



Robert W. Crawford Student Literary Award

This packet is designed to provide you with the materials you will need to apply for the Robert W. Crawford Student Literary Award.

Each year two scholarships are awarded:

- \$500 Undergraduate Student Award
- \$500 Graduate Student Award
- One year student membership to AAHPERD for each award winner

Materials included in this packet:

- Instructions on how to submit your entry
- Application Form
- Copyright Release Form
- Sample Evaluation Sheets
- Announcement Flyer

For additional information, contact AAPAR. All materials should be submitted to AAPAR and postmarked by **January 1**. Thank you for your interest and good luck with your entry.

AAPAR Student Literary Award
1900 Association Drive
Reston, VA 20191
703-476-3430
Email: aapar@aahperd.org

Eligibility:

Any student who enrolled in an HPERD professional track (health, physical education, recreation or dance) is eligible. Applicants must submit manuscripts with a focus on recreation and physical activity. Students must have a faculty sponsor to submit a paper.

Recognition:

The Robert W. Crawford Student Literary Award encourages and recognizes writing excellence on the part of both undergraduate and graduate students enrolled in a course or majoring in recreation, parks, and leisure studies. Students submit a paper for review, and those selected are recognized nationally by AAPAR. One \$500 scholarship is awarded to an undergraduate student and one \$500 scholarship is awarded to a graduate student. Recipients are eligible for a travel stipend (up to \$500) to attend the AAHPERD National Convention and Exposition, convening each spring, to receive their award. They will also receive a one-year student membership in AAHPERD.



Application Procedures

1. Read the enclosed instructions carefully.
2. Complete the Application Form (typewritten preferred).
3. Submit the following in hard copy and on a diskette in RTF:
 - a) full manuscript (no more than 15 pages)
 - b) abstract of 750 words or less; abstracts from the winning manuscripts may be printed in the *PAR for Life* newsletter.
 - c) résumé or CV
4. Enclose a signed Copyright Release Form.
5. Return to the address listed on page 1, **postmarked by January 1**

Manuscript Preparation

All manuscripts must be the original work of the entrants and must be non-copyrighted. Entrants may submit only one manuscript each year. Double-space the entire manuscript, including references and quotations, on 8½" x 11" white paper with 1" margins on top, bottom, and right side, 1½" margin on the left side. The manuscript should be no more than 15 pages long, including tables, graphs, and reference materials. Photographs, tables, graphs, and charts should be provided electronically in separate files. **Save the manuscript in Rich Text Format (*.RTF) on a PC-formatted CD-ROM.** Label the CD with your name and manuscript title.

Manuscript Content

Simple, straightforward writing—concise, logical, and clear—is best. Focus the manuscript, use examples, capture the reader's interest, and stimulate his/her thinking. Avoid educational jargon and passive voice, keep paragraphs short and vary sentence structure.

- *Title page.* Include on the title page of the original manuscript the title of the manuscript and the full name of the author. Do not include the institution or the faculty sponsor.
- *References.* Check all references; authors are responsible for accuracy. For reference style, follow the *Publication Manual of the American Psychological Association*.
- *Theme.* Open to all topics relating to recreation and leisure. AAPAR encourages entries addressing physical activity and recreation for youth, families, or children.

Manuscript Submission

Submit one (1) hardcopy of the manuscript and a CD copy. Save the file in Rich Text Format (*.RTF).

The Review Process

The Student Literary Awards Committee will evaluate all manuscripts using the evaluation form enclosed.

Publication

Copyright. A signed copyright release form must accompany all manuscripts. Authors transfer all copyright ownership of manuscripts to the American Alliance for Health, Physical Education, Recreation and Dance/American Association for Physical Activity and Recreation.

Reprinting. Upon request, authors receive permission to reprint their own articles.



Robert W. Crawford Student Literary Award Application Form

Student:

Name: _____ / _____
(Please Print) Signature

Address: _____

_____ City State Zip

Telephone: _____ Fax: _____ Email: _____

_____ Undergraduate Major Area: _____

_____ Graduate Minor Area: _____

Faculty Sponsor:

Name: _____ / _____
(Please Print) Signature

Telephone: _____ Fax: _____ Email: _____

Institution: _____

Department: _____

Address: _____

_____ City State Zip

Title of Paper: _____



Robert W. Crawford Student Literary Award Evaluation Guide
(to be completed by Selection Committee)

Manuscript Number: _____ Total Weighted Score _____ Rank _____

To aid in determining the rating of this specific manuscript and its ultimate rank order:

- (1) Circle the numbers relating to the following criteria.
- (2) Multiply the specific criteria by its weighted constant.
- (3) Total the scores to come up with a representative single score.

	Low			High		Constant	Score
1. SIGNIFICANCE: relevance and timeliness as it relates to the profession	1	2	3	4	5	1.0	
2. INTRODUCTION: sets the stage and clearly gives direction	1	2	3	4	5	1.0	
3. HISTORICAL PERSPECTIVE: includes adequate background on topic	1	2	3	4	5	1.0	
4. TERMS: understood/defined and used consistently throughout	1	2	3	4	5	1.0	
5. NEW CONCEPTS: emerged; notable ideas brought forth	1	2	3	4	5	1.0	
6. ORGANIZATION: logical order	1	2	3	4	5	1.0	
7. FACTS: cited, appropriate, and influential; factual information kept separate from interpretation, inference, and evaluation	1	2	3	4	5	2.0	
8. IMPACT: inference, evaluation, and interpretation is expressed forcefully and convincingly	1	2	3	4	5	1.5	
9. WRITING STYLE: is clear, accurate, concise	1	2	3	4	5	1.5	
10. OVERALL: conclusions drawn forcefully, recommendations present; seems to make a contribution to the literature	1	2	3	4	5	2.5	

TOTAL



Robert W. Crawford Student Literary Award
Comments for Authors
(to be completed by Selection Committee)

Provide detailed comments about the manuscript that you feel will enhance its presentation or substantive content as an aid to revising the manuscript (use the back of this sheet if needed). Comments can also be noted on specific pages of the manuscript. Comment on grammatical and stylistic quality of the presentation. Is it cogent, coherent, and cohesive?

Regarding substance, evaluate the correspondence between the stated topic, literature cited, and interpretations made. Is theory adequately addressed if appropriate? Is there a critical analysis of the subject matter or some other basis for appropriately drawing conclusions and recommendations?

Grammar and Style:

Substantive Content:

For reviewer coordinator only:

Upon revision, based on your professional judgment and sense of normative standard, if this is not ranked #1 by you, is this manuscript worthy of recognition as a quality essay?

YES or NO

Additional comments:

Copyright Release Form

The following form acknowledges the copyright ownership of the following article by the American Alliance for Health, Physical Education, Recreation and Dance (AAHPERD) and/or AAPAR.

I grant permission to AAHPERD and/or AAPAR to copyright in its name my work as listed below. This acknowledgment does not restrict me from reproducing this work in total or in part for not-for-profit educational purposes or personal use.

If I use portions of this work in future publications or articles, I will give appropriate credit to AAHPERD and/or AAPAR.

Author Information

Signature

Name

Institution/Agency

Address

City

State

Zip

Home Phone

Work Phone

Fax

Email

Title of Article

Return original and keep duplicate for your personal files.