



## THM Student Email/Web Access Permission Form

**Please read, review, and submit the document below. It will explain the students rights and responsibilities for the use and distribution of THM Student News publications inshaAllah.**

Name/Kunya _____	City/State _____
Age Group _____	Phone number _____
Parent Email _____	Country _____
Student Email _____	Position at THM _____

**Students are required to make all submissions for post by Thursday evening, the deadline is 9:00pm EST. All post submitted after that will not be used until next publication inshaAllah.**

Please review your responsibilities below...

### Editor /thm.snews1

All students have a responsibility to work with each other upon Al-Bir and Taqwa. To treat each other with respect, and to love one another for the pleasure of Allah. If any conflict arises remember that we are to refer all matters back to Allah and His messenger. We cannot act out, but when can speak up, by sharing those issues with an adult. May Allah reward you all for your contributions to the THM Student News (c). 2005

Responsible For: As editor of the paper you are responsible for reviewing the paper once the format has been set. Checking for spelling errors, looking for anything that might cause conflict because of the opinion of the writer, making sure all photos, hadiths, or use of an ayaat are in accordance to Quran wa sunnah, checking the links to make sure they come from authentic resources etc... This is a big responsibility. And may sometimes seem difficult, but for assistance you can always ask the Admin Staff for help inshaAllah. You must also submit/forward all articles given to you for publication to the Admin.

### Editor's Asst./ thm.snews2

Responsible For: As editor's Assistant of the paper you are responsible for reviewing the paper once the format has been set. Checking for spelling errors, looking for anything that might cause conflict because of the opinion of the writer, making sure all photos, hadiths, or use of an ayaat are in accordance to Quran wa sunnah, checking the links to make sure they come from authentic resources etc... Any articles submitted to you for review need to be forwarded to the admin staff as well as the editor. Anything that the editor ask you to assist her in becomes your task inshaAllah. Our object here is team work. Sisterhood.

### Reporters/ thm.narrator 1,2,3 or 4

Responsible For: As reporters for THM student news you are expected to find juicy content for the publication, things that are catchy for the readers and of course related to the youth from Islamic backgrounds, you can include education, permissible sports, activities, cooking, etc... make it fun, fun, and even more fun. Submit your articles to the editor, the asst. or the Admin.

## Beloved Parents

Assalaamu Alaikum wa rahmatullahi wa barakhatahu, my beloved sister in the deen of Allah. We wish to thank you for allowing and encouraging your daughters to be apart of this great effort to supply an outlet for energy, creativity, and to increase in knowledge inshaAllah. You have our gratitude alhamdulillah. As parents, we want you to know that your daughters have rights at THM that are in accordance to Islam as follows:

1. They may submit articles of interest to them, as long as their opinion does not oppose that of the Quran, Sunnah, Scholars, or Du'aat.
2. They may submit photographs that are in accordance to the lack of imagry required from the sunnah example (jeans without the human, etc...)
3. If your student has a conflict they may submit a complaint without the process of retaliation from staff to thmsadaqagroup@gmail.com
4. If the student is overwhelmed by the work they may choose to take a lower position (such as organizer) until they feel more comfortable without actually abandoning their position at THM Student News (c). If you have any questions, comments, or suggestions we ask that you do not hesitate to inform us. And we again thank you for allowing us the opportunity to work with our young muslimah.

Barakallahu Feekum

## Email/Web Access

The students of THM Student News are required to establish a seperate email account to receive email for THM Student News. The email accounts that are created for this purpose are from a gmail account. Each student is sent an email with instructions for the creation of this account. The email contains the chosen name for the student that is required for use by the student. When the student is sent the invite. They can create the account. However, upon acceptance gmail authorizes 19 additional invites. The student must ask the permission of the parents to create additional email accounts. We are expressing this to the parents so that they can be aware of the facts, in case other factors exist.

Web Access is most often required for the students and this is because most of our communication is done through this medium. So in light of this THM Student News will send out emails or post during the following times to make it easier for the students to check messages during less busier times in their homes, and Allah knows best.

Fajr -6:00AM post (May be done overnight anytime after 11:00pm)

Dhuhr - 3:00pm post (Midday post )

Maghrib - Isha (Evening Post)

Of course we would like to stick to a schedule so we encourage you the parents and the students to find a suitable time for the student to post inshaallah.

To affirm all that has been said above in this entire document, and to give authorization for use of the THM Student News rights and responsibilities please sign below and submit. InshaAllah.

Parent Authorization \_\_\_\_\_