

## **Suggested Outline for the Annual Report**

\* For Corbus Award Competition

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### **I. COVER**

There is no set design for the booklet cover; chapters are encouraged to use original creative designs. The cover may have the following items: the name of the chapter, the name of the national organization (Delta Tau Alpha National Agriculture Honor Society), the type of booklet (Annual Report), the year the booklet is submitted, and the official DTA emblem.

### **II. DEDICATION AND/OR ACKNOWLEDGMENT**

### **III. CHAPTER ADVISOR**

Picture and Biography

### **IV. CHAPTER OFFICERS**

Group picture and Names

### **V. CHAPTER MEMBERS**

This section may contain a group photo of the chapter members. The names of all chapter members and officers should be listed, accompanied by a short biography of each person.

### **VI. SUMMARY OF YEARLY ACTIVITIES**

This section should include a summary of each of the year's activities, and pictures may be used where possible.

### **VII. OTHER ITEMS OF INTEREST**

This section should include the various items the chapter deems worth noting.

### **VIII. CHAPTER MEETING REPORTS (form 40)**

This section should also include the lists of officers (form 41) in proper sequence.

### Added Comments on the Report

- 1. For competition purposes, chapters are asked to submit one (1) copy (hard or on a CD using PowerPoint) of their Annual Report at convention. Copies may either be brought to convention or mailed to the host advisor prior to convention.*
- 2. Corbus Awards are:**
  - 1st place - \$150 plus a plaque.
  - 2nd Honorable Mentions - \$50 each.
- 3. This outline is a guideline for chapters to use if they desire. This is not the standard for grading. The standards are attached.**

## **Corbus Award Standards**

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Through action of the delegates at the 1963 and 1996 national conventions, the following standards were adopted as a basis for the selection of the annual CORBUS AWARD recipient. These standards emphasize the purpose of the Society as outlined in the CONSTITUTION. The standards are as follows:

### **IX. EMPHASIZE SCHOLARSHIP AND LEADERSHIP: 30%**

Consideration here will be based upon the incentive programs provided by the chapter which may include presenting awards to outstanding students, granting scholarships, providing information about opportunities open to students outstanding in scholarship and leadership, and any other such activity which will promote scholarship and leadership.

### **X. PROMOTE FELLOWSHIP TO AGRICULTURE STUDENTS: 10%**

The chapter should provide opportunities for fellowship on a high level within the entire chapter. The program of the chapters should contain activities pointed toward promoting fellowship among agricultural students. Social gathering may be included, but most emphasis should be placed on events supporting the purposes of Delta Tau Alpha.

### **XI. PROMOTE AGRICULTURE: 25%**

The program of the chapter should contain activities aimed toward promoting agriculture on the campus and in the community. Much can be accomplished in each of these areas so equal consideration will be given to each. This should include activities undertaken by both individuals and student groups.

### **XII. SERVE STUDENTS AND AGRICULTURAL INSTITUTIONS: 15%**

This should include activities undertaken by the chapter in which individual students or student groups as a whole, are helped. Also, to be included, is the service rendered to agricultural institutions by participating in and promoting agricultural programs.

### **XIII. PRESENTATION OF REPORT: 10%**

The organization and neatness of the report are very important to enable a wiser and more rapid selection of the most outstanding chapter. A well-organized report on the part of the chapter will enable the judges to give more complete consideration of each point outlined above.

### **XIV. USE OF FORM 40: 10%**

Evaluation of completed Form 40 reports as submitted by the Chapter Secretary following each meeting will be utilized a partial basis for selection of recipient of CORBUS AWARD.