## Post Newsletter of the Year Contest to be Judged at the Annual Fall Conference

(adopted at Mid-Winter Conference - February 16, 2001)

The Public Relations Committee will select the Post Newsletter of the Year Award winner at the Fall Conference. After all other business has been conducted the committee will go into closed session to perform the judging.

Any Post that wants to submit their newsletter for the competition should provide a copy of every newsletter mailed out in the last program year. This would start with the first newsletter after the installation of post officers.

A **cover page** containing the post name, post number, post city, name of the newsletter editor and the name and address of the person submitting the contest entry **is a requirement**.

A **binder (cover) is not required but** a binder will insure that none of you issues are lost and an attractive binder could affect the points awarded in the "Judge's Option" scoring category.

The score-sheet on the reverse side of this form will be used to score the contestants. Each judge will score every post entry. The scores from each judge will then be combined. The post with the greatest number of total points will be the winner.

After the judging all entries will be placed on a table in the registration area for viewing. Any post wanting their contest entry back should make arrangements for someone to pick up that entry from the registration area.

Send your newsletters to Department Headquarters no later than October 10, or hand deliver to committee meeting prior to the committee's going into closed session for judging.

## The American Legion Department of North Carolina Public Relations and Publications Committee Post Newsletter Judging Score sheet (adopted at Mid-Winter Conference - February 16, 2001

	Possible Points	Post									
<ol> <li>Cover Page containing - Post name, post number, post city, newsletter editor, name and address of person submitting contest entry.</li> </ol>	(10)										
2. How often is the newsletter published?	(10)										
Are the newsletters in chronological order of editions and are all issues included with contest entry?	(10)										
4. Does the newsletter cover recent post activities telling the who, what, when, where and why of the activities?	(10)										
5. Does the newsletter provide useful information about upcoming events including date, start time, time for workers to be there, dress, etc.?	(10)										
6. Does the newsletter explain programs and events? (example: It should not assume that everyone knows what Boys State is and simply say that the post is sending 3 boys. It should give a short description of what Boys State is for the new members.)											
	(10)										
7. Does the newsletter make use pictures or clip-art?	(10)										
8. Is the newsletter neat and attractive or does it appear to be jumbled and crowded?	(10)										
9. Is the newsletter written in a clear and grammatically correct manner?	(10)										
<ol> <li>Judge's Option - points given on judges personal subjective opinion of the overall quality of the newsletter</li> </ol>	(10)										
TOTAL POINTS	(100)										