

Summary Sheet

VHSL State Writing/Photo/Design Contest

Entry Deadline: June 15

DIRECTIONS: This form should be the top sheet in your packet of entries and serves as a summary. Please type or print legibly. Contest entries must have been published (photo entries produced) during the current school year. All entries must be **postmarked** by June 15. VHSL strongly recommends sending your entry/entries via trackable shipping service.

COST: Attach your check or money order payable to VHSL to this form. Please include \$2 per entry. Up to three entries per category per school may be submitted. Keep a copy of this form for your records.

WINNERS: Winners will be announced at the VHSL Championship Journalism Workshop in October and Certificates of Recognition will be presented. Winners will also be listed in the VHSL Championship Journalism Workshop program, on the VHSL website at www.vhsl.org and in the VHSL Book of Records.

Number or entries: _____ **x \$2 = \$** _____ **Amount enclosed**

School: _____

School City: _____ Adviser: _____

Name of Publication: _____ Editor: _____

Indicate categories entered by noting the number of entries submitted. **Limit of three entries per category.**

NEWSPAPER:

- _____ 1. News: Straight News/News Feature/Sports News
- _____ 2. Feature: Human Interest/Personality (including Sports)
- _____ 3. Feature: In-Depth/Informative (including Sports)
- _____ 4. Editorials
- _____ 5. Bylined Personal Opinion/Column
- _____ 6. Review
- _____ 7. Photo: News/Feature*
- _____ 8. Photo: Sports*
- _____ 9. Front Page Layout
- _____ 10. Inside Page Layout/Spread
- _____ 11. Advertising
- _____ 12. Newsmagazine Cover
- _____ 13. Infographics/Secondary Packaging
- _____ 14. Editorial Cartooning

LITERARY MAGAZINE:

- _____ 1. Concept packaging
- _____ 2. Cover (front and back)
- _____ 3. Table of contents
- _____ 4. Photograph
- _____ 5. Drawing
- _____ 6. Painting
- _____ 7. 3-D art
- _____ 8. Computer art
- _____ 9. Art gallery spread
- _____ 10. Prose spread
- _____ 11. Poetry spread
- _____ 12. Infographics/Secondary Packaging
- _____ 13. Editorial Cartooning

YEARBOOK:

- _____ 1. Concept Packaging
- _____ 2. Student Life Spread
- _____ 3. Academics Spread
- _____ 4. Clubs/Organizations Spread
- _____ 5. Sports Spread
- _____ 6. People Spread
- _____ 7. Feature Photos*
- _____ 8. Sports Photos*
- _____ 9. Advertising
- _____ 10. Infographics/Secondary Packaging

***Fall delivery yearbooks:** If your book will not be delivered in time to meet the contest deadline, send a high quality print of the page(s).*

Supplemental electronic files (CD) of all entries are appreciated but not required.

() Submit a copy of the printed page on which the photo was used, and indicate on the entry blank whether traditional or digital photography was used. Original print or electronic file (cd) optional.*

"I certify that all materials submitted by our school represent students' work. If non-student work or alteration has affected the printed product, notations have been made to indicate those changes."

Adviser's signature _____ Date _____

Entry Blank

VHSL State Writing/Photo/Design Contest

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1. Duplicate this entry blank on 8 ½ x 11 sheets of paper. Glue one entry to the back of each Contest Entry Blank. **Do not use paper clips or tape.**
2. For larger entries, fold to fit the 8 ½ x 11 entry blank form. Do not use large matting.
3. A story or photo may be submitted in only one category, except that it may also be part of a page submitted in a page spread/layout division
4. Check the Summary Sheet for a listing of the categories and category numbers.
5. Mail to: Virginia High School League
1642 State Farm Blvd
Charlottesville, VA 22911
6. **Advisers: Don't forget to sign each entry.**

Please print **legibly** or type:

Check summary sheet for category number and name.

Category number _____ Category name _____

Photo only: Submit tear sheet. The original print or electronic file (CD) is optional. If included, put in a plastic bag, staple it to the entry form and label with school name and student name. Please indicate the technology used by placing a check mark:

Digital photography _____

Traditional photography _____

Headline or page numbers _____

Student(s) name(s) _____

School _____

City _____

Name of publication in which entry appeared _____

Date entry was published (or photos produced) _____

Adviser's signature _____

For judges' use only:

PHASE I JUDGE: _____ (initials)

This entry is a Top 5 Finalist.

