

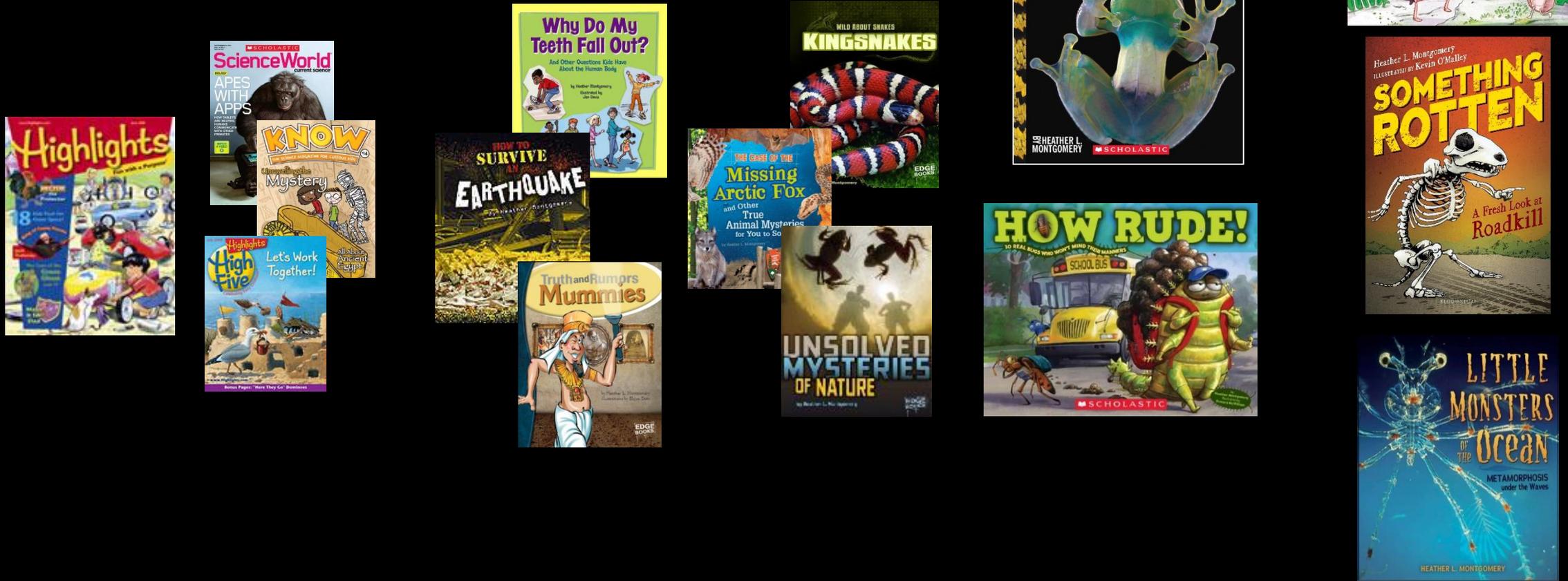


Submissions

Journeys to Success

[www.HeatherLMontgomery.com](http://www.HeatherLMontgomery.com)

# 1. Prepare for The Long Haul



2006

2018

## 2. Train Hard (Study the Industry)

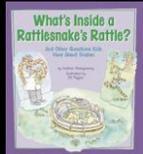


Read 100 Things. . .



Love your librarian!

# Close Reading



## How often do snakes shed their skin?

Corbin, age 8

A snake's skin protects it while it slides across rough rocks and bark. Whenever the snake gets too big for its skin, it sheds. The more a snake eats, the more often it will shed.



## How do snakes shed their skin?

1st and 2nd graders

To shed its skin, a snake rubs its mouth or jaw against a stone until the skin splits. The snake then slides out of the skin, leaving it behind in one long piece. New skin has grown underneath.

## Close Reading for the "Who"

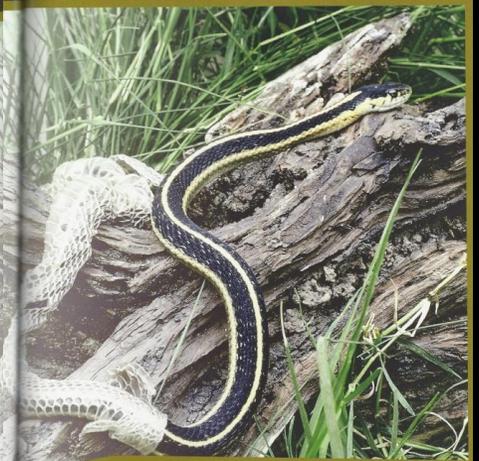
### Chapter 3 **CHANGING WITH THE SEASONS**

A garter snake chooses its home based on the air temperature, food availability, and types of shelter nearby. To handle the challenges in its environment, a garter snake follows a yearly routine. The schedule helps the snake grow, have young, and survive during changing seasons.

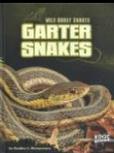
#### Summertime

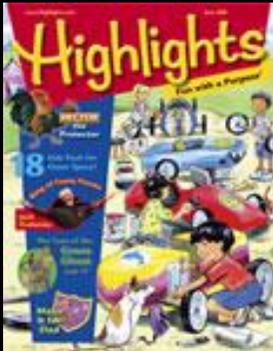
When the weather is warm, a garter snake grows. As the snake grows, its skin becomes too small and needs to shed. To shed its skin, the snake rubs its chin against a rock. The old skin splits near the mouth. This is when things get tough. The snake finds a stick to hook the old skin and help pull it off. After about an hour of struggling, the snake slithers away in its new skin.

Young snakes are constantly growing and may shed four to five times a year. Adult snakes may shed only a couple times each year.



Sometimes patches of old scales stick to the snake. If this happens to the scales over the eye, the snake can become blind.





# Hot Spot!

By Janet Fox

"Here it comes!" my son Kevin shouted.

We felt a rumble beneath our feet. We heard a noise like a roaring train. Boiling water shot out of the ground and blew high into the air.

We were watching a geyser in Yellowstone National Park. Yellowstone covers a big part of Wyoming plus parts of Montana and Idaho. Geysers, hot springs, and mud pots fill the park. That's because much of Yellowstone sits in a giant volcano.

