How to Enter the 2020-2021 MNA College Better Newspaper Contest

STEP-BY-STEP INSTRUCTIONS

1. Go to the site

Click "ENTER THE CONTEST" to get started.

Please note: For best contest experience, use the Google Chrome browser.

More browser info **Download Chrome**

https://betternewspapercontest.com/MNACollege2021



Friday, May 31, 2019. All entries must be uploaded to the online system by 11:00 p.m. May 31. Categories that require mailed entries must be postmarked on or before May 31. Entries postmarked later than May 31 will not be accepted. Hand deliveries must be made to the MNA office by 5:00 p.m., Friday,... More

CONTEST INFO

The Minnesota Newspaper Association (MNA) is the voluntary trade association of all general-interest newspapers in the State of Minnesota, acting on behalf of the newspaper press of the state, representing its members in the legislature and in court, managing local/regional/national newspaper advert ... More

ENTRY FEES & PAYMENT

There will be a \$3 fee for each entry. Payment for entries may be completed online with a credit card, or a check in the full amount owed may be mailed to MNA. Fees collected will be earmarked for two purposes: To provide winners with awards and to pay expenses associated with judging. Make checks p... More

RULES & ELIGIBILITY

Any college newspaper in Minnesota is eligible to enter this contest. Some awards are given to the newspaper as a whole; others are given to individual staff members. If you are not on the list of colleges displayed in the contest system, please contact LuAnn Yattaw by phone (612-278-0235) or email .

https://betternewspapercontest.com/MNACollege2021

2. Log in – returning users

1. Login As: -Choose "Contestant Manager"

2. Select Media Organization: -From the drop-down menu select your newspaper, enter your password and click "Login"

If your newspaper is not on the list, or you need a new password, contact Laura Niemi by email (laura@mna.org) or phone (612-278-0226).



2. Log in – first time users

1. Login As: -Choose "Contestant Manager"

2. Select Media Organization: -From the drop-down menu select your newspaper and enter the default password "<u>bnc</u>" and click "Login"

If your newspaper is not on the list, contact Laura Niemi by email (laura@mna.org) or phone (612-278-0226).



3. Update information

Your first successful login prompt you to change your password and update contact information.

Fill in the requested information. Remember to record your password. Be sure to use a valid email address. Later, an important confirmation email will sent to this address.

To save changes, click "Submit."

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Home My Contest Contest Info Judges Login Find Contests

Edit Contestant Manager

Help & Support

Owners	Editor
Contestant	TEST
Contestant Code	100
Frequency	Daily
Circ Group	4 Year College/University

Primary Contestant Contact Information - Contestant Manager

Last Name	
Yattaw	
Confirm Email	
luann@mna.org	
Contestant Website	
Confirm Password	
	Last Name Yattaw Confirm Email Uuann@mna.org Contestant Website Confirm Password Confirm Password

Mailing Address

Shipping/Physical Address

Same as Mailing Address

4. Manage your entries

You will see the "Manage Entries" page each time you log in. It is home base. From here you'll submit, edit and manage your contest entries.

At the upper-right hand of this page, you'll see a your circulation group designation and your total number of entries. If you think the circulation information is incorrect, contact Laura Niemi by email (laura@mna.org) or phone (612-278-0226).



When you're logged in, go to the "My Contest" drop down to go back to the "Manage Entries" page, submit an entry, choose "My Account" to update your information or "Logout" when you're finished.

You can also go to the "Contest Info" drop down to find contest information, instructions and contact information for MNA contest administrators.





5. Submit an entry

Open the contest entry form by clicking the "Submit Entry" link on the "Manage Entries" page or from the "My Contest" menu.

First, select the award division:

Awards to Individuals Awards to Newspapers Special Awards

Categories are listed by division in the BNC Rules packet.

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NOTE: The "Submit Entry" form is fairly self-explanatory; fill in the information requested, working from top to bottom. The division you choose will determine the list of categories available for selection, and the category you choose will reveal other form fields. You must fill out one form for each entry. If you wish to submit two entries in the same category, each entry must have its own form.

