

## **RULES AND GUIDELINES**

### **FOR THE 2018 BULLETIN EDITOR and AUTHOR CONTEST**

**Note and follow CONTEST DEADLINE!**

**All entries WITHOUT EXCEPTION are due (in my hands) no later than the end of day December 5, 2017**

All entries to the **2018 Bulletin Editor and Author Contest** must have been written and published within the **2017** Calendar year. Previously published material will be disqualified. Articles published *after* a member has passed will be disqualified.

Please confirm that all Bulletins, Articles, Features, Poems, and Special Publications submitted for this competition are the **original work** of your club member or have been properly cited/credited. These submissions may be reproduced, duplicated or distributed for non-commercial use. If you know of any copyright restrictions or have reservations about work submitted to this contest being published elsewhere, do not submit it.

**YOUR DIGITAL COPY: One (1) digital copy of each entry, including completed score sheet, **must be submitted in PDF format on ONE DISK.** Label the outside of disk with club name, editor's name and a contact phone number.** Multiple paged entries for bulletins or longer articles should be submitted as one multipage pdf. You may attach a score sheet/entry form as the first page or provide it separately. Please be certain to check mark SCFMS as your federation and complete all applicable areas on fillable score sheet prior to adding to document and finalizing your multipage pdf. Create folders for each category entered and include all entries for each category within the corresponding folders. You may title the files by author/editor name or date for bulletins. If you have difficulty meeting this requirement please call the SCFMS BEAC prior to submission. This will be required in addition to the standard hard copies. Please be mindful of the spelling of your authors' names and feature or article titles, this information ends up on our winning trophies!

**YOUR PAPER SUBMISSION: Three (3) paper copies of each entry should be provided in the same format as they were distributed to your club with completed scoresheet on top.** If your newsletter is copied double-sided, then the newsletter, article, etc., must be submitted double sided. No special printing in color if the version your members receive is black and white. Send the appropriate page(s) from the bulletin for an article, feature, or poem. Cross out portions of articles or material that may have appeared on the same page, but is not being submitted for judging. This is helpful, but not required. If your newsletter is distributed exclusively by email or Web, a printed copy must be submitted. The printed copy may be in color or black/white and single or double sided. Judges will be instructed not to give additional consideration to color-printed pages.

**EDITOR/AUTHOR ELIGIBILITY:** All editors/authors are eligible to enter whether or not an entry was submitted in the past and whether or not a first place trophy was awarded. The top three SCFMS winners in each category will be forwarded to the AFMS to compete nationally. Any editor or author who has won first place in the AFMS contest can enter the SCFMS contest, but will not be eligible to compete in the AMFS contest in certain categories for the following two years. See AFMS contest guidelines for more detail.

## **BULLETINS:**

### **Rules for Bulletin Entries**

Submit three (3) copies each of any two issues of bulletins published during the contest year. Bulletins must be submitted in the same format as received by your club members (see “Your Paper Submission” for e-mail or Web-only newsletters). Attach a completed [Bulletin Score Sheet](#) to each copy.

**Size:** Bulletin awards will be made in three bulletin categories based on the number of printed pages. Single-sided standard letter size (8 1/2 x 11) counts as one page; double-sided standard letter size counts as two pages. Legal size (8 1/2 x 14) counts as 1 1/2 pages as does a page done in 9 point or smaller font size. Two small pages (5 1/2 x 8 1/2) count as one page. Cover pages may or may not be counted; see discussion below.

### **The bulletin size categories are:**

**MINI:** 6 printed pages or less.

**SMALL:** 7 to 11 printed pages

**LARGE:** 12 printed pages or more

**Note:** If the size of your bulletin varies from month to month, please ensure that both issues you enter are in the same size category. If mixed size categories are entered, the BEAC will randomly pick one for entry and discard the other.

## **NEW EDITORS:**

**If you were a New Editor during the contest year, please indicate “NEW EDITOR” as your size category on the [Bulletin Score Sheet](#).** All entries in the New Editor category will be judged together regardless of size class. If there are two or fewer entries in the New Editor category, they may be judged against other clubs according to bulletin size. The top three New Editor winning entries will be forwarded to the AFMS for judging in the AFMS New Editor category whether it was judged in its own category for the SCFMS or not. Note that you must never have been a gem and mineral society/club newsletter Editor in any federation in the past. If you have edited any club newsletter in the past, you are not a New Editor by AFMS rules. Additionally, an Assistant Editor, Co-Editor, or member of the outgoing Editor’s immediate family cannot be entered as a New Editor. (AFMS Rules apply)

## **COVERS:**

A cover page that contains the name of the bulletin, date of publication, volume number, and possibly places for a mailing label, return address and postage does not count as a page in determining the size of the bulletin. However, if the cover page contains some of the items listed above, but also contains information that routinely changes (such as a monthly calendar, reports, pictures that change periodically, news items, etc.) then it must be counted in determining the size of the bulletin. If a bulletin ordinarily has a separate mailer or envelope, submit it with each copy of your entry to avoid losing points for “no return address.” If your publication is ‘digital only’ please provide a link so that judges can see that the newsletter is regularly updated to your club’s Facebook or web page.

