

**2017 Pen to Paper:
Writing with, for, and about Service and Community Engagement
Tentative Schedule**

Note: All times are in Eastern Standard Time

PEN TO PAPER 2017 TENTATIVE SCHEDULE		<i>updated July 2017</i>
Thursday, November 9		
1:30 PM – 2:00 PM	Check-In at Pen to Paper <i>Outside Medaille Formal Lounge in Medaille Residence Hall at Nazareth College</i>	
2:00 PM	Welcome & Introductions	
2:45 PM	Affinity Group Session	
4:00 PM	Plenary Presentation	
5:45 PM	Depart for Hilton Garden Inn	
6:00 PM – 7:00 PM	Check-In at Hilton Garden	
7:15 PM	Depart for Optional Group Dinner	
7:30 PM	Group Dinner	
Evening	Relaxation <i>OR</i> Networking <i>OR</i> Individual Writing Time	
Friday, November 10		
7:30 AM	Depart for Nazareth College <i>Meet in the Hotel Lobby at 7:20 AM</i>	
7:45 AM– 8:45 AM	Breakfast	
9:00 AM	Morning Welcome and Check-In	
9:45 AM – 12:00 PM	Journal Presentations / Panel Discussion / Plenary Presentation	
12:00 PM– 1:00 PM	Lunch	
1:15 PM – 6:00 PM	Affinity Group Session / Presentations to Editors	
6:00 PM – 7:00 PM	Dinner	
7:15 PM	Depart for Hilton Garden Inn	
Evening	Personal Writing Time <i>OR</i> Relaxation / Networking	
Saturday, November 11		
<i>Reminder: Participants need to be checked out of their rooms by 11:00 AM.</i>		
7:00 AM – 8:30 AM	Check-out of Hilton Garden Inn	

8:45 AM	Depart Hilton Garden Inn <i>Meet in the Hotel Lobby at 8:30 AM</i>
9:00 AM – 11:00 AM	Breakfast & Individual Work Time <i>Sign up for 1:1 meetings in the main meeting room—each editor will have a posted schedule for the entire retreat.</i>
11:00 AM – 12:00 PM	Individual Meetings with Editors (<i>Manuscript Ready Participants</i>) Affinity Group Session (<i>Ready to Write Participants</i>)
12:00 PM– 1:00 PM	Lunch
1:00 PM – 2:45 PM	Affinity Group Session – Final Pitches to Editors
2:30 PM	Affinity Group Report-Out / Full Group Reflections / Parting Thoughts
3:30 PM	Adjourn - Safe Travels!

*Subject to change