepted.

### • MOVERS & SHAKERS AND FRESH FACES

Tell us about your rookies and rising superstars. This section includes new hires and promotions as well as individuals who have received industry awards.

To submit items for Movers & Shakers and Fresh Faces, e-mail the press release and a high-resolution digital photo to [news@HartfordBusiness.com](mailto:news@HartfordBusiness.com).

### • ACCOLADES

Has your company recently made a financial or service contribution to a charity or nonprofit? Tell us about it and include a high-quality photo of the event. Digital photos must have a resolution of at least 200 dpi and be at least three inches in size.

Electronic submissions for Accolades should be e-mailed to [news@HartfordBusiness.com](mailto:news@HartfordBusiness.com). Items can also be mailed to: Accolades, Hartford Business Journal, 15 Lewis St., Suite 200, Hartford, CT 06103.

### • BOOK OF LISTS

The annual Book of Lists is a guide to business rankings and market information for the Central Connecticut region.

Companies are invited to submit information about their business for consideration for inclusion in one of the Hartford Business Journal's lists. To submit information about your company, visit [HartfordBusiness.com](http://HartfordBusiness.com) and click on 'Get Your Company Listed in the HBJ' under the 'To Do List'.

### • NONPROFIT SCOOP AND NONPROFIT PROFILE

The Hartford Business Journal regularly spotlights nonprofits in the region. The Nonprofit Scoop features news about nonprofits and the Nonprofit Profile focuses on one nonprofit and highlights its particular mission, fundraising activities and leadership team.

A template is e-mailed to nonprofits desiring consideration for the Nonprofit Profile feature. In addition to submitting a completed template, a high-resolution digital headshot of the nonprofit's top executive is also required.

To be considered for the Nonprofit Scoop and/or the Nonprofit Profile, e-mail the press release or completed Nonprofit Profile template to [news@HartfordBusiness.com](mailto:news@HartfordBusiness.com).

### • OTHER VOICES [Letters To The Editor or Op-Ed]

Have an important or interesting perspective or opinion to share? The Hartford Business Journal wants to hear from you!

#### Letters To The Editor

Hartford Business Journal welcomes — and prints — reader feedback. Letters to the editor should include the writer's name, address and daytime telephone number for verification. When appropriate, the writer should also include job title, company and company location.

#### Op-Ed

Opinion pieces on newsworthy issues related to the Greater Hartford business community are always welcome. Submissions should be about 650 words and unique to Hartford Business Journal. A high-resolution headshot of the author is preferred. Shorter pieces may be considered but may be presented paired with an opposing view piece.

Submissions may be edited for length, clarity, style and libelous or offensive material. Send to [editor@HartfordBusiness.com](mailto:editor@HartfordBusiness.com).