





# North Pacific Union Conference

## School Guidelines for Penpoints

**Please make a copy of this for each teacher who would like to participate.**

Students enjoy writing and drawing. Teachers can encourage them by correlating the writing of poems and very short stories plus artwork with any of the subjects taught. The North Pacific Union Office of Education publishes an annual compilation of the artwork, poems and stories contributed by students in elementary schools, junior academies and homeschools. **Schools, please copy and distribute this page plus the homeschool letter included to homeschools in your area.**

### *Guidelines for submitting selections are:*

-  Students may submit either prose or poetry selections. These need not be long (200 words maximum) but should be choice, descriptive selections representing the students' best work. Students may submit clipart illustrations with their writing selections.
-  Artwork should be **line drawings done in black felt tip marker or black ink** for scanning purposes. **Pencil artwork may not be accepted.** Please add **typed** student identification on **front** of artwork.
-  The teacher and students should **edit and submit only scan-ready entries for publication.** **Only ONE writing selection and ONE art selection per student may be submitted.**
-  Selections must be **typed, one entry per 8½ x 11 page (font size for title, poem, name, etc, should be same or similar; font color should be black - colors do not scan).** Student's name, grade and school should be included with each selection as follows (left aligned or centered):





Title (optional)

**Poem or story (single spaced)**

**Student first & last name, Grade level**

**School name (please do not abbreviate)**

Please do not add year; city or teacher name - included in the contributor section

-  Teachers send **edited, scan-ready** selections **paper clipped to the proper category header** to the local conference office of education by **March 1 (note NEW DATE).**
-  The local conference office of education will read and carefully screen all selections. The selections worthy of publication will be sent to the union office of education by **March 15 (note NEW DATE).**
-  Each student whose work is published will receive a blue writing *Excellence in Creativity* ribbon and/or a red art *Excellence in Creativity* ribbon.
-  In May each school will receive a copy of *Penpoints*. Each teacher/homeschool submitting entries will also receive a copy of *Penpoints*.