

2019 Pen to Paper Retreat Registration

Welcome

Pen to Paper Writing Retreat

A retreat focused on preparing scholars to publish their community engaged work.

Pen to Paper 2019 is presented by Indiana Campus Compact and welcomes faculty, professional staff, graduate students, and community partners who are working on journal manuscripts related to service- and community-engagement. Each year attendance is intentionally kept to a minimum in order to foster personal connections between participants and their journal editors and senior faculty coaches.

More information on *Pen to Paper* is available on the [Indiana Campus Compact Pen to Paper website](#).

Download a PDF of the registration questions [here](#).

Registration Payment:

- **Payment is due at the time of registration via credit card.**
- Payments are processed by Stripe. Stripe will send a receipt to the email address you provide during payment processing.
- **Any registration that does not include payment will be considered invalid.** You will not be able to return to an incomplete registration and add payment at a later date.

2019 Pen to Paper Retreat Registration

Participant Information

Required information is marked with an asterisk ().*

*** 1. Institution/Organization**

*** 2. Additional Institution/Organization Information**

City

State/Province

Country

*** 3. Participant Information**

Title (Dr./Mx./Ind.)

First Name

Last Name

Professional Title

Email Address

Phone (for contact while
traveling)

* 4. My main role at my institution/organization is:

- Graduate Student (please specify your focus area below)
- Professional Staff (please specify your department below)
- Faculty Member (please specify your department/discipline below)
- Senior Administrator (Department Chair or above; please specify your organizational unit below)
- Community Partner Representative/Community Member
- Other (please specify below)

Enter additional information below:

* 5. How would you like your name to appear on your name badge?

Name badges will display first and last names, and appear exactly as you input it below.

* 6. By typing your full name below, you acknowledge that you have read and understand the [Indiana Campus Compact Terms of Service](#).

* 7. Emergency Contact

Name

Relationship

Phone

Email Address

2019 Pen to Paper Retreat Registration

Registration Rates & Lodging

2019 Pen to Paper Registration & Lodging

Registration

The Pen to Paper Writing Retreat is open to individuals from [Campus Compact Partner institutions](#), representatives of community organizations, or community members who are working on manuscripts related to their community engagement work.

Unsure if your institution is a Campus Compact Partner? View the full list [here](#).

The 2019 Retreat will be held at the [Waycross Camp & Conference Center](#) in Morgantown, Indiana. All registration rates include the following:

- On-site overnight accommodations for Tuesday and Wednesday, July 16 & 17, 2019
- Meals beginning with lunch on Tuesday, July 16, 2019 and continuing through lunch on Thursday, July 18, 2019
- 2 and 1/2 days of programming and relevant resources/materials for the 2019 Pen to Paper Writing Retreat

Lodging

Overnight accommodations for all Retreat participants will be secured at [Waycross Camp & Conference Center](#). Registered participants **do not** need to contact the Retreat center to confirm their registration. The information below is for your records.

Waycross Camp & Conference Center

7363 Bear Creek Road
Morgantown, IN 46160

Pre-Retreat Accommodations

A limited number of additional Pre-Retreat overnight accommodations are available for participants arriving on Monday, July 15, 2019. These rooms are available on a first come, first served basis.

- Overnight Accommodation for Monday, July 15, 2019: \$150.00 per person
- Pre-Retreat accommodations include dinner Monday, July 15, 2019 and breakfast on Tuesday, July 16, 2019

Travel Information

Participants are responsible for transportation to and from Waycross Camp & Conference Center at the beginning of the retreat on Tuesday, July 16, 2019 and the end of the Retreat on Thursday, July 18, 2019.

Participants need to arrive at the Waycross Camp & Conference Center between 11:00 a.m. and 11:45 a.m. (EST) on Tuesday, July 16, 2019.

More information on Retreat logistics is available on the [Pen to Paper website](#).

2019 Pen to Paper Registration Rates

Campus Compact Partner Rate – Single Occupancy

(faculty, community engagement professionals, and graduate students)

\$650.00 per person

Campus Compact Partner Rate – Double Occupancy

(limited availability on a first come, first served basis)

(faculty, community engagement professionals, and graduate students)

\$500.00 per person

NOTE: You will be required to list your roommate during the registration process. If your identified roommate fails to register, you will be invoiced for the Single Occupancy rate.

