
Submission Guidelines for the Kadanzer Weyr

Last updated: September 2004

For the Kadanzer Weyr, stories, poems, artwork and other creative endeavors are the meat of our Pernese experience. All submissions should be sent to either weyringmaster@kadanzer.org or to submissions@kadanzer.org.

General Rules

1. Please do not send original copies of any material by snail mail -- we can't promise that they'll be returned, or even that the mail will reach us safely. We are happy to accept hard copy submissions and scan them -- to get a mailing address for sending hard copy, please email a request to either of the addresses above.

2. Get the permission from a persona's owner before using someone else's persona in a story or a piece of artwork. Approval is required for use of all personas not your own, so be sure that your stories or art are approved before they are officially submitted! Please see below for what does and does not require approval, or if you've any questions, please send them to the addresses listed above.

3. General site vs. adult site materials. Remember, we aren't all adults here. We have a PG-13 rating for our fanzine general membership access materials, and more "mature" works of fiction and art are restricted to members seventeen and older. Keep in mind that not all members will see adult stories, so we strongly recommend that any stories critical to character development be written for the general audience. This is just to make sure you don't confuse our younger members, or make them feel cut off from the life of the club. We also ask that if you're not able to access the adult materials on our site, please do not submit any such materials yourself.

4. OBEY ALL OF ANNE McCAFFREY'S RULES! No sport dragons like Ruth, no odd colored dragons, no guys getting the golds or girls riding bronzes. Also, Ruatha Hold, Benden Weyr and the Northern Harper Hall are off limits to any fan. If you are unsure about something, ask any member of the SAT.



Submitting Stories, Articles & Poetry

1. Please use the following format when writing stories:

- ****dragon to rider speech/rider to dragon speech****
- ****between****
- 'thinking to oneself'
- "speaking out loud"
- \sign language\
- ****any material which you would like italicized in the text****
- **[U]any material which you would like to see underlined in the text[U]**

Please remember your rules of grammar -- any story that is written without punctuation will not even be considered by the SAT. Stories written in RP format will also not be considered by the SAT. Stories should generally be written in third person, past tense, i.e., [Valenne walked across the room](#) **NOT** ::[Valenne walks across the room](#):: or [I walk across the room](#) or [Valenne walks across the room](#). Please spell check your document before submission, and please review the club's glossary of terms, in order to make sure you're following our standardized Pernism (i.e. firelizard, not fire-lizard; when to capitalize the word harper, and when not to; etc.)

2. All written submissions should be single spaced, with one blank line between paragraphs. PLEASE, no tabs or indents, or multiple spaces at the beginnings of paragraphs. Odd formatting only creates time-consuming work for the rest of us preparing materials for release!

3. Three number signs, separated by a space, flush to the left margin, (# # #) should separate scenes.

4. All written submissions electronically should be submitted as .rtf (rich text format) files, text files, or as Word documents. Please send all submissions to submissions@kadanzer.org.

5. All written submissions require a heading block. All stories must have a header block, which includes author's name, the title of the story, the date of when the story begins, what draft the story is, and a listing of all personas who the story should be linked to.

