國際青年商會香港總會
Junior Chamber International Hong Kong

JCIHK E-bidbook Seminar II

Unleash the Power, Be Award Winner!

9 AUG 2016

Presentation by
National Records & Recognition Director
Peggy Yip

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Junior Chamber International Hong Kong

Presentation by

National Records & Recognition Director

Peggy Yip

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28 JUL JCI Award platform opens for access (Login at : www.jci.cc/hongkong)

START HERE

5 AUG Deadline of Nomination of Award Judges

16 AUG Deadline of submission for Pre-Entry form

29 AUG Submission of e-bidbook to JCI Platform (softcopy) with one hard copy duly signed by LOM President to NRRD by 20:00

2 SEP Successful Award Judges attend the Judging Briefing Session



4 SEP Award Judging Day



18 SEP The 51st National Convention Award Presentation Ceremony

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Award Year :
From 11 August, 2015 to 17 August,2016
(for Projects Award)

Individual Awards

Group I (Individuals)

I.1 Most Outstanding Senator ★
I.2 Most Outstanding Trainer ★
I.3 Most Outstanding Member
I.4 Most Outstanding New Member **NEW**
I.5.1 Most Outstanding Chapter President (25–55 members)
I.5.2 Most Outstanding Chapter President (56–90 members)
I.5.3 Most Outstanding Chapter President (91+ members)

Group II (Individuals – NOM)

II.1 Outstanding NOM ExCom Member Award
II.2 Outstanding NOM Director/Officer Award

Note : Above awards will by judged by successful award judges from Chapters (except Best of the Best)

Project Awards

Group III A (for LOMs)

III.A.1 Best Publication Award ★
III.A.2 Best E–Marketing Award ★
III.A.3 Best Community Empowerment Program
III.A.4 Best Long-term Community Development Program
III.A.5 Best Economic Development Program
III.A.6 Best Personal Skill Development Program
III.A.7 Best Inter-organization Collaboration Program
III.A.8 Best Sustainable Development Program ★
III.A.9 Best Corporate Communication Program ★
III.A.10 Best Growth & Development Program
III.A.11 Best Global Goals Project
III.A.12 Best Corporate Social Responsibility Program
III.A.13 Best Mainland Affairs Program ★
III.A.14 Best World Peace Project
III.A.15 Best New Project ★ **NEW**
III.A.16 Best of the Best

Special Awards

Group III B (for LOMs)

III.B.1.1 Best Chapter of the Area (25–55 members)
III.B.1.2 Best Chapter of the Area (56–90 members)
III.B.1.3 Best Chapter of the Area (91+ members)
III.B.2 Outstanding Progressive LOM Award ★
III.B.3 Award for LOM with the Best Contribution in NOM Activities ★
III.B.4 The Best NOM Project hosted by LOM ★

