



STN CONVENTION 2018: A PLANNING PRIMER

Here are some tips to help you plan and register for the 2018 STN Convention in Nashville. STN online registration will open in mid-December. Hotel reservations can be made AFTER you register online for the convention.

Before you go:

1. Determine the students who will be attending convention and get the exact spelling of their first and last names. Are you coming alone? Just register for yourself and you will have access to all the professional sessions. You can use our [generic sample forms](#) to organize your data.
2. Will you have chaperones or other adults attending? All those coming with your school need to be fully registered. All attendees who want access to any area of the convention must be registered as an attendee and have a registered name badge, for insurance purposes.
3. Decide on and book flights in/out of your city and in/out of Nashville Int'l Airport, using airport code: (BNA). You can book your own flights or contact [Virginia](#) with [USA Student Travel](#), (800) 234-4723 (ext. 51116).
4. Decide how many will be staying in each hotel room and who will share rooms. [The Gaylord Opryland Hotel](#) can accommodate up to 4 people in each double/double room. Each room will have internet access. After you register online for the convention, you will receive information about booking your rooms with the hotel.
5. Choose the [contests your students are entering](#). You may enter your school into 2 Crazy 8s Contests PLUS 12 High School Contests or 8 Middle School Contests. [Look at the 2018 Convention Contest Grid](#) to get an idea of just how many students can participate in each contest.

6. Read the [STN Convention- Payments, Refunds and Changes](#) policy for important details.

7. Read the [Convention 2018-Code of Conduct](#). You will be required to indicate your acceptance of this Code when you register.

8. When online registration opens in December, enter all of the information required. Pay the registration fee by credit card or indicate the payment will be made by check. Full payment is required by the time you arrive onsite at the convention. Programs with partial or no payments will not be able to enter onsite contests. Please review the Refund Policy. Register early to be sure you reserve the contests you want before they close due to a maximum number of entries in each contest. Plan ahead: each time you recall your invoice and make a change there is a Change Fee of \$10-\$20. EACH individual change onsite is \$20.

9. After you register online, wait for STN to email you a hotel spreadsheet. Using your STN registration number (required for hotel reservations), fill out the sheet and submit it to the hotel. STN does not book your rooms for you. All spreadsheets are done manually; therefore, they will be emailed out during normal business hours.

10. Once you are registered and hotel rooms are reserved, begin your discussions with students. Watch for professional session and training descriptions and discuss who will attend. Practice contest procedures and timing. Discuss potential outcomes for each student.

Crazy 8s Team Contests

~You may choose 2 to participate in~

1. Broadcast- Morning Show
2. Broadcast- News Magazine
3. Short Film- Fiction
4. Short Film - Documentary
5. Middle School- Broadcast-News Magazine
6. Middle School- Short Film- Fiction

High School Contests

~You may choose 12 to participate in~

1. Action Sports-Editing
2. Anchor Team
3. Commentary
4. Commercial
5. Convention Recap
6. Live Interview
7. Movie Trailer
8. Multimedia Journalist (you may enter 2 individual students – counts as 2 contest entries)
9. Music Video
10. Nat Package
11. Public Service Announcement
12. Radio Host
13. Short Story
14. Silent Film
15. Social Media Story
16. Sports Commentary
17. Sports Highlights
18. Spot Feature
19. Tell the Story Editing
20. Weather Report

Middle School Contests

~You may choose 8 to participate in~

1. Anchor Team
2. Convention Recap
3. Movie Trailer
4. Music Video
5. Nat Package
6. Public Service Announcement
7. Silent Film
8. Spot Feature