For example:

```
*****  
RAINFALL  
2856.09.28  
by Anne Lyons & Whitney Ware  
rough draft #2 (04/07/02)  
link to: K'yrel, Shariese, Tori, Yasmin, Zalistrya  
*****
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(The title of the story is "Rainfall"; the date is 2856.09.28; Anne & Whitney are the authors. This is the second draft of the story, which was submitted to the SAT on 04/07/02; it is highly useful to note on each manuscript what draft number & the latest date are for the story, since this document will be traveling between editors during the review process. Dating and numbering the document may well save you from having the wrong version of a story overwritten, and will help your story get reviewed faster and protect it from ever being lost! Finally, the personas who have a speaking or action role in the story, and thus should be linked to it in the webbase, are K'yrel, Tori, Yasmin, Shariese and Zalistrya.)

6. All stories must be dated so we know where they will fall on the club timeline. We can help with the dating of stories, if you need us to, or you can take a look at the club timeline to see where it would be appropriate to place your story. To the extent possible, we would ask that authors try to keep their stories in the "current" time. It's more difficult to control story conflicts if a story is backdated by a year or more. To understand how the club's time relates to Real Time, please consult the [Date Conversion Chart](#) in this handbook. (Or use the [Date Converter](#) on the website)

7. Plagiarism will not be tolerated. Members who plagiarize other writers (fan or pro) will be immediately expelled from the club and their personas rendered NPC by default.

8. At the end of a story, writers should make a list of the names of other club members whom they have contacted for character approvals; once they've received those approvals, they need to mark the date of approval next to the other members' names. This is to show the SAT that other members whose characters are involved in your story have read and approved the use of their personas. This will help avoid embarrassing mistakes and upset friends after the story is printed. Please note: It is YOUR responsibility to ensure that you have obtained the necessary approvals! The SAT will attempt to police this, but the primary responsibility is yours.

Whenever possible, the SAT recommends that club members use the personas of other members in their stories, rather than creating new NPCs.

It is not enough to just ask the author "Hey, can I use J'doe in my story." Even if the author has asked and gotten that sort of permission, s/he needs to send the owner every scene in which their character appears, and if you change their character's behavior after getting approval once, you need to get approval for the changes as well. And don't forget – even if another member has given approval of something, the SAT can still veto a character's action or dialogue if it violates logic or contradicts something that has already been established. Should this happen, you will need to change the story and get fresh approvals.

9. Written submission point awards. Stories and articles will earn points on a word-count basis, with one point being awarded for every 650 words; poetry is valued at ½ point per full page (which may take several poems to fill, depending on type & length of poem). Point awards will be rounded to the nearest half-point; for example, a thousand-word story will be worth one and a half points.



What Use Of Other Members' Personas Requires Approval?

For members unsure on what level of use requires approval, review the following guidelines:

- **If a character speaks a line of dialogue or performs an action, then approval is required.**
- **If dialogue or an action of any type is attributed to a character off-screen, then approval is required.** Example: A past-tense reference to something another persona has done in the past, such as: [Twenty Turns ago as weyrings, D'zan and L'ward had painted themselves green and leapt into the Cibola River on a dare](#), would require approval from the owners of both D'zan and L'ward.
- **If a character is mentioned in passing, but does not have dialogue or actions attributed to them, approval is *still* required.** For example: [D'zan and L'ward ran for the Cibola Hold gates, passing Tylara on their way](#). In this case, D'zan and L'ward would require owner approval since they are performing an action. And even if Tylara isn't saying or doing anything, her presence at Cibola could be questioned as well, so her owner would require approvals. Depending on the date of the story, Tylara might be participating in Threadfall, or in the Infirmary with injuries, or any number of other reasons her owner may know, but which you as an author may not be immediately aware of.
- **Approvals by Default..** Other club members are required to respond to your approval requests, and if they fail to do so after you have sent the item for approval at least twice over the space of two weeks, then you technically have approval by default. Be sure to notify the SAT when you have approvals by default, and also be sure you've checked the Member Roster on the website and have contacted both the primary and secondary emails listed for the member who you've sought to contact. (The SAT asks that you be prepared to document your attempts to get those approvals, as well. Save those emails, just in case there are any questions.)



Appropriate Pernese Language

There are many standardized Pernisms, including certain words that are always capitalized, like Thread. If you are unsure of a Pernese term, please consult the [Glossary of Terms](#).

Whenever possible, avoid Earth slang – and that includes the words “okay”, “kids”, and “guys”.

On the Pern of the Kadanzer Weyr, we do use the words cat, dog, horse, sheep, cow, etc. Face it – it's an agriculture society, and the farmers wouldn't have stopped saying “dog” in favor of “canine.” However, the culture has lost of the word “year” in favor of “Turn”, and “week” in favor of “sevenday.”

Finally, be aware that Anne McCaffrey says that there is no religion on Pern. That means there's no heaven, no hell, no prayers or praying, no devils, and puts a dent in some of our favorite cuss words.



Submitting Artwork

The Kadanzer Weyr is proud to present artwork from a variety of artists, representing a wide range of individual talent levels. We recognize that each artist has a unique vision and unique talent, and unlike fanfic, artwork cannot be measured by set standards like punctuation and sentence structure. However, we do have a few requirements for art submitted for display in our gallery.

The Kadanzer Weyr recognizes three different types of art submissions: simple sketches, finished pieces, and showcase efforts. For more information on how individual pieces of artwork are ranked, please see the “Wingrider & Weyrling Rankings” article in the handbook.

All submissions should be sent via email as attachment files (.jpg preferred) to submissions@kadanzer.org. We ask that electronic files be sized at 350 max width (pixels), and at 72 dpi resolution. File size should be less than 60k bytes. Artists without an available scanner should contact the BOD for help.