Note : Above awards will by judged by National Executive Committee

JCI Awards

Award is allied to JCI Award Program

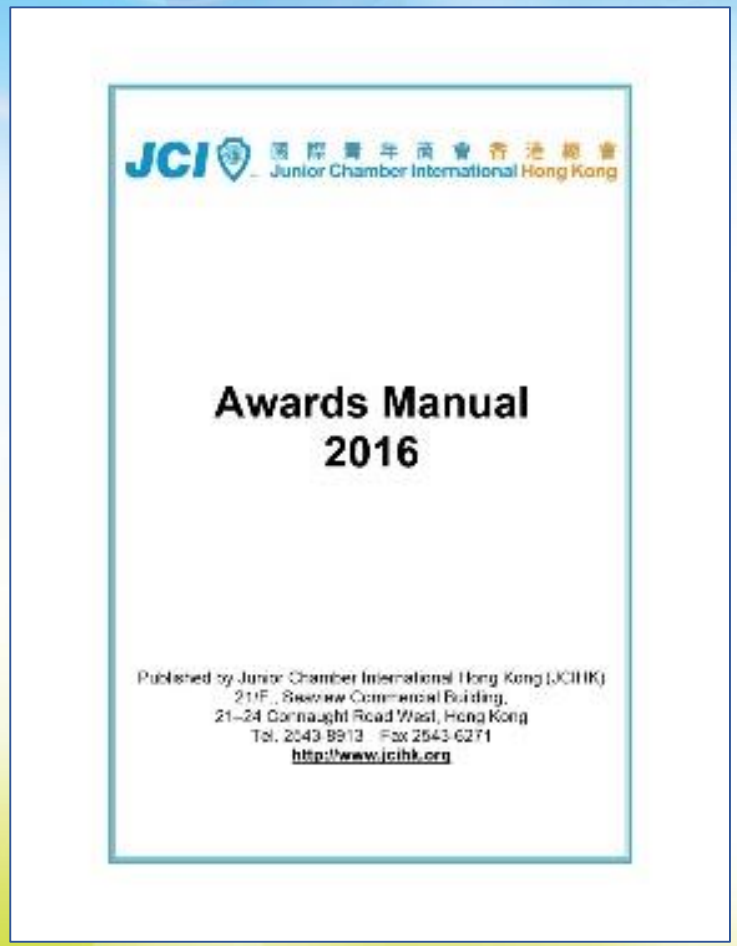
Local Awards

Award is available in Hong Kong Only

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JCI Hong Kong Award Manual



- **Only 1 entry for each award**
- **1 project for 1 entry**

Remarks :
Download the full version of JCI Hong Kong Award Manual 2016 on JCI Hong Kong website : **http://www.jcihk.org/en/download.php?menuid=107&id=193**

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Chapter Levels

For Most Outstanding Chapter President and Best Chapter of the Area ONLY

Level 1:
25-55 members

Level 2:
56-90 members

Level 3:
91+ members

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New Award Category

I.4 Most Outstanding New Member

Eligibility:

1. Must be **a prospective member since 1st January, 2016** and have never been a delinquent member of his/her LOM. Membership dues must be paid up at the date of the entry including prospective member renewal (if applicable).
2. Must have attended not less than 6 monthly fellowship gatherings and functions of the LOM in which he/she is entitled or obliged to attend during the relevant period.
3. Must have participated actively in his/her LOM or NOM projects and have been Chairman of project committee or sub-committee in at least 1 LOM or NOM project during the relevant period.
4. Must have introduced/referred at least 1 new member to his/her LOM and/or other LOMs during the relevant period. Sufficient and verifiable evidence however must be provided.
5. Must have attended at least 3 major events of NOM in which he/she is entitled or obliged to attend during the relevant period.
6. Must have attended at least 2 JCI training course during the relevantperiod.

Award Judging Criteria	Points
Impact on Local Organization	25
Community Impact	15
Participation in Training and Orientation Programs	10
Participation in Community and International Events	20
Exemplification of JCI Values in JCI Activities	20
Exemplification of JCI Values in their personal life	10

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New Award Category

III.A.15 Best New Project

Definition:

This award is for the recognition of the best new project organized by a LOM that has not organized before. It also contributes to the JCI Mission and Vision, and involves JCI members and Local Chapters from across JCI Hong Kong.

Award Judging Criteria	Points
Objectives, Planning, Finance and Execution	20
Membership Participation	20
Impact on Members and Contribution to the JCI Vision and Mission	25
Community Impact	25
Long-term Impact of the Program	10

Description:

A trophy with the name of the winner inscribed on it. A floating award.

Note: This award will be granted by JCIHK only.

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General Violations

(PENALTY POINTS: Maximum 20 points)

If any LOMs / persons violate any of the following rules, penalty marks will be imposed:

6.17 Inadequate use/inadvertent mistakes/missing information on any e-bid book cover and/or in Basic Information
(1–5 points to that particular entry subject to the decision of the panel of Judge).

