



NATIONAL ACADEMY OF TELEVISION ARTS & SCIENCES  
SUNCOAST CHAPTER

# HIGH SCHOOL RULEBOOK FOR 2023

**ELIGIBILITY PERIOD:**

**February 1, 2022 to January 31, 2023**

**ENTRY DEADLINE:**

**March 1, 2023**

The Suncoast Student Production Award encourages the pursuit of excellence in video production and focuses public attention on outstanding achievements produced by high school students.

Students listed on the entry form for Suncoast Student Production Awards must have been enrolled in an accredited high school within the Chapter boundaries at the time of production and completion of his/her piece within the eligibility period.

**STUDENT EXPRESS - ONLINE ENTRY PROCESS:** The entire Suncoast Student Production Award process is online. Submit your entry information, upload your video for judging and even pay the entry fee (if paying by credit card) from any computer with internet access – all in a secure environment.

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## STANDARD RULES AND REGULATIONS

### THE NATIONAL ACADEMY OF TELEVISION ARTS & SCIENCES

NATAS is a professional service organization dedicated to the advancement of the arts and sciences of television and related media and the promotion of creative leadership for artistic, educational and technical achievements within the television industry, best known for the coveted Emmy® Award.

#### PURPOSE

To recognize outstanding student achievements in production by conferring awards of merit in the chapter's designated award region. The presentation of these awards is intended to be an incentive for the continued pursuit of excellence by those studying media and journalism and to focus public attention on outstanding cultural, educational, technological, entertainment, news and informational achievements by high school students.

#### ELIGIBILITY PERIOD:

All entries must have been originally produced within the Suncoast Region that includes the State of Florida, the State of Louisiana, the Mobile-Pensacola market area and Puerto Rico in the period of time from **February 1, 2022 to January 31, 2023**.

### ENTRY DEADLINE: MARCH 1, 2023

## STANDARD RULES AND REGULATIONS

#### ELIGIBILITY

1. Projects conceived, produced and executed by students at a high school within the Chapter's designated awards region are eligible for student award consideration.
2. **No professional services may have been employed in the production of the entry.**
3. Faculty involvement can only be advisory.
4. **Entrants listed on the entry form for Student Production Awards must have been enrolled in an accredited high school within the Chapter boundaries at the time of production and completion of his/her piece within the eligibility period.**
5. Students who perform professional work may enter their work in the professional awards competition, provided they meet all eligibility requirements.
6. No entry may be submitted to more than one chapter's awards.
7. The entry does not need to have been broadcast, cablecast or webcast to be eligible.
8. Entry videos must be as they were originally submitted to their advisor. There may not be any edits to the originally completed video except for edits to bring the entry length within the specified category time limit. When editing for time, use only straight cuts with one second of black to denote where content has been removed.
9. There is no limit to the number of entries a school may submit in each category.
10. Pornographic, violent, defamatory or offensive material is not accepted. The interpretation of the Awards Committee is final and absolute.
11. Ineligible entries may be disqualified during any phase of the competition.

**IMPORTANT:**  
Review Page 13  
Before Entering

## STUDENT PRODUCTIONS

Students are not considered peer professionals and as such, their regional student productions are not eligible for Emmy® award recognition. If material is produced as part of a class, for which school credit is received, they are considered a student. If they are paid or working on a project with other “professionals,” and want to enter the Chapter’s Emmy® Award competition, they cannot enter as a student, but instead must pay the appropriate entries fees as an active NATAS member (or non-member). The student is then prohibited from entering subsequent student production categories with other classmates.

## ENTRY SUBMISSIONS

A teacher, professor or advisor must approve the entry even if the student handles the submission or upload process themselves. There is no limit to the number of entries a school may submit. The National Academy of Television Arts & Sciences Suncoast Chapter reserves the right to corroborate any information on an entry form, to combine duplicate entries, or to disqualify an entry. All entries are subject to approval by the Suncoast Chapter.

