

2024 CFMS Bulletin Contest Guidelines
Celia Churchill, CFMS Bulletin Aids Chair
cfmsbeac@gmail.com
734-635-2524

Contest Rules and Procedures

1. **Deadline:** Entries must be received electronically on or before February 1, 2024. Please contact the BEAC if you need to send anything via paper mail.
2. **Eligible publication dates:** Entries must have been published during 2023.
3. **How to submit entries:** Send all entries to the 2024 CFMS Bulletin Aids Chair at cfmsbeac@gmail.com by attachment to email or download link (if you have large files or a large amount of files, consider using a link to a shared folder on a service like Dropbox or Google Drive). Please e-mail, text, or call and leave a message with questions.
4. **What to submit:** You must submit the following documents. In an effort to simplify the process, we will be using the AFMS fillable contest forms located at <https://www.amfed.org/editor/beac/contest.htm>

1. Bulletin Editor's Checklist
2. PDF copies of entries with appropriate completed score sheets. Bulletin entries should be the editor's best issue of the year. Articles should appear as they were published, i.e., send a subset of the pages from a bulletin issue, not the article alone in a document.
3. Any direct entries to AFMS

Types of Bulletin Entries

1. **Direct AFMS Bulletin Entries:** These are entries eligible for AFMS but not CFMS (for example, if a bulletin or author won first place at CFMS last year but not AFMS). The CFMS BEAC forwards these entries to AFMS. Please submit a PDF copy and complete the top half of the score sheet at the same time as CFMS-eligible entries.

1. **Category: SPECIAL PUBLICATION ENTRIES** A Special Publication is an original, one-time publication during the year. They are only judged by AFMS at this time. Send it with score sheets by attachment to email to the CFMS BEAC.

1. The authors must be members of the society and/or earth science related. Society participation or involvement in the special publication is desirable. Special Publications may be of any length, but it should be long enough to cover the subject. If a publication is an update or revision of a previous publication, include the earlier publication for the judge to compare and evaluate the amount of work done and score accordingly. The Special Publication itself should list a name, address and telephone number for inquiries.

2. Articles and/or poems published over a year's time should not be bunched together and submitted as a Special Publication. AFMS eligibility and other rules apply.

2. Category: Bulletin Entries

1. Bulletin Award Categories are made according to bulletin size:

1. Mini = 6 printed pages (sides) or less.
2. Small = 7 to 11 printed pages (sides).
3. Large = 12 printed pages (sides) or more.
4. New Editor (see information below)

2. **Bulletin Size** is determined, in part, by the following four (4) page constraints. This helps

in determining the actual bulletin size or number of pages. The page or size constraints are:

1. Standard letter size (8 ½ x 11) = 1 page.

2. Legal size (8 ½ x 14) = 1.5 pages. 3. A page done in 15 pitch type = 1 ½ pages. (In Word, 11 point type in Calibri or Times

is 15 pitch; in Ariel it is 12 pitch. Pitch refers to the number of letters in an inch of type. If you use a different font, to determine your bulletin's size, check the pitch relative to the point size you are using.)

4. Two small pages = 1 page.

3. **New Editor:** If you are a new editor, circle "New Editor" on the score sheet. The number of pages or the designation of Mini, Small or Large does not apply to New Editors. A New Editor is defined by the AFMS as one who became editor during the contest year and has not edited a CFMS or AFMS member society's bulletin at any previous time. A New Editor should not be replacing another family member. When an editor is replaced in mid-year, the new and the former editor must decide which one is to enter the contest. Both cannot enter the same year. New Editors are to select their BEST ISSUE to be submitted. Send a PDF copy by email attachment. *Each copy must have its own separate score sheet attached with the required information supplied at the top.*

4. **Other Rules:**

1. **Eligibility:** Any editor who has won a first place CFMS trophy in the past two years (2022 and 2023) is ineligible to compete at the CFMS Level. However, an editor who won first place at CFMS in the past two years may submit their bulletin as a direct entry to AFMS if they did not win first place at AFMS in the last two years.

2. **Exception:** As a previous first place winner as a **New Editor**, he or she may enter one of the other categories without waiting the two-year period.

3. **Bulletin Selection & Copies** A bulletin may be entered in only one Bulletin Award Category. **Choose your BEST MONTH to be submitted. Send a PDF attachment.**

Each copy must have its own separate score sheet attached with the required information at the top supplied in clear print in block letters or typed. (See AFMS GENERAL RULES for more information) If your bulletin is ordinarily mailed in a separate mailer or envelope, include it with each copy to avoid loss of score for not having a return address. The type of reproduction will not be considered, but entries should be clean, tidy, and legible. Covers will be judged, but not included in the page count unless there is a radical change each month.

