

# Guidelines

This community means a lot to us, and in due time it will mean a lot to you, so we outlined some guidelines to make sure everyone on our team shares the same passion for changing the way we learn.

In order to remain a KnowtTaker, you must contribute **at least 3 notes on Knowt every month** in any of the subjects you selected. As long as you have 3 that fall under your selected subjects **you can contribute more notes in any subject outside the ones you indicated as well (these will also be rewarded!)**. *If you ever want to add more subjects, or change subjects, feel free to reach out at any point!*



Since certain subjects will be more popular than others, we may suggest you to cover a specific subject that has less notes for that month! We want to make sure that you're getting the most people viewing your notes, so we will also suggest note topics for you to cover.

Your notes must meet the following standards:

1. Each note must be at least 500 words
2. All text in your notes must be your own words and factually correct. **If a note is reported (caught plagiarizing or spreading incorrect information), your hours/payment for the month may be forfeited, and you may potentially be kicked out of the program**
3. Please tag and title your notes appropriately (*Only applicable once Knowt 4.0 is out!*)
  - You should tag each note based on the subject it falls under. Here's a quick [tutorial](#) on how to do that.
  - When titling your notes, use the format "Textbook title + chapter + topic". For example: McGraw Hill Biology Chapter 2 Photosynthesis
  - If notes are not from a particular textbook, make sure to specify the topic. For example: Photosynthesis
  - If notes are from a textbook, please add them to that specific textbook. Here's a quick [tutorial](#) on how to do that.