**Creative Teaching on The Web**

*Submission Guidelines*

*All submissions will be reviewed by a blind jury, whose members will be drawn from both the education commission and the commission of the discipline of the project. You are also welcome to provide a PDF of your idea in addition to filling out the form.*

*After your submission has been accepted and all requested revisions have been made you will be added to the Creative Teaching on the Web web site as a collaborator where you will be able to shape your submission as desired.*

\*Items with a red asterisk are required.

Title\*

*Provide a short title for your activity.*

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Abstract\*

*Provide a short description of the project or activity.*

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Length of activity\*

[ ] *Short Class Exercise*

[ ] *Full Class Period Exercise*

[ ] *Full Lab Period Exercise*

[ ] *Week Long Project*

[ ] *Month Long Project*

[ ] *Full Semester Project*

[ ] *Grading Rubric*

[ ] *Course Syllabus*

Area of Technical Theater\* *(check all that apply)*

[ ] *Architecture*

[ ] *Costume Design*

[ ] *Costume Technology*

[ ] *Engineering*

[ ] *Lighting Design*

[ ] *Lighting Technology*

[ ] *Management*

[ ] *Safety & Health*

[ ] *Scenic Design*

[ ] *Scenic Technology*

[ ] *Sound Design*

[ ] *Sound Technology*

[ ] *Technical Direction*

Activity Objectives\*

*These are measurable outcomes that result from the project. What you expect the students to learn. To be measurable each objective must be evaluated as part of the activity plan to insure students learned it during the activity.*

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Activity Goals

*These are ideals that you feel are important to keep in mind for the success of the project, or are elements that you hope the students learn but that you do not measure in this activity. For example if this fits in a large unit of skill development and those skills are assessed elsewhere.*

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Description\*

*This is a detailed description of the activity allowing others to recreate it. Please attach any additional needed materials (png, jpg, pdf, mp3 and mov files are accepted). If web sites are used please provide a detailed description so the site can be found if it moves or alternatives could be used in the case of web sites that close.*

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Time Required\*

*Describe the students’ time investment in the project as well as any recommendations for the teacher to manage their time.*

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Required Materials

*Describe the required materials and any helpful information in selecting the materials or substituting alternate materials.*

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Adaptation

*Ideas for adapting to other sized groups or smartly managing limited resources.*

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Evaluation\*

*Describe how the students are evaluated and what kind of feedback they receive.*

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Contact information:

*This information will not be shared with reviewers. Please indicate if there is any of this information you do not want published.*

*Name:*

*Institution:*

*Work Address:*

*E-mail:*

*The following will not be published or shared with anyone other than the editor or those who need to contact you in order to manage your submission/publication:*

*Phone:*