

NEWSLETTER JUDGING FORM

Name of Volunteer Group _____

Name of Hospital _____

City _____

I. Adherence to RulesPoints 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 Volunteer Group 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, ONLY the following information in the order shown as follows:
 - Name of Volunteer Group
 - 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. Newsletter may be copied or printed. Composing, formatting and editing must be done by Volunteer Group members.
- C. The name of Volunteer Group 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 ____

(Over)

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Name of Hospital _____

IV. Volunteer Group Services (Maximum Points 50)Points Awarded

A. Reports Volunteer Group activities – Max. 15 points ____

B. Communicates information – Max. 10 points ____

C. Contains timely and
newsworthy information – Max. 15 points ____

D. Reports Volunteer Group’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)
