

# WVCEOS *History Book Guidelines*

---

(History book timetable: September 1 to August 31. Due at Dorsey Resource Center, WVU Jackson's Mill: September 15.)

## Content

- The *County History Book* includes all media coverage by the press, public service announcements on radio and television, fliers, programs, posters, exhibits, and newsletters
- May include photos of CEOS activities and events.

## Instructions

- Organize materials in a logical sequence, number pages, and include an index.
- Identify each item.
- Make layout viewer-friendly and neat.
- Place in a sturdy book with county name and year on cover.
- Cover a one-year period.
- Bring *History Book* to Dorsey Center upon arrival at the WVCEOS Conference at WVU Jackson's Mill.

## Other

- History Book will not be judged.

# WVCEOS *Creative Writing Contest Guidelines*

---

- The Creative Writing Contest is a **short story** contest. It is a contest for storytellers, not for news or news feature reporters. Each county may send **one** short story to the West Virginia Community Educational Outreach Service contest. **It must have been written within the last year.** Due date: **September 15.**
- CEOS should submit their short stories to their county Family Chairperson, who will arrange local judging.
- The short story should have no more than 500 words.
- A CEOS member who is not a professional writer must write the short story. (That means she or he receives no compensation for the story.)
- The short story can be about any subject. For this contest, creative writing pieces do not have to be about CEOS members. The story need not be about real events or real places.
- A short story does not have to be published to be eligible.
- The short story should be typed and stored securely inside a folder or notebook.

- The folder's identification should include the writer's name, address, telephone number, CEOS club, and county.
- The Family Chairperson will provide the judging criteria to those judging the creative writing short stories.
- **By September 15, send your county's best short story to the WVCEOS Family Chairperson.**

## *WVCEOS Poetry Writing Contest Guidelines*

---

- Each county may send **one** poem to the West Virginia Community Educational Outreach Service contest. **It must have been written within the last year. Due date: September 15.**
- CEOS members should submit their poem to their county Continuing Education Chairperson, who will arrange local judging.
- The poem should have no more than 250 words.
- A CEOS member who is not a professional poet must write the poem. (That means she or he receives no compensation for the poem.)
- The poem can be about any subject.
- The poem does not have to be published to be eligible.
- The poem must be typed and stored securely inside a folder or notebook.
- The folder's identification should include the poet's name, address, telephone number, CEOS club, and county.
- The Continuing Education Chairperson will provide the judging criteria to those judging the poetry writing contest.
- **By September 15, send your county's best poem to the WVCEOS Continuing Education Chairperson.**