

# HOSA Happenings

## ***New for 2018-19***

*There are now two options (electronically via STEM Premier or hard copy print submission) for submitting HOSA Happenings. Check with your state advisor regarding which submission process is used for your state.*

- Purpose** This is a multimedia chapter communication event. The goal is to communicate information about the HOSA chapter in a manner that celebrates the chapter members and their achievements, as well as shares health related information with readers.
- Description** Chapters will tell the story of their chapter of HOSA-Future Health Professionals throughout the year using a print newsletter, electronic newsletter, or website. For this recognition event chapters will select ONE (1) newsletter (print or electronic) or a website, to be judged at the state level, and will follow the state's instructions for event submission. All submissions that reach a pre-determined standard will be awarded a Certificate of Excellence.
- Rules and Procedures**
1. Chapters in this event must be affiliated with HOSA-Future Health Professionals and in good standing.
  2. Chapters must be familiar with and adhere to the "[General Rules and Regulations of the National HOSA Competitive Events Program \(GRR\).](#)"
  3. This is a chapter recognition event that is coordinated by the chapter Historian (or other appointed chapter member) and includes contributions from other chapter members.
  4. Because this is a communications event, points on the rating sheet address both what is presented, and how it is presented. The use of photos, illustrations, graphics and infographics are often effective tools in conveying a message.
  5. For this event, a chapter is defined as either an affiliated chapter, or a natural combination of affiliated chapters at the same location. For example, two programs at the same school might have separate charter numbers, but could logically share the same website or newsletter.
  6. HOSA chapters **MUST** follow applicable SCHOOL DISTRICT POLICIES regarding the use of photos and personally identifiable information in any communications media format. If the school/district/state requires parental permission, then it is the responsibility of the local chapter to secure, complete, and maintain the appropriate forms.
  7. Submissions for this event **MUST** comply with copyright laws. Copyright infringement is a violation of federal law and subject to severe civil penalties and sanctions. Under federal copyright law, copyrighted works may not be copied, published, disseminated, or displayed without the permission of the copyright holder, unless such use is deemed to be "fair use" under the law.

8. **STATE SUBMISSION PROCESS:** There are two options for submitting material for this event. Please check with your State Advisor to determine if you should follow Option A or Option B below for submitting material for this event.

**Option A: Print Submission**

- The print submission must include one print copy of the original newsletter (minimum of 4 pages and maximum of 8 pages)
- OR a printed version of the chapter website home page and other pages (minimum of 4 pages and maximum of 8 pages)
- AND the cover page found on page 6 of these guidelines
- **MUST BE RECEIVED** by the state HOSA office by the state publicized deadline.
- Print submissions should be on 8 ½ x 11" white paper, stapled at the top left corner, WITHOUT binding, sheet protectors, or contained in any type of folder or notebook.

**Option B: Electronic Submission via STEM Premier**

- One copy of the original newsletter (minimum of 4 pages and maximum of 8 pages) must be saved as a pdf
- OR a copy of the chapter website home page and other pages (minimum of 4 pages and maximum of 8 pages) saved as pdf
- AND the cover page found on page 6 of these guidelines
- **MUST BE UPLOADED** to STEM Premier by the state publicized deadline following the instructions in item #11 below.

9. Only one (1) newsletter or one (1) website should be submitted with one (1) named Historian (or chapter designee). If more than one newsletter is submitted, the one with the most recent date will be judged. When there are multiple chapter newsletters, chapters should select the best chapter newsletter and submit it along with the cover page. For the purpose of this event, the website must be developed/designed by the chapter and MAY NOT consist of Facebook pages or other social media sites.

