

RULES FOR ALL PRE-CONVENTION EVENTS

1. **All items must be postmarked no later than the Pre Convention Deadline.**
2. **Each submission must be mailed to the appropriate Event Director.** Church Number and Team Numbers need to be included on submissions, if available prior to mailing. See Cover Page (last page of this section).
3. A 3-point deduction is allowed for failure to provide complete submission information as instructed.
4. In a team event a participant may move up to a higher grade division, but an older participant may not move down to a lower grade division. Each team in each event will participate at the grade division of the highest grade member. All team events will consist of more than one person.
5. Each individual award winner and each member of a winning team will receive an engraved plate for his/her participant's plaque.
6. Judge's score sheets and Awards will be placed in congregational packets to be picked up by the Church Coordinator at the end of convention.
7. Participants must be registered in their respective events and send in the registration fee to Registration on or before the Registration Deadline, whether they will be attending the CTLTC Convention or not in attendance. Do NOT send checks to event directors.
8. Church Coordinators will have until two weeks after the convention to apply for awards, corrections or updates. Any awards needed after this deadline will have to be secured by the Church Coordinator from a local business.
9. Copyrighted material received as an entry will not be judged. It will not be accepted for any event and will be returned to the sender.
10. A list of Pre-Convention Event Directors and information will be available on the CTLTC website (<http://www.clttc.net/>).

Brenda Slatton, Pre-Convention Coordinator (current information listed @ <http://www.clttc.net/>)

POETRY RULES

PURPOSE: This event provides the opportunity to express spiritual feelings and thoughts in the form of rhyme and verse.

PROCESS: Each participant will:

- Read and follow rules for all Pre-Convention Events.
- Write a poem whose content **reflects the current year's theme**.
- Ensure that the poem is typewritten, in a 12 or 14 font, not in a script font, and does not exceed one page. (*Italics may be used. Italics keep the individual letters separate making it easier to read than a script font that links the letters together.*)
- **Mail four copies** of the poem and **one** cover sheet to the Event Coordinator on or before the mail-in deadline date. (Staple the cover sheet to one copy of the poem and then paper clip these on top of the other copies of the poem.)
- Enclose a self-addressed, stamped envelope (SASE) or e-mail address if delivery confirmation is desired.

The Event Coordinator will:

- Send confirmation of receipt of poems to the Church Coordinator if there is a SASE or e-mail address provided.
- Organize poems for judging.
- Provide Judge's Score Sheet for your three judges.
- Compile judging sheets and assign award category G,S,B,P.
- Provide all judging sheets, comment sheets, award recommendations and a copy of each poem with its cover sheet to the Award's Committee.
- Prepare the poems for display at the convention.

RULES:

1. The poem may be written in any meter or rhythm. It does not have to rhyme. Poems that do rhyme can adhere to any consistent rhyme scheme.
2. Poems **must** start with a title line.
3. Poems should have **one** cover sheet (See "Submission" section).
4. Adult assistance should be essentially verbal. Adults may discuss the theme and possible poetic applications. Adults may also make verbal suggestions on content and style, and point out editorial corrections of the participant's written work. Adults may type poems for children in the lower grade levels.
5. Optional – Participant may attach a 3"x5" card to the back of copies of the poem explaining the type of poetry and its relationship to the current year's theme.
6. There are three grade categories for this event: (3-6), (7-9), and (10-12).
7. Poems must be typewritten, in a size 12 or 14 font, not in a script font, and must not exceed one page. (*Italics may be used. Italics keep the individual letters separate making it easier to read than a script font that links the letters together.*)
8. Poems may be submitted by e-mail.
9. Only one poem per participant will be accepted.

SUBMISSION:

1. **One** typed cover sheet **must** follow this format: (Exception: You may use the Cover Sheet provided in the LTC manual for Pre-Convention events.)

Name
Grade
Congregation and Congregation Number
Congregation Address
Congregation Phone Number
Name of Church Coordinator
Church Coordinator Phone Number or E-Mail Address
Title of Composition

2. Staple **ONE** cover sheet on top of **ONE** copy of the poem. Paperclip these on top of your remaining **three** copies of the poem. Send the poems to the Poetry Coordinator; **postmarked by the pre-convention mail-in deadline.**

3. All materials that are submitted for judging become the property of LTC. It is understood that LTC reserves the right to use materials for promotion, instruction, or in any other manner deemed appropriate by the Board of Directors.

