



*Building bridges of learning between the classrooms of the world.*

## **K-12 GLOBAL ART EXCHANGE 2013-2014**

### **Participation Guidelines**

We are thrilled that you and your students will be participating in this year's program! Please follow the guidelines below to ensure your participation.

#### **I. DEADLINES**

To participate, please mail your students' art **so we receive it by May 1, 2014**. (We will mail packages of global student art to you in May, 2014.)

#### **II. CREATING YOUR ARTWORK**

- 1) Students may use the following sizes of paper:  
International: A4, A3 or larger  
North American: 8.5 x 11 inches, 11 x 17 inches or larger
- 2) Students may use ANY artistic media (paint, pastels, crayons, art photography, etc.).
- 3) The artwork should accurately reflect aspects of your students' lives/cultures and be colorful and creative (paintings, colored drawings, etc.)!
- 4) Avoid repetition of subjects (houses, flags, etc.) on multiple pieces.
- 5) Encourage your students to do their very best work. Explain to them that their artwork will be displayed in other schools around the world and, as such, will be a window through which other students will learn about them and their culture.
- 6) If you are a classroom teacher, consider involving your school's art teacher or an artist-in-residence.
- 7) Check all student work for appropriate content (for more on this, see our Terms of Use and Privacy Policy at [www.oneworldclassrooms.org](http://www.oneworldclassrooms.org)).

#### **III. LABELING YOUR ARTWORK**

- 1) Attach a student information label (use label templates provided with these guidelines or create your own) with a paperclip to each piece of artwork. The label should list the student's name, age/grade, school, town/city, country, subject/description of the drawing/painting and any comments the student would like to add about his/her artwork or him/herself or make to his/her global peers.

If possible, please submit labels in English as well as in the language of your students. If this is not possible, please submit labels in English.

- 2) (Optional, but a Best Practice) Attach a photo of each student with a paperclip to the art he/she created. This makes the exchange more powerful since students receiving the artwork can see the artists. Write the student's name on the back of the photo. If you attach photos, we will send you artwork with photos attached as well.

Photo tip: Try to take photos of your students holding their artwork, ideally with a background that informs the viewer of the setting (school, village, landscape).

- 3) **IMPORTANT:** PLEASE DO NOT GLUE LABELS/PHOTOS TO THE BACK OF ARTWORK. Since the school that receives your artwork will be displaying it, please either paperclip labels/photos to artwork or attach them to a separate paper and then paperclip the paper to the artwork.

#### **IV. PREPARING YOUR PACKAGE**

- 1) For each exchange, please include 25 pieces of student-created artwork. If you can, we ask that you *please send a few extra pieces*. We can only send you 25 pieces in return, but the extras will help us match grade levels and ensure a timely and quality exchange for all participants.
- 2) Include a mailing label (handwritten or typed) with your return mailing address.
- 3) Include a cover letter or note indicating the teacher's name, grade level, school, mailing address, city, state/province and country, as well as any information that will help explain/describe the artwork you are sending.

#### **V. READY TO SHIP!**

Send your package to:      OneWorld Classrooms  
   180 Main Street  
   Andover, MA 01810  
   USA

#### **VI. FINAL STEPS**

- 1) We will send you a confirmation notice by email when we have received your artwork.
- 2) We will also send you an email when we have mailed artwork to you.
- 3) Please send us an email when you have received your artwork.
- 4) Upon completion of your exchange, we require that you complete an evaluation form via email. This will help us to improve the program in the future.

## VII. CONTACT US

If you require support or have questions at any point during the program, please send an email to [paul@oneworldclassrooms.org](mailto:paul@oneworldclassrooms.org) or call (518) 618-0571 between 9:00 – 5:00 EST.

## VIII. ADDITIONAL INFORMATION

### 1) Boston 140

All student art submitted for the *K-12 Global Art Exchange* will be considered for display in OneWorld Classrooms' *Boston 140* exhibition. This display of art tours school in the Greater Boston area. (Roughly 1 in 100 pieces and, typically, only one piece from any set of submitted art will be selected for *Boston 140*. If you prefer that your students' art not be selected for Boston 140, please send an Email to [paul@oneworldclassrooms.org](mailto:paul@oneworldclassrooms.org).

### 2) Use of Your Students' Artwork

In almost all cases, all of the artwork you send will be forwarded to other participating schools for display. OWC scans and displays some student artwork on its website or other organizational materials, or may occasionally retain one or more pieces from a given set of submitted artwork for OWC displays or events at schools and community arts centers in Massachusetts. See our [Terms of Use and Privacy Policy](#) at [www.oneworldclassrooms.org](http://www.oneworldclassrooms.org) for more information. If you would prefer that your student artwork and any accompanying photos not be displayed on the website, in organizational materials or at OWC displays or events, please send an email to [paul@oneworldclassrooms.org](mailto:paul@oneworldclassrooms.org).

### 3) Mini Arts Materials Grants

Participating schools outside the US are eligible to receive mini-grants of \$50 or \$100 to purchase art materials. Interested teachers or administrators should submit a letter explaining how the school would benefit from and use the grant. **Submit the letter WITH your artwork.** Grantees will be selected based on need, receipt of the request letter and the quality of their effort to share authentic, colorful artwork that depicts aspects of the students' culture. A small number of schools will be selected to receive the grants. Grantees will be notified by email and the grants will be wired to the coordinating teacher. (NOTE: Since 209, we have awarded 22 mini-grants.)

### 4) Make a Difference Contributions

OWC encourages participating US schools to sponsor the participation of a needy overseas school by making a \$50 or \$100 *Make a Difference* contribution. You may make a contribution when registering, or you may send a check made out to OneWorld Classrooms at any time to:

OneWorld Classrooms  
180 Main Street  
Andover, MA 01810  
USA

Your gift will help us to involve more schools and offer more Mini Arts Materials Grants (see above).

### **FOR STANDARD EXCHANGE PARTICIPANTS**

We will email you information about how to access the following resources:

- **GoogleEarth Tours** allow you and your students to visit all participating schools around the world, read letters from participating teachers, and view photos and scanned art from some of the schools.
- **Global Art PowerPoint Presentations** feature student art from different world regions (in addition to those from which the artwork you received came).

### **FOR TAILORED/INTERACTIVE EXCHANGE PARTICIPANTS**

We will email you information about how to access the following resources:

- **Tailored Art Exchange**: You email us a list of countries from which your students or their ancestors come. In exchange, we send you student artwork from 4-8 of those countries/regions.
- **Interactive Art Exchange**: We match you with one of the schools from which you received art to set up a Skype session, an email Q&A exchange or a VoiceThread exchange to follow up your art exchange).
- **"Where in the World?" Student Art Tracking**: We track your students' artwork and send you a report listing the various schools and countries where their pieces ended up being displayed. (For each exchange, your students' artwork will typically end up in 6-12 different schools in different countries.)
- **Global Roots Curriculum**: We send you a set of activities that you may use before, during and after the exchange to explore the cultural origins of your students and their global peers.