

Ann Ayer Yearbook Judging Criteria and Score Sheet

Only yearbooks sent to the District Governor, Governor-Elect, and First Vice-Governor are eligible for judging. Also send yearbooks to all District Two Officers and the Communications Chair. Yearbooks must be received by October 31 to be eligible for the Ann Ayer Club Yearbook Award. Such yearbooks are automatically included in the competition.

Altrusa International of _____

Date _____ Total Score _____

	Points	Scored
I. Format	(13)	
A. General appearance (regardless of distribution method).....	3	_____
B. Cover includes official club name/city/state.....	2	_____
C. Displays logo and tagline.....	3	_____
D. Table of Contents or Index.....	2	_____
E. Includes elevator speech (sharing Altrusa in 30 seconds).....	3	_____
II. Content	Points	Scored
A. Local Club Information	(32)	
1. Club website address.....	2	_____
2. Early club history.....	2	_____
3. Dates of club organization and charter, including list of charter members.....	2	_____
4. List of past presidents and dates they served.....	3	_____
5. Club officers.....	2	_____
6. Club committee chairs.....	2	_____
7. Meeting dates, times, and location.....	3	_____
8. Program schedule for club meetings (year).....	3	_____
9. List of club projects.....	3	_____
10. Club budgets.....	3	_____
11. Listing of current members.....	3	_____
12. Current member's email addresses.....	1	_____
13. Current member's year they became an Altrusan.....	1	_____
14. International Foundation support.....	2	_____

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	Points	Scored
B. District Information	(16)	
1. District Governor Welcome and/or Biennial Theme.....	2	_____
2. District website address.....	2	_____
3. Number of clubs and number of members in District.....	2	_____
4. States/Provinces included in District.....	2	_____
5. District officers.....	2	_____
6. District committee chairs.....	2	_____
7. Date and location of next Area Workshop.....	2	_____
8. Date and location of next Conference.....	2	_____

	Points	Scored
C. International Information	(23)	
1. President's Welcome and/or Biennial Theme.....	2	_____
2. International website address.....	2	_____
3. History - date of organization and date Altrusa became International.....	2	_____
4. Number of clubs and members in International.....	2	_____
5. International officers.....	2	_____
6. International committee chairs.....	2	_____
7. Date and location of next International Convention.....	2	_____
8. International programs supported by the club.....	2	_____
9. ASTRA.....	2	_____
10. Principals of Altrusa.....	1	_____
11. Altrusa Colors.....	1	_____
12. Altrusa Collect.....	1	_____
13. Altrusa Motto.....	1	_____
14. Altrusa Benediction.....	1	_____

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	Points	Scored
III. Legibility and Accuracy	(16)	
A. Accurate District Information.....	3	_____
B. Accurate International Information.....	3	_____
C. Easily readable – font/spacing/headings/layout.....	2	_____
D. Additional space to add new members information.....	2	_____
E. Ten or less typographical errors.....	1	_____
F. Five or less typographical errors.....	1	_____
G. No typographical errors.....	1	_____
H. Information arranged in a logical order.....	3	_____
TOTAL POINTS: (100)		_____

Submissions Guidelines

1. Yearbooks must be submitted in PDF format. Links will not be accepted.
2. Yearbooks are not limited to the required listed criteria. Additional club information is always welcomed. Make it yours!
3. Dependent upon how complete the criteria requirement is met, it will earn a score from zero to the total number points offered.
4. When multiple items are listed as one criteria requirement, information for each of the listed items must be given to earn the full points.
5. Under Section III – Legibility and Accuracy, a yearbook with no typographical errors will earn a total of three points, one with less than five typographical errors will earn a total of two points, and a yearbook with less than ten typographical errors will earn a total of one point.