

# **NEWSLETTER JUDGING FORM**

Name of Auxiliary \_\_\_\_\_

Name of Hospital \_\_\_\_\_

City \_\_\_\_\_

I. Adherence to Rules .....Points Awarded \_\_\_\_\_  
10 points awarded if ALL rules adhered to; 0 points awarded to entries failing to adhere to ALL rules.

A. All newsletters published in a one-year period must be entered. This period may be your Auxiliary's or TAHV's fiscal year or the current calendar year. Newsletters must be in a manila file folder. In the upper right hand corner of the OUTSIDE cover of the folder, print or type **ONLY** the following information in the order shown as follows:

- Name of Hospital Auxiliary
- City of Hospital
- Number of Licensed Beds
- Name of Publication
- Number of Issues Published Yearly

B. The purpose of a newsletter is to communicate and inform. Your newsletter may be copied or printed. Composing, formatting and editing must be done by Auxiliary members.

C. The name of your auxiliary should be identified in your newsletter.

D. Judging will be based on this Newsletter Judging Form.

II. General Appearance and Overall Neatness  
(Maximum Points 15).....Points Awarded \_\_\_\_\_

III. Originality and Overall Design  
(Maximum Points 25) .....Points Awarded \_\_\_\_\_

A. Layout of material – Maximum 10 points \_\_\_\_

B. Drawings, illustrations, photographs – Max. 5 points \_\_\_\_

C. Masthead Design – Maximum 10 points \_\_\_\_

Newsletter Judging Form

Page 2

Name of Hospital \_\_\_\_\_

IV. Auxiliary Services (Maximum Points 50) .....Points Awarded \_\_\_\_\_

A. Reports auxiliary activities – Max. 15 points \_\_\_\_

B. Communicates information – Max. 10 points \_\_\_\_

C. Contains timely and  
newsworthy information – Max. 15 points \_\_\_\_

D. Reports auxiliary's involvement with their  
medical facility – Max. 10 points \_\_\_\_

Points Awarded (from I, II, III, IV)..... \_\_\_\_\_

Minus 25 points if Intent to Enter  
form not received by deadline..... \_\_\_\_\_

**TOTAL POINTS AWARDED** ..... \_\_\_\_\_

Judge's Comments (Mandatory unless Newsletter receives a perfect score of 100)

---

---

---

---

---

---

---

---

---

---