Next select the category from the drop-down menu.

EST is a member of the Under 1,500 circulation group. ou have a total of 0 entry.		
Create New Entry		
All entries subject to rules and eligibility requirements.		
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* Category (When a category's entry limit has been reached, the category will be larger appear in the list.)	Choose	•
* Headline or Title of Entry	Choose 11 Advertising Campaign 12 Institutional Advertisement 13 Self-promotion or House Ad 14 Use of Color in Advertising	
Comments, Credits & Other Info	15 Best Advertisement 16 Innovative Online Advertising	
Who should be credited for this entry? Enter the nar Note: If more than 5 people, please enter Staff: * First Name	12 Formal Interest Story 13 Social Issues Story 19 Sports Story 20 Business Story 21 Arts & Entertainment Story 22 Local Breaking News Coverage 23 Iswarding News Coverage	
*First Name	23 Investigative Reporting 24 Columnist 25A Photography: News Photo 25B Photography: Sports Photo 25C Photography: Seature Photo	
	25D Photography: Photo Story 25E Photography: Portrait and Personality	•

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Then, enter the headline or title of the entry.

For categories that require online submission, click "Browse" under "Upload Attachment & Links" and select the PDF file you wish to upload.

Click "Browse & Attach More Files" if you wish to add additional PDFs.

Attachments are uploaded when you submit your entry.

The maximum file size allowed is 5MB.

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Category (When a category's entry limit has been reached, the category will no longer appear in the list.)	17 Human Interest	Story		•	
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* Headline or Title of Entry	Headline or Title of Entry Best Story of the Year!				
Get File(s) to Attach to this Entry The number of file attachments allowed is determined by your co	ontest rules.		For best results make 'Grayscale' will signific	your pdf at 72dpi will full compression. Distillin antly reduce file size.	gas
Choose File You Call the Shots.pdf	Call the Shots.pdf	×	Allowable files types a Total maximum upload	re pdf, txt, doc, jpg, gif, png, docx . I size is 5 MB per file.	
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Choose File No file chosen	×	×		Publish large PDF files up to 250 mb	
Browse & Attach More Files	\mathbf{i}			What's this?	

For categories that allow submission of URLs, enter those under "Get Links to Attach to this Entry"

(Please verify URLs are not broken (current) or that access is allowed in the case of paywalls.)

Paste URL/Link here	Paste URL/Link here	Paste URL/Link here
Paste URL/Link here	Paste URL/Link here	Paste URL/Link here
Paste URL/Link here	Paste URL/Link here	Paste URL/Link here
Paste URL/Link here		

Finally, add any entry notes, the name of the entrant(s), complete reCAPTCHA and click "Submit Entry."

For awards that go to more than five people, feel free to enter "staff" *for the entry credit.*

First Name	Last Name	
First Name	Last Name	
F <mark>inal Step:</mark> Answer reCAPTC	HA and Submit Entry	
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 I am not a robot Submit Entry 		
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I am not a robot Submit Entry Attachments are upload	led when you click "Submit Entry"	

After you click submit, you will be taken to the "Official Entry Form."

For categories that require mail-in submission, please print this page and affix it to the entry.

If you do not need to print the entry form, click "Submit Another Entry," "Manage Entries" or "Logout," if you're finished.

This Page is Your Official Entry Form.

FOR GENERAL EXCELLENCE:

If you mail in your submission, please print label and affix securely to entry materials. Be sure to bind all three issues together securely with a binder clip, rubber bands, or enclose in a manila folder or envelope.

