

Lehigh Acres Writer's Critique Group

Guidelines

The Lehigh Acres Writer's Critique Group is a detachment of the Gulf Coast Writer's Association who are providing helpful suggestions for the improvement of writing by its members. The group was established on March 3, 2007. The group will meet monthly on the fourth Tuesday of the month at 6:30 p.m. The group will consist of no more than six members. The writer's group has established the following guidelines.

1. Members will provide professional critiques, reading submissions in advance.
2. All materials presented for review shall be typed, doubled spaced using a minimum of 12 pitch, and a font of their choice. The author's name shall be on the submission and the pages numbered. The presented materials should be around 2,000 words, larger submissions may be presented, but the author must provide a notation within the 2,000 word limit. Members will forward submissions via the internet not later than two weeks before the next meeting. The documents shall be in WORD (.doc).
3. Members will provide constructive, objective criticism in writing. Members will print their names on the author's copy so the author will know who to ask if clarification is necessary.
4. All critique comments will be on the author's submission and clearly identified. All submissions with comments shall be returned to author.
5. Members are asked to use the approved editorial proof marks.
6. The author being critiqued shall listen and not be defensive. The author may question the members at the conclusion of their critique.
7. The author's submission should identify the intended market or specific comments the author wishes the members to review.
8. The author decides what to submit and may re-submit previously reviewed materials; however, it is recommended that members not submit a piece more than twice.
9. Each piece of work will be critiqued for twenty minutes with each member having 5 minutes to present their comments. The evening's moderator shall control the clock.
10. The moderator will rotate monthly. The moderator shall select the order for presentation of comments and monitor time. The moderator has the authority to bring any discussion to a close. The moderator for the following meeting shall be identified at the end of each meeting.

11. These guidelines may be modified at any meeting by majority vote.

TIPS

Our professional critique group is interested in providing hard honest feedback. Our members consider it their responsibility to stress truth over kindness. Our intention is to reveal flaws before an editor rejects the work. We want to improve each piece, not to placate the author.

Authors should not be allowed to offer disclaimers, explanations, motivations or otherwise defend their work. Written work needs to stand on it own; hence, verbal defense or explanation is counterproductive. If the work can not stand on it own, it needs work.

We shall restrict the critique to the content of the piece, not personal opinions on the subject covered. Comments should be specific and constrictive not mean-spirited and abusive. Sarcasm is to be avoided at all cost.