

Creative Knitting magazine

PATTERN WRITING GUIDELINES

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1. FINISHED PROJECTS

When sending completed samples and garments to the editor, please follow these instructions EXACTLY:

TAG EVERY COMPLETED PROJECT with name, address, phone, and email.

Attach yarn label for each yarn/color used in the project with a snip of the sample yarn taped to it.

Send a hard copy of the pattern, charts and schematics with sample.

Email the electronic pattern and technique instructions saved as a Word doc with photos and graphics (charts/schematics) to: Sarah_Hollman@drgnetwork.com (Either MAC or PC files are acceptable) as attachment. Send text and graphics as SEPARATE FILES (i.e. do not embed the graphics in the text file) and state what format the graphics (schematics, charts) are in (jpeg, bitmap, pdf, excel, Illustrator, etc.). Put the pattern name in the subject line.

Return of Published Projects: Projects accepted for publication will be returned to the designer (unless otherwise arranged) approximately six weeks after publication along with a complimentary copy of the magazine in which the design appears. All manuscripts, diagrams, etc., remain the property of the publisher.

2. TECHNIQUE & PATTERN WRITING GUIDELINES

Use the following as a checklist before finalizing and sending your work to the editor. If you have questions or concerns, email the editor.

- Type (single-space) all instructions in step-by-step form. Use Arial in 11-point font. Type flush left, ragged right. Type only one space after the period at the end of a sentence, round or row. Type only one space following a colon.
- Do not use any special formatting when typing-no underlining, no words in all caps or boldface, no italics, except as indicated below. Turn off auto formatting on your computer, *especially fractions and ordinal numbers*. We will format for our style during editing.
- Let the text wrap; don't type hard returns at the end of every line. Use hard returns at the end of every paragraph or row, or to separate heads from the rest of the text.
- Do not insert page breaks. Let the pattern flow as it will.
- Do not use newspaper column formatting or any other column formatting. Do not use your word processing auto format feature.
- **Include your name and complete address**, including phone number and email address, in the header of every manuscript page. Number pages consecutively.
- Do not use all caps for any part of the instructions.
- Do not use lowercase L's in place of numeral 1's.
- Write a **descriptive sentence** at the beginning of the pattern describing your project *and why someone might want to knit it*. Example: The timeless appeal of this classic cardigan hits just the right textural note with easy cabling without a cable needle.

State **skill level**, using the guidelines given below. **Beginner:** Projects for first-time knitters using basic knit and purl stitches. Minimal shaping.

Easy: Projects using basic stitches, repetitive stitch patterns, simple color changes, and simple shaping and finishing.

Intermediate: Projects with a variety of stitches, such as basic cables and lace, simple intarsia, double-pointed needles, and knitting in the round needle techniques, mid-level shaping and finishing.

Experienced: Projects using advanced techniques and stitches, such as short rows, Fair Isle, more intricate intarsia, cables, lace patterns, and numerous color changes.

Give **sizes** (for sweaters: a minimum of three sizes, preferably four or five) and **finished measurements (Chest and Length for sweaters)**.

Example:

Sizes

Woman's small (medium, large, extra-large, 2X-large, 3X-large) Instructions are given for smallest size, with larger sizes in parentheses. When only 1 number is given, it applies to all sizes.

Finished Measurements

Chest: 37 3/4 (39 1/2, 43, 46 1/4, 50 1/4, 53 1/4) inches (buttoned)

Length: 25 1/2 (26 1/2, 27 3/4, 28 1/4, 30 1/2, 31 1/2) inches

Write out "inches"; do not use the inch symbol "anywhere in the pattern text.

Use **CYCA sizing guidelines** when grading garment patterns (see www.yarnstandards.com), allowing for desired ease. Indicate desired ease using CYCA terminology.

Indicate the **model size** in the instructions and on the tag on the project. Women's garments should be made in a size small. Other garment sizes should be confirmed with the editor.

Include in **the materials list** the types of materials, quantities used (for all sizes) and ordering information if unavailable at most craft stores. Include any extras such as cable needles, stitch holders, markers, and buttons, each on a separate line.

Yarn information should follow this format, including fiber content, CYCA weight of yarn, yardage/weight per put-up (skein or ball, as appropriate), number of balls/skeins, color and color number (if yarn manufacturer hasn't assigned a color name, write in an appropriate descriptive color name).

Example 1: *Sample project was completed with Ultra Alpaca (50% superfine alpaca/50% Peruvian wool) from Berroco.

Example 2: *Sample projects were completed with Red Heart LusterSheen (100% acrylic) from Coats & Clark.

Example 3: *Sample projects were completed with Bernat Baby Coordinates (75.2% acrylic/22.2% rayon/2.6% nylon) from Spinrite Yarns.

State **needle size(s)**, including length of circular needles. *Examples:*

Size 1 (2.5mm) double-pointed needles (set of 5) or size needed to obtain gauge

Size 5 (3.75mm) 29-inch circular needle

Size 7 (4.5mm) 29- and 36-inch circular needles or size needed to obtain gauge

Give **gauge** (including approximate gauge before felting for a felted project). Measure stitches and rows/rnds over 4 inches/10cm and specify pattern (St st, stitch pattern, color pattern, etc.) and needle size used (e.g. larger/smaller).

Example:

Gauge

20 sts and 25 rows = 4 inches/10cm in St st with larger needle

To save time, take time to check gauge.

Use the abbreviations given in the list at the end of this document. *Do not use any other abbreviations, even those that may be standard in other publications.* Explain any non-standard abbreviations in your instructions under "Special Abbreviations" head. **Note:** K, p, and sl are used only when followed immediately by a number (e.g. k1, p7, sl 2); otherwise spell out "knit", "purl" and "slip" (e.g. "knit to end of row").