6.18 Late submission of pre-entry information
(5 points to each concerned entry).

6.19 Requirements to appoint and furnish awards judges not met by LOM
(5 points to all entries by the LOM).
Any one of the nominated judges do not report on time on Award Judging Day
(3 points to all entries by the LOM)

6.20 Late submission of hardcopy
(5 points to that particular entry).

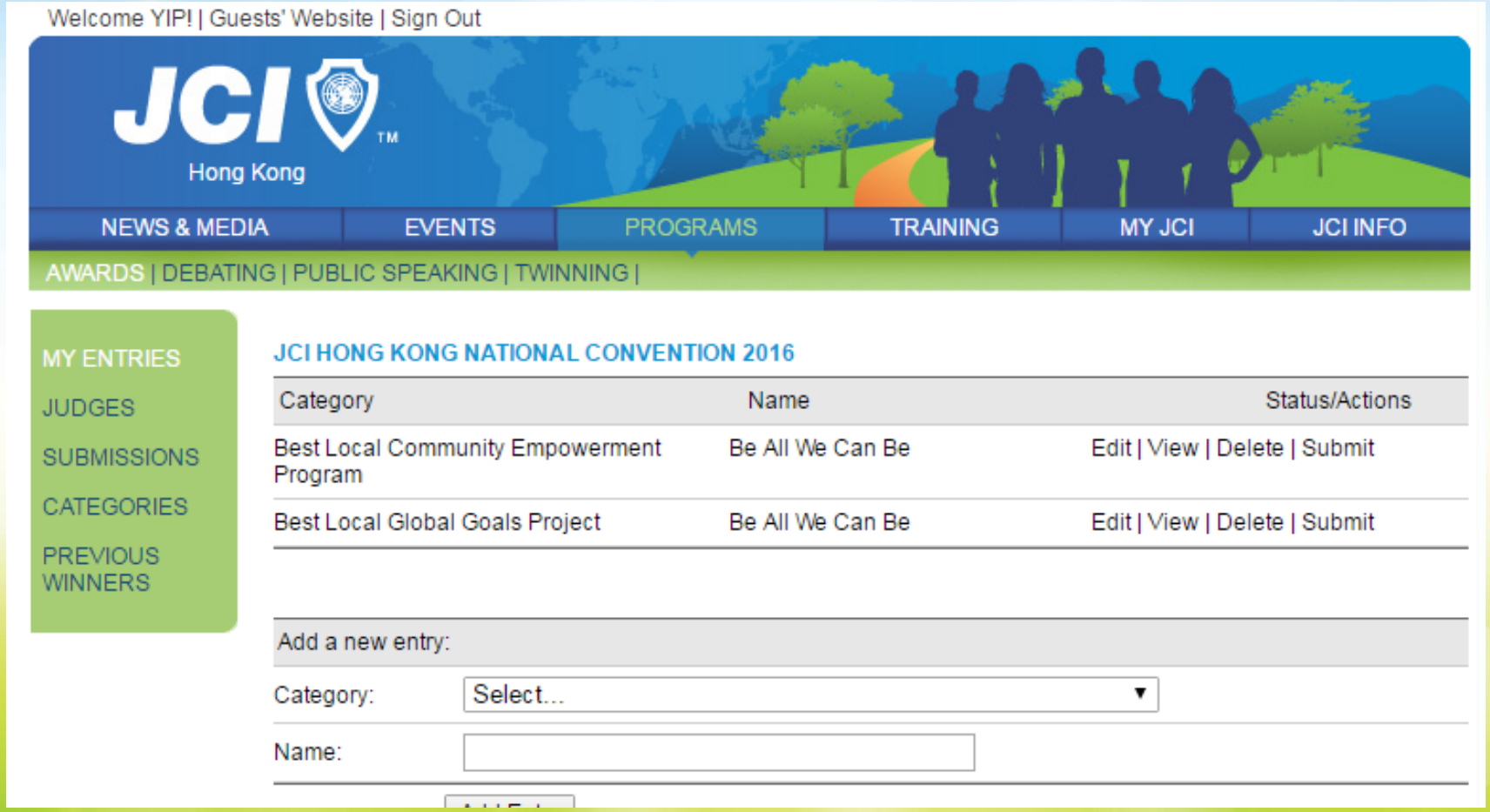
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Editing Award Entries