## ORIGINAL MATERIAL

At least two-thirds of an entry must consist of original material, unless previously produced material has been given some unique and creative treatment. Entrants must specifically identify and give credit to all non-original material included in the entry. This includes music use.

## LANGUAGE(S)

Entries in English will be judged by English-speaking professionals. Entries in Spanish will be judged by Spanish speaking professionals. Entries in other languages may be entered. Judging of these entries is subject to the availability of qualified judges who speak the language of the entry.

**NOTE: The Suncoast Chapter requires subtitles on all non-English entries for Student Production Awards.**

## DOUBLE DIPPING

No single entry may be submitted in its entirety in more than one Programming category. The same student may not be listed on more than one entry for doing the same job using the same work. If a student was responsible for more than one role, they submit the video in the appropriate craft categories to be judged for that particular craft (i.e. writer, editor, etc.).

## ENTRY ERRORS AND OMISSIONS

The National Academy of Television Arts & Sciences Suncoast Chapter assumes no responsibility for the acts or omissions of those individuals or entities submitting entries pursuant to this notice. All submitting entities and/or individuals are advised to review submissions with respect to correct name credits and other information. The Suncoast Chapter shall accept all submissions that are not in conflict with any of its rules and regulations.

## INTENTIONAL FALSIFICATION

The faculty advisor warrants that they are the party most responsible for verifying that eligibility requirements have been met. The intentional falsification of production credits or entry credits may be the basis for disqualification.

**IMPORTANT:**  
Review Page 13  
Before Entering

## FEES

While a fee to cover administrative expenses may be charged, **there may be no individual student entry fees.** Membership is not a requirement for advisors or entrants.

Each entry requires an accompanying processing FEE of \$45.00, payable by check or credit card (VISA/MasterCard/AMEX). Make checks payable to NATAS Suncoast Chapter.

Mail to: **Karla MacDonald, PO Box 840738, Pembroke Pines, FL 33084.**

This non-refundable fee **MUST** be paid by school or sponsoring organization ONLY.

## JUDGING AND EVALUATION

Programming Categories are judged on three criteria: content, creativity and execution on a 10-point scale (maximum 30 points); and Craft Categories are judged on two criteria: creativity and execution (maximum 20 points). Judging panels are to be made up of qualified professional judges. Judges have the option of including constructive comments or feedback, to be returned to the student's faculty advisor.

## AWARDS

A crystal pillar is awarded to the high school for entries validated by a professor or advisor. Students responsible for the production, will each receive a certificate. Pillars may be purchased for students listed on winning entries after the awards at a cost of \$125.

## RESTRICTION ON THE USE OF EMMY® MARK

Schools may refer to the fact that they are recipients of a NATAS Student Production Award, but may not use the Emmy® name or replica of the Emmy® figure in any form of commercial advertising or promotion.

Submission of an entry to the Suncoast Student Production Awards constitutes permission for The National Academy of Television Arts & Sciences Suncoast Chapter to telecast or screen the entry and to webcast the entry, or portions of the entry.

## ENTRY DEADLINE: MARCH 1, 2023

Please email any questions to  
[emmysuncoast@gmail.com](mailto:emmysuncoast@gmail.com)  
Subject: "SPA Question"

**IMPORTANT:**  
Review Page 13  
Before Entering

## HOW TO ENTER THE SUNCOAST STUDENT PRODUCTION AWARDS

All entries will be submitted through our *on-line “Student Express” system*. Become a Registered User, Submit, Upload and Pay – all in one secure place! Entrants are responsible for the technical quality of their videos.

### Follow this 3-step process:

1. Register (if you don't already have an account)
2. Submit Your Entry Info & Pay the Fee (the “paperwork” part of the process)
3. [Upload & Approve Your Video](#)

Links are available on the chapter website: [suncoastchapter.org](http://suncoastchapter.org)

## ENTRY UPLOAD FORMAT

For best quality, encode your video at its original size.

