

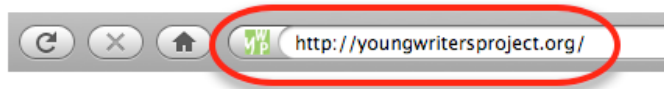
Getting Started as a YWP Mentor

The Young Writers Project engages college students and professionals to offer supportive, instructive comments to help the young writers who use our site, youngwritersproject.org. We are very appreciative of your time and effort. This how-to guide is for mentors who have already been approved by the Young Writers Project. If you would like to become a mentor, please contact Geoffrey Gevalt at ggevalt@youngwritersproject.org. or by calling 802 324-9537

To get started:

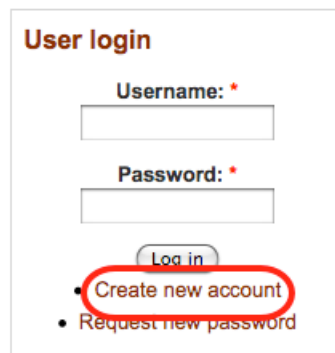
Step 1: Visit youngwritersproject.org

Use your favorite browser. Try to avoid visiting other Web sites that are less awesome.



Step 2: Click “Create new account”

This link can be found in the left sidebar of youngwritersproject.org

A screenshot of a "User login" form. The form has a title "User login" in bold. Below the title are two input fields: "Username: *" and "Password: *". Below the password field is a "Log in" button. At the bottom of the form, there are two links: "• Create new account" and "• Request new password". The "Create new account" link is highlighted with a red oval.

Step 3: Read the Guidelines, Create an Account

Account creation requires a bit more information than your average online account, as it is important that we know a little bit about our users. We do NOT share or make visible any of your personal information (real name and contact info) with anyone.

Your username is what will appear on the comments you leave so you may want to choose a username that is not your real name, or is only a portion of your real name. In addition to the information in the image below, you will be asked to enter your full name, street location, etc.

Note: College mentors must provide their teacher’s name in the “Teacher” box. Make sure you capitalize the first letters of their name and spell their names correctly.

User account

Account information

Username: *

 Spaces are allowed; punctuation is not allowed except for periods, hyphens, and underscores.

E-mail address: *

 A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail.


Password: *
 Password strength: **Medium**

Confirm password: *
 Passwords match: **Yes**

Step 4: Complete Captcha and Click "Create new account"

You will be asked to type some letters into a box. If you can't read the letters, ask a neighbor or friend to help. If you still can't read them, you can ask your computer to "play audio CAPTCHA."

Word verification: *

 (play audio CAPTCHA)

Type the characters you see in the picture above; if you can't read them, submit the form and a new image will be generated.

Step 5: Wait for your account to be approved

All accounts at youngwritersproject.org have to be approved by a real human being in order to be activated. Your new account should be activated within 24 hours of establishing it. Emailing Geoffrey Gevalt at ggevalt@youngwritersproject.org to tell him that you've set up a new account can help to speed up the process.

Step 6: Add your signature

Click "My account" in your main navigation box, then the "Edit" tab that appears under your name, then type your signature into the "Signature box." Your signature should identify you as a college mentor. Otherwise, students will assume that you are another student and they may suggest that you start posting your own work! Create a signature that tells students which school you attend and that you are a mentor. For example, it could be "A University of Vermont College Mentor."

Signature settings

Signature:

Your signature will be publicly displayed at the end of your comments.

Click "Save" OR complete Step 7 and then click "Save."

Step 7: Upload your virtual face or photo (optional)

Students like to have an image of you when they read your comments. It doesn't have to be a photo of yourself -- any image that represents you online will do.

Click "My account" in your main navigation box, then the "Edit" tab that appears under your name, then "Browse" to locate an image from your computer. Once you've located the image, click "Open," then "Save."

Picture

Upload picture:

[Browse...](#)

Your virtual face or picture. Maximum dimensions are 85x85 and the maximum size is 100 KB. All pictures must be 72 dpi and medium sized. If you have trouble uploading your photo, chances are it is too big; make it smaller and try again. If you have questions or problems, e-mail Geoffrey Gevalt.

[Save](#) [Delete](#)

Step 8: Post a brief biography about yourself.

Click "Mentors" on the main menu bar, then "Mentor bios."

You will see a page with mentor biographies. Click the "edit current" tab at the top of the page to add your biography. It doesn't need to be long and should tell students a little about yourself.

Note: You will not be able to post a biography until you have mentor status.

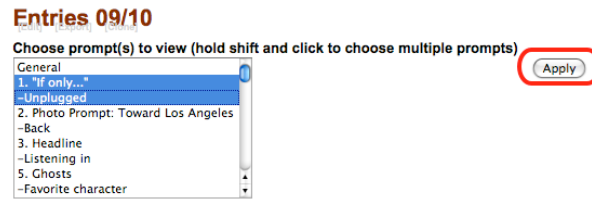
Step 9: Find Something to Read!