3. **Category: Original Article – Adult or Junior** Editors, be sure to choose the articles to submit carefully. They must be original. The articles must have appeared in your society's bulletin during the Contest Year and have never before been published anywhere in any other publication, handout or on the Internet. The articles cannot be a summary, review or book report/review. The subject must be related to some phase of the earth science or lapidary hobby. Trip or vacation reports are not eligible unless further educational/technical information is included, such as historical and/or geological factors, descriptions of material found, or research to enhance educational value. An article is also considered to be "educational" if it gives a "how-to" procedure for lapidary work, exhibiting, micro-mounting, etc.; if it provides a description of a particular mineral or fossil; or if it is a safety study on hazardous minerals, shop practices, or field work. If research of any kind is done, a bibliography must be included. The judge may make the final decision as to eligibility. (Also see the WRITTEN FEATURES category)

1. **Article Series:** If a series of articles has been published during the year, the editor will select only one article of that series to submit for the contest.

2. **Only one article per author can be accepted**, even on unrelated subjects. There is no limit on the number of articles by separate authors that may be entered from the same bulletin.

3. **Articles copyrighted by a CFMS member author** can be entered in CFMS competition

but not the **AFMS** competition (per AFMS Rules).

4. Articles must be submitted as they appeared in the society's Bulletin during the Contest Year.

5. **Note: On the entry form, in Part 2: Article Quality**, indicate the category of the article. Do you want it to be judged as informational, scientific, collecting area, club activities or humor? The judge may misunderstand the author's intent and give a lower score than the article deserves unless the editor fills in this vital clue.

6. **Eligibility:** An author is eligible for the current year's CFMS contest if the author has not been a first place winner of the CFMS contest in the past two years in an **Articles Category**.

7. **ORIGINAL ARTICLE: Adult** This is the category for persons who are 18 years of age or older, who:

1. Have not won a first place CFMS trophy in Adult Articles (See above)

2. Have not earned a living in the earth sciences field, or

3. Have not had an article or book published.

4. Whenever the amateur Adult Article author accomplishes a, b, or c, that author moves up to the Adult Articles-Advanced category in the following year's competition.

All future entries will remain in the (Adult-Advanced) category.

8. **ORIGINAL ARTICLE: Junior** Entries include all articles by authors under 18 at publication, even on technical subjects. There are two Junior age groups: under 12 years old and 12 – 17 years old.

9. **ORIGINAL ARTICLE: Adult-Advanced** Category is for experienced writers. Articles do not have to be long, extremely technical detailed treatises, just educational (or fun). This category is for persons 18 years of age or older who:

1. Have won a first place trophy for an Adult Article

2. Have earned a living in an earth science field, or

3. Have had an article or book published. (Note: Publication in club newsletters does not count for this requirement.)

4. **Category: FEATURES ENTRIES—Adult or Junior**

1. **Eligibility:** Any member of a CFMS club or society is eligible.

2. **5A. Written Features** include items (other than poems) in sentence form that add spice to a club bulletin but do not necessarily follow the form of an article. They must be original, and there is no length limitation. A possible entry would include a humorous anecdote, president's column, shop hints, play on mineral names, special club contest, or club history commentary (not just copied quotes from past newsletters; the author must introduce personal input/analysis).

3. **5B. Drawn Features** will include original items that bring spice to a bulletin but do not follow a literary form. Included here are puzzles that are made up of a form or shape (not word puzzles), cartoons, crystal structures (drawn by author and incorporated in an original application). **The drawn feature should have some accompanying description/heading to add to the originality but the drawing predominates.**

5. **Category: ORIGINAL POETRY ENTRIES – Adult or Junior**

1. **Eligibility:** An author is eligible for the current year's CFMS contest if the author is a member of an affiliated CFMS club or society.

2. The author of the poem must be a member of the club submitting the entry. Only one poem may be submitted from each author in a club. **Poems must be related to the hobby.** In addition, there is a designation for poetry content, serious or humorous.

Please note this on the score sheet. The poem submitted should be an original poem by the author, appearing for the first time in print in the current contest year bulletin. There should be no copyright violations. For junior entries, be sure to note the author's age.

3. **Original Poem judging criteria:**

1. Appeal/Interest: general audience or specialized audience.

2. Meter/rhythm: open verse or rhyming.

3. Clarity and Appropriateness: serious topic or just for fun.
4. Suitability of verse style for subject: haiku, limerick, short stanza or long stanza

6. **Awards**

1. A separate Award will be made for each category.
2. The top three CFMS eligible entries in each category will be forwarded by the CFMS Bulletin Aids Chair to the AFMS for further judging.
3. A Certificate of Appreciation will be awarded to all entrants. Certificates for the top three winners will indicate the position awarded.
4. A minimum score of 90 must be received to be awarded the CFMS trophy.
5. Awards are usually given out during the annual CFMS Show and Convention banquet. (All members and guests are invited to attend.) However, if that meeting is cancelled, as in 2020, other arrangements may be made.
7. **Final Tip** So that you can enter your top-scoring entries for competition, we suggest that you or someone else in your society use a score sheet and actually tally the score when selecting the entry.