



# CNH | KEY CLUB

## Year-In-Review (Digital) Contest

### SUBMISSION OVERVIEW

#### DIGITAL SUBMISSION DEADLINE

Tuesday, February 12<sup>th</sup>, 2019 by 11:59PM PST/HST.

#### E-MAIL SUBMISSIONS TO:

[cnh.kccontests@gmail.com](mailto:cnh.kccontests@gmail.com)

**Subject:** Digital Year-In-Review Contest

**Body Text:** State your full name (First, Last), Region (R##), Division (D##), Club full name and number (H#####)

**CC:** Copy yourself and advisor

*The Year-In-Review contest is a District contest. Eligible submissions must first be submitted to the CNH Key Club District Member Recognition Chair for judging on the District level.*

1. Read the Year-In-Review contest guidelines.
2. Fill out the "Year-In-Review Contest Entry Form" and provide it at the beginning of the submission.
3. E-mail Digital Submissions to the CNH Contest Archive ([cnh.kccontests@gmail.com](mailto:cnh.kccontests@gmail.com)). Submissions must be received by February 12<sup>th</sup>, 2019 by 11:59PM PST/HST.

### YEAR-IN-REVIEW CONTEST Guidelines

#### RULES GOVERNING THE CNH KEY CLUB DIGITAL YEAR-IN-REVIEW

- A. A Key Club may enter a digital or electronic scrapbook containing pictures, video and/or music clips, newspaper articles, or other representations of its activities during the Club administrative year (defined as being from District Convention to District Convention).
- B. Each entry should adequately portray the following categories:
  1. Service to School
  2. Service to Community
  3. Fundraising Projects
  4. Kiwanis Relations
  5. Major Emphasis Involvement
  6. MiscellaneousThe scrapbook will be judged based on the following points system:
- C. A Cost Sheet must be completed and submitted with the entry and contain the following: Key Club name, Division, Region, District, city, state, and an itemized statement of the total expenditures and donations. This statement must be signed by the Key Club president and faculty advisor, stating the scrapbook's retail cost value (including photographic materials) does not exceed the amount of **US\$300**. Work done by Key Club members such as hand-lettering, artwork, etc. is not included as cost items. Failure to comply with these rules will result in disqualification.
- D. Each entry is required to meet the following criteria:
  - a. The final product (the disc) must be clearly labeled with permanent marker or an adhesive label identifying the Key Club name, Division, and Region.
  - b. The final product must include a credits section at the conclusion of the presentation to document sources: photographers, websites, quotes, music, production crew, and other sources.
  - c. The final product must be a self-running file that any DVD player or computer can run without installing any additional software. Acceptable formats include any self-running executable file (PowerPoint, Windows Media Player, QuickTime, etc.).
  - d. All content must be appropriate and in good taste.
  - e. The length of the final presentation excluding the credits section should not exceed five (5) minutes. Failure to comply with this will result in disqualification.
- E. The decisions of the judges are final, meaning no changes, alterations, or re-judging will take place after the judges and the Member Recognition Chair have certified the results.
- F. **DUES-PAID:** In order to be eligible to apply for this contest, you must be a dues-paid club by December 1<sup>st</sup>.

CNH District **Member Recognition Committee**

Questions, Comments, Concerns?

Annaleigh Nguyen | Member Recognition Chair | [cnhkc.mr@gmail.com](mailto:cnhkc.mr@gmail.com)

# YEAR-IN-REVIEW CONTEST RUBRIC

*The Digital Year-in-Review scrapbook will be judged based on the following points system:*

1. **Uniqueness of Project Presentation | (10 pts max):**
  - a. Not similar to other designs/Unique
  - b. No copyright infringement.
  - c. Overall Appearance
2. **Artistic Value | (10 pts max):**
  - a. Use of color to enhance design
  - b. Quality and placement of photographs and news clippings
3. **Service to School | (15 pts max):**
  - a. Include projects which assisted school operations.
  - b. Possible projects include: beautification, spirit, activities, etc...
4. **Service to Community | (15 pts max):**
  - a. Include projects with outside organizations.
  - b. Possible organizations include: UNICEF, March of Dimes, CMN...etc
5. **Fundraising Projects | (15 pts max):**
  - a. Include fundraisers that supported the club's activities and charities.
6. **Kiwanis Relations | (15 pts max):**
  - a. Include projects and activities with other members of the Kiwanis Family
  - b. Interaction with sponsoring Kiwanis Club
7. **Involvement with Major Emphasis | (15 pts max):**
  - a. Major Emphasis theme: "children, their future, our focus"
  - b. Projects which include service and fundraisers for children.
8. **Miscellaneous | (5 pts max):**
  - a. Include any additional items completed during the year.
  - b. Possible items include: member photos, social activities, RTC, Fall Rally, DCON, etc..

## FREQUENTLY ASKED QUESTIONS

**1. What do I do if I want to revise my submission, but it has already been sent?**

Remember to look over your submission very carefully before emailing it out to the contest archive. No revisions may be made after it has been submitted.

**2. What kind of music can I use for a Digital Year-In-Review?**

Any appropriate music that promotes the core values of Key Club may be used, with permission. You may use a maximum of 30 seconds of copyrighted music. If your Digital Year-In-Review uses more than 30 seconds of copyrighted music, it will be disqualified. It is advised that you stay away from copyrighted music entirely.

**3. What if my Digital Year-In-Review exceeds 5 minutes?**

Excluding the credits, the Digital Year-In-Review must not exceed 5 minutes. Failure to comply will result in disqualification.

**4. Do you have to be present at DCON or ICON for your entry to win this contest?**

It is recommended to be present at DCON or ICON; however, you do not need to be present. In the event your submission wins, the award will be given to a representative from your home Club/Division.

**5. How many Year-In-Review Contests can I apply for?**

Each club may submit one digital year in review and either a traditional or non-traditional year-in-review.

# YEAR-IN-REVIEW CONTEST ENTRY FORM

ATTACH THIS FORM TO THE INSIDE COVER OF THE TRADITIONAL YEAR-IN-REVIEW ENTRY OR SUBMIT THIS COST SHEET WITH THE NON-TRADITIONAL OR DIGITAL YEAR-IN-REVIEW ENTRY.

## SELECT ONE

Digital Year-In-Review  Non-Traditional Year-In-Review  Traditional Year-In-Review

## CLUB INFORMATION

Key Club: \_\_\_\_\_  
 District: California-Nevada-Hawaii Division: \_\_\_\_\_ Region: \_\_\_\_\_ Club #: \_\_\_\_\_  
 Club Membership: \_\_\_\_\_

## ADVISOR CONTACT INFORMATION

Contact Name: \_\_\_\_\_  
 Contact E-mail: \_\_\_\_\_ Contact Phone #: \_\_\_\_\_  
 Check One:  Faculty Advisor: \_\_\_\_\_  Kiwanis Advisor: \_\_\_\_\_  
 Advisor's Name (Printed in Pen): \_\_\_\_\_  
 Advisor's Signature (In Ink): \_\_\_\_\_

## PRESIDENT INFORMATION

President's Name: \_\_\_\_\_  
 President's Signature (In Ink): \_\_\_\_\_

## ITEMIZATION OF COSTS

Please itemize costs and donations associated with the creation of this year-in-review submission.

COSTS	USD	DONATIONS	USD
<b>Total Costs</b>		<b>Total Donations</b>	