

# **SCRAPBOOK JUDGING FORM**

Name of Volunteer Group \_\_\_\_\_

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. The first page of the scrapbook must contain ONLY the following information in hand-lettered, typed or printed form in the following order:

- Name of Hospital
- City of Hospital
- Number of Licensed Beds
- Year of Entry

NO ARTWORK, CONSTRUCTION PAPER OR DECORATIONS OF ANY KIND SHOULD APPEAR ON THIS PAGE.

B. NO ARTWORK, CONSTRUCTION PAPER OR DECORATIONS OF ANY KIND SHOULD APPEAR ON THE INSIDE FRONT OR BACK COVER.

C. The scrapbook should be a minimum of 12"x10" and a maximum of 27"x18".

D. There should be a maximum of 60 pages including the first page, dividers etc. The front and back of a page counts as one page.

E. The scrapbook must be a history of volunteer activities for one year only. The year may begin and end with your auxiliary's fiscal year or cover the TAHV fiscal year (convention to convention).

F. The scrapbook may be arranged either chronologically or in sections; numbering of pages is optional.

G. All work on the scrapbook must be done by Volunteer members. Covers may be handmade or purchased but WILL NOT BE JUDGED FOR POINTS.

H. Judging will be based on this scrapbook judging form.

(Over)

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

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

A. Stability of book and ease of handling

Maximum 5 points \_\_\_\_\_

B. Photography (Can be individual, small or large group photos. Individuals should be identified except in large groups. A history of your organization's year showing volunteers serving their hospital, community and enjoying their participation).

Maximum 5 points \_\_\_\_\_

C. Neatness (Legible and attractive text, secure and neat Mounting of photos, articles and objects).

Maximum 5 points \_\_\_\_\_

III. Originality of Presentation (Max. Points 20).....Points Awarded \_\_\_\_\_

A. Theme of Scrapbook. (Theme of Volunteer president or a color design, regional/geographical, significant anniversary, etc. One consistent theme throughout is recommended.)

NOTE: No special weight is given for the use of the TAHV President's theme.

Maximum 10 points \_\_\_\_\_

B. Creativity (Originality in theme and decoration, unique mounting of photos and/or articles, outstanding appearance of text, etc.)

Maximum 10 points \_\_\_\_\_

IV. Portrayal of Volunteer Services (Max. Points 55)..Points Awarded \_\_\_\_\_

A. Shows active volunteer group (use photos and text to show the many different activities in which your volunteers are involved, i.e. working with patients and visitors, gift shops, offices, mail outs, etc.) Each event should be dated and identified.

Maximum 15 points \_\_\_\_\_

B. Areas of service defined and illustrated, demonstrating service or work with patients and/or families. (Use photos and text explaining the role of volunteers in each area of your healthcare facility.)

Maximum 20 points \_\_\_\_\_

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

- C. Annual history of the volunteers defined (use of text, documents and photos to record your organization's year, i.e. training, orientation, in-services, luncheons, installations, election of officers, etc.)  
Maximum 10 points \_\_\_\_\_
- D. Shows the variety of community service your volunteers provides, i.e., partnering and collaborating with other community organizations, blood drives, clinics, screenings, junior volunteers, scholarships, explained through the use of photographs, printed materials and text.  
Maximum 10 points \_\_\_\_\_

Points Awarded from I, II, III, IV \_\_\_\_\_

Minus 25 points if Intent to Enter Form not received prior to deadline date \_\_\_\_\_

TOTAL POINTS AWARDED \_\_\_\_\_

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

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