



## Definitions of Award Submission Requirements

When submitting your nomination's supporting documents, please categorize them using the following descriptions from the drop-down menu on the form:

**Article:** Newspaper, magazine or other periodical that provides sample of media coverage and/or supports fulfillment of criteria

**Artwork:** Published, displayed, printed, video, slides or other multimedia format of art

**Audio:** Music or other sound files (recorded interviews, presentations, speeches, etc.)

**Brochure:** A small booklet or pamphlet containing promotional material or program/product information

**Chapter newsletter:** A periodical published by a chapter containing news and announcements circulated on the chapter level. Chapter newsletters may be distributed by electronic mail.

**Cover letter:** A letter sent with other documents to explain more fully or provide more information

**Curriculum vitae:** A summary of one's education, professional history, and job qualifications

**Digital photo:** An electronic photograph in JPG, GIF or PNG format

**Letter of acceptance:** A letter from the nominee accepting award nomination

**Letter of support:** A letter endorsing nomination in fulfillment of criteria

**Other:** Any supporting material not covered by listed file upload types

**Publication:** Books, periodicals, or other printed material

**Report:** Formal account or analysis of program, project or topic

**Screen shot:** Electronic copy of computer window or screen contents

**Signature page:** Scanned signature page from research dissertation

**Summary (criteria):** Supporting narrative that speaks to the category nominated and related criteria

**Video:** A recording of a movie, performance, television program, event, etc.

**Web site:** A series of web pages on the World Wide Web indicated by a specific URL

