create **POSTERS** *for* **SCREENPLAYS** *by* **CHILDREN**

PENS TO LENS

START HERE
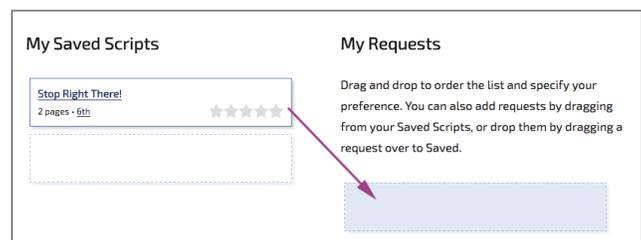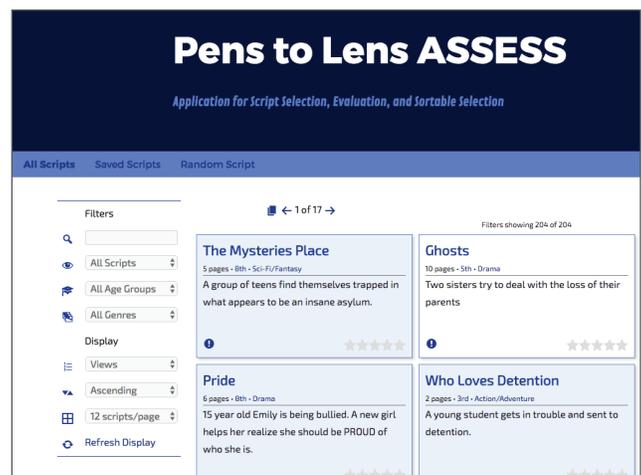
Sign-up on the CUDO website.

thecudo.org/penstolens

With your registration we'll send you an invite to the Pens to Lens Designers Facebook group. You can get quick answers to your questions and share your poster progress if you'd like feedback before turning in your final design.
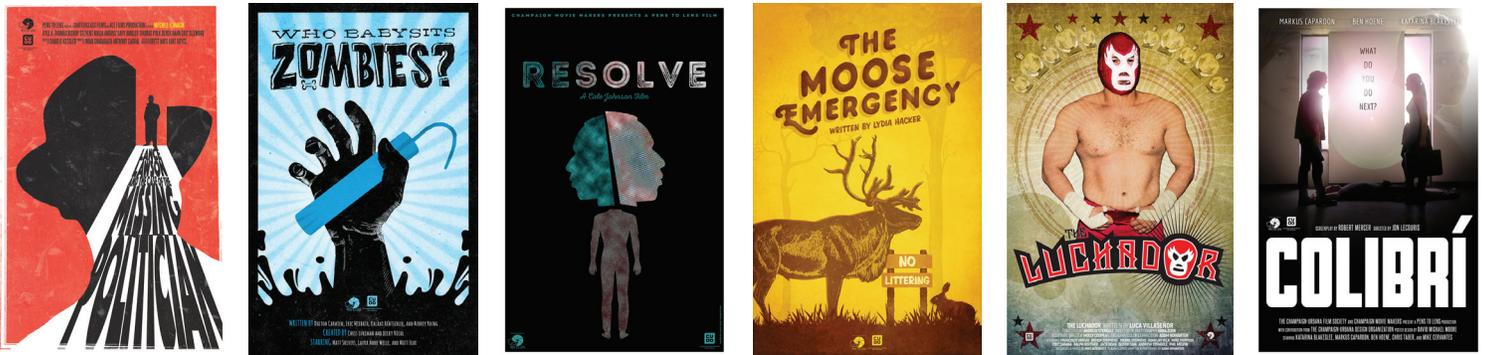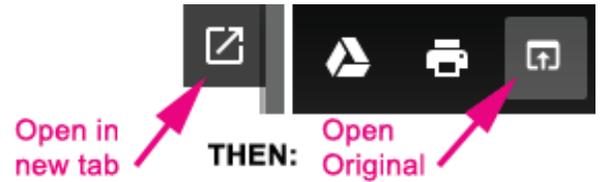
NEXT, REGISTER FOR A SCRIPT

1. Go to assess.penstolens.com/registration and register an account.

2. You will be directed to the login screen (assess.penstolens.com). Use the username and password you registered with. Now you will be presented with a list of all the scripts for this year's program, with various options for filtering and sorting.

3. Click on the name of a screenplay to read it. After reading, you'll have the option to provide a rating, recommend, and to 'Add Script to Picks.' The rating you provide will help users better sort their screenplays, but Pens to Lens students will not see this information.

4. Click on the Saved Scripts menu link.

5. Drag the scripts you want to produce into the My Requests queue. Reorder scripts so your favorite ones are at the top.

6. A Pens to Lens administrator will approve script(s) in your queue within 48 hours. This admin will assign the topmost screenplay as long as it isn't already in production or re-quested by another artist. If you signed-up to do more than one script, you will be assigned two screenplays at a time. After you have submitted final designs for those posters, you may request more screenplays.

7. You will get an email confirmation with the screenplay(s) that you have been assigned. Now you can start designing!

If you are having any issues with the ASSESS system, or you need to contact a filmmaker or student writer, email info@penstolens.com

OR, GET A SCRIPT INSTANTLY—*RANDOM PICK!*

1. Go to assess.penstolens.com/designer-registration and fill out the application. You can filter your screenplay pick according to several variables.

2. After you click Register, you'll see your assigned screenplay immediately! You'll want to **save this script** next.

3. Find the pop-out button at the top right of the script window. Click this to open the PDF in a new tab. Then click "Open Original" at the top right of the screen. You can save from the new tab that has opened on your browser. **NOTE: Make sure you have saved this PDF before closing your browser!**

4. You will also get an email confirmation. Now you can start designing!

Open in new tab   THEN: Open Original

DESIGN GUIDELINES

All posters must:

- Be 11x17" and vertical (300 dpi resolution)
- Have a 0.25" white border
- Include the student writer's name ("Written by" credit)
- Include the Pens to Lens and CUDO logos (available as a download when you sign-up on the CUDO website)
- Be saved and submitted as a PDF or high-resolution JPG
- Adhere to the guidelines in the Pens to Lens Design Release (available when you sign-up on the CUDO website)
- If you are assigned a screenplay that is being produced as a film, include writing and production credits (which can be procured by emailing info@penstolens.com)

Be sure to look for examples on the web of professional poster designs for style guidance. The goal is to make this a "true Hollywood experience" for the kids, so the more your design feels like a movie poster, the better!

Submit final posters to PenstoLens@thecudo.org

Include the word P2L in the title and your name for simplicity. (If your file is too big, we recommend using wetransfer.com)

KEY

You'll see these icons on scripts when using the ASSESS website:

This script has notes from the P2L team; hover over the icon to learn more. A script may be flagged if it has a lot of pages, or has content warnings such as violence or mature themes.

This script has been reserved by another designer

This script will be made into a short film; interested designers will need to submit a small portfolio of their work before reserving these scripts

This script was recommended by someone else

This script is receiving high ratings