Dear State Employees,

The Department of Human Resource Management (DHRM), Office of Workforce Engagement is accepting content for the Fall 2023 issue of our Employee Experience Magazine. A magazine designed for Employees by Employees. Let's continue to **Recognize Innovation by Spotlighting Breakthrough Ideas and Projects!**

Share with us how you celebrate and highlight the innovative spirit within your team and agency. This year's theme: **"Harvesting Innovation: Spotlight on Breakthrough Ideas and Projects"**, is a theme to reflect, inspire, and showcase improvement within your agency. It emphasizes the value of creativity, forward-thinking, and problem-solving, all of which are vital for the Commonwealth of Virginia's growth and success. Share the ways you have celebrated success and achievements with fostering a culture of continuous innovation and improvement.

Send us:

● Recipes
● Pictures expressing "community at work", community service or charity work, walking group, agency meetings
● Artwork
● Poems
● Written articles (300 words or less)
  ▫ Team-building exercises or initiatives that brought employees together and strengthened the sense of camaraderie.
  ▫ Employee Testimonials: Stories of employees who have achieved personal or professional milestones, showcasing their growth and accomplishments.
● Health and Wellness tips
● Fun Facts and Trivia: Interesting fall-related facts, trivia questions, or puzzles to engage and entertain employees
● Advertisements: What's new in your agency?

Entry rules and details:

- One page or less (300 words or under)
- If sending a picture or image, please provide a caption that describes the picture (see guidelines below to make your contribution accessible to all)
- Font size 14
- Font style – Times New Roman
- Jpg format
- Entries should include a short bio (name, agency, years of service). Pictures are welcomed.

Content should be submitted directly to EmployeeExperience@dhrm.virginia.gov before **Friday, October 27, 2023.**

Alternative Text/Image Description Guidelines
What is it?

- Alt text is a text-based description of the salient visual components of an image or graph that allows screen reader users to understand what is in the image.

Why?

- When a screen reader encounters an image, it can announce to the user that the image is there.
- It cannot, however, let the user know what is in the image. The content creator needs to do that.

How?

- Alt text needs to be relevant to why the image was included in the content and should not include a detailed description of every visual element of the image. Think about why you are including the image when writing the description.
- Decorative elements that do not convey content can be marked "decorative", so the screen reader knows not to announce them.

  For more info, guidance and tips, click here.