AWARDS:

1. There will be three Judges. Comment sheets will be provided for each participant. An award rating will be assigned based upon the three Judge's scores on a 5 point scale:

5 = Excellent, 4 = Good, 3 = Average, 2 = Below Average, 1 = Needs Work

2. Participants will be assigned a Gold, Silver, Bronze, or Participation Rating based upon the Judge's scores and will receive the corresponding engraved plate for the individual's award plaque.

**Leadership Training for Christ
Poetry
Judge's Form**

Congregation #: _____ Congregation Name: _____

Student Name: _____

Event: _____ Grade Level: _____

Creativity: Use of current LTC theme:				
Excellent	Good	Average	Below Average	Needs Work
Comments: _____				
Structure: Proper use of rhyme schemes, meter, or non-rhyming schemes.				
Excellent	Good	Average	Below Average	Needs Work
Comments: _____				
Readability: Appropriate use of "poetic license" for desired effect.				
Excellent	Good	Average	Below Average	Needs Work
Comments: _____				
Overall Effect: Words, style, and meaning combined.				
Excellent	Good	Average	Below Average	Needs Work
Comments: _____				
Material: Is it age/grade appropriate material and vocabulary?				
Excellent	Good	Average	Below Average	Needs Work
Comments: _____				
Rules: Adherence to submission rules.				
Excellent	Good	Average	Below Average	Needs Work
Comments: _____				
Additional Comments:				

_____ Cut here _____				

**FOR USE ONLY BY THE EVENT
COORDINATOR:**

G S B P

General Information for Writing Poetry:

Every Word Counts. In a poem each word must pull its share of the load. If a word is not an absolute necessity, cut it out! Poetry will also hone up your other writing. Wm. Higginson's book on Haiku is a good book on Haiku, which is an oriental form of only three lines. The first line has five (5) syllables, the second has seven (7), and the third has five (5). Writing haiku is a challenge. To paint a scene and tell a story in that amount of space is the best exercise you can get for writing any poetry. Remember the verse from the Bible, Jesus wept. There is no excess here but we clearly visualize the scene.

Show, Don't Tell. Another reason we can visualize the scene in the verse above is because we know Him. We have read other verses that let us know His character by His actions. If I ask you how you know that Jesus was kind, you could probably tell one of the stories that **shows** His kindness. How do you know He was compassionate? You could list several stories that **show** this. Showing is one of the most important tools we have.

Use All of the Senses. If your poem takes place on the beach of Galveston Island, let the reader taste the salt spray, let him smell the fishing boats, let him feel the hot sand between his toes, let him feel the spray as the waves dash against the jetty, let him see the greenish light that comes from deep inside the larger waves. In other words, let him know the world into which you are taking him.

Avoid Clichés. Don't allow yourself to fall back on stale or timeworn words or phrases. "flat as a pancake," or "lips like a red rose," or "as big as all outdoors." Think hard and come up with your own descriptions.

Rhyme Can Be Dangerous! If you chose to rhyme, remember, it should be so subtle as to be almost unnoticeable. It should NOT control the poem. It should not say, "Hey, Look at me!" **Rhyme should have meter but not be sing-songy.** Meter can be tapped out like the beat of music. Count the stressed points in each line. They must keep the same throughout. If you vary this you must have a very good reason and it must be self-explanatory to the reader.

Keep Your Pattern. If you promise the reader a certain pattern, stick with it. If the first stanza has four lines, rhyme every other line, with three beats per line, then every stanza should fit that pattern.

Free Verse. Borrowed from the Vernch, vers libre, which means "verse written without a particular or recognizable meter." But be careful. That does not mean that it doesn't have melody and grace.

Read Good Poetry & Works on Writing Poetry. Here are some: *Writing Poems* by Robert Wallace, *The Art and Craft of Poetry* by Michael Bugeja, a good rhyming dictionary, a *Poetry & Poets Encyclopedia* (with a Glossary of Poetic Forms), and the one mentioned earlier on Haiku. Also, teachers might like to use *Rose, Where Did You Get That Red?* by Kenneth Koch.

Read it out loud. Listen to it. Let someone else read it aloud. Words that are bulky or misplaced will be tripped over in the reading.

Have Fun!

"Poetry is a beautiful way of saying what it would impoverish us to forget." by Joseph Auslander.

General Information for Poetry Manuscript Preparations:

Make your manuscript READER FRIENDLY (so they won't stop reading).

Use plenty of white space around your work. Let the poem speak for itself.

Use dark, clear type--nothing fancy, just a plain 10 or 12 pt. font like Courier, Times Roman, Arial, Helvetica, or the like.

No fancy paper, decorations, or clipart. It will detract from your poem.

Remember, Spell Check won't catch everything. Spelling will be caught by having it read aloud. Words that are bulky or misplaced will be tripped over during the reading.