Include **source references** for pattern stitches when available (such as Barbara Walker/Harmony books including page number) for tech editor.

Row/Rnd numbers should be in bold, followed by colon. WS/RS should be indicated in parentheses where appropriate, also in bold, preceding the colon (see sample pattern).

Pay special attention to pattern stitch instructions. Cap first word of the instructions following Row or Rnd #, then use upper or lower case for abbreviations according to HWB style, i.e. use k2, p2, not the upper case equivalent of K2, P2. Note: there is no space between the k or p and the stitch number.

Put a period at the end of each row/rnd instructions.

Provide **stitch counts** at the end of all increase and decrease rows. End the row/rnd instructions, then insert em-dash, followed by resulting stitch counts. *Example:*

Next rnd: *Work in established pat to 2 sts before marker, k2tog; rep from * around—28 (32, 36, 40) sts.

For Pattern Stitches, indicate st repeat and extra sts. *Examples:*

A. Checks (multiple of 3 sts + 1)

B. Diamond with Crosses (panel of 18 sts).

Follow this style: multiple of 4 sts + 2, (incorrect: multiple 4 + 2 sts)

When **increasing**, specify type of increase: Knit in front and back of stitch, Make 1 (M1), etc. Where appropriate, this information may be given in Special Abbreviations or Pattern Notes. When **decreasing**, specify ssk, k2tog, etc.

Write out any **reverse shaping** for all experience levels. This is required style for HWB Book patterns.

Explain any technique a knitter of that experience level may not know.

3. GRAPHICS

Include **charts of stitch or color patterns** where applicable. Indicate stitch pattern repeats on chart. Include stitch or color key.

Include **schematics** where necessary, indicating ALL measurements schematics (see schematic example in issue of *Creative Knitting* magazine). Give measurements in fractions (not decimals) to the nearest 1/4" and use "marks (double-primes) for inches. All garments must have complete schematics; there are **NO EXCEPTIONS**.

Digital graphics are preferred. If hand-drawing graphics, scan and save as a jpeg to email with pattern text. If hand-drawing graphics, do not use blue graph paper or a pencil because they do not scan well. Be sure lines are dark enough to scan, using ink if possible.

4. CONTRACTS AND PAYMENT

Contract will be sent with a business-reply envelope. Sign the contract and return it in the postage-paid envelope. Keep the photocopy of the contract for your records and return the original to us.

Payment will be made within **45 days** of the time we receive your signed contract. Negotiated fees will be paid upon completion of pattern and sample based on HWB specifications. Poorly constructed samples will be returned to the designer, and fees will be forfeited. Because all rights to designs are purchased, unless otherwise arranged, designers should not sell the purchased design or one very similar to it to another publisher.

Standard Abbreviations

[] work instructions within brackets as many times as directed

** repeat instructions following the asterisks as directed

* repeat instructions following the single asterisk as directed

approx approximately

beg..... begin/beginning

CC... ..contrasting color

Ch.... chain stitch

cm.... centimeter(s)

cn.... cable needle

dec... decrease/decreases/decreasing

dpn.....double pointed needle(s)

g..... gram

inc... increase/increases/increasing

k..... knit

k2tog knit 2 stitches together

kwise.....as if to knit

LH left hand

m.... meter(s)

M1... make one stitch

MC.. main color

mmmillimeter(s)

oz.... ounce(s)

p..... purl

pat(s) pattern(s)

p2tog purl 2 stitches together

psso. pass slipped stitch over

pwise.....as if to purl

rem.....remain/remaining

rep... repeat(s)

rev St st reverse stockinette stitch

RH... right hand

rnd(s) rounds

RS.... right side

skp... slip, knit, pass stitch over—one stitch decreased

sk2pslip 1, knit 2 together, pass slip stitch over the knit 2 together; 2 stitches have been decreased

sl.... slip (Note: always put a space between "sl" and a number.)

sl 1k. slip 1 knitwise

sl 1p. slip 1 purlwise

ssk... slip, slip, knit these 2 stitches together—a decrease

ssp.....slip 2 stitches one at a time kwise, then pass the back to LH needle in this position;

p2tog-tbl

st(s).. stitch(es)

St st. stockinette stitch/stocking stitch

tbl... through back loop

tog... together

WS.. wrong side

wyib with yarn in back

wyif. with yarn in front

yd(s) yard(s)

yfwd yarn forward

yo.....yarn over

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PROJECT/PATTERN SUBMITTAL CHECKLIST

Please complete the checklist below before mailing your materials to us. Be sure to check off each item below and initial that you have thoroughly reviewed your materials before mailing them to us. Please include a printed copy of this checklist with your materials.

Thank you for your cooperation!

- TAG EVERY COMPLETED PROJECT** with name, address, phone, and email, yarns used and sample size
- Printed hardcopy of pattern and accompanying charts and schematics with yarn label and snip of yarn attached to pattern
- State Skill level information in pattern
- Sizes for projects based on CYCA guidelines
- Finished Measurements stated in pattern
- Complete materials list including yarn information, needles, stitch markers, cable needles stitch holders and any additional items needed to complete project such as buttons, beads, etc.
- Gauge information including gauge in any pattern stitches
- Special technique explanations
- Pattern stitches in written and chart form
- You have followed the pattern writing guidelines as described in #2 & #3
- You have used abbreviations in your pattern based on our Standard Abbreviations List
- A sentence or two describing the inspiration behind your design
- Word document and graphics sent via email to Sarah_Hollman@drqnetwork.com and KaraGott_Warner@drqnetwork.com
- All materials are mailed to us by the requested due date

Mail all materials by your instructed deadline to:

Kara Gott Warner, editor
Creative Knitting Magazine
306 E. Parr Road
Berne, IN 46711

Designer initials _____