## GOLDEN PEN SUBMISSION PROCEDURE:

### LITERATURE

All submissions should be typed or available as a Word document in order to be published by the Golden Pen. Please include your name, grade, homeroom teacher, and email so that the Golden Pen can contact you with updates during our selection process. This information will not be used by our editing committees when evaluating your work.

#### Artwork

All artwork must be in a JPEG format in order to be published by the Golden Pen. This means that sculptures, paintings, and other artwork must be photographed first. Each digital photo must have a minimum resolution of 300dpi ad must be shown in the correct orientation (rotate images to the way you would like them to be displayed). Please include your name, grade, homeroom teacher, e-mail, title of the work, and the medium on a separate sheet of paper so that the Golden Pen can contact you with updates during our selection process. Personal information will not be used by our editing committees when evaluating your work.

### MUSIC

All music must be in MP3 format in order to be reproduced on the Golden Pen CD. Please include your band name, names of each musician, song title, instruments used and the musicians who play each instrument, and homeroom teachers or e-mail so that the Golden Pen can contact you with updates during our selection process. Personal information will not be used by our editing committees when evaluating your work.

# GOLDEN PEN EDITORIAL POLICY:

All submissions to the Golden Pen literary and art magazine are reviewed by a committee whose task is to choose art or literature that blends with the themes and designs of the current magazine, and that represents excellence in student accomplishment. All work is entered anonymously with only the Golden Pen advisor and editor privy to identification. Staff members are permitted to submit their work and are held to the same standards. The committee makes recommendations to the design staff whereupon choices are made to fit the limited number of pages.

We regret that we are unable to publish additional student submissions. Choosing is difficult. We are appreciative of the dedication put into each entry and we are amazed at the creativity and talent of our student body. Submissions for the 2011~2012 Golden Pen open in September 2011 and may be sent to: <a href="mailto:submit.goldenpen@gmail.com">submit.goldenpen@gmail.com</a>, or directly to Mrs. Farr, the Golden Pen advisor, in room H206.