



NOTE: The STC reserves the right to reject any entry if this form is incomplete. Full submitter information must be included. For the STC International Summit Awards, **four copies** of this form are required.

Entry title:

(max. 110 characters)

Select the category and sub-category appropriate for this entry:

___ Informational Materials

Annual Reports Articles Books

Periodicals Technical Reports

Page count: ___

___ Instructional Materials

Tutorials & Training Training Materials

Page count: ___

___ Promotional Materials

Brochures & Catalogs Fliers

Posters Websites

Page count: ___

___ User Support Materials

Job Aids / Quick Start Guides Help Organizational Manuals

Quick References Reference Documents User Guides

Page count: ___

Target audience

Limit: 250 characters

Purpose of the entry

Limit: 500 characters

| Chapter use only | | |
|------------------------|-----------|-------|
| Category no. | Entry no. | Award |
| | | |
| International use only | | |
| Category no. | Entry no. | Award |
| | | |

Entry title:

Information Materials Instructional Materials Promotional Materials User Support Materials

For online entries, complete the appropriate lines in the following section.

NOTE: A web-based entry must be submitted on USB drive, CD, or DVD, and will be judged as of the date saved to disk. If "live" Internet access is required to judge the entry, the submitter must provide an explanation as to what aspects of the submission rely on Internet access. The submitter must also provide a valid URL and login credentials (if applicable).

Medium of submission CD-ROM DVD USB Drive

Entry uses sound Yes No

Operating system(s) on which the entry can run Mac Windows 2000/XP **Any OS in the "Other" classification requires special arrangements. For details, see the General Instructions.**
Windows Vista Other

Software requirement(s) Acrobat Reader Flash Player Real Player
 Shockwave Windows Media Player
Other _____

Monitor requirements **Resolution:** 800 x 600 1024 x 768 Other _____
Color depth: 16-bit (65.5k) 24-bit (16.8M) Other _____

Tools used to create the entry

URL of entry, if required

login ID _____ password _____

Preferred browser Firefox Internet Explorer
Version _____ No preference

Detailed instructions for installing the entry
Limit: 600 characters, or about 7.5 lines of solid text

Other information

Limit: 2800 characters

Some examples of the type of information that you might include here:

- Was the entry used in-house, was it for a client, or was it for resale?
- Was it produced on a limited budget or in a short time?
- Does it follow a corporate style or layout?
- Are there aspects of the entry for which you disclaim responsibility?
- Was it created in a language other than U.S. English?

The judges may take some, none, or all of these factors into consideration when making their evaluation, at their discretion.