Hundreds of thousands of years ago, the volcano at Yellowstone erupted. The explosion was huge. It left a crater in the earth called a caldera. Much of the park is in the caldera.

This is **Old Faithful Geyser**. Old Faithful erupts about every 90 minutes.

Hot rock lies deep inside the earth. It boils water in the ground. The hottest water becomes steam. The steam forces water up through the ground, making a geyser.

Some geysers shoot water to a height of 200 feet. That's more than twice as tall as the White House.

Snow-white rock, called **sinter**, covers the ground around the geysers.

**Yellowstone National Park contains a giant volcano. For this reason, geysers, hot springs, and mud pots fill the park.**



4 italicized words

Words - 307

F 15

Sent. 36

Sent/F 2.4

Words/Sent 8.5

Choi/Word 4.3

Passive 36

F Reading Exp 81

Grade 3.9

14

Close read for the "Why?"

# CHANGING WITH THE SEASONS

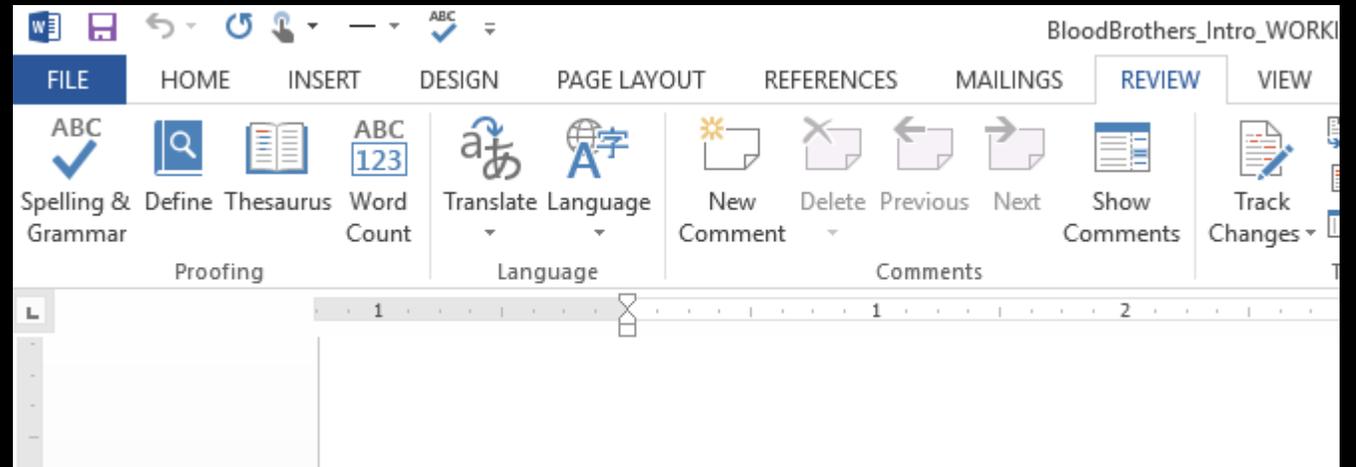
A garter snake chooses its home based on the air temperature, food availability, and types of shelter nearby. To handle the challenges in its environment, a garter snake follows a yearly routine. The schedule helps the snake grow, have young, and survive during changing seasons.

## Summertime

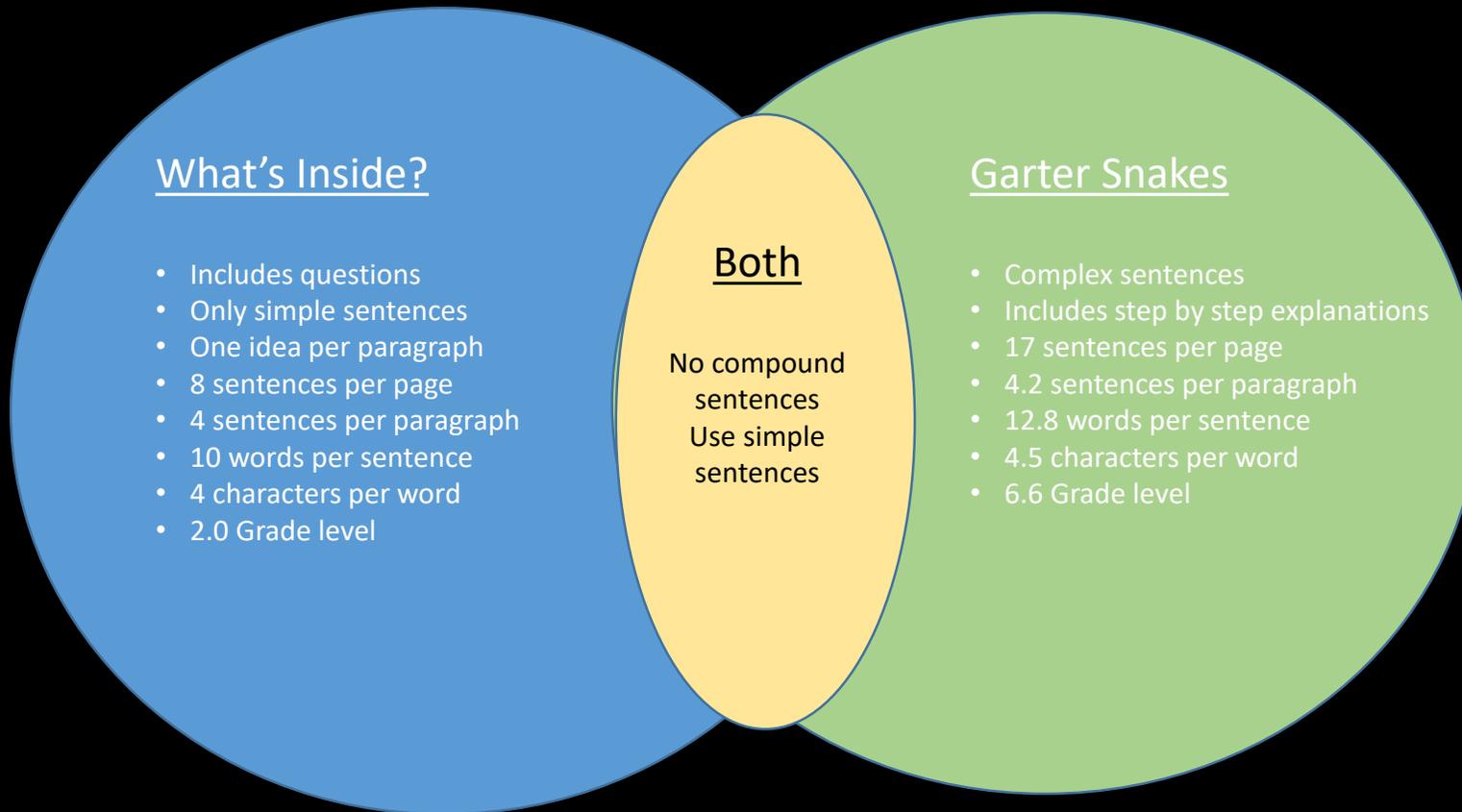
When the weather is warm, a garter snake grows. As the snake grows, its skin becomes too small and needs to shed. To shed its skin, the snake rubs its chin against a rock. The old skin splits near the mouth. This is when things get tough. The snake finds a stick to hook the old skin and help pull it off. After about an hour of struggling, the snake slithers away in its new skin.