## **ARTICLES, FEATURES and POETRY:**

### **Rules for Article, Feature, and Poetry Entries:**

All Articles, Features, or Poems must be original, must be first published in your society's bulletin, and must have been published during the previous year. Only one article, feature, or poem per author per category will be accepted. Entries from the same author in different categories is acceptable. The author must be a member of the club submitting the entry. If an author is a member of more than one club, each club may submit an entry from that author, but only the highest-placed entry will receive an award. If an author writes regularly for a bulletin, the Editor must choose the best article, feature, or poem to submit. Please note that an Editor can also submit an article that he/she authored. No serial articles or feature (for example, one that continued in a second or third issue of a bulletin) may be submitted. Any number of articles, features, or poems can be entered from the same bulletin issue.

**Note for Editors:** Choose articles carefully. In order for them to be an article and not a feature, they must be original, not a summary or review of an article, and not a trip or vacation report unless further information is included such as geological factors, or the article has been researched to enhance educational value, etc. Items that are not hobby-related, have little or no educational value, or are trip/vacation reports (travelogues), "Sunshine" reports, cartoons, puzzles, etc., are important to a bulletin but should be submitted in the "Features" category. The BEAC or judge may make the final decision as to eligibility. Articles, Poems, and Features must be submitted as they appeared in the bulletin. Send the page(s) from the bulletin even if the page contains portions of other articles. On your paper copies, you may choose to cross out material which is not being submitted for judging.

### **The following are the categories for Articles/Features/Poems. The Editor is responsible for choosing the correct category.**

- **Articles - Adult:** Articles by adults age 18 or over. Submit three (3) copies with a completed [Adult Articles Score Sheet](#) attached to each copy.
- **Articles – Adult Advanced:** This includes AFMS previous first place winners; authors of books and other published documents; the author earns his/her living in an Earth Science field. Submit three (3) copies with a completed [Adult Articles Advanced Score Sheet](#) attached to each copy. Please detail qualifying information on each Score Sheet. If you use the online form, there is not an area for adding the qualification information. You may add the qualification information on the back or on a separate sheet of your paper copies, and as an added page following the scoresheet in your digital pdf.
- **Articles – Junior 12–17:** All articles by authors between ages 12–17 at publication. Submit three (3) copies with a completed [Junior 12-17 Score Sheet](#) attached to each copy. Please indicate the age of the author at the time the article was written.
- **Articles – Junior Under 12:** All articles by authors under the age of 12 at publication. Submit three (3) copies with a completed [Junior Under 12 Score Sheet](#) attached to each copy. Please indicate the age of the author at the time the article was written.

- **Features:** Features can be written or hand drawn items (e.g., cartoons and puzzles). Written Features are items (including poems unrelated to the hobby) which add spice to a club bulletin, but do not necessarily follow the form of an article. (NOTE: The AFMS may limit features to hobby-related topics. If this restriction is added to this year's AFMS competition, the SCFMS will judge and score all entered features, but non-hobby-related features will not be eligible for further AFMS competition). They must be original, and there is no length limitation except that it may not extend over more than one issue of the club's bulletin. A possible entry would include a humorous anecdote, field trip reports, a non-educational travelogue, president's column, a play on mineral names, club contest, club member news, a book or article review, meeting presentation review, or club history. **Meeting minutes are generally not competitive and will be deemed ineligible.** Drawn Features are items including puzzles, cartoons, crystal structures, faceting patterns, etc., and may be submitted as Features. The Drawn Feature should be hand drawn and have an accompanying description or heading to add to the originality, but the drawing predominates. Submit three (3) copies of each feature with a completed [Features Score Sheet](#) attached to each copy.
- **Poetry - Adult:** Poems must be rock or hobby related (if not rock or hobby related, they should be entered in the Features category). Submit three (3) copies with a completed [Adult Poetry Score Sheet](#) attached to each copy.
- **Poetry - Junior:** Poetry by authors under the age of 18 at publication. Poetry must be rock or hobby related (if not rock or hobby related, they should be entered in the Features category). Submit three (3) copies with a completed [Junior Poetry Score Sheet](#) attached to each copy. Please note the age of the author at the time the poem was written.

## **SPECIAL PUBLICATIONS:**

### **Rules for Special Publications:**

A Special Publication is an original, one-time publication during the year. The author, authors, editor, or editors must be members of the club submitting the publication. The Special Publication should be club, hobby, or earth science related. Club participation or involvement in the Special Publication is desirable. Special Publications may be of any length but should be long enough to cover the subject. If a publication is an update or revision of a previous publication, the earlier publication should be included in order for the judge to compare and evaluate the amount of new work completed and score accordingly. Articles and poems published over a year's time should not be bunched and submitted as a Special Publication. Special Publications should list an address to which inquiries may be made. Submit three (3) copies with a completed [Special Publications Score Sheet](#) attached to each copy.

## **QUESTIONS?**

Don't hesitate to call 225-620-5174 (cell) or email [kimberlyarts@hotmail.com](mailto:kimberlyarts@hotmail.com)

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