Art must conform to a reasonable interpretation of the look and feel of Pern. Dragons and firelizards must conform to canon descriptions (no scales, no pupils in eyes, etc). If an artist is using a photo as reference, the artist must change Earth-modern clothing and other details to something more Pernese. Some artistic styles (such as extreme examples of anime, like Yu-Gi-Oh or Pokemon) may have intrinsic elements which an artist should attempt to modify out of respect for the setting (such as unrealistically huge eyes, or extremely spiky hair when there are no hair styling products available on Pern), and some objects or wildlife (such as katanas, high top sneakers, falcons, spandex, etc.) will not be found on Pern, and so should not appear in artwork for the Weyr. Art may be returned to an artist for revision if the BOD feels that it is not appropriate to the world of Pern. If you have any doubts as to what is appropriate, feel free to ask the BOD or to start a thread in the Artists' Hall on our message boards on the subject.

Kadanzer Weyr's art policy requires that all artwork submitted to the club be original. Plagiarism is grounds for immediate termination of membership. If submitted artwork has been traced from other art or photographs, it will be considered plagiarism. (Plagiarized stories and poetry are equally offensive.) When other art is used for reference, or even when some photos are used, artists are expected to "customize" their version to make it not be a complete copy of the reference work. It is expected that original components will appear in the submitted artwork.

Rules regarding specific types of art:

- **Art created using photo references.** It is not uncommon for artists to use photographs or even other artists' work as inspiration. Hand-drawn or computer-drawn artwork based on photo references is acceptable as long as the photo has been used as a visual reference only, as opposed to a basis for tracing or any sort of electronic manipulation.
- **Public art created using other artists' work as reference.** Artwork that has been published in any public place can be used *as a reference* without permission from the artist or publisher. However, if submitted art was created using another artwork as reference, the submitting artist must state what work they used as a reference, and the artist of the original work must be credited as an inspiration for the submitted piece. The BOD will compare the submitted piece with the reference, and if they are too close, the submitted art will not be accepted. If the submitted piece is found to be a tracing, electronic manipulated, or other reproduction of the original piece, instead of merely a reference or original hand-drawn work, this will be considered plagiarism.
- **Fan art created using other artists' work as reference.** Fan art published only here at Kadanzer or by another Pern club or any other non-public place cannot be used as references for submitted art without permission from the original artist. If permission is not granted but art is submitted anyway, it will be considered plagiarism.
- **Manipulated photographs submitted as artwork.** Kadanzer Weyr does not count these as art for the purposes of our club, even though we recognize that there is some skill involved in doing such manipulations well. Submissions of manipulated photos may be considered on a case-by-case basis, and before submission should be discussed with the BOD.
- **Art created with dollmaker programs.** Kadanzer Weyr does not award any points for artwork created with dollmaker programs, because it involves assembly of pre-made elements and very minimal creative effort. We will post dollmaker art as representative of persona characters, but we do not award credit for such submissions.
- **Art created with polygon building programs, such as Poser.** The BOD recognizes that the successful use of Poser and similar programs requires a skill level comparable to that needed for the production of original art. Even so, art produced in such a manner will never be worth more than one point, regardless of complexity.
- **Recycling your own artwork from other clubs.** Artists at the Kadanzer Weyr are welcome to "recycle" Pern art created in the past for use at other clubs, as long as the submitted artwork is 'generic' enough to be appropriate for re-use.
- **Art by non-members.** On occasion, members have appealed to artists outside of the club to produce portrait art for their personas. Such artwork can only be posted to the club's website if the artwork is accompanied by a copy of the original permissions from the artist, allowing their artwork to be used in such a fashion.
- **Posting Kadanzer Weyr art.** Members are not allowed to repost the artwork from the Kadanzer Weyr's website anywhere else publicly -- for example, on a personal website -- without the specific permission of the artist.



Artwork Definitions

A **sketch** is an unfinished piece of work or something that is clearly either incomplete or done with a minimum of effort. Sketches are valued at a .5 point award.

A piece of **finished art** can be in black or white or in color, and the submitted work does not appear to be incomplete. Finished art is valued at a 1 point award.

In a **showcase effort**, the artwork is rich in detail beyond the central figure; the background is well developed, or a full story is told within the frame of the picture. Showcase efforts need not be in color, they need to simply be an outstanding example of an individual's talent. (Showcase efforts are valued at a 2 point award.)

Examples of sketches, finished art, and showcase efforts are detailed in the handbook document [Wingrider & Weyrling Performance Rankings](#).



What Is Mystery Art?

Our Mystery Art program allows artists within the club to submit their own generic Pern art, which can be claimed by another member to represent personas, dragons, and/or firelizards at the Kadanzer Weyr. Artwork posted to the Mystery Art page of the gallery is available for claim on a first-come/first-serve basis.

- Mystery Art has a shelf life – if a piece of Mystery Art goes unclaimed for more than two months, the BOD reserves the right to apply the art to an NPC, to create a new NPC to fit the artwork, or to remove the artwork from display entirely. We are happy to accept “recycled” artwork originally created for another club as Mystery Art.
- Submitted Mystery Art is immediately counted toward the monthly Artist of the Month contest; however, mystery art is only applied toward wingrider/weyrling performance rankings after the artwork has been claimed.
- Members are asked to use their common sense when claiming mystery art. For a claim to be applied to a persona character, the character’s CIS must reflect the character as being the same gender, general age, and physical description of the posted artwork. Likewise, a mystery art claim for a brownrider won’t be honored, if the claimed art features a character on the back of a green dragon.
- Members are asked not to abuse the Mystery Art system. Members are asked not to make more than three mystery art claims in the space of one week. Members are also asked not to claim more than three pieces of mystery art to represent the same persona character, dragon, and/or firelizard.
- Individuals who claim a piece of Mystery Art to represent their persona here at the Kadanzer Weyr do not have ownership over the artwork they have claimed. For example, members are asked not to post mystery art pieces they have claimed to any website, without specific permission from the artist. Likewise, if a member claims a piece of mystery art to represent a greenrider persona at the Kadanzer Weyr, and later decides to clone that greenrider for use at another club, the member may not use the mystery art at that other club, WITHOUT clear and direct permission from the original artist.
- Claimed mystery art may sometimes be used to cover annual ranking requirements for some types of ranking personas, but can never be used to earn annual requirements for goldriders or the Weyrleader personas.
- Mystery Art can earn the artist either ½ point or 1 point toward weyrling/wingrider rankings. Mystery Art cannot earn a “showcase effort” point award for an artist.