

So you want to write a guest post for Teen Librarian Toolbox?

First of all, thank you so much for your interest in writing a guest post at Teen Librarian Toolbox, a YA librarian blog networked with School Library Journal.

We are very excited that you have chosen to share your voice and time with us and look forward to working with you.

Here are some basic guidelines that will help this process go smoothly for us all

Step 1: Making Contact with TLT

First, please contact me (or another TLT blogger) with your proposed post idea and target date. You can email me at [kjensenmls at yahoo dot com](mailto:kjensenmls@yahoo.com). You can also email any of our other TLT bloggers to coordinate your post if you know their interests align with yours or you just have a better knowledge of who they are. Their emails can be found here: <http://www.teenlibrariantoolbox.com/about-tilt/>

Possible post ideas include: talking about a book (as an author or a reader), libraries (issues, challenges, successes and more), programs, teens, teen culture and teen issues, etc.

Step 2: Submitting Your Post

In theory, we like all pieces emailed to us by the Friday before the agreed upon post date. This will give us time to load and format all pieces, as well as ensuring they are all ready to go in time. Earlier is better, but no later than a week before agreed upon post date please.

You can send your post as a Word attachment to kjensenmls@yahoo.com or to your TLT contact. Because copying and pasting can have a few glitches, please *do not* include paragraph indents or numbered or bulleted lists in your document. We double space in between paragraphs to denote the beginning of a new paragraph.

A rough guideline for how long your post could be would be 800-1000 words, but it can certainly be longer (and don't worry if it is!). It can be shorter, too. We're flexible.

Please make sure and give your post a title.

Other things to include:

- A short bio
- A headshot with any photo credits that need to be included
- Any links you would like included, such as blog addresses and social media links
- Any pictures other than book covers (book covers are pretty easy to track down)

Please feel free to check in with your TLT contact at any point if you have any questions or concerns.

Again, we thank you for your time and words, and for adding your voice to the important and ongoing conversation surrounding YA library services, culture and literature.