Community Partner/Community Member Rate – Single Occupancy

(limited availability on a first come, first served basis)

NOTE: This registration category will be monitored and is subject to verification. Any individuals found to not qualify for this registration category will be invoiced at the Campus Compact Partner Rate of \$650.00.

\$500.00 per person

Additional Pre-Retreat Overnight Accommodation for Monday, July 15, 2019

(limited availability on a first come, first served basis)

\$150.00 per person

Registration Payments

Payment is due at the time of registration via credit card. Payments are processed by Stripe. Stripe will send a receipt to the email address you provide during payment processing. **Any registration that does not include payment will be considered invalid.** You will not be able to return to an incomplete registration and add payment at a later date.

Due to the limited number of participant spots available for this event, refunds **will not** be allowed. However, if you find that you are unable to attend and would like to transfer your registration to another individual at your institution, you may do so until Monday, July 1, 2019. To make arrangements, contact Laura Weaver at weaverla@iupui.edu.

Payment Questions

If you have questions regarding the **payment process** for the Pen to Paper Writing Retreat, please contact Summer Webb, Indiana Campus Compact's Director of Grants and Operations at srsharp2@iupui.edu.

*** 8. Please select your registration type from the menu below.**

ITEMS OF NOTE:

- If you select a 'DOUBLE OCCUPANCY' option, you will be required to list your roommate during this registration process. If your intended roommate does not complete the registration process you will be invoiced for the single occupancy rate.
- If you select an 'ADDITIONAL NIGHT' option, you will be booked for overnight accommodations for Monday, July 15, 2019.
- If you select a 'COMMUNITY PARTNER/MEMBER' option but do not meet the requirements for this option, you will be invoiced for the Campus Compact Partner Single Occupancy Rate.
- If you register for the 'EDITOR' or 'FACILITATOR' rate but do not meet the requirements, you will be invoiced for the Campus Compact Partner Single Occupancy Rate.

*** 9. Please indicate any dietary health restrictions below.**

- I do not have any dietary health restriction.
- Gluten Free
- Vegan
- Vegetarian
- Lactose Free
- Food Allergies (please describe)

10. If you require any accommodations, please indicate those below.

- Large print documents/materials
- Wheelchair access
- Orientation to facility
- Accessible overnight accommodations
- Other (please specify)

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Double Occupancy Registration

You have selected either the **Campus Compact Partner Rate - Double Occupancy (\$500)** or the **Campus Compact Partner Rate - Double Occupancy & Additional Night (\$650)**. By selecting either of these options, you are required to indicate your roommate for the duration of the 2019 Pen to Paper Writing Retreat.

As a reminder, if your intended roommate does not register for the Retreat, or registers at a single occupancy rate, you will be invoiced for the comparable Campus Compact Partner Rate - Single Occupancy Rate registration.

* 11. Please list the name, email address, and institution/organization of your intended roommate.

Name (first & last)

Email Address

Institution/Organization

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Participant Registration

As part of Pen to Paper, you will collaborate with colleagues in small learning communities. Your responses to the following questions will help with the forming of these groups.

* 12. Based on the options below, please indicate where you are in the writing process.

- Ready to Write** -- My research is almost complete/is complete and I have a writing plan, but I have not yet begun the writing process.
- Ready to Publish** -- I have a nearly complete/completed manuscript.

* 13. Please indicate below your top 3 goals/learning interests for the Pen to Paper Writing Retreat.

In other words: *What are the understandings or practices you'd like to learn? What do you hope Pen to Paper can do for you?*

1.

2.

3.

* 14. Have you previously published in peer-reviewed journals?

- Yes
- No
- Currently in process

15. How experienced are you in writing about your community engaged scholarship?

Not at all
experienced

Very experienced

A horizontal bar with a light red background and a darker red border. Inside the bar, there are five white stars arranged in a row, representing a Likert scale from 'Not at all experienced' to 'Very experienced'.

16. How comfortable are you writing about your community engaged scholarship?

Not at all
comfortable

Very comfortable



17. How many years have you been conducting/involved in research related to service-learning and/or community engagement?

