

## 2011-12 PILGRIMAGE SUBMISSION GUIDELINES

“It is better to create than to be learned, creating is the true essence of life”  
- Barthold Georg Niebuhr

***Pilgrimage*, Plymouth high school's literary journal, will accept poetry, short stories, and essays. Short stories and essays should be no more than 1500 words. The submission deadline, which includes signing the consent form, is January 13, 2012.**

### GUIDELINES

1. All works must be original.
2. All works should include your first and last name, and grade level.
3. All works submitted must be in Times New Roman font, size 12.
4. All works must have a title, centered.
5. All works must be typed in Googledocs. Works that are uploaded and then shared will not be acceptable. (Copy-and-paste using cmd/ctrl+c and cmd/ctrl+v to move a work from a word processor to Googledocs.)
6. All works must be carefully proofread. While writers should display balance using Proper English and creative license, make sure conventional writing rules are followed.
7. All works that have met submission guidelines will go to a review board. The review board will then approve your work(s) for publishing. A list of approved works will be generated before *Pilgrimage* is made available.

### SUBMISSION INSTRUCTIONS

1. Title your document by the following convention.
  - o Firstnameinitial\_lastname\_typeofwork\_numberofworkssubmittedbyyou
  - o Examples:
    - o B\_Fett\_ShortStory\_1
    - o P\_Curtis\_Poem\_1
    - o P\_Curtis\_Poem\_2
    - o J\_Cade\_Essay\_1
2. Share your document with Mr. Coffman (Kyle Coffman). Give him editing rights.
3. See Mr. Coffman in Room 120 to sign a consent form OR print out a consent form to bring to him. Search “Pilgrimage consent form 11-12” in GoogleDocs templates. If a consent form is not signed, then your submission(s) will not be accepted.

### NOTICE

The review board will also serve as as editors. Changes might be made to your draft for the sake of Proper English and clarity. The review board will do its absolute best to grant creative license when possible. By signing the consent form, you agree to any possible changes. If meaning becomes drastically altered in a work due to a desired change, the review board will contact you.