- 1920x1080 or 1280x720p is recommended
- Your video should be at least 720x480
- Do NOT letterbox your video

### PREFERRED FORMAT:

- MOV H264
- MPEG4 (mp4, H264)
- DV and DVCPro
- MPEG1 and MPEG2

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**IMPORTANT:**  
Review Page 13  
Before Entering

## UPLOADING YOUR VIDEO STEP-BY-STEP

(You can only upload 1 video entry at a time).

### STEP 1:

#### VERIFY THE ENTRY YOU WILL BE UPLOADING

Make sure you have your e-mail Copy of your Entry. This is where you will reference your Entry ID number and submitter's e-mail. Both are ESSENTIAL to begin the uploading process. The e-mail also includes a link to upload your video if needed.

On this first page you need to:

- Select the entry category from the dropdown box.
- Enter the ENTRY ID Number.
- Enter the submitter's e-mail address that was provided on the entry form.
- Select **Language** – English or Spanish.
- Select Box that you agree to the terms of uploading video.

### STEP 2:

#### REVIEW VIDEO FILE UPLOAD INFORMATION

After reading through the instructions on the page and confirming your entry information in the box at the bottom, click on Proceed to Upload Video.

- Select your video from your computer files by Browsing. Be sure you are uploading the correct file type.
- Click on UPLOAD.

The Screen will change to show a status bar indicating where the video is in the upload process. Wait for video to upload. Depending on the size of your file it should only take a couple of minutes, however, the longer the entry, the longer the upload process.

**IMPORTANT: DO NOT CLOSE THE BROWSER UNTIL THE UPLOAD IS COMPLETE.**

**DO NOT REFRESH THE PAGE OR CLICK THE "BACK" BUTTON ON YOUR BROWSER.**

\*If you do so, you will need to re-start the upload process.

#### Video Encoding In-Progress

- Once uploaded, the screen will change for encoding. The status will indicate "processing" until the video is "ready." (This process will take on average about 2 minutes for each minute of video to complete the required encodings for judging but can take considerably longer if the server has a backlog of encoding.)

**IMPORTANT:**  
Review Page 13  
Before Entering

- You can keep your browser open while the video is processing; or, you can use the link at the bottom of the page to monitor the encoding process (a new tab/page will open in your browser); or, you can close your browser at this point and return later to finish the approval process.
- When the status shows “ready,” click on the thumbnail or “click here to play video” link to play the video. Watch all the way through. What you see is what the judges will see.  
\*If the link does not appear, there was an encoding problem.
- After watching your video, click on the “Approve or Disapprove Video” link

## STEP 3:

### COMPLETE THE UPLOAD

- If the video uploaded and played properly and you approve, select Approve.
- CLICK FINISH.
- If you do not approve - select “Reject and Delete.” Your video will be deleted and you can upload your video entry again.
- You have 3 opportunities to upload and approve your video. Once approved, or you’ve uploaded your video 3 times, you will not be able to upload again unless you contact the office to have options reset so you can complete the process.
- Contact info for reset: Karla MacDonald, [emmysuncoast@gmail.com](mailto:emmysuncoast@gmail.com) or 954.322.3171.
- **\*IMPORTANT: Your video is NOT available to the judges until you approve it!**

You will receive an e-mail confirmation once you have completed the upload and approved your video. Your entry is now ready to be judged.

#### IMPORTANT:

**Entry ID#** - When submitting your entry, pay attention to the ENTRY CATEGORIES!

**C-01 – Newscast** - ( C -indicates College/University category)

**H-01 – Newscast** ( H -indicates High School category)

### ENTRY DEADLINE: MARCH 1, 2023

Please email any questions to

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Subject: “SPA Question”

**IMPORTANT:**  
Review Page 13  
Before Entering

# HIGH SCHOOL STUDENT PRODUCTION AWARD CATEGORIES

## PROGRAMMING CATEGORIES

**NOTE:** The same material may not be entered in more than one programming category.

Select the correct category when submitting online (**H-indicates High School category**).

On the Entry Form select the appropriate language (English or Spanish).

