

Barrington Stoke

YOUNG EDITORS STEP-BY-STEP GUIDE

- 1.** On the Young Editors homepage click the 'Register Now' button. You will be taken to a form where we will ask you to fill out some basic information.
- 2.** Agree to the [terms and conditions](#) and submit your form.
- 3.** You will receive an email confirmation when your account is activated. If you do not receive this email within 48hrs of completing the form, please email YoungEditors@barringtonstoke.co.uk with your details.
- 4.** Return to the [Young Editors site](#) and log in with your username and password. You will be taken straight to a page showing all available manuscripts.
- 5.** Read the description of each manuscript and click the download button on the manuscript of your choice. Also download the [feedback questionnaire](#) to help shape your discussion.
- 6.** Please check and make a note of the closing date for your chosen manuscript as this is the last date you will be able to upload your feedback.
- 7.** We recommend that you read the full manuscript yourself before sharing it with your child or student(s) to check it's suitability. Some manuscripts may use language or cover topics that are unsuitable for younger or more sensitive readers.
- 8.** Read the manuscript with your child/student(s). It is up to you whether you read the manuscript as a group or if they read it alone. Choose a way that works best for your child or student(s).
- 9.** Have your child or student(s) answer the feedback questions in as much detail as possible. If they are more confident readers, or you would like a more involved activity, they can also 'mark-up' the manuscript with comments.
- 10.** To submit feedback, return to your Young Editors account and click the submit feedback button under the applicable title. You will be taken to the manuscript feedback form where you can upload any applicable files. If your child or student(s) have handwritten their answers to the questionnaire you will need to scan these documents in order to upload the files.
- 11.** Once you have submitted feedback, you will be able to download a certificate for your child or student(s).
- 12.** Keep an eye out for an email from us with details of the book's publication and an exclusive discount code for purchasing copies!

If you need help using the site or have any questions about Young Editors, please do call 0131 225 4113 or email YoungEditors@barringtonstoke.co.uk. Our staff will be more than happy to help.