

## Guidelines for Pre-Convention Submissions

The following submission guidelines **MUST** be followed in order for a project to not be disqualified. All other rules as stated on the OJCL website under “Pre-Convention Contests” still apply. N.B. In the past contests have been disqualified for inappropriate file names

**I. Modern Myth and Poetry** – For these contests, you [the student] must submit your entry online at <http://ojcl.org/contests/pre-convention-contests/> (this is the same as previous years).

**II. Cartoon and Panel/Comic Storytelling** – students must send an email to Mr. Brian Compton ([OJCLsubmissions@gmail.com](mailto:OJCLsubmissions@gmail.com)) with the project entry and registration sheet. The registration sheet **MUST** include your ID number from the school’s membership list as well as correct grade and Latin level. Please name the file which you attachment with the contest name and student’s ID number (e.g. Cartoon 12345). Once received, these will be uploaded to a folder on Google Drive where judges will be able to access the contest and level to which they are assigned.

**III. Multimedia** – Students must send an email to Mr. Brian Compton ([OJCLsubmissions@gmail.com](mailto:OJCLsubmissions@gmail.com)) which includes the following:

- a. Link to project. When uploading your project to the host site (youtube, google files, etc. the Project **MUST** be titled with the contest and student ID number (e.g. Multimedia 12345). It will not be able to be retitled once it is submitted.
- b. Contest entry sheet (as an attachment) with the student’s name, school, student ID number, and project title (e.g. Caesar’s Best Invasions!, etc.)

### IV. Music Video, Commercial, and Skit

N.B. Music Video, Commercial, and Skit entries must be sent **by a sponsor**, which serves as confirmation that he/she has seen the entry and approves of it being entered for competition. If an entry comes from a student email, a verification will be sent to the sponsor.

SKIT – Sponsors must send an email to Mr. Brian Compton ([OJCLsubmissions@gmail.com](mailto:OJCLsubmissions@gmail.com)) which includes the following:

- a. Link to project. When uploading your project to the host site (youtube, google files, etc. the Project **MUST** be titled with the contest, school name, and year (e.g. Moeller Skit 2019 ). It will not be able to be retitled once it is submitted.
- b. The Script for the skit. Any skit entry submitted without a script will, as in years past, be penalized in preliminary judging, which may prevent it from being placed in the top 3.

COMMERCIAL AND MUSIC VIDEO – Sponsors must send an email to Mr. Brian Compton ([OJCLsubmissions@gmail.com](mailto:OJCLsubmissions@gmail.com)) which includes the following:

- a. Link to project. When uploading your project to the host site (youtube, google files, etc. the Project **MUST** be titled with the contest, school name, and year (e.g. Columbus Academy Music Video 2019 ). It will not be able to be retitled once it is submitted.

**V. Publication**—Students must send an email to [editor@ojcl.org](mailto:editor@ojcl.org), which includes the following:

- a. PDF of their school Publication
- b. Contest entry sheet (as an attachment) with the name of the student submitting the publication, school, student ID number, and Publication Title

**VI. Service**— Students must send an email to [Vpres2@ojcl.org](mailto:Vpres2@ojcl.org), which includes the following:

- a. PDF of the completed Service Form (found in the Pre-Convention Rules)
- b. Contest entry sheet (as an attachment) with the name of the student submitting the service form and school