Young snakes are constantly growing and may shed four to five times a year. Adult snakes may shed only a couple times each year.

Close read for the “How?”



Counts	
Words	220
Characters	1063
Paragraphs	5
Sentences	17
Averages	
Sentences per Paragraph	4.2
Words per Sentence	12.8
Characters per Word	4.5
Readability	
Passive Sentences	5%
Flesch Reading Ease	70.5
Flesch-Kincaid Grade Level	6.6



How often do snakes shed their skin? Corbin age 8

A snake's skin protects it while it slides across rough rocks and bark. Whenever the snake gets too big for its skin, it sheds. The more a snake eats, the more often it will shed.

How do snakes shed their skin? 1st and 2nd graders

To shed, a snake rubs its chin against a stone until the skin splits. The snake slides out of the skin, turning the skin inside out. A new skin has grown underneath.

## Summertime

When the weather is warm and food is plentiful, a garter snake grows and needs to shed. It rubs its chin against a rock. The old skin splits near the mouth. Then things get tough. Imagine pulling off a tight sweater without using your hands. If a snake can find a stick to hook the old skin on, that helps. After an hour of struggling, the snake slithers away in a clean, new skin.

# Some research resources

## ▣ Facebook Groups

- ▣ NFForKids
- ▣ NF 4 NF Nonfiction Children's Writers
- ▣ NF Fest

## ▣ Google books

[www.books.google.com](http://www.books.google.com)

## ▣ Amazon Preview

[www.amazon.com](http://www.amazon.com)

## ▣ Publisher's Websites

- Sarah Albee's post on Celebrate Science, "Behind the Books: Finding Photos for Nonfiction Books"  
[https://celebratescience.blogspot.com/2017/03/behind-books-finding-photos-for.html?utm\\_source=feedburner&utm\\_medium=email&utm\\_campaign=Feed%3A%20CelebrateScience%20\(Celebrate%20Science\)&fbclid=IwAR1FevX4o0p5Z3f7JCVaIIKLKORYP3Wk3EwFoxyaydwJb6UgNINa9z4ILw0](https://celebratescience.blogspot.com/2017/03/behind-books-finding-photos-for.html?utm_source=feedburner&utm_medium=email&utm_campaign=Feed%3A%20CelebrateScience%20(Celebrate%20Science)&fbclid=IwAR1FevX4o0p5Z3f7JCVaIIKLKORYP3Wk3EwFoxyaydwJb6UgNINa9z4ILw0)
- Library searches [www.worldcat.org](http://www.worldcat.org)

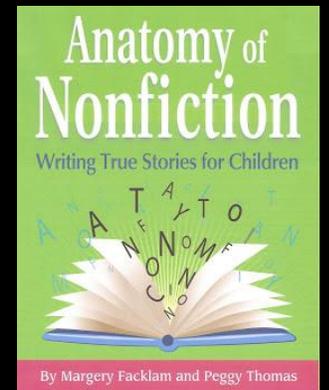
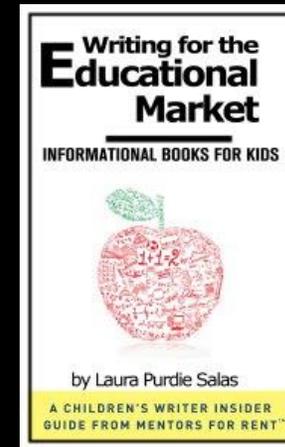
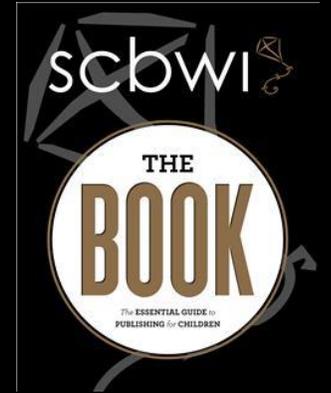
The screenshot shows the WorldCat search interface. The search term is 'kw:Charlesbridge'. The results are filtered for the year 2009-2010. The search results list three items:

- Comprehension strategies : responding to literature.** by Charlesbridge Publishing. Audio book on CD : CD audio. Elementary and junior high school. Language: English. Publisher: Princeton, N.J. : Recording for the Blind & Dyslexic, 2009.
- Bubble homes and fish farts** by Fiona Bayrock; Carolyn Conahan. Book - Juvenile audience. Language: English. Publisher: Watertown, MA : Charlesbridge, ©2009.
- The circulatory story** by Mary K. Corcoran; Jef Czekaj. Book - Juvenile audience. Language: English. Publisher: Watertown, MA : Charlesbridge, ©2010.