PHASE II JUDGES: _____ (initials) _____ (initials)

1st place

2nd place

3rd place

Honorable Mention

Outstanding elements of first place winner: _____

Entry Descriptions

VHSL State Writing/Photo/Design Contest

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NEWSPAPER

1. **News: Straight News/News Feature/Sports News:** May include breaking news, preview on upcoming events or updated angle on old news.
2. **Feature: Human Interest/Personality (including Sports):** Focusing less on current events and hard facts and more on culture and individual people, often with an emphasis on human emotion. Student reactions are emphasized.
3. **Feature: In-Depth/Informative (including Sports):** Focusing on important events or issues that directly affect the audience or information of little immediate news value but of interest to readers. Uses reliable, well-informed sources as well as getting student reactions.
4. **Editorials:** Staff-written opinion pieces. No byline. The editorial board of the newspaper decides the newspaper's standpoint on the issue and takes a collective stand, often emphasizing student leadership.
5. **Bylined Personal Opinion/Column:** Like an editorial, but offering one staff member's opinion.
6. **Review:** Weighs the pros and cons of a newly released CD, movie, book, video game, restaurant or other medium.
7. **Photo: News/Feature:** A photo that stands alone with an accompanying cut line or accompanies a news or human interest story. Entry includes complete published page.
8. **Photo: Sports:** An action photo of athletic competition or sidelines activity. Entry includes complete published page.
9. **Front Page Layout:** The overall content/design of the front page of the paper.
10. **Inside Page Layout/Spread:** The overall content/design of a single page other than the front page or a two-page spread with a unifying theme.
11. **Advertising:** Original, student-designed work that has visual impact and may include company logo
12. **Newsmagazine Cover:** The overall impact/design of the front and back covers
13. **Infographics/Secondary Packaging:** Charted information, lists, timelines, graphs, quote boxes, maps, diagrams, etc. that add to a package on the page. Infographics should acknowledge how information was gathered and all design should be original.
14. **Editorial Cartooning:** Submit cartoon (and caption if one was included) which will be judged on originality, appropriateness to subject matter, style and clarity. Attach any accompanying writing which would add understanding to the cartoon.

YEARBOOK

1. **Concept Packaging:** Each entry includes title page, opening pages, two division pages and closing pages
2. **Student Life Spread:** Each entry is a two-page spread
3. **Academics Spread:** Each entry is a two-page spread
4. **Clubs/Organizations Spread:** Each entry is a two-page spread
5. **Sports Spread:** Each entry is a two-page spread
6. **People Spread:** Each entry is a two-page spread
7. **Feature Photo:** Entry includes complete page or spread
8. **Sports Photo:** Entry includes complete page or spread
9. **Advertising:** Original, student-designed work that has visual impact and may include company logo
10. **Infographics/Secondary Packaging:** Charted information, lists, timelines, graphs, quote boxes, maps, diagrams, etc. that add to a package on the page. Infographics should acknowledge how information was gathered and all design should be original.

LITERARY MAGAZINE

1. **Concept Packaging:** Each entry includes title page, opening pages, two spreads, and closing pages
2. **Cover:** The overall impact/design of the front and back covers
3. **Table of Contents:** The organization of/design of the table of contents
4. **Photograph:** The overall impact of a photograph
5. **Drawing:** The overall impact of a drawing
6. **Painting:** The overall impact of a painting
7. **3-D Art:** The overall impact of 3-D art
8. **Computer Art:** The overall impact of computer art
9. **Art Gallery Spread:** The effectiveness of a spread that features only artwork
10. **Prose Spread:** The effectiveness of a prose spread that may include artwork

11. **Poetry Spread:** The effectiveness of a poetry spread that may include artwork
12. **Infographics/Secondary Packaging:** Charted information, lists, timelines, graphs, quote boxes, maps, diagrams, etc. that add to a package on the page. Infographics should acknowledge how information was gathered and all design should be original.
13. **Editorial Cartooning:** Submit cartoon (and caption if one was included) which will be judged on originality, appropriateness to subject matter, style and clarity. Attach any accompanying writing which would add understanding to the cartoon.