For JCI Awards (submitted in jci.cc/hongkong)

http://www.jci.cc/local/jciprograms/hongkong/awards/myentries



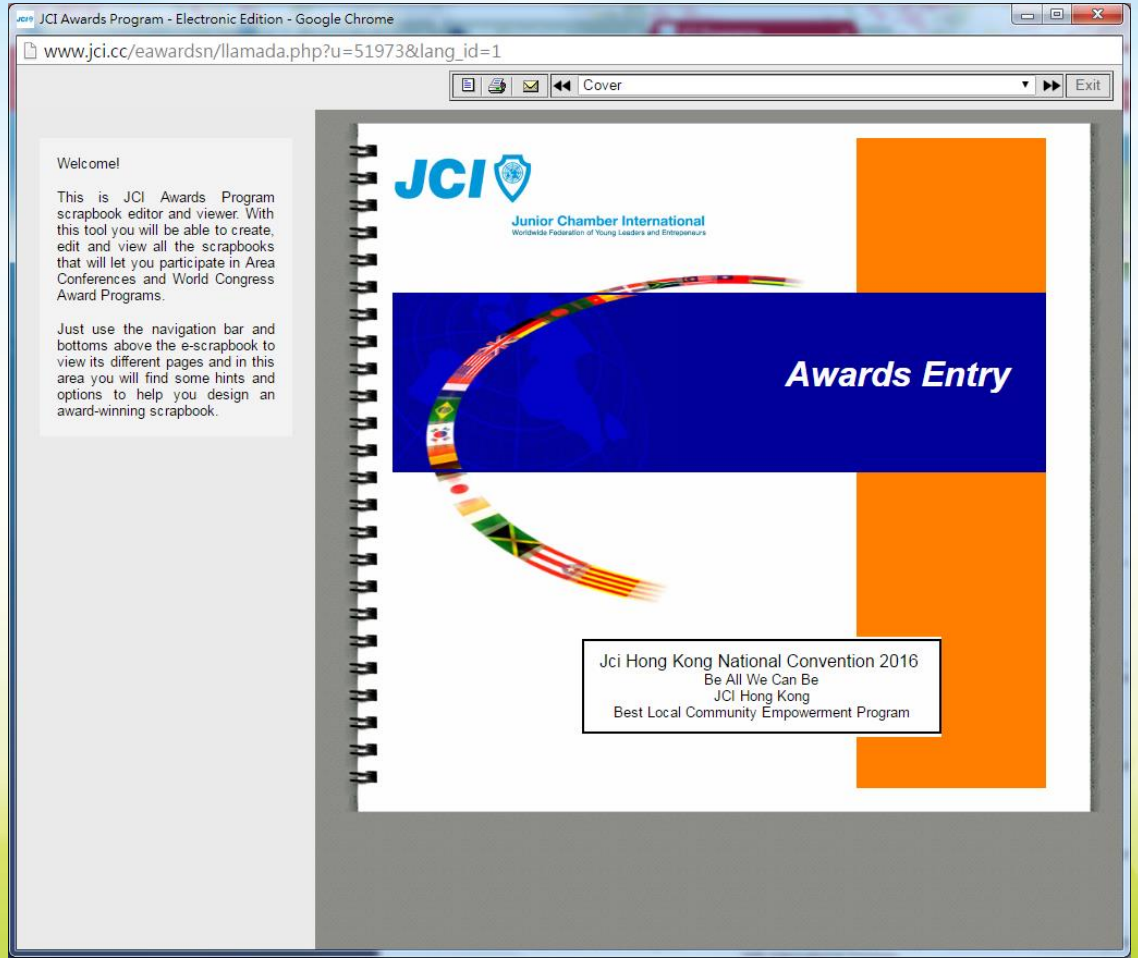
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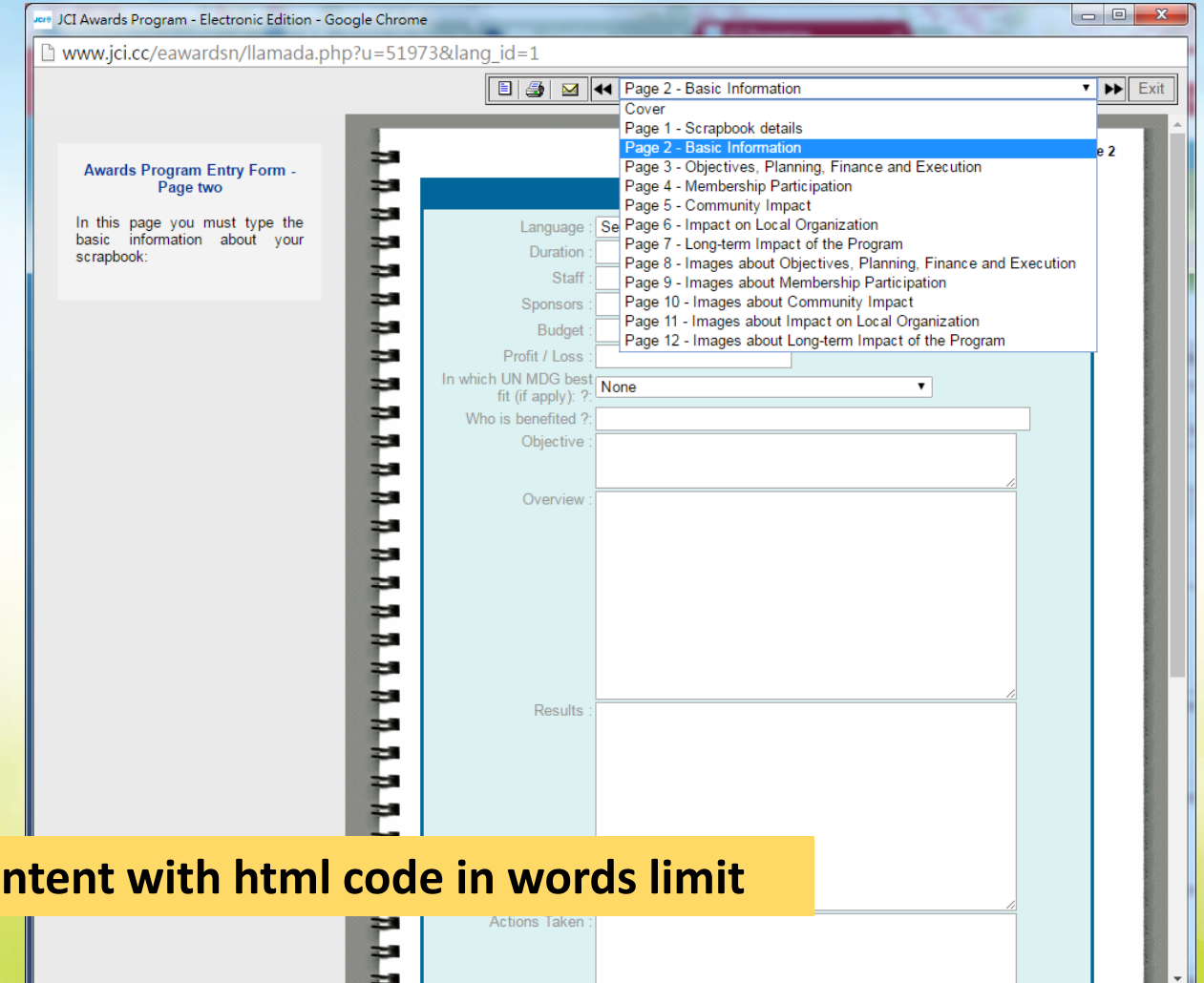