There are several different types of writing posted on YWP but we prefer college mentors to focus their commenting on the entries submitted to the **Newspaper Series**. These are formal pieces that can be in any genre; some have had considerable work and revision put into them. They are written in response to weekly writing prompts provided by YWP, or "general" writing students have done that they want to have considered for publication.

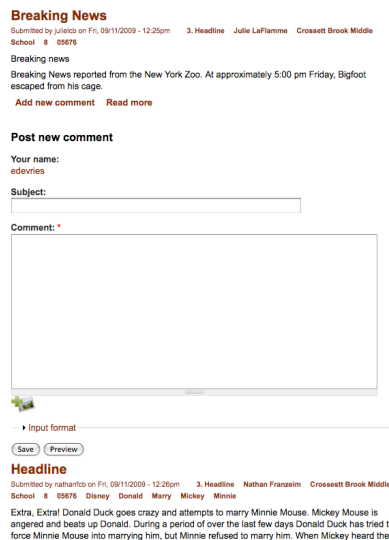
To access **Newspaper Series Entries** click "Read" in the main menu bar, underneath the logo, then "Newspaper Series," then "Read 2010/2011 Entries."



You will see a page with a box listing all the prompts at the top, and then a list of all entries below. Click the prompts due that week or some upcoming week (avoid commenting on pieces written for deadlines long since passed), then click “Apply.”



You will see a screen that displays all the entries submitted for that prompt; each of them will be followed by a comment box. There will be several pages of entries, so be sure to click the page numbers, or “next” at the bottom of the page to view them all. Look for one that strikes your fancy AND doesn’t yet have any mentor comments posted beneath it (they will appear in boxes with a blue background). Click the title to read the full post.



HINT: If you want to bring up more titles on the page, click the prompt name in the keyword field. That will bring up all the submissions to that prompt, without the comment boxes.

NOTE: *It’s fine to read any of the other writing posted on the site (“Recent Blog Posts,” “Writers to Read” and “The Daily Read”), but please focus your commenting on submissions to the Newspaper Series. Please also avoid commenting on posts that already have comments from other mentors.*

Step 10: Leave Comments

After you read a piece, give some encouraging, constructive feedback. YWP asks that you follow the general format of ONE + ONE: tell the author ONE thing that you liked, or found interesting or awesome about the piece, and ONE thing you think they could do to improve it.

Be sure to click SAVE when you have finished your comment or it will not be saved.

Subject:
Deep and shuddering

Comment: *
This is beautiful and powerful. Thanks for sharing.
The most interesting part to me is the second line, the of you", which seems to kind of tie to the bit at the er you". It seems that the speaker in the poem may almost l about the loss, or at least making the point that things continue on, though they have been left? Really interest
Great writing,

→ Input format

Save **Review**

Note: *It is important to remember the power of comments and treat that power with respect.* Also: check your own spelling and sentence construction, as that's part of your reputation as a commenter. What would you think if you received a comment that was full of misspelled words, uncapitalized initials, and grammatical errors?

Step 11: Notify author that you've written a comment

Click title of piece you've just commented on, and then click the "Workflow" tab. Click "Feedback completed," and then click "Submit." This action will send an automatic message to the author that you have left them a comment.

Home » Content » Sleepovers

Sleepovers

View Edit Outline Revisions Workflow

Displaying current, published revision of entry0910 Sleepovers, last modified t on 03/17/2010 - 11:17am

Submitted by dambrozalis on Wed, 03/17/2010 - 11:17am GENERAL Benson Village Sch poetry

Sleepovers
Sleepovers are the bomb!
They're so much fun,
Staying up all night,
Fashion back food

Home » Content » Sleepovers

Sleepovers

View Edit Outline Revisions Workflow

Current state: **Submitted**

Change *Writing Submissions* state:

Submitted
 Feedback Completed
 Selected - Web
 Selected - YWP

Schedule:

Immediately
 Schedule for state change at:

Mar 17 2010

Please enter a time in 24 hour (eg. HH:MM) format. If no time is included, the default specified date. The current time is: Wed, 03/17/2010 - 1:02pm

Comment:

A comment to put in the workflow log.

Submit

Workflow History

Step 12: Now, Do Another

YWP recommends that mentors work an hour a week, for starters. But don't break that up into 6 ten-minute sessions... reading and providing good commentary is a "groove!"

Go ahead and give yourself a solid hour to find that groove and make a young writer's day. Have fun!

Common Questions and Answers

As a Mentor, Are You Policing This Site?: No, not really. Swear words, stories about evil clowns, or stories about sneaking out of school to shoplift cigarettes for your mom who is an evil clown are all part of the teen experience. If you do run into a piece that is truly nasty, or worrying, contact Geoff immediately. He will review the piece and make a decision. In extreme circumstances, particularly when anyone may be in danger, YWP will contact the school or family involved.