All submissions will be evaluated for quality of photography, headline treatment, body copy, captions, alternative copy if any and overall layout and design as appropriate. Evaluators will specifically judge content of newspaper categories 1-6, 11, 13 and 14; yearbook categories 1, 9 and 10; and literary magazine categories 1, 12 and 13.

Please feel free to contact Sharon Condoulis (scondoulis@vhsl.org) or Lisa Giles (lgiles@vhsl.org) should you require any clarification on procedure or rules.

Individual Category Newspaper/Yearbook/Magazine Information **VHSL State Writing/Photo/Design Contest** **Entry Deadline: June 15**

SCREENING PROCESS:

Entries must be screened before they are judged. We will not consider entries that:

1. are not entered into the correct category
2. have incomplete information on the Contest Entry Blank
3. are not attached to the Contest Entry Blank
4. are not accompanied by the school's official Summary Sheet and appropriate payment
5. are improperly prepared
6. have more than three entries per category
7. have not met the June 15 entry deadline
8. indicate that the student/adviser is unsure which category the entry should go in
9. have not been signed by the adviser
10. have not been published (photos produced) during the current school year

Please check all entries before submission. All contest materials become the property of the VHSL. First-place winners in all categories will be kept at the VHSL office and may be used for publication purposes.

PREPARING ENTRIES:

1. Make copies of the Contest Entry Blank
2. Cut stories, art, pages, etc. from the publication.
3. Glue each entry onto the back of the Contest Entry Blank
4. If an entry has more than one page, separate the pages by cutting them. Then tape the pages together in order. Put the tape on the back side of the entry only. Do not wrap tape over to the front of the entry. Glue the entry form to the back of the first page and fold in accordion style to prevent wrinkling.
5. Entries must have been published (photos produced) during the current school year

Mailing:

1. Stack entries in numerical order by category number.
2. Place in an envelope with the Summary Sheet on top of the pile of entries
3. Include payment, (\$2 per individual entry); checks should be made payable to VHSL
4. Mail to:
Virginia High School League
1642 State Farm Blvd
Charlottesville, VA 22911

JUDGING AND RECOGNITION:

1. Entries will be evaluated by a team of volunteer high school newspaper or yearbook advisers in a group (A, AA or AAA) other than their own.
2. Judges may select a first, second, third and honorable mention entry in each category in each enrollment group, subject to the number of entries in each category.
3. Winners will be announced at the VHSL Championship Journalism Workshop in October and Certificates of Recognition will be presented. Winners will also be listed in the VHSL Championship Journalism Workshop program, on the VHSL website at www.vhsl.org and in the VHSL Book of Records.
4. Sweepstakes will not be tabulated, nor will school recognition be given.

Volunteer Judging
VHSL State Writing/Photo/Design Contest
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To facilitate the judging process in light of the large number of entries received, the planning committee has instituted a new procedure to include two phases of volunteer judging.

Phase I judges will be mailed entries from a school of a different grouping than their own, and preferably of the same discipline in which they are an adviser. These judges will be asked to select the top 5 entries per category, and these 5 entries will become finalists.

Phase II judges will meet at the League office on Saturday August 15 (scheduled in conjunction with the VAJTA board meeting) to work with a team and rank the finalists as 1st Place, 2nd Place, 3rd Place and, if appropriate, Honorable Mention.

Meet advisers from across the state, enjoy the camaraderie of this experience and see what the best scholastic journalism staffs in Virginia are doing!

Lunch is provided.

YES, I WOULD LOVE TO HELP JUDGE!

Adviser Name: _____

School: _____ My Group (A / AA / AAA): _____

Publication I Advise: ___ Newspaper ___ Magazine ___ Yearbook

E-mail: _____

Home Phone: _____ Cell Phone: _____

Judging Phase Preference: Phase I _____ Phase II _____

Address to Mail Entries to (if Phase I): _____

Please forward this form no later than June 15 to:

Lisa R. Giles
Virginia High School League
1642 State Farm Boulevard
Charlottesville, VA 22911

(434) 977-5943 Fax