



# BUCKEYE GUARD

ONLINE PUBLICATION OF THE OHIO NATIONAL GUARD

View online: <http://ONG.Ohio.gov/BuckeyeGuard.html>

Email: [ng.oh.oharng.mbx.pao@mail.mil](mailto:ng.oh.oharng.mbx.pao@mail.mil)

The Ohio National Guard Public Affairs Office produces an online publication and video show. Each showcases the news and the people of the Ohio National Guard.

The video Buckeye Guard is a bimonthly 10-minute video news program broadcast on the Ohio Channel, a service of Ohio's public broadcasting stations reaching more than 3 million people on television and online.

The Buckeye Guard online publication is produced six times per year on a bimonthly schedule.

Ohio Air National Guard Wing Public Affairs Offices, Ohio Army National Guard Brigade Public Affairs Sections, the 196th Mobile Public Affairs Detachment and Unit Public Affairs Representatives (UPARs) are encouraged to submit content for each of the Buckeye Guard products. The contributor will receive full credit for her or his work.

We are always looking for photos, articles, videos and story ideas meant to inform, educate or entertain our audience, including stories about interesting Guard personalities, unique unit training and guard member/unit involvement with their local communities.

The following information is meant as a guide for content to be considered for the Buckeye Guard. For further questions, contact the state Public Affairs Office at (614) 336-4499, [ng.oh.oharng.mbx.pao@mail.mil](mailto:ng.oh.oharng.mbx.pao@mail.mil) or one of the contacts listed below.

## Examples of Content

- **Soldier/Airman spotlight, such as**
  - Unique or interesting civilian job
  - Outstanding community service
  - Nontraditional or niche hobby
  - Multigenerational service in the Guard
- **Wing/Brigade/Unit profile**
- **Special event, such as**
  - Opening a new facility
  - Hosting special visitors
- **History of the unit or wing**
- **Community relations support**
- **Missions to support Ohio and its citizens**
- **Annual training**

## Points of Contact

**Capt. Jenna Walton**, public affairs officer – (614) 336-7449 or [jenna.l.walton.mil@mail.mil](mailto:jenna.l.walton.mil@mail.mil)

**Ms. Stephanie Beougher**, public information officer – (614) 336-7369 or [stephanie.k.beougher.nfg@mail.mil](mailto:stephanie.k.beougher.nfg@mail.mil)

**Mr. Steve Toth**, editor/online content manager – (614) 336-7003 or [richard.s.toth2.nfg@mail.mil](mailto:richard.s.toth2.nfg@mail.mil)

**Sgt. 1st Class Chad Menegay**, video producer/social media – (614) 336-7322 or [chad.e.menegay.mil@mail.mil](mailto:chad.e.menegay.mil@mail.mil)

## Online Publication Guidelines

Submit photos and articles to [ng.oh.oharng.mbx.pao@mail.mil](mailto:ng.oh.oharng.mbx.pao@mail.mil).

While stand-alone photos can be used for both online publication and ONG website, stories will rarely be published without accompanying photos. Whenever possible, photographers should submit four to six photos, including both horizontal (preferred) and vertical shots. Please do not crop photos.

The preferred submission method for both stories and photos is electronically via email. Include your (the author and/or photographer) full name, rank, and unit or wing, as well as your contact information, preferably email address and phone number.

### Stories should

- be submitted in a normal text file (Word document preferred)
- be written in active voice and (if possible) in adherence with Associated Press style
- include full identification for all people in the article (rank, first and last names), unit, hometown, military occupational specialty (i.e. motor transport operator, not 88M), specific dates, times and locations of activity covered

### Photos should

- be submitted in .jpg or .tif format
- be taken at the highest possible resolution and at the largest possible file size, no smaller than 4 x 6 inches and 300 pixels per inch
- include full identification (rank, first and last names) for all people in the photo (for group photos featuring more than four people, individual IDs are not necessary), as well as unit, date, time and location of activity, along with a description of what is happening in the photo
- be sent as separate, unedited attachments, not inserted into another file like Word or PowerPoint

## Video Guidelines

- 1080P 30/60 fps HD video content
- Do not include produced titles (lower-thirds) in the content
- Video content submitted must have:
  - Split-audio tracks, with voiceover & soundbites on one track and nat (natural) sound on the other
  - Opening title slate with your (the reporter and/or videographer) full name, rank and unit or wing
  - full identification (rank, first and last names) for all people interviewed in the story and timecodes where they need to appear during the package
- **Submit file using DoD SAFE (CAC required) at <https://safe.apps.mil> and mark recipient as [stephanie.k.beougher.nfg@mail.mil](mailto:stephanie.k.beougher.nfg@mail.mil)**

**(NOTE: If you need to send content using a civilian e-mail, you must request an invitation to upload from a recipient with a DoD email address).**

**or send a DVD copy to:**

Ohio Adjutant General's Department  
Office of Public Affairs, Attn: Stephanie Beougher  
2825 W. Dublin Granville Road  
Columbus, Ohio 43235-2789