# More Submission Resources

## General

- SCBWI *The Book*, available to members at [www.SCBWI.org](http://www.SCBWI.org)
- Laura Purdie Salas, *Writing for the Educational Market*, <https://mentorsforrent.wordpress.com/ebooks/ed/>
- Margery Facklam and Peggy Thomas, *Anatomy of Nonfiction: Writing True Stories for Children* and blog <http://anatomyofnonfiction.blogspot.com/>



# Trade Market Leads

- *2020 Writer's Market*
- PublishersMarketplace.com
- Publisher's Weekly Children's Bookshelf
- ManuscriptWishList.com

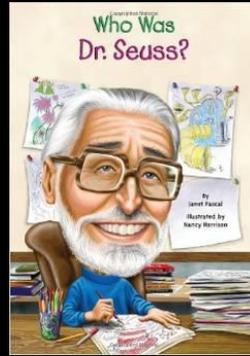
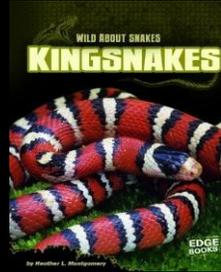
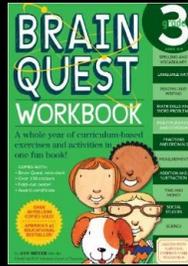
# Work for Hire Leads

- Writing for the Educational Market <http://educationwriting.blogspot.com/>
- American Book Producers Association <http://abpaonline.org/>
- Molly Blaisdell (author) [http://mollyblaisdell.com/writers/work\\_for\\_hire](http://mollyblaisdell.com/writers/work_for_hire)
- Bender Richardson White <http://www.brw.co.uk/>
- Evelyn B. Christensen's Educational Markets for Children's Writers plus Children's Magazines <http://www.evelynchristensen.com/markets.html>  
<http://www.evelynchristensen.com/mags.html>
- Red Line Editorial <http://reditorial.com/>

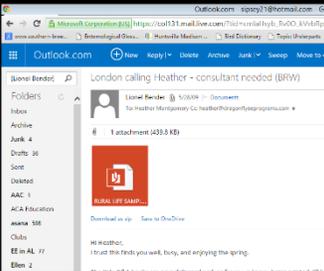
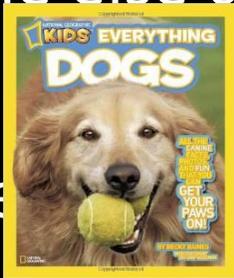
# 3. Select a Route

## Work-for-hire

- Bring in some \$\$\$
- Shorter timeline
- Someone else decides

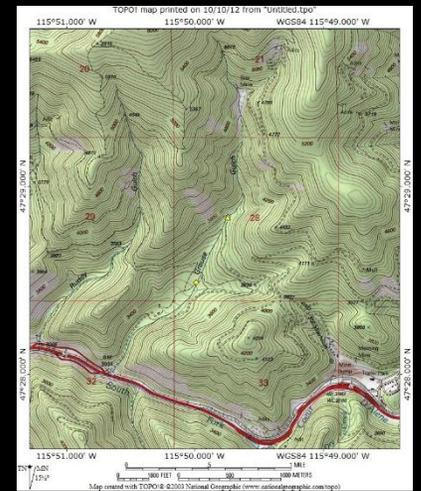


- Published all over
- Royalties are variable



## Royalties

- Your original work
- More control over rights
- Greater sales opportunities
- Royalties are variable



# Submission Process

1. Target Publishers
2. Create Package
3. Send out
4. Check-in
5. Re-send package every 4-6 months or so

## 4. Pack Your Pack(et)

### Work-for-hire Packet

1. Cover Letter
2. Resume
3. Writing Samples

### Royalties Submission

1. Cover Letter
  2. Manuscript
- OR
1. Query (?) and then
  2. Cover Letter
  3. Proposal
  4. Writing Samples



Heather Montgomery  
P.O. Box 601  
Ardmore, TN 38449

Work-for-Hire

September 24, 2007



Dear 

I would like to be considered for freelance opportunities with Capstone Press. Enclosed you will find several samples of my writing.

My BS in biology grounds me in science and my MS in environmental education ensures my understanding of the learning process. Over twelve years of teaching science and developing curriculum has taught me how to correlate projects with the state and national education standards.

My writing credits include both children's and professional magazines. I've sold science informational articles to *Science World* and *Highlights for Children*. In my writing, I strive to excite inquisitive minds and set readers off on their own scientific adventure.

Professionally, I am reliable, punctual and thorough in my research. My area of interest encompasses both life science and earth science as well as outdoor activities and sports. My passions are entomology and freshwater ecology, but I've found that I become excited about any subject on which I conduct in-depth research.

Enclosed you will find my resume. I am available for assignments and can be reached at [heather@dragonflyeepprograms.com](mailto:heather@dragonflyeepprograms.com) or 256-426-5871.

Sincerely,

Heather L. Montgomery

Business Letter

Brief bio/skills

Characteristics  
& Interests

Professional Intro

Writing Credits/Exp.

Contact Info

# Resume/CV

- Contact information
- Education
- Experience
- Accomplishments
- Tips
  - Focus on relevant info
  - Be BOLD!

# Heather Lee Montgomery

Work-for-Hire

## OBJECTIVE

To promote passion and learning in science and science education.

## EXPERIENCE

- Writer 2005-present Ardmore, AL
- Author of 12 nonfiction science books for young people (educational and trade industries).
  - Provide professional development for educators on science literacy.
  - Write items for large-scale assessment programs.
  - Conduct school presentations on science and writing.
- Education Consultant McDowell Environmental Center 2005-present Narvoo, AL
- Develop, evaluate, and revise inquiry-based science curriculum and materials.
  - Train and mentor staff in standards-based classes (NGSS and Common Core ELA)
  - Develop and present professional development workshops at conferences, workshops and trainings.
  - Teach hands-on outdoor environmental science classes.
- Director and Environmental Ed. Consultant 1993-2005 Ardmore, AL
- Provide expert guidance to educational organizations in the development of environmental education programs.
  - Present teacher workshops and staff trainings.
  - Grant writing, program design and course selection.
  - Develop educational curriculum and teaching materials.
- Outdoor Program Manager Girl Scouts of North Alabama 2002-2005 Huntsville, AL
- Directed two summer camps for girls grades 1-10
  - Supervised four properties (two operating camps, one office structure and one other).
  - Designed, coordinated and lead weekend events for girls and volunteers.
  - Supported council fund development efforts. Wrote grants as needed.
- Classroom Teacher & Summer Program Leader Country Day School 2000, 2001 Madison, AL
- Homeroom teacher for 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade students.
  - Developed curriculum, established lesson plans and taught middle school.
  - Developed curriculum and taught inquiry science to 4<sup>th</sup> and 5<sup>th</sup> graders.
  - Lead summer camp program.
  - Substitute teacher for pre-school program.