**The Suncoast Chapter requires subtitles on all non-English entries for Student Production Awards.**

### H-01. Newscast

For outstanding achievement in a newscast, produced daily or less than daily, but broadcast, streamed or otherwise distributed as a “live” program. Post edits are not permitted except for the removal of breaks. Entry will be judged on overall content, presentation, enterprise, writing, format, teases, etc. **Time Limit: 30 minutes.**

### H-02. News Report - Serious News

### H-03. News Report - Light News

For outstanding reporting achievement in a presentation of timely news, information and current events. Entries may contain spot news coverage, investigations and feature stories on any newsworthy subject. Coverage of controversial issues is welcome. Entries will be judged on the basis of editorial content and pictorial coverage, which demonstrates awareness of broadcast journalistic standards including accuracy and fairness. Judges will particularly look for well-organized material paying close attention to clearly written narration and appropriate sound bites. Preference will be given to individual pieces demonstrating reporting and field production. In-studio set-up or anchor link work will not be considered as an asset unless it materially contributes to the editorial content of the individual report. **Time Limit: 10 minutes.**

### H-04. Multimedia Journalist (MMJ)

For outstanding achievement by a single individual covering a single or multi-part news story. The MMJ is reporter, writer, photojournalist and editor. Entry may not be submitted in any other programming or craft category.

**Time Limit: 10 minutes.**

**NOTE:** This category is intended for solo projects. Collaborative or group projects must be submitted in one of the other appropriate categories.

### H-05. Video Essay

For outstanding achievement by a single individual covering a single or multi-part story. The video essay creator is the photographer and editor, weaving together elements captured in the field to tell the story without a reporter or professional talent track. Entry may not be submitted in any other programming or craft category. **Time Limit: 10 minutes.**

**NOTE:** This category is intended for solo projects. Collaborative or group projects must be submitted in one of the other appropriate categories. In addition, Video Essay submissions must not include any on-camera or voice-over narration. Visual elements, interview soundbites and nat sound are permitted to tell the story.

**IMPORTANT:**  
Review Page 13  
Before Entering



### H-06. Non-Fiction – Short Form

For outstanding achievement in a presentation of a short-form treatment of a single non-fiction subject. Subject matter can include (but is not limited to) investigations, examinations of social issues, personal relationships, sports lifestyles, music, performing arts, entertainment, fashion and historical retrospectives. Content creativity and execution will be important elements in judging the entries. Judges will particularly look for well-organized material, paying close attention to clearly written narration and appropriate sound bites. **Time Limit: Up to 10 minutes.**

### H-07. Non-Fiction – Long Form

For outstanding achievement in a presentation of a long-form treatment of a single non-fiction subject. Subject matter can include (but is not limited to) investigations, examinations of social issues, personal relationships, sports lifestyles, music, performing arts, entertainment, fashion and historical retrospectives. Content creativity and execution will be important elements in judging the entries. Judges will particularly look for well-organized material, paying close attention to clearly written narration and appropriate sound bites.

**Time Limit: Minimum 10 minutes - maximum 30 minutes.**

**NOTE:** *If the original presentation ran more than 30 minutes, entrants are permitted to make three edits to bring the entry to time.*

### H-08. Public Affairs/Community Service

For outstanding achievement in a presentation of content with current social, civic or other issue oriented subject matter. Entry may be a single story or a multi-part series of stories on the same topic. Advocacy of a point of view is encouraged. Content, creativity and execution will be important elements in judging the entries. Entry will be judged on awareness of broadcast journalistic standards including accuracy and fairness. **Time Limit: 10 minutes**

### H-09. Arts/Entertainment/Cultural Affairs

For outstanding achievement in a presentation of content devoted to cultural or artistic significance. Entry may be a single story or a multi-part series of stories on the same topic. **Time Limit: 10 minutes.**

### H-10. Magazine Program

For outstanding achievement in a program consisting of various stories of regional interest, usually on current events or entertainment in a format that often includes interviews and interspersed with links by presenters who appear in the reports. Could cover “pre-produced” or “recorded and edited” morning announcements. Designed to entertain and inform. Judges will look at the overall content, creativity and execution of the entire program as a complete product. **Time Limit: 30 minutes.**

