

## 2009 ICPA CONTEST RULES

1. Member newspapers and students on staff are eligible to enter. While a paper must be a member of the Illinois College Press Association to enter the contest, there are no entry fees. Entrants need not be present at the **awards luncheon on Saturday, Feb. 20, 2010**, in order to win an award.

2. All entries must have been published between Dec. 8, 2008, and Nov. 30, 2009. Entries should be mailed to:

Mary Cory  
Illini Media  
512 E. Green Street  
Champaign, IL 61820

**All entries must be received by Friday, December 4, 2009.** (Please note that this is a “received by” not a “postmark by” deadline.)

3. How to submit entries: In all contest categories, entry blanks must be stapled to the original tear sheets. Make every effort to ensure entries are folded behind the 8 ½-by-11 forms. Use a highlighter to indicate the material to be judged if you use a full-page tear sheet for any category. For General Excellence, Special and Entertainment Supplements and Classifieds, paper clips may be used in place of staples to secure the entry blank to the entries. Photocopy as many copies of the entry blanks as you will need. However, only submit original tear sheets — photocopies will not be judged.

4. To ensure that entries are placed in the proper judging category, verify the information you put at the top of the form, otherwise they could be placed in the wrong category and not properly judged. Circle the category name, circle the division (Open, Daily, Non-daily 4,000+, Non-daily under 4,000) and write the category number in the box. Check them so your entry does not get lost. Improperly prepared, or late entries will be disqualified.

5. Submit entries in order. Do not mix entries – putting Open entries with Daily entries, for instance. Please, verify that the category number corresponds to the title of the category so they are not lost or misplaced.

6. Do not send materials in bulky boxes; instead, send them in larger envelopes. You may want to send your entries via a direct-mail service like USPS, Federal Express or UPS in order to track your entries.

7. Entries will not be returned.

8. We reserve the right to cancel a category if there is a lack of entries.

9. All entries must represent work by a student member of a student newspaper staff. Entries must be from papers that are members of the Illinois College Press Association.

10. Please print or type all information on entry forms. Pay particular attention to making names legible. Each set of entries must be accompanied by a complete list of entrant names, typewritten, on a separate sheet of paper. This is to ensure proper name spellings on plaques and certificates.

12. Please, limit the number of students listed for awards. Cite the person whose work is most reflected for each category. Only cite a second (or third) person if they contributed significantly to the overall story,

design, etc. Do not list every editorial board member for editorials; instead, name the person who wrote the editorial or write “staff.” Let’s avoid embarrassing situations where four people were listed for the headline category, which has happened.

13. **New this year:** Please submit a CD with a **digital file** of each of your entries. These electronic images will be used to prepare an awards show presentation and souvenir awards program – they will not be used for judging purposes. (Judges will receive your paper submissions only.) Fill out the enclosed “Digital Image” form and attach it to your CD.

#### **CATEGORY NOTES:**

1. Any member newspaper, daily or non-daily, may submit entries for the **Open** competition. Separate categories have been established for judging dailies and non-dailies (see enclosed categories sheet).
2. **General Excellence** (categories #16, 35, 53) dates should represent three editions on or closest to the following dates: **February 10, April 23 and October 30, 2009**. (Kim Filson of the Illinois Press Association randomly selected the dates.) If you published an issue on any of the specified dates, you must submit that issue. Please attach a copy of your publication schedule to the entry for verification purposes.
3. For **Front Page Layout** (categories #17, 36, 54), an entry shall consist of three consecutive publications – but do not send an entire edition, just the front pages.
4. For **Classified Section** (category #5) and **Other Cartoon, Strip or Panel** (category #2), an entry shall consist of work from three issues. In all other categories, single issues should be submitted.
5. For **General Excellence** (categories #16, 35, 53), **Front Page Layout** (categories #17, 36, 54), and **Entertainment Supplement** (category #6), schools may submit only one entry. In all other categories, schools may submit two entries. Submit only entries of high quality that merit attention.
6. For **Photos** (categories #30, 31, 32, 33, 34, 49, 50, 51, 52, 67, 68, 69, 70), a photo published online could be entered, even if it was not published in print. For online-only photos, submit a print of the photo, the URL of the slideshow (if applicable) and the date it was published online.
7. For **Online News Site** (category #14), please include your online publication’s URL on the entry.
8. For **Multimedia Reporting** (category #15), entries should use new media such as audio, video and slideshows to report on news, features or sports. Entries may or may not have appeared in print.
9. For **Sports News Story** (categories #23, 42, 60), please note that this is not to include game stories. (Use the Sports Game Story categories for those.)

*If you have any additional questions, please contact Joe Gisondi, ICPA Vice-President ([jjgisondi@eiu.edu](mailto:jjgisondi@eiu.edu)) or Mary Cory, ICPA Contest Coordinator ([marycory@illinimedia.com](mailto:marycory@illinimedia.com)). Thanks for your interest in our 2009 contest!*