- Director, Program Coordinator, Instructor McDowell Environ. Center 1994-2000 Narvoo, AL
- Hired, trained and supervised 5 permanent and 10 seasonal staff each year (a total of over 50 staff).
  - Taught outdoor, environmental education classes to students grades 1-10 (underprivileged/privileged, gifted/ learning disabled, rural / urban, etc.).
  - Designed comprehensive environmental education curriculum correlating to the Alabama Course of Study Science and Social Studies, grades 1-10.
  - Marketed to, scheduled for and coordinated with visiting schools (over 70 schools and 4,300 students per year).
  - Administered the annual budget (\$310,000.00).
  - Coordinated adult programs, workshops and conferences
  - Wrote, was awarded and successfully completed 3 grants from the Birmingham Foundation, Alabama Power, and Learn and Serve Alabama.

## EDUCATION

- 1992-1994 The Ohio State University Columbus, OH
- M.S., Environmental Communication, Education and Interpretation.
  - GPA 4.0
  - Thesis: The Evaluation of Residential Environmental Education Programs
- 1988-1992 Mary Washington College Fredericksburg, VA
- B.S., Biology.
  - GPA 3.9
  - Graduated Summa Cum Laude.

## PROFESSIONAL INTERESTS

Environmental Literacy Plan Task Force, Chair  
Environmental Education Association of Alabama: Vice President, Presenter, Conference Host, and Exhibitor  
Legacy, Partners in Environmental Education: Exhibitor  
National Association of Interpreters: Member, Newsletter Contributor and Alabama Coordinator  
American Camp Association: Member, Board Member

## TRAININGS AND CERTIFICATIONS

Alabama Public Schools Substitute Teacher; Leave No Trace Master Trainer; Wilderness First Aid, American Red Cross Community CPR; American Red Cross First Aid; American Red Cross Basic Water Rescue Instructor; American Red Cross Small Craft Safety-Canoeing Instructor; Project Learning Tree, Project WET, Project WILD, Alabama Water Watch.

## ORIENTEERING

(A writing sample)

*Work-for-Hire*

Throughout history, people have had to find their way through the wilderness. People developed maps and magnetic compasses to help them. Today, most people don't use these tools in their everyday life. But some people use maps and compasses in an exciting sport – orienteering.

**Practice,  
Practice,  
Practice**

### The Sport

In orienteering, a person races to find points that are marked on a map. These points are called controls. The racer can use only a map, a compass and their mind.

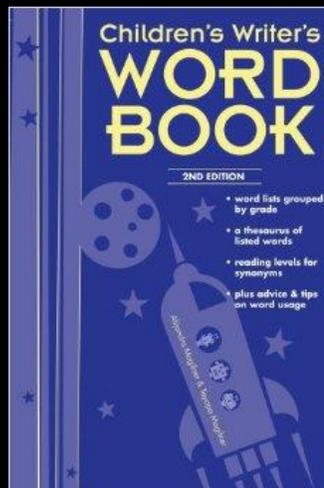
To win, a person must complete the course accurately in the shortest amount of time. To be the fastest, they must choose the best route to each control. They need to decide whether to go on or off the trail. A racer has to read the map to determine whether to go over a hill or around it. They may even decide to run through a river.

There are many types of orienteering. People can orienteer by mountain bike, car or even canoe. But, orienteering cross-country by foot is the most common.

**And use your  
critique group!**

# More tips on the sample

- Follow their guidelines
- Typically 5 pages or less
- Some accept 1-3 samples
- May send published clips if available



## • Match Reading Level

- ATOS: <https://www.renaissance.com/products/accelerated-reader/atos-analyzer>
- Lexile: <https://lexile.com/about-lexile/lexile-overview/lexile-infographic/>
- AR Bookfinder: AR Bookfinder <http://www.arbookfind.com/>
- *Children's Writer's Wordbook*

# FORMATTING

## The Road Less Travelled?

Work-for-Hire  
Royalties



Heather Montgomery  
P.O. Box 601  
Ardmore, TN 38449  
256-426-5871  
sipsey21@hotmail.com

Front matter: 400 Words  
Back matter: 900 Words

### BUGS DON'T HUG

Heather L. Montgomery

Bugs are not like us.

Bugs don't give "good morning" kisses. They don't strip off their pjs, or even comb their hair.

And, bugs don't hug.

Bugs don't use a spoon or fork.

But baby crickets do get eggs.

A mother short-tailed cricket lays extra, tiny eggs. She made the special eggs for her baby's first breakfast.

[Baby cricket: I like mine runny. Yummy!]

Montgomery, Bugs Don't Hug

Bugs don't clean up dirty diapers.

But ambrosia beetles get clean rooms.

A father beetle dances down the hall. He pushes his kids' poop with his hind legs and kicks it out the door.

[Father ambrosia beetle: P. U.!]

Bugs don't hold each other's hands.

But baby weevils stick together.

A baby weevil leads her brothers and sisters. Head-to-tail and tail-to-head, they march in single-file until they find the perfect picnic spot.

[Sister processionary weevil: Stick my head where?]

Bugs don't bake.

