

ChemEd X Manuscript TEMPLATE

Before You Fill in the Template

- Read the [Contribution Guidelines](#) before completing the template.
- Please register for an account at www.chemedx.org. Upload a headshot and a tagline into your profile. If you need help with that, read our [FAQ](#) page.

Profile example:

Janice Doe

Whitlow High School, MT

AP & General Chemistry

Follow me on Twitter @twitterhandle

Notes

- You will submit all content in a single Word document. (Please note the availability of any files that you would like to submit but cannot be included in that Word document.)
- Please note if this content has been submitted or published elsewhere.

Use the following headings to organize your submission.

AUTHOR NAME (& CO-AUTHOR NAME if appropriate)

TITLE *We suggest a clear and descriptive title using **keywords** in the title to help online users find this content.*

PREVIEW IMAGE & TEXT *Include a photo or other image that will serve to represent the post on the homepage. Also include a written summary/teaser. If the preview image and/or other media you will be attaching include pictures of recognizable people, attach completed [photo release forms](#) and/or [minor photo release forms](#).*

KEYWORDS *Using specific vocabulary pertaining to the content of the post helps potential readers find your post when they are searching online or within the ChemEd X site. (for example: big ideas, NGSS, stoichiometry...)*

ACKNOWLEDGEMENTS *Note any individuals that helped in the preparation of the manuscript.*

STANDARDS *List any related NGSS or other standards if appropriate.*

BODY *The body of your post should provide information about the main idea of the topic you have chosen to share. You should relate the topic to your own experience and offer why the topic might be valuable for the larger community. In the main content of your post, you may wish to embed videos or include media (pictures, charts, etc.).*

CITATIONS *Besides listing typical references to resources, include references for any materials used in preparing the manuscript. Please use the [ACS Style guide](#) for formatting help. Note if you are the photographer of any images included. If not, citations are required. Permission is required unless the photo is in the public domain.*

SAFETY *List any necessary precautions or safety information.*

SUPPORTING INFORMATION *Depending upon the manuscript type, you may wish to include student and teacher documents, photos or other supporting information. Please include them in the submitted document.*

Additional Requirements by Content Type

ACTIVITY / DEMO *(The author is expected to have used the activity / demonstration with students.)*

List of Equipment/Materials/Chemicals – Note how to obtain any “hard to find” materials and any related safety notes.

Procedure – Include a step-by-step procedure for students to follow.

Class Time Required – Note minutes of class time since teachers do not all have the same length of time per class.

Teacher Preparation & Time Required – Outline how teachers will set up the activity noting any helpful tips. Note the time expected to prepare.

Student and Teacher Documents – Provide student handouts and other helpful teacher documents if applicable.

PICK

Include a link to the resource and a price when appropriate.

EVENT

Include an associated link and dates.