HOW TO SUBMIT AN ORIGINAL SCRIPT

STEP 1:
When submitting an original script please title it as follows:
[Event] Version [#] - [High School Name] & [Speaker Name]
This will ensure that we are looking at the most recent/updated version of the script.
Make sure that your CHSSA Cover Sheet is fully filled out (with ADMIN SIGNATURE!).

STEP 2:
To submit your scripts follow the link below:
https://www.dropbox.com/request/dEDgR4crIO9qyqkVwYy1

STEP 3:
After schools submit a script online will receive a Google Doc of the TCFL Check Sheet filled
out with the corrections needed.
(We will use the same Google sheet each time corrections are needed so make sure to check that
extremely often after submitting each time!)

STEP 4: (For re-submission use the same link as above)
When resubmitting the updated script, it needs to be in the following format:
TCFL Check Sheet (With “Initials” on the Corrections)
Original/Updated CHSSA Cover Sheet
Updated Script

If you have any questions, email Ashley Burton
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