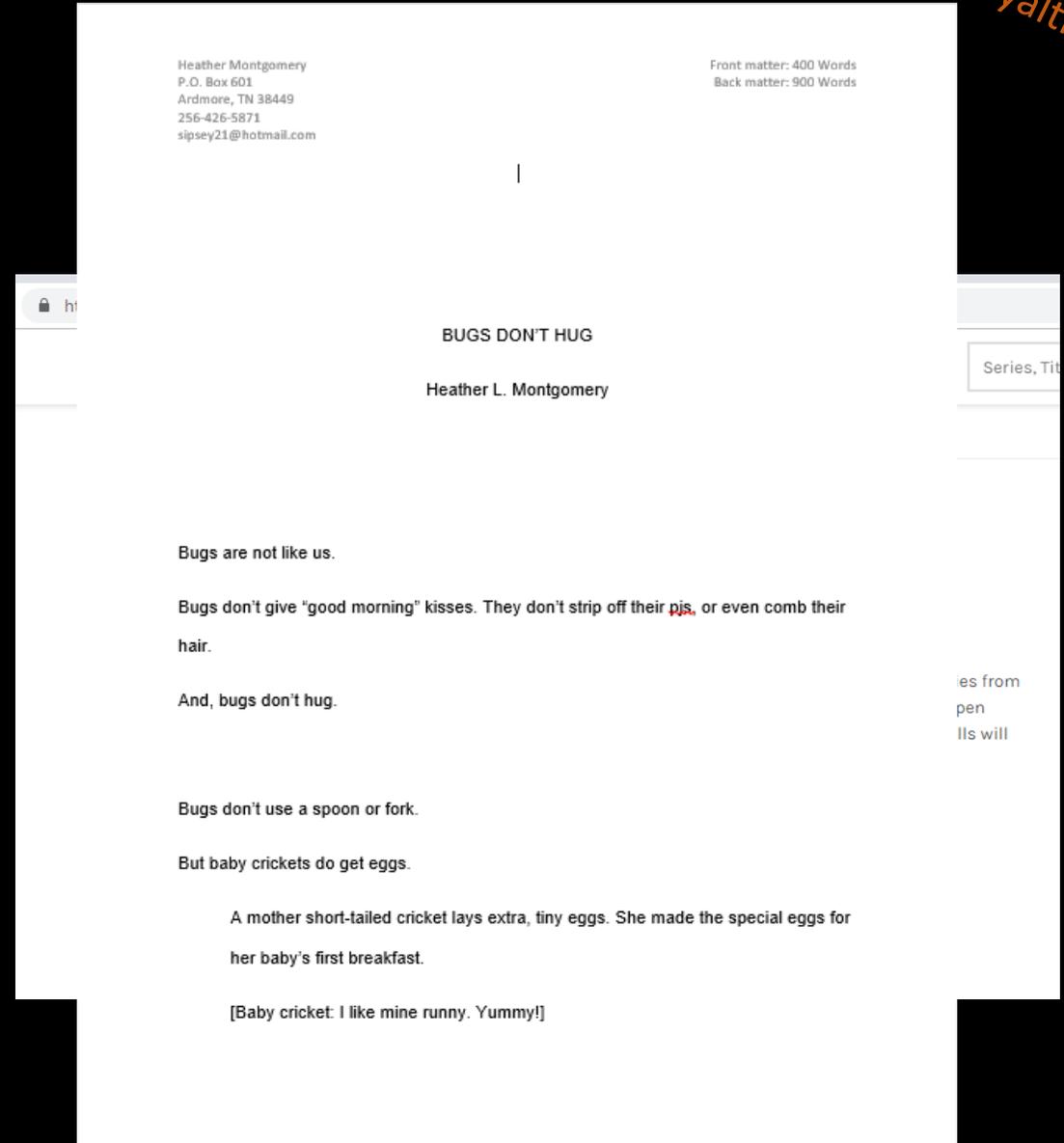
But dung beetle babies do get cake.

A mother dung beetle makes a cake of pig poop. She lays an egg inside. Later, her baby eats his way out!

[Mother rainbow dung beetle: Want ice cream with that?]

# Formatting

- Publisher-specific guidelines
- Industry standards
  - Black, 12-point, Times New Roman or Arial
  - Standard 8.5x11 page
  - Margins of at least 1 inch on all sides
  - Double-spaced
  - Left-justified with .5 inch indent on paragraphs (not tab or spaces)