Mailed entries and payment must be postmarked by October 12, 2018 and sent to:

MNA College Better Newspaper Contest 10 South Fifth Street, Suite 1105 Minneapolis, MN 55402

Entry Details: Media Organization: TEST (100) Title or Headline: Best Ad - print Division: Awards to Individuals Category: 003 Best Advertisement - print or online Entry Code: 10001 Credits: Staff Entry made by LuAnn Yattaw, Contestant Manager on 2019-02-18 07:43:30



DO NOT HIT YOUR BACK BUTTON

0

Submit Another Entry

or Manage Entries | Logout

IMPORTANT NOTE: You must complete an entry form online for ALL ENTRIES, even those that are mailed to MNA. Labeling of hard-copy entries must be done correctly in order for your entry to be properly judged. Judges read the hard-copy entries and enter results online. Your label corresponds directly with the contest website.

6. New users: Validate your account

NEW USERS:

After you've successfully added two (2) entries to your new BetterBNC account, you will receive the following pop-up message and a confirmation email will automatically be sent to the email address you provided the first time you signed in.

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ENTRY:	
to entry mate curely with a l	als. When more than one section or issue is required, inder clip, rubber bands, or enclose in a manila folder
stma <mark>ked by O</mark>	tober 1, 2012 and sent to:
Vour	count is being convoted to a new type of account called "Contactort Manager". With this new account you can make entries on behalf of your modio organization, authoriza
and	anage others who can make entries, and control all entries.
But fi comp	t we need to validate you as the proper person for the job. An email has been sent to the Primary Contact Person on record. Locate that email and follow the instructions to ete the validation. After that you will log in as Contestant Manager.
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When you receive the email, click on the link provided to activate your account.

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To: sarał Cc: Subject: [BNC	n@mna.org] BetterBNC email validation Contestan	t Manager-0021064					
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Your recent ad	ctivity on the BetterBNC website	has generated this ema	uil, which requires a	ction on your pa	rt.		
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After validating your account, you will be asked to update your account information one last time. 🕐 Help & Support

All fields marked with an asterisk are required.

After you update your account, you can continue adding entries.

		Home	My Contest	Contest Info	Judges Login	Fir	nd Contests		
Edit Contest	ant Manager								
Owners	None				Pr	rimary	y Contestant Contact Inf	formation - Contestant	Manager
Contestant	TEST								
Contestant Code	442								
Frequency	Weekly								
Circ Group	Under 1,500								
*First Name	Sarah				*Last Name		Bauer		
*Contestant Manager Email	sarah@mna.org				*Confirm Email		sarah@mna.org		
*Contestant Phone	612-278-0250				Contestant Website				
*Password					*Confirm Password				
Password must be a	a minimum of 6 characters lon	g, have at le	ast one capita	l letter, one low	er case letter, and I	have	at least one number.		
Mailing Address				2	hipping/Physical A	Addre	:55		
*Number and Street	10 S. 5th St. Ste. 1105			•	Number and Street	10 9	5. 5th St. Ste. 1105	Same	as Mailing Address
*City	Minneapolis			,	City	Mir	neapolis		
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7. Add authorized entrants

OPTIONAL: You can also create additional "Authorized Entrants." An Authorized Entrant is someone that you authorize to make entries on behalf of your media organization.

Authorized Entrants can make and manage only their own entries.

As Contestant Manager, you can access and manage all the entries made by you, and all of your Authorized Entrants.

To create an Authorized Entrant account, click on the "Add More" link at the bottom of the "My Account" page

Enter the Authorized Entrants account information.

P netb a subbort	Home My Contest Contest Info	NC®	C
Add Entrant			
First Name		Password must be a minimum of 6 characters long, have at least one capital letter,	
Last Name		one lower case letter, and have at least one number.	
Email	luann@mna.org		
Confirm Email			
Password]	
Confirm Password]	
	Enable Un-check this box to disable this Authorized Entrant		
	Submit		

Authorized Entrants will receive a confirmation email after the registration is submitted by the Contestant Manager.

Authorized Entrants follow the same steps to log in , but choose "Authorized Entrant" from the "Login As" menu.

Authorized Entrants will also follow the same process for submitting and managing entries.



If you do not want to create any Authorized Entrants, and just use the Contestant Manager account for all entries, click the "Contestant Manager Only" box at the bottom of your "My Account" page.

