

Great Western Society

How to submit material for the *Great Western Echo*

Please read these notes carefully, all previous instructions are cancelled.

The *GW Echo* is a full colour quality magazine, the layout design and content having been recently redesigned on a format that has been received with general approval by readers of all kinds. In order to maximise the effectiveness of their submissions contributors should follow the procedure set out below.

DRC Departmental Reporters in particular are asked to be aware of the following notes.

GENERAL

1) All material should be submitted **directly to the editor** and not through a third party. The only exceptions to this are indicated in Item 3 below. Please either -

i) Leave material with Pat Bosley in the office who will arrange for it to be passed to me; when I am on the gate, it may be handed to me personally.

ii) Send it by post to my home address: 46 St Johns Road, Tackley, Kidlington, OX5 3AP

Hard copy material will only be returned if a stamped addressed envelope is enclosed with the contribution.

iii) Email it to: **ursa.major111@googlemail.com**

This is the preferred means of contact, photographs and pictures can also be emailed, please note that the minimum size should be 300dpi allied with a 6" x 4" physical size. I can open pdf, jpg, tiff and photoshop formats but please do not send illustrations in Publisher. Material on CD-R is also acceptable.

Text should be in Word, Appleworks, Neoffice or Open Office formats. A briefing sheet about the optimum text layout is available but please note that this sheet gives a good idea of how to do it, eg: no abbreviation marks, capital letters only where absolutely necessary, one space only between sentences etc.

2) **It is important to note that the cut off date for submission of material is the last possible time for receipt personally by me of material for the next magazine.** I am often at Didcot, on the gate or for other reasons, I am happy to support DRC departmental reporters with their contributions either by taking notes from which to write up a report or to photograph some aspect of work in progress. I expect to be asked to do this though obviously preliminary notice is helpful. For this purpose only I will take telephone calls at home: 01869 331790 (10.30 - 1500 and after 1700).

3) Information about Group events for the Diary should be emailed to Terry McCarthy at-
terry.mac18@googlemail.com

4) Small word advertisements should be emailed to Viv Cooper at
vivflack@binternet.com

All other material as in item 1 above.

CONTRIBUTIONS OF ARTICLES ABOUT MATTERS OUTSIDE DRC ROUTINE EVENTS

eg: HISTORICAL ARTICLES.

1) The *Echo's* area of interest covers any aspect of the GWR or BR(W) or any directly related subject, eg. GWR influence on other railways, including foreign organisations. Any aspect of Didcot, the past, current events or future plans and possibilities and articles about local railway personalities or those currently involved at Didcot are always welcome. Please aim for 2000 word maximum and no multiple part articles please. Brevity is better than complexity! Please note that contributions of copyright material must be cleared before hand with the copyright holder, regrettably we cannot fund reproduction fees.

2) Contributors of historical articles should **source reference important statements** throughout their work. Railway writing is of a very variable nature, the extreme between the poor and the best is very marked and sometimes, even those authors considered to be masters of their subject committed awful blunders. This causes problems when present day authors use these earlier writers as their sources of information and either ignore or are unaware of more recent research.

A particularly bad example of this repetition of error is the so called but entirely mythical Hawksworth Pacific. *In the 1940s Hawksworth wanted to build a pacific for the GWR but was prevented from doing so by the war time Railway Executive.*

Reference? O S Nock, various books. Actual historical evidence, none, as modern research has shown. Reference? *A New Update of Swindon Steam*, et al.

Source referencing is a useful exercise for authors to back up important statements with a reference which shows the authority for their making it. You do not have to use the academic system with its funny Latin tags, the simple insertion of a number in brackets after a statement and listing at the end of the article against those numbers, the authority for that statement will suffice. Duplication of references is not necessary. The following extract demonstrates exactly the process required -

... Having established that the correct policy was to continue construction of steam locomotives, three courses of action were open to the new design team, flood the system with LMS types, let the old design centres Derby, Doncaster, Swindon and Brighton carry on as before or create an entirely new range of 'standard' classes. At a very early stage Riddles appears to have decided to build a series of completely new or nearly new locomotives. This is suggested by the fact that even before he assumed office he was revealing his intentions to those who were to be his closest lieutenants. The decision was justified by Roland Bond by stating that the alternative, to allow the regional design centres to continue to provide for their own needs would not have been acceptable as *conforming to the philosophy of complete unification implicit in the Transport Act.* (10) To this writer that view does not justify anything, it is a romantic philosophy defending practical unreality. Viewed dispassionately the general requirement for standardisation was absolutely correct. Two of the four railways had well-developed systems of standardisation to which any new scheme could only be a diversion and Ivatt at least, recognised this, openly advocating that the former company design teams continue to operate virtually as before. Ivatt was right, effort and money designing a new two cylinder 4-6-0 for example was a complete waste when the various regions were well-stocked with proven types such as the *Hall* class, the BIs and 'Black Stanier'. He saw the new standard engines as odd men out in sheds accustomed to and holding spares for the existing engines. (11) The excuse, that changes to practices had been visited on railway companies by Grouping and in some cases even by the appointment of a new CME was hardly a cogent reason on for doing exactly the same thing again....