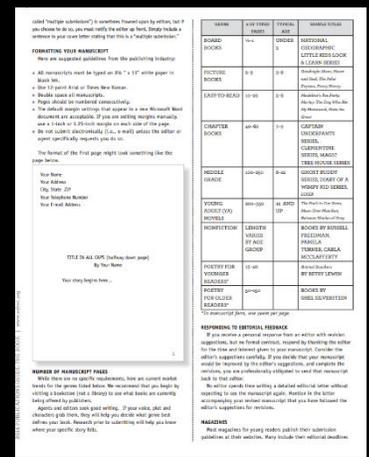
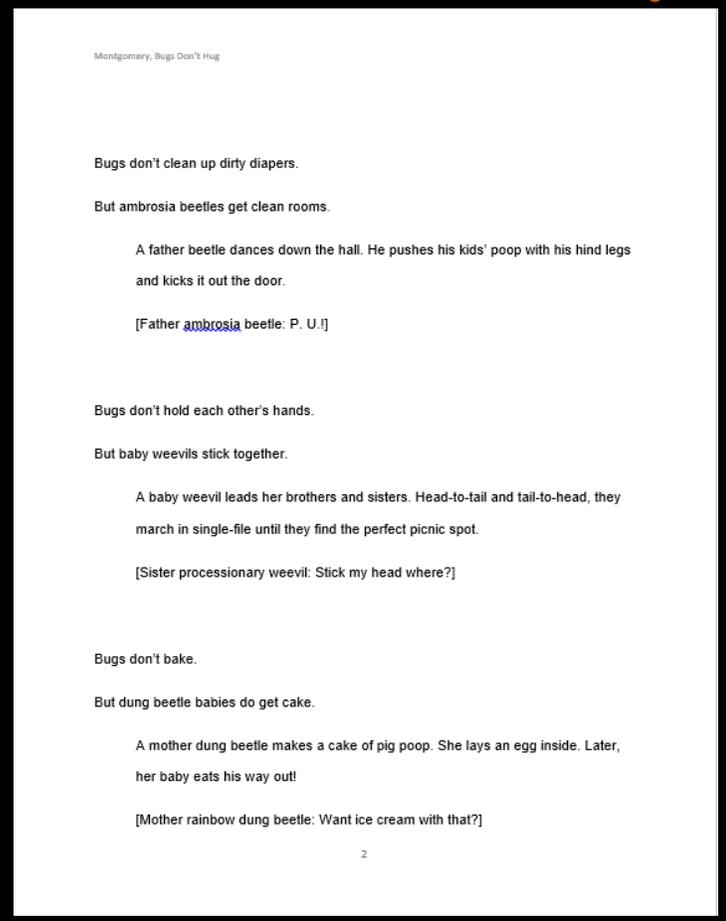
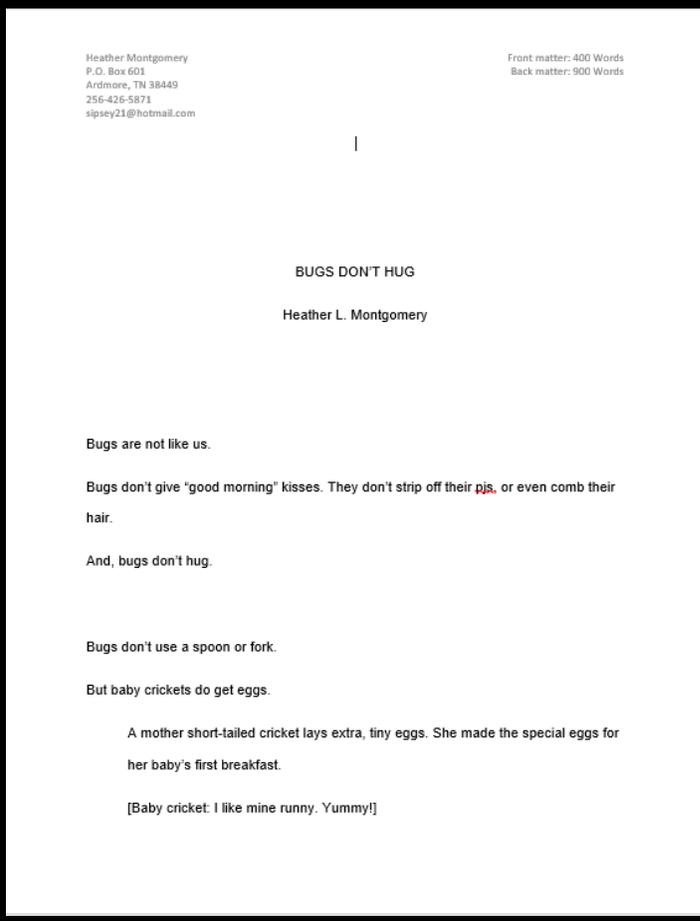
Work-for-Hire  
Royalties

1<sup>st</sup> page

- Contact info in upper left
- Word count in upper right
- TITLE in all caps halfway down page
- Your name below title
- Begin story below title

All other pages

- Page number in the bottom footer
- Upper left, title of work, your last name
- Follow Industry standards



<https://www.scbwi.org/wp-content/uploads/2013/09/From-Keyboard-to-Printed-PAGE.pdf>

# Cover Letter (email)

August 12, 2010

- QUERY LETTER?

Dear [REDACTED],

I hope that you have had a nice summer. It is hot and dry here in Alabama. When you attended Springmingle last spring you commented that you liked the humor in my on-line writing sample "Most Dedicated Mom." I thought you might be interested in the enclosed manuscript.

*Bad Boys of the Bug World* takes a humorous look at the top ten rudest young bugs. For example, mesquite bugs pass gas, ant lions litter, and tortoise beetles wear poop. Although this manuscript presents important scientific concepts correlated to the National Science Standards, and could easily cross over into the classroom, the voice is fun, conversational and irreverent enough to appeal to the trade market. Plus, there is plenty of plenty of yuck-appeal.

You may remember my passion for insects and for teaching children about nature. I work with thousands of school children a year who would eat this up. Even a reluctant reader can't resist reading on to find out how eating your sister could be considered a good thing!

Thank you for your consideration. I look forward to hearing from you.

Sincerely,

Heather L. Montgomery

Enc. SASE  
Manuscript  
Resume

Royalties

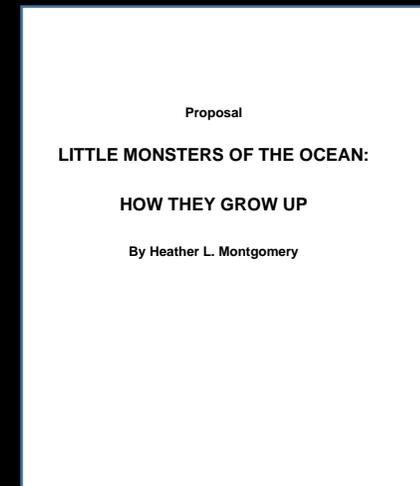
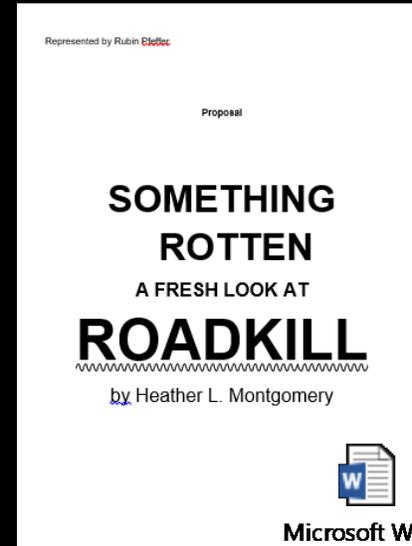
# The Proposal

Includes:

- Overview
- Target Audience/Potential Markets
- Comp Books
- Author Bio/Platform
- Table of Contents
- Sample Chapters (typically 3)

Optional

- Series Potential
- Visuals
- Influencers
- Curriculum Connections



# References/Backmatter

- References are critical.
  - For a PB, I send a separate manuscript with endnotes and works cited
- Backmatter is desired.
  - Study books by potential publishers to see how they handle it.

Little Monsters, Montgomery

## Selected Bibliography

Hadfield, Michael G. Interview with the author. 25 Oct. 2017.

Haug, Carolyn, et al. "Extreme Morphologies of Mantis Shrimp Larvae." Nauplius, vol. 24, 2016, doi:[10.1590/2358-2936e2016020](https://doi.org/10.1590/2358-2936e2016020).

