



American Federation of Mineralogical Societies

December 5, 2010

Subject: 2011 AFMS Bulletin Contest

To: Regional Bulletin Advisory Chairmen

CFMS: Doug Arnold

EFMLS: Mary Bateman

MWF: Celia Tiffany

NFMS: Peggy Blickfeldt

RMFMS: Betty Cain

SCFMS: Don Shurtz

SFMS: Carl Talbott

MBR. at Large: Terry Yoschak

From: Linda Jaeger, AFMS Club Publications Chm.

The AFMS Bulletin Contest for 2011 is less than a year away, but many of you need this information now because your regional contests are coming up soon. Here are some important dates:

By March 1, 2011 – AFMS Judges List to all BEACs

April 1, 2011 – All regional entries into AFMS contest are due to the respective AFMS judges

May 15, 2011 – All AFMS contest entries judged and returned to me by AFMS judges

July 7-10, 2011 -- EFMLS/AFMS joint Show & Convention in Syracuse, NY

July 10, 2011 – Breakfast with the Editors & Web Masters

After your regional contests have been judged (and you have the AFMS Judges List from me), you will fill out a **control sheet** for each category. [If you possibly can, use the fillable forms on the AFMS web site; they are titled "2011 Regional BEAC Fillable Control Sheets."](#) List your top 3 winners in each category (no scores, no placement info) on the appropriate control sheet. If you have regional editors/authors who are not eligible for your regional contest because of being 1st place winners the previous 2 years, you may enter them directly into the AFMS contest if they were not a 1st place AFMS winner in 2009 or 2010. When you add these entries to the control sheets, please indicate that they are direct entries. This will let the AFMS judges know that you have not included more entries than you should have. **Be sure to make a copy of each control sheet for yourself**, so you will know exactly which entries you sent to AFMS (in case of questions).

What you will be mailing to the AFMS judges are:

1-your regional **entries**, each with an **AFMS score sheet** attached (only the top portion completed), and

2-the **control sheet** for that category listing all the entries you are sending with the requested information.

If you have no entries for a particular category, please email/phone/US mail that judge to let him know. This way the judges will know when they have received all the entries they are to judge.

AFMS Score Sheets Online (Interactive): I have included one copy of the score sheet for each category in this mailing. If you want to fill these in by hand you will need to make enough copies to attach a score sheet to each of your entries. **If you would like to type the information into the score sheet using your computer:**

1-go to www.amfed.org

2-choose the hot link for the 2011 AFMS Bulletin Editors Contest

3-download the interactive score sheet forms for the categories you need to your computer

4-open the downloaded .pdf file (you will need Adobe Reader to view these – free download at adobe.com)

5-click in the first space, type in the requested information, **TAB** to the next space, fill in, etc. until you have completed all fillable spaces; using the **TAB** key will take you through the spaces to fill in, in order

6-print the completed score sheet; save the filled-in score sheet to your computer with a different name if you want to keep a copy on your computer

7-start over for your next entry, using the same process until you have filled-in a score sheet for each of the entries you are sending to AFMS judges

Please be sure your bulletin entries are in the correct category, according to the number of pages. (See Specific Guidelines for Bulletins/Articles, #4 & #5 on how to count pages)

New Editor – any number of pages

Mini Bulletins – 6 pages or less

Small Bulletins – 7 pages to 11 pages

Large Bulletins – 12 pages or more

When you fill in the top portion of each AFMS score sheet, **please print clearly (if filling in by hand!) and please include the zip code.** If we have to mail certificates and/or trophies to winners, the correct name and zip code are must haves!

Using the Regional BEAC Fillable Control Sheets (Interactive): These work the same way the score sheets do. Just download the fillable .pdf form to your computer, open it, fill it in, print, save to your computer with a new name (if you want to save a copy on your computer), repeat the process for the remaining categories in which you have entries. Mail the entries with attached AFMS score sheets and a control sheet to the respective AFMS judges.

Please be on time with your entries to the AFMS judges! They must have enough time to judge the entries and get them back to me. I must have enough time to check all scores, order trophies & name badges, make certificates, copy winning entries & make winning articles booklets/CDs, type & copy the list of winners, and put together a Power Point presentation of the winners for the Breakfast With the Editors & Web Masters.

Enclosed is a list of editors/authors who are ineligible to enter the AFMS contest in the same category for 2011 (they were 1st place AFMS winners in 2009 or 2010). Please check your entries against this list.

***There are many editors who edit for clubs in two or more federations. They may enter AFMS contest from only one federation. This means they cannot enter the same item in more than one regional federation contest.**

***Also:** All entries must have been created by **club members** and must have been **published in the club bulletin** (exception – Special Publications must be created by club members, but will not have been published in the club bulletin). **Entries that do not fulfill these requirements will be disqualified.**

***No CD/DVDs** can be entered in AFMS – hard copy only, entered exactly as it was distributed to club members.

Included in this packet are:

1. Copies of score sheets.
2. Copies of the Contest Control Sheet. Please send a completed copy of this form to the judge of that particular category. *(This is available online as a .pdf download for you to complete on your computer “interactively,” like the score sheets are.)*
3. A copy of the 2011 AFMS Bulletin Contest Guidelines, broken down into categories.
4. A list of bulletins and authors ineligible for the 2011 contest.

If you have questions, please call or email me: 1-918-482-0249 or LJGRALG@aol.com .

Thanks in advance for all the work you continue to put into the bulletin contests at the regional level. Encouraging good communication within our hobby and educating the public about the earth sciences are very important – everything we do in life is related to our Earth!

Linda Jaeger, AFMS Club Publications Chm.