

Teacher Guidelines for Hamblen County Schools Writing Celebration 2017-2018

The Hamblen County Schools Writing Celebration is an exciting young authors program sponsored by the Hamblen County Department of Education. Any student in grades PreK-12 is eligible to participate by authoring a piece of individual writing or contributing to a class book.

Using holistic scoring, the books are judged for first, second, and third place on different genres at the school level. Only one first place book in each grade in each genre from each school is then sent to the Department of Instruction for system-wide competition. **The Hamblen County Schools Writing Celebration** winners will be announced on or before April 20, 2018.

GUIDELINES

1. All PreK-12 schools are encouraged to conduct writing contests and present **Principal Writing Awards** to the first, second, and third place winners by grade for each writing genre. **Only first place winners are sent to the Department of Instruction.** (Only one book per grade per genre can be entered from each school.)

Acceptable genres eligible for the **Hamblen County Schools Writing Celebration** include: personal narrative, fairy tale, original tale, fable/parable, legend, mystery, biographical sketch, graphic story (a story written in comic book format), adapted children's book, book of poems, ABC book, and non-fiction writing from ELA, Math, Science, or Social Studies.

2. Class Books

PreK-5 Schools- Each grade may submit **one** class book winner for each genre. Books will be judged by grade and genre. Special Education class books will be judged in their own category.

Grades 6-12- Each grade may submit **one** class book winner for each genre. Books will be judged by grade and genre.

3. **ALL WORK MUST BE COMPLETED BY THE AUTHOR** All written pieces and illustrations be entirely original, designed and written by the author. Stories may be typed. Artwork is optional. Illustrations, photographs, and/or computer generated or imported visuals may be included. In the case of very young or severely challenged children, if underwriting is necessary for the reader's comprehension, it should be done on a separate paper that corresponds to the book submitted. Books may be handwritten or computer generated. Children using a Braille typewriter may have an adult write the Braille translation and include this with the Braille entry. **ADULTS MAY NOT TYPE, WORD PROCESS, OR COMPUTER GENERATE FOR THE AUTHORS.**

Please Note: "The work" of the book shall include: developing the story, handwriting the story, hand drawing illustrations, typing the story, AND any technology manipulation to create the story (this would include using clip art to illustrate the story, adding photographs to the story, creating paint illustrations to add to the story, etc). All of the above "work" must be completed by the author and any use of technology must be executed by the author.

4. Adults **MAY NOT** type, word process, computer generate, revise, design, or tamper with the author's book design, writing, or illustrations in any way. To do so constitutes fraud. Adults maintain the role of consultant to the author through such strategies as conferences or Author's Chair. Adults may ask questions and elicit information from the author concerning the writing in progress or any part of the creation of the book. However, the author makes the final decisions regarding the manuscript, from the selection of topic to the final draft.

5. Age appropriate spellings are acceptable. Use common sense in helping the author use correct spelling. If the spelling is one commonly used at the author's age, then it is acceptable in the final manuscript.

6. Books must include a **cover, title page, dedication page, and an *About the Author(s)* page.**

7. **The student's name and the name of the school should be neatly written on the inside**

cover at the front of the book.
8. A fully completed official entry form must be taped on the inside cover of each book. Please fill out the entry form exactly the way you want it to be on the certificate. EX. Sue Smith's Classroom or Mrs. Smith's Classroom.
9. The books are to be durably, securely, and neatly bound. Book covers/bindings will be evaluated on overall attractiveness, quality neatness, and use of binding materials.
10. Books will be judged on total impression including ideas, organization, voice, word choice, sentence fluency, conventions (age appropriate grammar mechanics, spelling), attractiveness, originality, and format. When choosing to use technology to create your director's writing book, please remember a portion of the rubric that the judges will use includes creativity/originality. The judges' decisions are final in determining the winners.
11. The awards for class books will be 1 st , 2 nd , 3 rd place certificates for each child contributing to the book. Awards for K-12 individual books will be certificates and gold, silver, and bronze medals.
12. To make the judges work easier, please separate entries by grade and genre before sending to Shanna McGinnis, Department of Instruction. In addition, place entries in a durable box or tub, etc. clearly labeled with the school's name for display in the Central Office. Please include a list of all books submitted with the authors' names.
13. The DEADLINE for submitting school entries to Central Office is March 20, 2018 . This deadline will not change because of weather. If we are out of school on the 20 th , the deadline will be the next day we return to school. Therefore, don't wait till the last minute to complete them!

If you have any questions, please contact Shanna McGinnis by email, mcginniss@hcboe.net