

# SO YOU WANT TO BE A PART OF THE TERRIER TIMES NEWSPAPER?!?!?

## **Terrier Times Description**

The Terrier Times is the bi-monthly newspaper publication for Port Charlotte Middle School. It is written, designed, and edited by our students, for our students. The purpose of the Terrier Times is to keep students and staff entertained and in the loop on the everyday happenings at PCMS, including, but not limited to sports, fine arts, student life, advice, and special features.

## **Terrier Times Staff**

Teacher Editor: Mrs. Mashburn is responsible for overseeing the operation of the Terrier Times. She will perform the final edit of each edition and is responsible for an Editor's Column in each edition of the newspaper.

Two Student Editors: The student editors hold the highest leadership positions in The Terrier Times, and therefore hold the highest responsibility. The student editors are responsible for collecting and proofreading the articles from the columnists. These students should feel confident with their writing and language skills. In addition, they are each asked to write two highlight columns per school year. The student editors will work closely with Mrs. Mashburn to assure each edition of The Terrier Times is ready to print. Mrs. Mashburn will also be looking to these students for guidance as to what the student population at PCMS would like to read about.

Six Columnists: The Terrier Times Columnists write the articles that compile the Terrier Times. At the first meeting, column topics will be discussed. Common school newspaper columns include sports, fine arts, student life, grade-level spotlight, teacher spotlight, advice column, etc. These students should also feel comfortable with their writing and language skills. The columnists report to the Student Editors with basic questions and concerns, but are always welcome to come to Mrs. Mashburn for assistance. The columnists are required to turn in their articles to the Student Editors for review by a deadline.

## **How to Be "On Staff"**

Interested students should do the following:

**1.** Write a one-page article using the following format: 12-point font, skip lines between paragraphs, include article title and author's name centered on the top of the page. It's okay if you write more than a page, but please no more than two pages. If you don't have a computer, you may hand write an article. It won't go against you! Common school newspaper columns include sports, fine arts, student life, grade-level spotlight, teacher spotlight, advice column, etc.

**2.** Fill out the Terrier Times Application attached to this sheet.

**3.** Both items are due to Mrs. Mashburn, room N144A, no later than Friday, August 21st!

\*Please remember that this is a year-long commitment. If you are accepted on staff and after the first meeting, you feel as though you are not fit for your position, please tell Mrs. Mashburn so she can find a replacement for you. No hard feelings!

**The Terrier Times Staff will be announced on the morning announcements on Monday, August 24th and posted outside of Mrs. Mashburn's classroom.**

**Our first meeting will be Thursday, August 27th from 4-5pm in N144A.**

# TERRIER TIMES NEWSPAPER STAFF APPLICATION

(FRONT AND BACK)

APPLICANT NAME: \_\_\_\_\_ GRADE: \_\_\_\_\_

PARENT/GUARDIAN NAME: \_\_\_\_\_

PARENT/GUARDIAN PHONE NUMBER: \_\_\_\_\_

WHAT POSITION ARE YOU APPLYING FOR? (CIRCLE ONE.)

STUDENT EDITOR          COLUMNIST

WHAT ACTIVITIES WOULD YOU BE MOST INTERESTED IN WRITING ABOUT? (CIRCLE UP TO TWO.)  
MORE TOPICS WILL BE DISCUSSED AT OUR FIRST MEETING. :

SPORTS

FINE ARTS (BAND, CHORUS, DRAMA)

STUDENT LIFE (CLUBS, HOBBIES, CLASSES)

ADVICE

STUDENT SPOTLIGHT

TEACHER SPOTLIGHT

## QUESTIONS:

DO YOU ENJOY WRITING? \_\_\_\_\_

ARE YOU COMFORTABLE WITH YOUR GRAMMAR AND LANGUAGE SKILLS? \_\_\_\_\_

ARE YOU COMFORTABLE INTERVIEWING STUDENTS AND STAFF? \_\_\_\_\_

DO YOU KNOW HOW TO USE A DIGITAL CAMERA? \_\_\_\_\_

DO YOU KNOW HOW TO TYPE A DOCUMENT ON MICROSOFT WORD? \_\_\_\_\_

DO YOU WORK WELL AS A PART OF A TEAM? \_\_\_\_\_

GIVE AN EXAMPLE OF WHEN YOU SHOWED LEADERSHIP.

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DO YOU HAVE EXPERIENCE WRITING? IF SO, EXPLAIN.

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**STUDENT AGREEMENT:**

BY COMPLETING THIS APPLICATION, I \_\_\_\_\_ (PRINT NAME), UNDERSTAND THAT BEING A PART OF THE TERRIER TIMES STAFF IS A YEAR-LONG COMMITMENT AND A BIG RESPONSIBILITY. I WILL GIVE MY BEST EFFORT TO ATTEND ALL MEETINGS. AS A WRITER, I UNDERSTAND THAT I CANNOT MISS DEADLINES. I ALSO UNDERSTAND THAT THIS APPLICATION DOES NOT GUARANTEE MY BEING A MEMBER OF THE TERRIER TIMES STAFF. IF I DO BECOME A MEMBER, I MAY NOT BE ASSIGNED THE POSITION I APPLIED FOR.

STUDENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**PARENT/GUARDIAN AGREEMENT:**

I, \_\_\_\_\_ (PRINT NAME), UNDERSTAND THAT MY CHILD IS MAKING A COMMITMENT BY APPLYING TO BE A MEMBER OF THE TERRIER TIMES STAFF. I WILL GIVE MY BEST EFFORT TO ENCOURAGE AND SUPPORT MY SON/DAUGHTER IN THIS ENDEAVOR. I UNDERSTAND THAT I MUST PICK MY CHILD UP NO LATER THAN 5:10PM ON MEETING DAYS.

\_\_\_ CHECK THIS BOX IF I PLAN FOR MY CHILD TO ALWAYS OR OCCASIONALLY WALK HOME AFTER TERRIER TIMES STAFF MEETINGS.

PARENT/GUARDIAN SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_