### H-11. Music Video

For outstanding achievement in replication, reinterpretation or original material in a music video. Judges will evaluate content, creativity and execution. **Time Limit: 5 minutes.**

### H-12. Fiction – Short Form

For outstanding achievement in a presentation of a short-form treatment of a single fictional subject. Dramatizations or student originated soap operas or plays are permitted. Content creativity and execution will be important elements in judging the entries. Judges will particularly look for well-organized material, paying close attention to clearly written narration and appropriate sound bites. **Time Limit: Up to 10 minutes**

### H-13. Fiction – Long Form

For outstanding achievement in a presentation of a long-form treatment of a single fictional subject. Dramatizations or student originated soap operas or plays are permitted. Content creativity and execution will be important elements in judging the entries. Judges will particularly look for well-organized material, paying close attention to clearly written narration and appropriate sound bites.

**Time Limit: Minimum 10 minutes - maximum 30 minutes.**

**NOTE:** *If the original presentation ran more than 30 minutes, entrants are permitted to make three edits to bring the entry to time.*

### H-14. Sports Story or Segment

For outstanding achievement in a sports news, information or feature story. In-studio set-up or anchor link work will not be considered as an asset unless it materially contributes to the editorial content of the presentation. Judges will particularly look for well-organized material, paying close attention to clearly written narration and appropriate sound bites. **Time Limit: 10 minutes.**

### H-15. Sports Program

For outstanding achievement in a sports program or special. Entry may be live or edited and must have, as its basis, special coverage not to be taken from a newscast. Entries may include multi-camera and pre-produced segments. Entry may have no post-edits except for the removal of PSAs, interstitials or commercials. Entry will be judged on awareness of broadcast journalistic standards including accuracy and fairness. **Time Limit: 30 minutes.**

**NOTE:** *This category is for shows such as pre/post-game shows, sports interview/discussion programs, season recap shows, etc. If the original presentation ran more than 30 minutes, entrants may select up to three (3) segments/excerpts to bring the entry to the specified time limit. One (1) second of black should be included between segments/excerpts.*

### H-16. Live Sporting Event/Game

For outstanding achievement in the production of a live or recorded live sports event or game. A composite is required and may include segments or excerpts that provide examples of: Show Open, Graphics Package, Use of Replays, Inserted Pre-Produced Segments, Use of Statistical or Other Prepared Material, Highlights, Standard Coverage (e.g. Routine Innings or Downs) and any additional material at entrant's discretion. **Time limit: 30 minutes.**

**NOTE:** *One (1) second of black should be included between segments/excerpts.*

### H-17. Public Service Announcement (PSA)

For outstanding achievement in announcements that effectively focus interest in and marshal support for worthy community or area causes. **Spots may be 5-seconds to 2 minutes in length.**

### H-18. Commercial

For outstanding achievement in a production advertising a product, business, service, school or school department or a community or school event that is conceived, written, created and produced for a class/school project.

**Spots may be 5-seconds to 5-minutes in length.**

**IMPORTANT:**  
Review Page 13  
Before Entering

# HIGH SCHOOL STUDENT PRODUCTION AWARD CATEGORIES

## CRAFT CATEGORIES

**NOTE:** Only those who performed the specified craft should be listed on the entry.  
One (1) second of black should be inserted between elements of a composite entry.

