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OSMA

SCHOOL DATA SHEET FOR 2014-2015 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 not possible, announcement, awards and return of yearbooks will happen at the state convention in the spring.

NO PRIOR REVIEW

If your students make all content decisions and no administrator reviews your book during the publication process or prior to distribution, download and have your principal sign the Open Forum Statement, and your certification will have a special gold seal to designate this.

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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