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Editing Award Entries

For JCI Awards (submitted in jci.cc/hongkong)



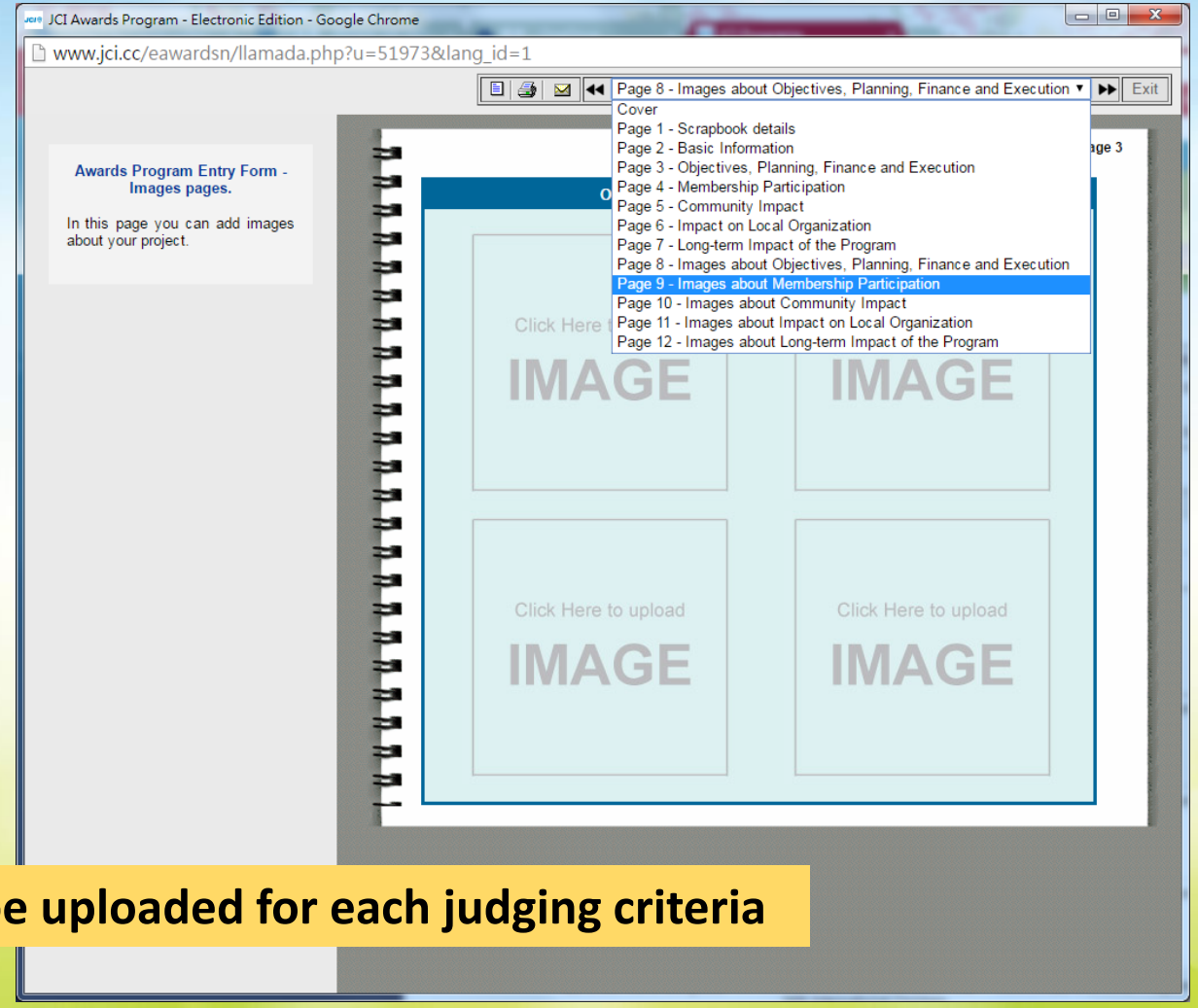
- Write the content with html code in words limit

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Editing Award Entries

For JCI Awards (submitted in jci.cc/hongkong)



- 4 images to be uploaded for each judging criteria

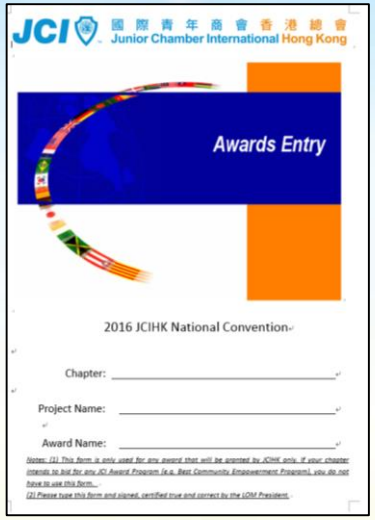
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Editing Award Entries

For JCI Hong Kong Local Awards only

For example : Best Publication Award



Step 1 : Download the JCIHK 2016 NC Local Award Submission Form Template as cover
(Link : JCI Hong Kong website > Member Area > Records & Recognition > National Convention Local Awards Submission)

