

2018 AFMS Web Site Contest—Score Sheet

IMPORTANT: Use Adobe Reader v. 9 or newer for filling in the blanks in this form. It allows you to make changes later if necessary.

URGENT: Judges and contestants must read and understand the Contest Score Sheet Guidelines for details on each item.

Club Name: _____ **Webmaster Name:** _____
City (or County): _____ **State(s):** _____ **URL:** http:// _____

Regional Federation(s): **CFMS** **EFMLS** **MWF** **NFMS** **RMFMS** **SCFMS** **SFMS**

- A. Site will be DISQUALIFIED if any of the following information is not easily found on Home Page:**
 Club name, Club city, and state (or states), or county and state if club is not associated with a city. **NOTE: If a site is a regional Web site, it does NOT need to specify a city.**
- B. Site will be DISQUALIFIED if contact information is not found on the Home Page, Contact, About, or similar.**
 Contact information must be at least an e-mail address or a submit form. Any phone number MUST have the area code.
- C. Site will be DISQUALIFIED if there are any apparent copyright violations.**
- D. Site will be DISQUALIFIED if it is entered in more than one region. To be determined by regional/AFMS Committee**

	Max Points	Deducted
1. Regional Federation Information (Maximum points – 4)		
A. Affiliation mentioned	1 point.....	_____
B. Regional Federation name listed (full name spelled out)	1 point.....	_____
C. Regional Federation logo (writing on it must be legible, or no point awarded)	1 point.....	_____
D. Regional Federation link (must work)	1 point.....	_____
2. American Federation Information (Maximum points – 4)		
A. Affiliation mentioned	1 point.....	_____
B. AFMS name listed (full name spelled out)	1 point.....	_____
C. AFMS logo (writing on it must be legible, or no point awarded)	1 point.....	_____
D. AFMS link (must work)	1 point.....	_____
3. Vital Information (Maximum points – 21)		
A. Club Mission or purpose statement	5 points	_____
B. Regular meeting(s) date, time, and location—info no more than one click away from home page	5 points	_____
C. Statement concerning whether visitors are welcome at meetings—info must be easily found	3 points	_____
D. Points no longer deducted for no youth program (if very active program, award more points in #7)	0 points	_____
E. Webmaster contact information (functional e-mailing capability or a submit form is available)	4 points	_____
F. Working e-mail or a submit form can be directed to main club contact. Good response time expected.	4 points	_____
4. Membership (Maximum points – 14)		
A. Membership application form	4 points	_____
B. Membership benefits—a comprehensive list in a single location—easily found	5 points	_____
C. Information for members (completeness of shop information, newsletters, meeting programs, etc.)	5 points	_____
5. Functionality (Maximum points – 18)		
A. Web site menu links all function properly	4 points	_____
B. Web site is keyword searchable	2 points	_____
C. Keywords are part of the HTML source code helping the Web site to be found by search engines.	2 points	_____
D. Ease of navigating Web site	4 points	_____
E. In case of broken link, webmaster’s e-mail or a submit form is available on the Links page	3 points	_____
F. Links to relevant Web sites (other clubs; gem-, mineral-, and fossil-related sites)	3 points	_____
6. Completeness and quality (Maximum points – 31)		
A. Main pages appear up-to-date, emphasis on rocks and minerals, etc. (not officer list or similar)	3 points	_____
B. Use of club logo	3 points	_____
C. Common information on pages (Club name, URL, etc.)	3 points	_____
D. Easy readability (good contrast, consistency of font type and size, font size easy to read)	4 points	_____
E. Literacy—Consistently correct spelling and grammar throughout Web site	4 points	_____
F. Good use of graphics (including size—overly large graphics load slowly)	3 points	_____
G. Site domain is registered and property of the club (www.ourclub.org)	1 point.....	_____
H. Information fulfills needs of Web site visitors	5 points	_____
I. Overall appearance and attractiveness	5 points	_____

Score Subtotal (perfect score so far would be 92): _____

7. Outstanding features going above and beyond the norm (Specify—complete show info, great youth program, community service info, additional links, workshops, field trips, etc., etc.) (Note: Default points = 0) 8 points + _____

Total Possible Points: 100 **Total Score:** _____

Judge: _____ **Date:** _____

Browser(s) Used by Judges: Microsoft Internet Explorer v. _____ Mozilla Firefox v. _____ Other _____ version _____
Operating System(s) Used by Judges: Microsoft Windows v. _____ Macintosh v. _____ Unix v. _____ Other _____ v. _____

2018 AFMS Web Site Contest—Score Sheet Details

Club Name: _____ Web site URL: _____

Judge: _____ Date Judged: _____ Webmaster Name: _____

Obvious Problems: _____

Outstanding Features: _____

Comments: _____
