



Reporter's Scrapbook Handbook

Purpose

To encourage chapter reporters to keep a well-organized and worthwhile record of current year chapter activities through photos and news articles.

Objectives

- To encourage the writing of articles for local papers and magazines.
- To enhance picture taking skills.
- To develop a chapter overview of the year with pictures and articles.

General Rules

1. All Idaho chapters in good standing may present a chapter scrapbook to the State Reporter at the beginning of each state conference for examination and rating by the State Scrapbook Committee. There will be two divisions and two categories per division (Handmade and Digital) for awards:
 - a. Division One: Chapters with more than 50 active members
 - Handmade
 - Digital
 - b. Division Two: Chapters with 50 members or less
 - Handmade
 - Digital
2. A hardcopy of the scrapbook should be submitted regardless of being handmade or digital. Unless otherwise specified by the superintendent.
3. Scrapbooks will be rated Gold, Silver, or Bronze Emblem or Honorable Mention. All scrapbooks will be judged using the state scrapbook scorecard.
4. A chapter meeting all of the minimum qualifications for each award area (Gold, Silver or Bronze), regardless of quality, will receive that award.
5. Special awards will be given to the top three scrapbooks in each of the chapter-size divisions.
6. No points will be allowed for newspaper articles in which the chapter name is not underlined or highlighted.
7. An article must contain a full paragraph of at least three sentences for 10 points. Captions do not count as articles.
8. A chapter-sponsored activity is defined as an activity for which the chapter provides more than 50% of the money or effort needed to conduct the activity.
9. The scrapbook is to be based on:
 - a. News points--no limit.
 - b. Picture print points--200 points maximum.
 - c. Quality points--maximum of 700 points.
10. A scorecard completed by the Chapter Reporter shall accompany the scrapbook as a check to ensure that all due credit is assessed to each scrapbook.
11. All scores will be checked twice before places are determined by judges.
12. Chapters need to submit the scorecard with chapter's score completed.

Awards

Certificates will be presented to all participants at an awards ceremony. Plaques will be awarded to the top three chapters in each division. During the presentation of awards, the top five chapters will be announced.

**SCRAPBOOK CAREER DEVELOPMENT
EVENT SCORECARDS**

RANKING:	Gold	Silver	Bronze	Honorable Mention
	1000 pts+	999-900 pts	>900 pts	

MINIMUM QUALIFICATIONS FOR GOLD, SILVER OR BRONZE RATINGS

- _____ Table of Contents
- _____ Membership Roster with Degrees
- _____ Copy of Program of Activities
- _____ Officer Team
- _____ Three Growing Leaders Activities
(Any three of the five areas listed in the Program of Activities must be included and identified in the table of contents)
- _____ Three Building Communities Activities
(Any three of the five areas listed in the Program of Activities must be included and identified in the table of contents)
- _____ Three Strengthening Agriculture Activities
(Any three of the five areas listed in the Program of Activities must be included and identified in the table of contents)

Note: Any scrapbook not meeting these minimum requirements will receive an Honorable Mention.

Specifications for quality are outlined below:

Labeling: Title page is complete, titles or captions are typed and neatly written, and the scrapbook is free from spelling and grammatical errors.

Clearness of Photos: Photographs are of good quality. Photos are not blurry or pixelated.

Originality: Originality and creativity of pages illustrate understanding of color, quality, variety, and relationship of each picture on the pages. Uniqueness in use of materials and page decorations.

Neatness and Uniformity: All items are neatly trimmed, secured on pages, and evenly distributed as appropriate for the page set up. No unsightly marks or smudges, accurate spelling, and printing on pages is legible. Articles and memorabilia are not wrinkled and are original.

Organization: Scrapbook items are placed in a logical pattern. Title pages or sections describe the section and/or activity they represent.

Historical Reference: Scrapbook items are identified as to people involved, activity and place. The items should answer the question: "Will people seeing this 10-20 years from now understand what took place?" Memorabilia should connect chapter members to the activities.