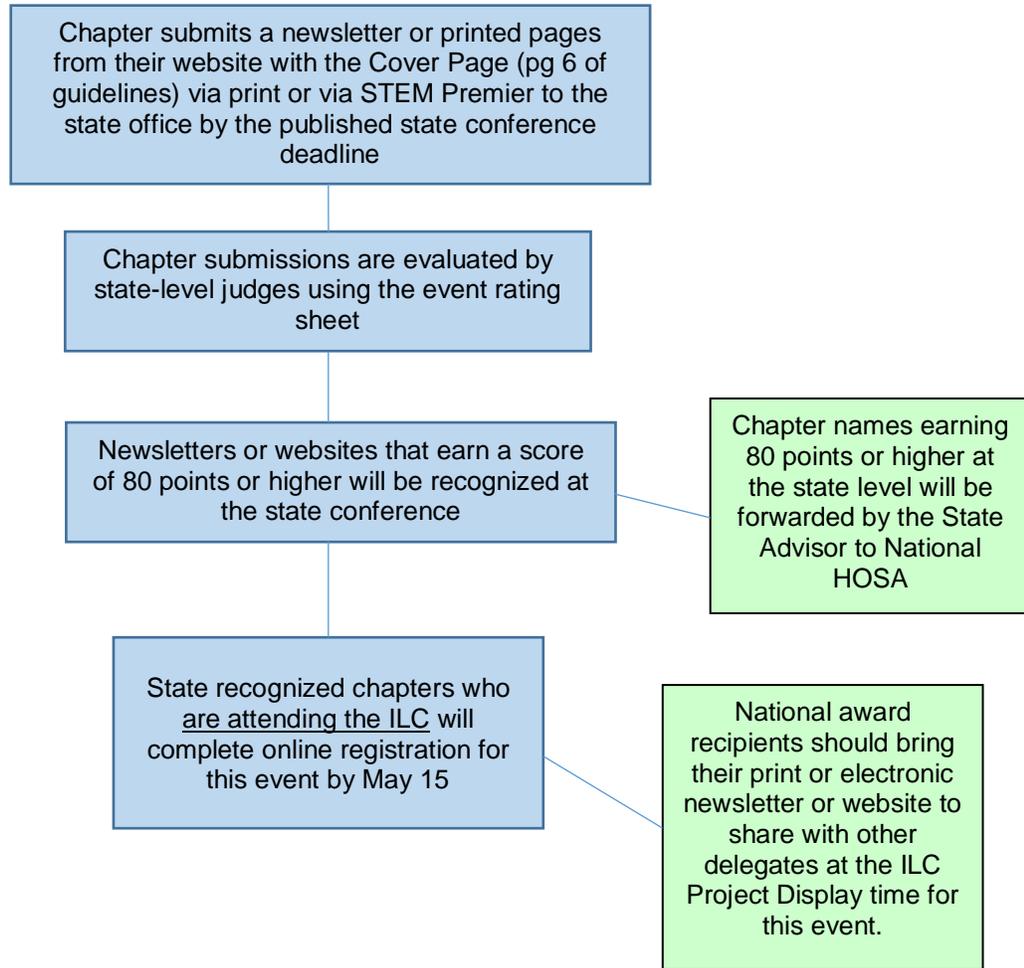
10. **Uploading to STEM Premier**

The chapter Historian (or other appointed chapter member) must create a profile on STEM Premier, an online platform that showcases talent and skills and brings students, colleges, companies, and possibilities together. The chapter Historian (or other appointed chapter member) will create their online profile by visiting – [www.stempremier.com/hosa](http://www.stempremier.com/hosa).

- a) The main purpose for the partnership with STEM Premier is two-fold: (1) to provide the HOSA member with a permanent, professional online portfolio to share with universities and future employers and (2) to obtain valuable analytical membership data for HOSA, including demographic, academic, and career interest information. Entities, outside of HOSA, CANNOT access this information without explicit member permission.
- b) The chapter Historian (or other appointed chapter member) must create a profile and upload a .pdf to the HOSA Happenings competitive event opportunity on STEM Premier. Detailed instructions for doing this are in step e below or available at [www.hosa.org/STEMPremier](http://www.hosa.org/STEMPremier).
- c) The size limit for any files uploaded to STEM Premier is 2.5 MB. To avoid an upload error, please be sure to save your .pdf as a compressed file or reduce the size of your embedded images. For instructions on how to do this, please visit: <http://www.hosa.org/filesize>.
- d) State Leadership Conference Process:
  - 1. The .pdf must be uploaded to STEM Premier by established state deadlines.
- e) STEM Premier Instructions
  - 1. Join STEM Premier-
    - a. Go to [www.stempremier.com/hosa](http://www.stempremier.com/hosa).
    - b. Click the "Start Your Free Profile" button and create your account.

