

# Contest Guidelines for all ESL Week Activities

## Submissions Deadline

All Entries must be post-marked by **September 30, 2011**

## Who can participate in the TESL Ontario ESL Week Activities?

- All "**Student/Learner Activities**" are open to any ESL, SLT, LINC and ELT adult learner, and elementary or secondary ELL in Ontario.
- All "**Language Instructor Activities**" are open to any ESL, SLT, LINC and ELT Instructor in Ontario.
- All "**Organization Activities**" are open to any ESL, SLT, LINC or ELT Centres, School Boards, Colleges or TESL Ontario Affiliate organizations.
- ESL Week contests are **not** open to TESL Ontario employees or Board of Directors.

## Length of Submissions

- All **Short Stories entries** must be **no longer than 4 pages** double spaced typed in 12pt font.
- All **Essays entries** must be **no longer than 4 pages** double spaced typed in 12pt font.
- All **Poetry entries** must be **no longer than 1 page** double spaced typed in 12pt font.
- All **Poster entries** must be submitted on one 8.5x11 sheet of paper.
- All **Blogs Submissions** must have a **minimum of 8 blog posts** to be considered for the contest.
- All **Photo and photo collage entries** must be printed on photo paper and mailed to TESL Ontario office.
- All **Video submissions** (short film/documentary/news piece) must be **no longer than 5 minutes in length**.
- All **Video infomercials submissions** must be **no longer than 60 seconds in length**.

## General Guidelines

- All submissions must be in accordance with the guidelines listed below in order to be considered for the TESL Ontario ESL Week contests.
- Entries will only be considered for contest winning if they are deemed of appropriate quality and content by a TESL Ontario panel of judges.
- All Entries must depict appropriate content in a non-derogatory, non-offensive manner.
- All entries must be original works, in English. Plagiarism, which includes the use of third-party poetry, song lyrics, characters or another person's ideas, without written permission or proper acknowledgment will result in disqualification.
- Writing entries must be original and not have been previously published.
- Each contestant may submit only one submission per category.
- All entries are final. No revisions are accepted.
- The decisions of the TESL Ontario panel of judges are final.

## **Writing Entry Guidelines**

*Includes short story, essay, poetry and blog entries. Please review "length of submissions" section of this document for length requirements.*

- A cover page must be included with **all** writing entries including:
  - A title
  - Author's name and contact information including mailing address, email address, and telephone number
- All writing entries (blogs excluded) must be **typed in 12 pt font and double spaced, with numbered pages** in one of the following formats. All other formats will be disqualified.
  - MS Word
  - Adobe PDF
- Blog submissions must be presented with a synopsis including:
  - The titles of each individual post on the blog (if the blog contains more than 8 posts this is required for the last 8 blog posts only)
  - A short summary of each post on the blog (if the blog contains more than 8 posts this is required for the last 8 blog posts only)
  - **The blog URL** - which must be accessible for our judges to read

## **Media Entry Guidelines**

*Includes video, poster and photo entries. Please review "length of submissions" section of this document for length requirements.*

- A cover page must be included with **all** media entries including:
  - A title
  - Creator's name and contact information including mailing address, email address, and telephone number
- **In the case of group entries** (i.e. blog, poster or video entries) - provide one main contact's information including first and last name, mailing address, email address, and telephone number. However, you must also provide a list of the names (first and last) of all contributors on the covering page.

## **Video Entries**

- **All video entries must be uploaded to You Tube.** You must use your own You Tube account or create a new one at <http://www.youtube.com/> for your file upload.
- A short synopsis of your video entry must be submitted to TESL Ontario and **must include the URL link to your uploaded video.** This must accompany your cover page.
- All video infomercials **must promote ESL Week and include the dates October 23 - 29, 2011**

## **Photo Entries**

- Photos collages must include a short synopsis of what the collage is illustrating.
- All photos and photo collages **must be printed on photo paper** and submitted to TESL Ontario via mail with your cover page (all submissions) and synopsis (collages only).
- All subjects in all photos must be made aware that your photos may be published.

## **Poster Entries**

- Poster submissions must include the following additional information on the cover page:
  - A description of the artwork and what it symbolizes
- All Poster entries must include the TESL Ontario logo, as well as the title "**ESL Week 2011**" and the dates **October 23 -29, 2011**

## **Contest Winners**

The winners will be determined by a panel of judges selected by TESL Ontario. The judges will be a group of individuals from across a wide range of areas in the ESL field.

All contest winners will be notified individually. If the contact information provided with the submission on the cover page is not valid the entry will be disqualified and the next highest rated entry will be awarded the prize.

Winning entries may be used by TESL Ontario for promotion of ESL Week. Winning submissions will also be published/displayed by TESL Ontario where appropriate.

## **Prizes**

- A single grand prize winner will be selected from among all categories. **The grand prize winner will receive a \$500 cash award.** The grand prize winner will also receive an invitation to the President's Reception at the annual TESL Ontario Conference in Toronto where they will be honoured for their contribution.
- A first place winner will be selected from each contest category for which a minimum of 3 entries were received. **Each first place winner will receive an invitation to the President's Reception at the annual TESL Ontario Conference** in Toronto where they will be honoured for their contribution.
- TESL Ontario will cover any travel expenses for winners receiving invitations to the President's Reception.
- **Submissions from the grand prize winner and all first place winners will be published/displayed** on the TESL Ontario Website, and where appropriate, in our electronic magazine *CONTACT*, as well as, on TESL Ontario social media platforms.
- **Two runners up will be selected from each category** for which a minimum of 5 entries were received and their **entries will be published/displayed** on the TESL Ontario website and social media platforms.
- In the case of group entries, if a group entry wins the grand prize it is up to the winners to equally divide the cash reward amongst the group members, however all individuals who contributed to the winning entry will receive an invitation to the President's Reception at the TESL Ontario annual conference.

## **How to Submit Entries**

- All entries (excluding photo entries) **must be submitted via email** to [administration@teslontario.org](mailto:administration@teslontario.org), including covering pages and video and blog synopses with URL links.
- **All entries must be accompanied by a title page and synopsis** (if required) that includes the contact information of the contestant.

- Poster entries can be submitted by email at [administration@teslontario.org](mailto:administration@teslontario.org) or by mail to the TESL Ontario office address below.
- **Photo and photo collage entries must be submitted by mail** to the TESL Ontario office address listed below.

**Mailing address for poster or photo submissions by mail:**

ESL Week Contest Submissions

TESL Ontario

405 - 27 Carlton Street

Toronto, ON

M5B 1L2