# 2023 - 2024

**SOFE PUBLICATIONS SCHEDULE**

**InSIGHT Newsletter**

## AUG/SEPT/OCT/NOV 2023 – InSIGHT

Aug. 7 – Deadline for articles and information submission to SOFE headquarters

Aug. 14 – First draft to Chair for review

Aug. 16 – Page proof completed and send draft to Committee to review

Aug. 21 – Final changes to SOFE headquarters

Aug. 23 – Final draft to Chair for review

Aug. 28 – Committee Chair approval Sept. 3– InSIGHT posted to website

## DEC 2022/JAN/FEB 2024 – InSIGHT

Nov. 6 – Deadline for articles and information submission to SOFE headquarters

Nov. 13 – First draft to Chair for review

Nov. 17 – Page proof completed and send draft to Committee to review

Nov. 30 – Final changes to SOFE headquarters

Dec. 4 – Final draft to Chair for review

Dec. 6 – Committee Chair approval Dec. 8 – InSIGHT posted to website

## MAR/APR/MAY 2024 – InSIGHT

Feb. 9 – Deadline for articles and information submission to SOFE headquarters

Feb. 16 – First draft to Chair for review

Feb. 21 – Page proof completed and send draft to Committee to review

Feb. 26 – Final draft to Chair for review

March 1 – Committee Chair approval

March 8 – InSIGHT posted to website

## JUN/JUL/AUG 2024 – InSIGHT

May 3 – Deadline for articles and information submission to SOFE headquarters

May 10 – First draft to Chair for review

May 17 – Page proof completed and send draft to Committee to review

May 24 – Final draft to Chair for review

May 31 – Committee Chair approval June 3 – InSIGHT posted to website

***The Examiner* Magazine**

**Fall – *The Examiner* –**

## Sept. 12 – Deadline for article submission Sept. 19 – Committee Call to select Articles

**and assign QA preparation**

Sept. 29– Chair send selected Articles and QAs to headquarters

Oct. 6 – First draft to Chair for review

Oct. 11 – Page proof completed and send draft to Committee to review

Oct. 17 – Final changes to SOFE

Oct. 20 – Final draft to Chair for review

Oct. 25 – Committee Chair approval

Oct. 29 – *The Examiner* posted to website

**Spring – *The Examiner* –**

## Jan. 19 – Deadline for article submission

**Jan. 23 – Committee Call to select Articles and assign QA preparation.**

Feb. 5 – Chair send selected Articles and QAs to headquarters

Feb. 12 – First draft to Chair for review

Feb. 15 – Page proof completed and send draft to Committee to review

Feb. 22 – Final changes to SOFE

Feb. 26 – Final draft to Chair for review

March 1 – Committee Chair approval

March 3 – *The Examiner* posted to website

**Summer – *The Examiner*-**

## April 29 – Deadline for article submission May 7 – Committee Call to select Articles and

**assign QA preparation**

May 17 – Chair send selected Articles and QAs to headquarters

May 24 – First draft to Chair for review

May 29 – Page proof completed and send draft to Committee to review

June 5 – Final changes to SOFE

June 10 – Final draft to Chair for review

June 14 – Committee Chair approval

June 17 – *The Examiner* posted to website