Another of Riddles intrigues, for that can only have been its purpose, was a committee, one of seventeen, set up to recommend pre-nationalisation types for continued construction. A W J Dymond, then an assistant to the WR M&EE chaired this committee and, to quote Bond: *As might be expected, with the members different company loyalties, the committee did not feel justified in selecting one only of the companies standard types in each traffic category for (further) construction ...* (10) Bond is here showing ...

References -

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10 *A Lifetime with Locomotives* - R C Bond

11) *Master Builders of Steam* - H A V Bulleid

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Of course no one expects that trivial details should be referenced but the important facts especially when new should always be supported in this way.

3) Material should be submitted to me in accordance with the notes General 1 - 3 above.

Les Summers
editor, Great Western Echo
September 2009

Great Western Echo

Style sheet for proof readers & contributors

The *GW Echo* is a 210 x 275 mm upright magazine printed colour, where possible, throughout. Except on the covers and where illustrations require the space the following margin sizes will apply –

Top, bottom and outside margins – 0.5”

Inside margins - 0.75”

The inside covers, front and back will be formatted as their content dictates.

The design of the front cover and the title masthead of the first inside page have been standardized and are non-text items. Only the date and issue number and the ‘trailer’ of the contents on the front cover will require to be proof read.

Text:
English spelling throughout except foreign words not adopted into English.
Abbreviation marks omitted wherever possible and except in the case of personal initials closed up – eg: GWR not G W R but G J Churchward not GJ Churchward.

The font throughout will be in Gill Sans 10 point Roman (11 pt lead) with the following variations –

Titles to articles and by-lines – bold – see below under Page layout.

Names of magazines and book to be italicized –

Railway Magazine, A New Update of Swindon Steam

Locomotive class names and individual names of engines in the form indicated –

Saint Class 4-6-0 No. 2901 Lady Superior

Locomotive classes designated by numbers or letters –

LMS Class 5 4-6-0, SR H15 class 4-6-0, GWR 61XX or 6100 class (both are acceptable).

Names of stations, junctions etc and class names of carriages* and other rolling stock in Roman –

Dr Days Bridge Junction, Super Saloons, Gibbon, Toad, Ratty

* where coaches have names use the following style -

Super Saloon, Queen Berengaria

Foreign words not commonly used in English (but not personal names or honourifics, eg Herr Wagner) used in the accepted manner should be italicized – Wolstyn’s loco shed *despositor* (foreman)...

Direct speech should take the accepted form –

Churchward is reported to have said, “One of my engines could pull two of their bloody things backwards.” (As a general rule this is the only Anglo-Saxon word that is acceptable.)

Quotations of passages from other texts should be italicized throughout. But note, if a loco name or the name of a publication comes up in the passage revert the name to Roman –

the naming of locomotives was reintroduced by Dean with the Cobham class of 1877...

Quotation of direct speech from other texts should be indicated by ONE speech mark –

Churchward is reported to have said, ‘One of my engines could pull two of their bloody things backwards.’

Page layout

Titles:

In bold, most often 18 pnt size but less depending on the text item being headed. The title will be contained within a text box of its own, not stroked and positioned generally about 2” down the left hand side of the first page with the text of the article wrapped to give it clearance. With shorter pieces or news items the position will vary depending on the length of the item and its position on the page.

Text:

The general layout will be three columns with all text outside of captions to illustrations justified right and left. Except in the matter of justified text lines, there will be some variation with shorter text items, those that take more than one standard column but less than two. The editor/ designer will exercise discretion making his intention obvious.

The first paragraph of main articles to be in bold with a two or three line drop capital depending **on the size of the piece**. Where there is a lead in to the article by some introductory text this will be italicized.

No lines are to be omitted between paragraphs in text, and under title/ by-line only when space permits.

There are no fixed rules about the layout at the end of an article which may require a couple of spare lines or none at all or a ruling off line. This will depend on requirements of space and layout.

Small items of text, particularly captions may be stroked – enclosed in a box – and in this case the text will be set in appropriately from the sides, top & bottom (generally 0.1 inch).

Source Referencing

This will be mandatory with historical articles. The format will be an 8 point number superscript in the text and a 10 point list at the end of the article -