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# OSMA

## SCHOOL DATA SHEET FOR 2016-2017 ALL-YEARBOOK CONTEST EVALUATION

*Please type or print the following information and send these sheets with your yearbook. These pages go directly to the judge to help in evaluating your yearbook.*

TITLE of book *(as it should appear on award)* \_\_\_\_\_

Name of School \_\_\_\_\_

### ENTRY DEADLINES (in our office)

by June 30 (for spring delivery books); evaluations returned by Sept. 15

by Sept. 30 (for early fall delivery books); evaluations returned by Dec. 15

by Nov. 30 (for fall delivery books); evaluations returned by Feb. 15

### ENTRY RECEIPT

Adviser will receive an email from this office noting receipt of yearbook.

Adviser's email address: \_\_\_\_\_

### AWARD NOTIFICATION

Critiques will be mailed to the school upon completion. When possible, ratings will be announced, certificates will be awarded, and books will be returned at the fall workshop in the school's region. When this is a not possible, announcement, awards and return of yearbooks will happen at the state convention in the spring.

Books that earn an All-Ohio rating will automatically be eligible for Blue Ribbon recognition. Blue Ribbon is a special honor bestowed on up to the top five All-Ohio books. This best of the best honor will be awarded at the state convention in the spring.

### ADVISER CERTIFICATION

I certify that the information on the pages of this entry form is true and authorize the entry of our yearbook in the OSMA competition with the decision of the judge(s) being final.

Adviser Signature \_\_\_\_\_ Date \_\_\_\_\_

DATA SHEET / Name of School \_\_\_\_\_

### STRUCTURE

Editor's Name \_\_\_\_\_ Year of Graduation \_\_\_\_\_

Adviser's Name \_\_\_\_\_ No. of yrs. advising \_\_\_\_\_

What company do you print with? \_\_\_\_\_

What theme unifies the book? \_\_\_\_\_

How many students were on staff? \_\_\_\_\_

How many staff members were \_\_\_\_\_ seniors? \_\_\_\_\_ juniors? \_\_\_\_\_ sophomores? \_\_\_\_\_ freshmen?

What is yearbook at your school? \_\_\_\_\_ a class \_\_\_\_\_ after-school volunteers \_\_\_\_\_ other — Explain.

How was your book constructed?

\_\_\_\_\_ online or digital submission using set company templates

\_\_\_\_\_ online or digital submission of original modifications of company templates

\_\_\_\_\_ online or digital submission of all original layouts created in InDesign

\_\_\_\_\_ other — Explain.

### STUDENT PHOTOGRAPHY

Indicate the percentage of pictures being taken by students, the adviser and professionals in each category.

CANDIDS: \_\_\_\_\_ % by students \_\_\_\_\_ % by adviser \_\_\_\_\_ % by professionals or others

SPORTS ACTION: \_\_\_\_\_ % by students \_\_\_\_\_ % by adviser \_\_\_\_\_ % by professionals or others

GROUPS: \_\_\_\_\_ % by students \_\_\_\_\_ % by adviser \_\_\_\_\_ % by professionals or others

(club members/team photos)

### DEADLINES

When does your book deliver to the students? \_\_\_\_\_ spring \_\_\_\_\_ fall

How many plant deadlines did you have? \_\_\_\_\_ How many deadlines did you make? \_\_\_\_\_

### BUSINESS MANAGEMENT

Is the publication financially solvent? \_\_\_\_\_ Explain.

Sources of Income: \_\_\_\_\_ % from advertising \_\_\_\_\_ % from school board  
\_\_\_\_\_ % from book sales \_\_\_\_\_ % from other — Explain.

BOOK SALES

Number of books sold \_\_\_\_\_ Price per copy \_\_\_\_\_

What percentage of the student body bought the yearbook? \_\_\_\_\_%

From last year, did this percentage \_\_\_\_\_ increase? \_\_\_\_\_ decrease? \_\_\_\_\_ stay the same?

Explain any increase or decrease.

POLICY

What written policy does your yearbook have? \_\_\_\_\_ editorial \_\_\_\_\_ advertising \_\_\_\_\_ none

Which written policy is printed in the yearbook? \_\_\_\_\_ editorial \_\_\_\_\_ advertising \_\_\_\_\_ none

Is your yearbook subject to prior review? \_\_\_\_\_ no \_\_\_\_\_ yes: If so, by whom? \_\_\_\_\_

Explain the situation.

STRATEGY *(Attach an additional sheet if you need more space.)*

**New technique:** Tell about any new techniques or ideas you employed in this book or any innovations that make your yearbook unique and not a copy of other yearbooks.

**Judge Recommendation:** If your book was evaluated last year, tell us which recommendation(s) from the judge you implemented this year.

**Problems:** Describe any special problems you encountered.

**MAIL TO: OSMA YEARBOOK CONTEST**

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