### H-19. Animation/Graphics/Special Effects

For outstanding achievement in animation, graphics, and/or special effects demonstrating the skills of one or more individuals. Entries may contain a single example of the craft, or a composite of material as originally prepared for class or extra-curricular assignment. **Time Limit: 15 minutes.**

### H-20. Audio/Sound

For outstanding achievement in audio or sound design demonstrating the skills of one or more individuals. Entries may contain a single example of the craft, or a composite of material as originally prepared for class or extra-curricular assignment. **Time Limit: 15 minutes.**

### H-21. Director

For outstanding achievement in directing demonstrating the skills of one or more individuals. Entries may contain a single example of the craft, or a composite of material as originally prepared for class or extra-curricular assignment. **Time Limit: 15 minutes.**

### H-22. Editor

For outstanding achievement in editing demonstrating the skills of one or more individuals. Entries may contain a single example of the craft, or a composite of material as originally prepared for class or extra-curricular assignment. **Time Limit: 15 minutes.**

### H-23. Photographer

For outstanding achievement in photography demonstrating the skills of one or more individuals. Entries may contain a single example of the craft, or a composite of material as originally prepared for class or extra-curricular assignment. **Time Limit: 15 minutes.**

### H-24. Talent - News or Sports

For outstanding achievement in on-camera talent demonstrating the skills of one or more individuals in the areas of news anchoring, reporting, host/moderator, sports play-by-play, analyst, etc. Entries may contain a single example of the craft, or a composite of material as originally prepared for class or extra-curricular assignment. **Time Limit: 15 minutes.**

**IMPORTANT:**  
Review Page 13  
Before Entering

## H-25. Talent Performer

For outstanding dramatic on camera work in a short film or work of fiction. This is not the subject of an interview but rather talent following a script in the body of work. Actors may not be paid for their participation.

**Time Limit: 15 minutes.**

## H-26. Writer

For outstanding achievement in writing in all forms, including both fiction and non-fiction. This award is designed to encourage clarity of thought as well as creativity. Style and substance both count heavily in determining the winner. Scripts must be fair and accurate and must demonstrate logical organization of editorial content so that a viewer will easily understand the story that is being told. **Time Limit: 15 minutes.**

### IMPORTANT:

**Entry ID#** - When submitting your entry, pay attention to the ENTRY CATEGORIES!

**C-01 - Newscast** - ( C -indicates College/University category)

**H-01 - Newscast** ( H -indicates High School category)

### DEADLINE FOR ENTRIES:

Online entry forms must be completed and entries uploaded no later than **March 1, 2023 at 11:59 pm.**

The earlier you upload, the more likely we will be able to resolve any issue that may arise before the deadline.

Please email any questions to  
[emmysuncoast@gmail.com](mailto:emmysuncoast@gmail.com)  
Subject: "SPA Question"

**IMPORTANT:**  
Review Page 13  
Before Entering

## IMPORTANT:

**Entry ID#** - When submitting your entry, pay attention to the ENTRY CATEGORIES!

**C-01 - Newscast** - (**C**-indicates College/University category)

**H-01 - Newscast** (**H**-indicates High School category)

### Add ENTRANT info (Entrant 1)

Please list the ADVISOR'S name, role (advisor), **email address AND phone number** for ENTRANT 1 (\*\*While email and phone number are not required fields on the entry form, we DO want that info for the primary advisor.)

### Add ENTRANT Info (Entrant 2 - Additional Entrants/Students)

If there are additional advisors, list them next, before listing any students.

You do not need to include email addresses or phone numbers for students.

Entrants must be limited to the students most responsible.

### Names of Entrants

If you list your entrant as "Staff", and your entry is a Regional winner, student names and roles will be required for the NSPA submission. Pillars are awarded to each student listed and cannot be awarded to "Staff."

### Advisor Role

Entries without a school or program advisor may be disqualified.

**NOTE:** The advisor's contact information must be valid through August 2023 in case we need to contact the advisor.

### Read category descriptions carefully

*Example:* Video Essay (Category 5) - The category description specifies "single individual" and no "reporter or professional talent track."

### Ensure the "roles" are correct and appropriate for the category.

*Example 1:* If the entry is in the Craft: Writer category, the "role" should be "Writer" – not "writer/editor/photographer/producer."

*Example 2:* For craft entries, only those students who performed the craft should be listed. The "Writer" entry should not also list the talent as entrants (or the photog or editor, etc.)

## ENTRY DEADLINE: MARCH 1, 2023

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