- c. Add HOSA to your profile-
      - i. Click the white “Profile” tab at the top left of the screen.
      - ii. Click the blue “Edit Profile” button at the top right of the screen (underneath where your profile picture is located).
      - iii. Select “Associations” from the bar on the left side of the screen.
      - iv. Search for and add “HOSA-Future Health Professionals”.
    2. Search for HOSA Competitive Event-
      - a. Select “Opportunities” at the top of your screen when logged in.
      - b. In the “Organization Name” search box type in “HOSA”; wait for the list of pre-populated organizations to appear, and then select your state association from the drop-down box (Example: HOSA-Future Health Professionals | California). Click the blue “Search” box.
      - c. Select your competitive event from the list that appears to the right (Make sure that you have selected the proper state!).
    3. Submit Materials and Apply for Competitive Event-
      - a. Follow the steps and provide required information for your event.
      - b. Click “Apply Now” when ready to submit.
      - c. You have until the established SLC deadline to change any content and re-upload your submissions.
      - d. To edit your submission-
        - i. Click the profile picture on the top right of your screen in STEM Premier.
        - ii. Click “My Opportunities” and select your event.
        - iii. Follow the instructions for editing your submission.
11. This event will be judged at the state level using the event rating sheet. Submissions that earn 80 points or higher will be recognized at the state level, with the manner of recognition to be determined by the state.
12. This event is not judged at the National level. All newsletters and websites earning a score of 80 points or higher at the state level will be eligible for recognition at the HOSA International Leadership Conference. The names of those chapters who earn 80 points or higher will be submitted to National HOSA by the State Advisor.
  - ILC Delegates: Chapters attending the ILC should register for this event as part of the online registration process. (The registration can be attached to any single delegate from the chapter as part of the online registration, preferably the delegate who will present the chapter’s HOSA Happenings submission during the Project Display time. For recognition purposes, it is the chapter and not the individual who will be recognized.)
13. All national award recipients in attendance at the International Leadership Conference will be recognized with a certificate for the chapter. The certificate will be distributed to the State Advisor during the designated registration time. Those chapters attending International Leadership Conference and receiving the Certificate of Excellence will select a chapter representative to walk across the stage during the National Recognition Session to receive a pin.
14. Gold, silver, and bronze medals are not awarded for this and other recognition events at the national level.
15. Chapter names may be posted on the HOSA – Future Health Professionals website. In order to be listed online, the chapter names that have earned 80 points or higher must be submitted to HOSA – Future Health Professionals through the State Advisor by the publicized deadline.
16. All national award recipients in this event will be invited to participate in a Project Display for this event at the ILC. For the Project Display, one member of the chapter **MUST BRING** with them whatever they wish to display, either in print format or on a computer or tablet using battery power.

## Event Flow Chart



## HOSA HAPPENINGS RATING SHEET

Chapter Number \_\_\_\_\_

Judge's Signature \_\_\_\_\_

Areas Evaluated		Points Possible						Points Awarded
		Superior.....					Poor	
<b>General Appearance</b>	Layout and spacing-neat and appealing	5	4	3	2	1	0	
	Font (size and appearance) makes newsletter or website readable	5	4	3	2	1	0	
	Use of color-neat and attractive but not distracting	5	4	3	2	1	0	
	Graphics, infographics, illustrations and pictures are clear and well-cropped	5	4	3	2	1	0	
<b>Content (Quality)</b>	Local chapter news	5	4	3	2	1	0	
	Health information article(s)	5	4	3	2	1	0	
	Commentary (Letter from the editor or chapter officer, editorial, advice or opinion.)	5	4	3	2	1	0	
	News articles address the 5 Ws (Who, what, where, when and how).	5	4	3	2	1	0	
<b>Organization</b>	Easy to find information quickly (index, clear headings)	5	4	3	2	1	0	
	Graphics, infographics, pictures and illustrations relate to and support the articles or pages they accompany	10	8	6	4	2	0	
	Sections or articles are clearly distinguishable from one another (headlines and captions)	10	8	6	4	2	0	
	Articles contain by-lines, and newsletter includes 3 or more contributors	5	4	3	2	1	0	
<b>Mechanics</b>	Correct spelling and grammar	10	8	6	4	2	0	
	Punctuation	10	8	6	4	2	0	
	Four to eight (4-8) pages in length (each side counts as a page, front and back acceptable.)	10	8	6	4	2	0	
<b>TOTAL POINTS</b>		<b>100..... 0</b>						



# HOSA HAPPENINGS: Multimedia Chapter Communications Event

## COVER PAGE

Select and print the best newsletter or website pages (maximum of 8 pages) and submit as directed by the State Advisor, with this cover page.

How was this communication shared with chapter members?

- Printed newsletter
- Electronic newsletter
- Chapter website URL \_\_\_\_\_

*Please complete the information below and print neatly:*

School \_\_\_\_\_

State \_\_\_\_\_

Historian (chapter designee) \_\_\_\_\_

Historian's (chapter designee's) E-mail Address \_\_\_\_\_

HOSA Chapter Charter Number \_\_\_\_\_

### PHOTO PERMISSION AND COPYRIGHT

This event entry does not violate any copyright laws. All necessary permission forms for the use of photos and personally identifiable information have been secured and are on file at the local level. Permission is granted for a chapter member to share event materials with others during the HOSA Project Display time, and for National HOSA to share event materials or links at [www.hosa.org](http://www.hosa.org).

Advisor's Signature \_\_\_\_\_

*Please complete the information below and print neatly:*

Advisor's Name \_\_\_\_\_

E-mail Address \_\_\_\_\_

**Must be submitted at the State Leadership Conference OR received in the state HOSA office by**

\_\_\_\_\_  
Date