- 2 years or less
- more than 2 years, but less than 4 years
- more than 4 years, but less than 8 years
- 8 years or more

18. I primarily focus on the _____ of service-learning/community engagement activities. (select any the apply)

- institutionalization
- practical application
- program design
- disciplinary connections

19. Please indicate how familiar you are with each research methodology.

	Not At All Familiar	Familiar	Extremely Familiar
Quantitative	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Qualitative	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Mixed Methods	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (please specify)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Specify "other" methodology below:

20. Please indicate how frequently you use each research methodology.

	Never	Occasionally/Sometimes	Almost Every Time	Every Time
Quantitative	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Qualitative	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Mixed Methods	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (please specify)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Specify "other" methodology below:

PREVIEW

2019 Pen to Paper Retreat Registration

Ready to Write Participants

ONLY REQUIRED FOR READY TO WRITE PARTICIPANTS

Congratulations, You're Ready to Write!

As part of the registration process, you are required to submit responses to the following questions. You can either submit your responses now, as an uploaded Microsoft Word (.doc or .docx) or Adobe PDF (.pdf) document, or email the responses to Laura Weaver, at weaverla@iupui.edu **no later than Monday, July 1, 2019.**

Be sure to include your name and reference Pen to Paper Registration in the uploaded file or the email subject.

21. Please submit a brief summary (300 word maximum) of your proposed research project/program/topic.

Include your name and institution/organization at the top of the document.

Information is to be submitted as either a Microsoft Word (.doc or .docx) or Adobe PDF (.pdf) document.

Choose File

No file
chosen

22. Please submit a brief statement (500 word maximum) describing your experience to date with service-learning and/or community engagement.

Include your name and institution/organization at the top of the document.

Information is to be submitted as either a Microsoft Word (.doc or .docx) or Adobe PDF (.pdf) document.

Choose File

No file
chosen

* 23. I acknowledge the additional registration requirements.

- Yes, I **will be submitting** my registration requirements via email to Laura Weaver at weaverla@iupui.edu no later than Monday, July 1, 2019.
- Yes, I **have submitted** my registration requirements now.

2019 Pen to Paper Retreat Registration

Ready to Publish Participants

ONLY REQUIRED FOR READY TO PUBLISH PARTICIPANTS

Congratulations, You're Ready to Publish!

As part of the registration process, you are required to submit responses to the following questions. You can either submit your responses now, as an uploaded Microsoft Word (.doc or .docx) or Adobe PDF (.pdf) document, or email the responses to Laura Weaver, at weaverla@iupui.edu **no later than Monday, July 1, 2019.**

Be sure to include your name and reference Pen to Paper Registration in the uploaded file or the email subject.

24. Please submit a brief abstract/summary (300 - 500 words) of your manuscript.

Include your name and institution/organization at the top of the document.

Information is to be submitted as either a Microsoft Word (.doc or .docx) or Adobe PDF (.pdf) document.

No file
chosen

25. Please submit a brief statement (500 word maximum) describing your experience to date with service-learning and/or community engagement.

Include your name and institution/organization at the top of the document.

Information is to be submitted as either a Microsoft Word (.doc or .docx) or Adobe PDF (.pdf) document.

No file
chosen

* 26. I acknowledge the additional registration requirements.

- Yes, I **will be submitting** my registration requirements via email to Laura Weaver at weaverla@iupui.edu no later than Monday, July 1, 2019.
- Yes, I **have submitted** my registration requirements now.

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Thank You!

Thank you for registering for the 2019 Pen to Paper Writing Retreat! We have just two more questions before you go.

27. How did you hear about the Pen to Paper Writing Retreat? (check all that apply)

- A colleague on my campus
- A colleague on another campus
- Campus Compact staff member (please indicate which state Compact)
- Campus Compact newsletter (please indicate which state Compact)
- The Pen to Paper website
- An email/promotional information from a sponsoring publishing outlet (please indicate which journal)
- Other (please specify)

* 28. Would you like to be added to Indiana Campus Compact's mailing list?

- Yes, I would like to receive information related to professional development, resources, and funding opportunities.
- No, I don't want to receive information related to professional development, resources, and funding opportunities.

To submit your registration, you must click 'SUBMIT' at the bottom of the page, at which point you will be directed to the Stripe payment system to finalize and process your registration payment. Be sure to have a credit card ready!

All payments will be processed through Stripe. If you have questions on the payment process please contact Summer Webb, Director of Grants and Operations with Indiana Campus Compact at srsharp2@iupui.edu.

As a reminder, if you did not include the additional required registration information now, it must be emailed to Laura Weaver at weaverla@iupui.edu by **Monday, July 1, 2019** for your registration to be considered complete. Please include your name and reference "Pen to Paper Registration" in the subject line. You can expect a registration confirmation email by July 1, 2019.