People Authorized to make Entry for this contestant - Authorized Entrants
Contestant Manager Only Checking this box locks out all Authorized Entrants
Add More

8. Review your entry list

In the list of entries on the "Manage Entries" page, the Actions column at the far right contains four links: "Label," "Edit," "Disable," and "Delete."

"Label" displays the entry label associated with that entry. You only need labels for mail-in entries. You can use this link to print new or additional labels, if needed.

"Edit" lets you view and change information in the entry form. If you change an entry in mail-in category, you'll need to display and reprint the label for that entry.

"Disable" removes that entry from the contest (you will not be charged for disabled entries), although you'll still see it in a separate Disabled Entries list. If you disable an entry, you can reinstate it again by clicking "Enable." This action is reversible.

"Delete" allows you to permanently delete an entry. This action cannot be reversed.

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You have a total of 2 entries.

2017 MNA College Better Newspaper Contest Manage Entries -- Entry Deadline 10/15/2017

Entries

?) Help & Support

- My Account

- Submit Entry

- Logout

Entrant	Category	Title	Pages	Files/URLs	Created	Actions
Contestant Manager	001 General Excellence	General Excellence	1		2017-08-03 08:26:39	Label Edit Disable Delete
Contestant Manager	003 Best Advertisement - print or online	Headline	1	Ø	2017-08-02 16:32:21	Label Edit Disable Delete

9. Calculate your entry fee

Once you've submitted all your entries, you'll need to print out a complete list of entries to submit with payment.

Click the "Calculate Entry Fee" link to pull up a full list of all entries, along with amount due (\$9 per entry).

PRINT TWO COPIES OF THE COMPLETED LIST.

Keep one copy for your records. Mail one copy with your check (made out to "Minnesota Newspaper Association") and any non-PDF entries to the MNA office.



Entries

Entrant	Category	Title	Pages	Files/URLs	Created	Actions
Contestant Manager	1 General Excellence	Test General Excellence	1		2015-08-07 16:17:52	Label Edit Disable Delete
Contestant Manager	17 Human Interest Story	Best Story of the Year!	1		2015-08-07 15:58:05	Label Edit Disable Delete
Contestant Manager	29 Design Portfolio	Design Portfolio Test	1		2015-08-07 16:18:36	Label Edit Disable Delete

Important note: Please plan to send your entry fee check with any mail-in entries to MNA, or complete credit card payment on or before the deadline. Payment is due the same day entries are due. You are managing content for 2018 MNA College Better Newspaper Contest

TEST Circulation Group 4 Year College/University.

As of 02/18/2019 7:59 am

Disabled entries are not in fee calculation.

In lieu of a check, complete the credit card information form and send the payment confirmation along with your complete list, and any hard-copy entries to MNA.

If you have a contest fee question, contact MNA Accounting Manager Debbie Evans (Debbie@mna.org) or 612-278-0231.

Entrant	Division	Category	Title	Entry Fee	
Contestant Manager	Awards to Individuals	003 Best Advertisement - print or online	Best Ad - print	\$3.00	
			Awards to Individuals subtotal	\$3.00	
Contestant Manager	Awards to Newspapers	001 General Excellence	Gen Excellence	\$3.00	
Contestant Manager	Awards to Newspapers	002 Website	Publication Website	\$3.00	
			Awards to Newspapers subtotal	\$6.00	
					Secured by thave 2019-02-18 ABOUT SSL CERTIFICATES
			Total Entry Fee Due	\$9.00	
			Base Contest Fee	\$0.00	
			Total Entry Fee Paid	\$0.00	
		7	Total Outstanding Entry Fee	\$9.00	
		If you wish to pay online with a credit card, click here. If you wish to pay by check, click the "print" icon on the upper right-hand side of this page, and mail the report along with a check for the full amount to MNA.			

Print

You're done!

Congratulations! You're done! Log out. There's nothing else to complete. After the contest deadline you'll lose access to the contest site, so save any entry files or entry lists for your records in advance of the contest deadline.

Contact MNA with any questions:

E: member@mna.org P: 612-332-8844