Kerlin, Kat. "Robot Larvae Deployed at Sea." *UC Davis*, UC Davis, 31 Aug. 2016, [www.ucdavis.edu/news/robot-larvae-deployed-sea](http://www.ucdavis.edu/news/robot-larvae-deployed-sea).

Lavalli, Kari L., and Ehud Spanier. *The Biology and Fisheries of the Slipper Lobster*. CRC Press, 2007.

Lucas, Cathy H. "Reproduction and Life History Strategies of the Common Jellyfish, Aurelia Aurita, in Relation to Its Ambient Environment." *Jellyfish Blooms: Ecological and Societal Importance*, 2001, pp. 229–246., doi:[10.1007/978-94-010-0722-1\\_19](https://doi.org/10.1007/978-94-010-0722-1_19).

Neo, Mei Lin. "Giant Clam Information." Email to the author, 10 Nov. 2017.

Ward, George. *The Blue Crab: A Survey with Application to San Antonio Bay*. Center for Research in Water Resources, University of Texas at Austin, 2012. [http://www.twdb.texas.gov/publications/reports/contracted\\_reports/doc/0900010973\\_BlueCrab.pdf](http://www.twdb.texas.gov/publications/reports/contracted_reports/doc/0900010973_BlueCrab.pdf)

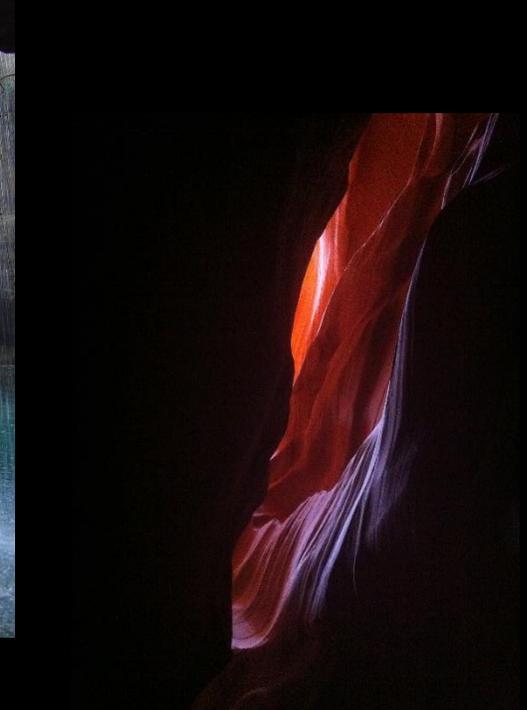
Index

adaptation

American eel

Aquarius

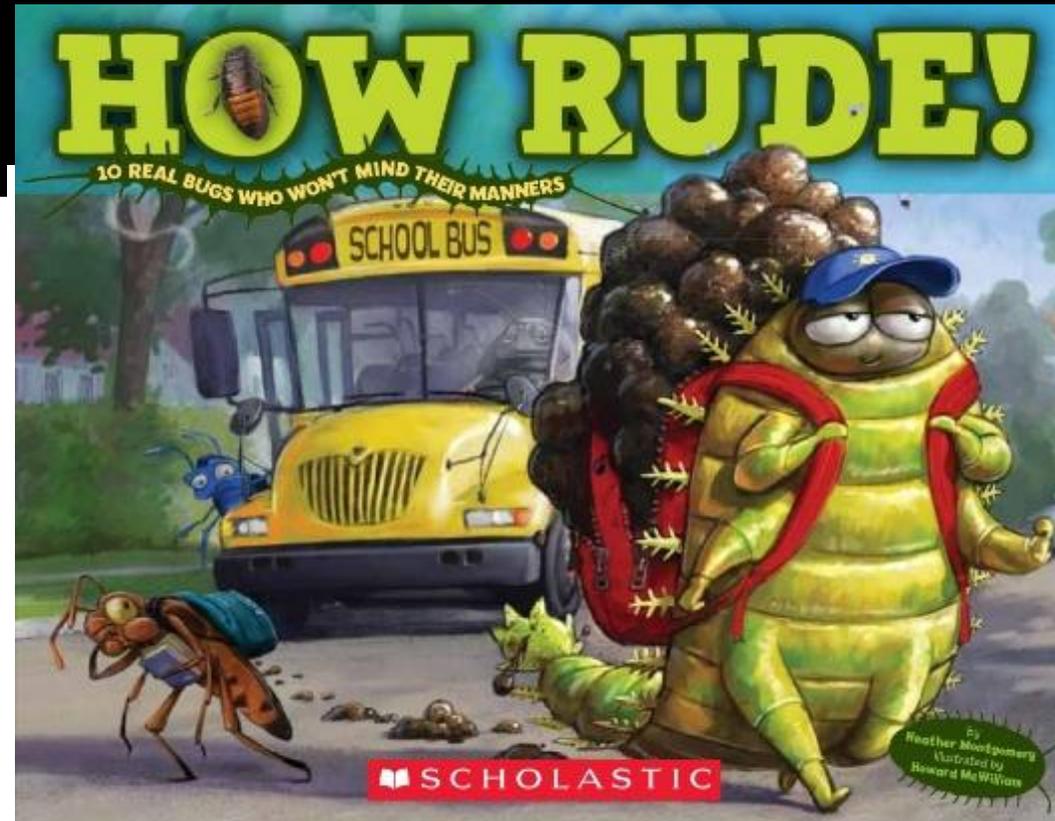
5. Enjoy the Journey  
(Don't sit around and wait)



A wide-angle photograph of a mountain trail. The foreground and middle ground are dominated by a steep, grassy slope covered in vibrant, multi-colored vegetation, likely wildflowers, in shades of red, orange, yellow, and green. A narrow dirt trail winds across this slope. Two hikers with large backpacks are visible on the trail, one further ahead than the other. In the background, a valley opens up, showing a cluster of evergreen trees and a glimpse of distant, snow-capped mountain peaks under a clear blue sky. The overall scene is bright and sunny, suggesting a clear day in a high-altitude environment.

See You on the trail!

Be STUBBORN!



June 2014 Aug 2015