

GENERAL PARTICIPATION GUIDELINES

Here are a few basic courtesies that presenters and performers appreciate. Your thoughtfulness is always appreciated.

COMING AND GOING:

If you arrive late, please be seated quietly and unobtrusively while the presentation is in progress. It's also customary not to exit during an ongoing presentation, which can adversely affect the performer and distract the audience. If you must leave, it's respectful to wait until a break in the presentation (e.g., in between poems, or during a change of presenters). If you have an emergency, a discrete and quiet exit is always greatly appreciated.

DEVICES:

Turn off your cell phone before the start of the event, or set your cell phone to a "no ring" setting. Buzzes can also be distracting, so please set any buzz to its quietest level possible. Of course, texting should be done with discretion.

Cameras and recording devices are not forbidden, and social media postings are expected. However, unauthorized distribution and sales of recorded media is prohibited.

BOOK SIGNINGS:

Meeting authors during book signings is one of the true pleasures of attending live events. You're always welcome to ask them questions or remark about their work, but please be mindful of their time and the people behind you still in line.

FOOD, BEVERAGES, TOBACCO:

Bottled water is permitted within the venue, but, please, no food unless it's provided at the event, and no open beverage containers.

Alcohol, illicit drugs, tobacco, and smoking are prohibited across the Grossmont campus.



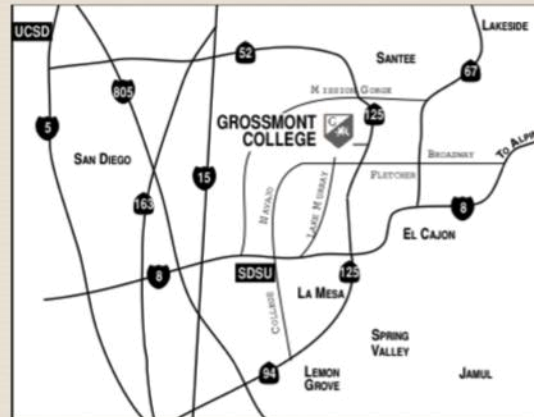
This resource provided free of charge by the Creative Writing Program of Grossmont College, sponsor of the annual Fall Authors Series and spring Literary Arts Festival.

For additional information about our Program and seasonal events, please visit us on-line:

www.grossmont.edu/creativewriting

www.creativewriting-gc.org

THE CREATIVE WRITING PROGRAM
ENGLISH DEPARTMENT



GROSSMONT COLLEGE

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Grossmont President: Nabil Abu-Ghazaleh, Ed.D.

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PROTOCOLS FOR LITERARY EVENTS



OR

*Decorum At the Literary
Forum*



CHILDREN'S ATTENDANCE

Campus literary events are free and open to all of the public, including children. However, we offer a few caveats for their attendance.



DISCRETION:

With the exception of visiting children's authors, our readers at campus literary events should not be expected to edit their own content for children, nor will Grossmont College censor any work that may be deemed inappropriate for young children. Adults should consider beforehand the potentially mature nature of the material presented at a campus literary event before bringing young children to it.

SUPERVISION:

If young children are present, they must be under the supervision of an adult at all times, and any potentially disruptive behavior should be addressed by immediate withdrawal from the venue. For that reason, we kindly request that young children and their supervising adults be seated as close to an exit as possible during the performance.

CLASS - WIDE ATTENDANCE

When a campus literary event is made a part of your lesson plan, use the following to help manage the attendance and behavior:



ARRIVING:

Please arrange to meet students at the venue prior to the start time, rather than escort them from the classroom.

TAKING ROLL:

Establish beforehand a method by which student attendance can be recorded without interruption to the show.

STAYING:

Plan to attend the entire event with your students, rather than leave to return to the classroom before the event is finished. With some exceptions, readings last no longer than 90 minutes and are scheduled to coincide with typical class periods. In the case of evening events, most are scheduled to finish by the typical break period for a three-hour evening class.

INDIVIDUAL STUDENT ATTENDANCE

Whether for extra credit opportunity or for the enrichment that comes with a live literary performance, students who "go solo" to our campus literary events should be encouraged to practice common courtesy and obey protocols of behavior that respect the readers and patrons:



ARRIVING:

Plan to arrive on time and commit to attending an event in its entirety.

SEATING:

Turn off cell phones and take any open seat before resorting to standing or sitting on the floor

DISTRACTIONS:

Demonstrate respect for readers by observing silence and by refraining from unrelated activities.

INVOLVEMENT:

When attending events for homework or extra credit, make the enjoyment of the performance the primary goal and note-taking a secondary one.