Step 2 : Write the bidbook content based on the required judging criteria

Step 3 : Follow to attach 4 images to each judging criteria

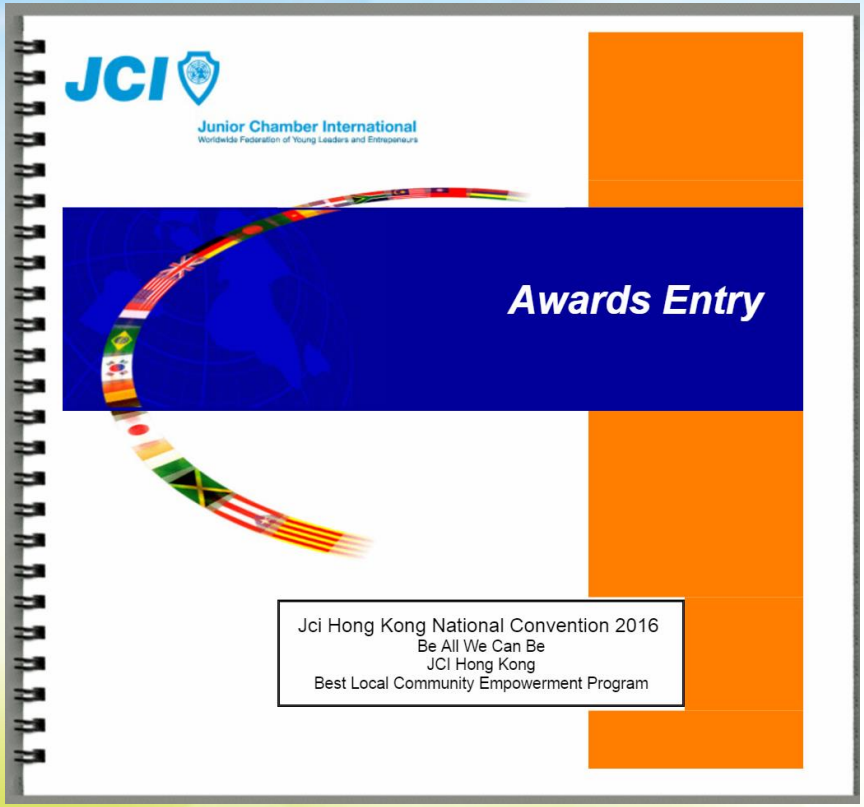
Award Judging Criteria	Points
General planning and execution	15
Financing	10
Quality of content	15
Appearance and layout	15
Circulation (regularity, methods and figures)	10
Effective coverage (Local, National, JCI)	15
Improvement from last year	10
Value to JCI	10

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ATTENTION!

Submission



Awards

Submission Requirements

- Use cover page provided by NOM
- Completed Basic Information
- Plain Layout is preferable
- 4 images in each session (A4 size)

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ATTENTION!

Submission

Softcopy

For JCI Awards (submitted in jci.cc/hongkong)

- Each e–bidbook must be uploaded to the JCI platform (www.jci.cc/hongkong)
- With an approved electronic entry generated by JCI award system in pdf version
- Save the soft copy in either memory stick or CD-ROM

For JCI Local Awards (using the cover templates in word format)

- Each Local Awards have to save in pdf version
- Save the soft copy in either memory stick or CD-ROM





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ATTENTION!

Submission

Hardcopy

- **Only system generated hard copy** is acceptable.
- Awards entries must be created and edited by **using the software on the JCI website.**
- Must **be certified, true and correct by the LOM President no later than 8:00 p.m. on 29 August, 2016 (Monday) and dated, signed by NRRD Peggy Yip or Chamber Office Staff** for acknowledgement.
- 5 marks will be deducted for all entries from the chapter for late submission.

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Junior Chamber International Hong Kong

ATTENTION!

Submission

When?

- 29th August, 2016 (Monday)
- No later than 8pm (**rthk.hk** time announcement)
- By Hard Copy (5 Marks will be deducted if late submission, **Hard copy will not be accepted after 8pm of the day**.)

How?

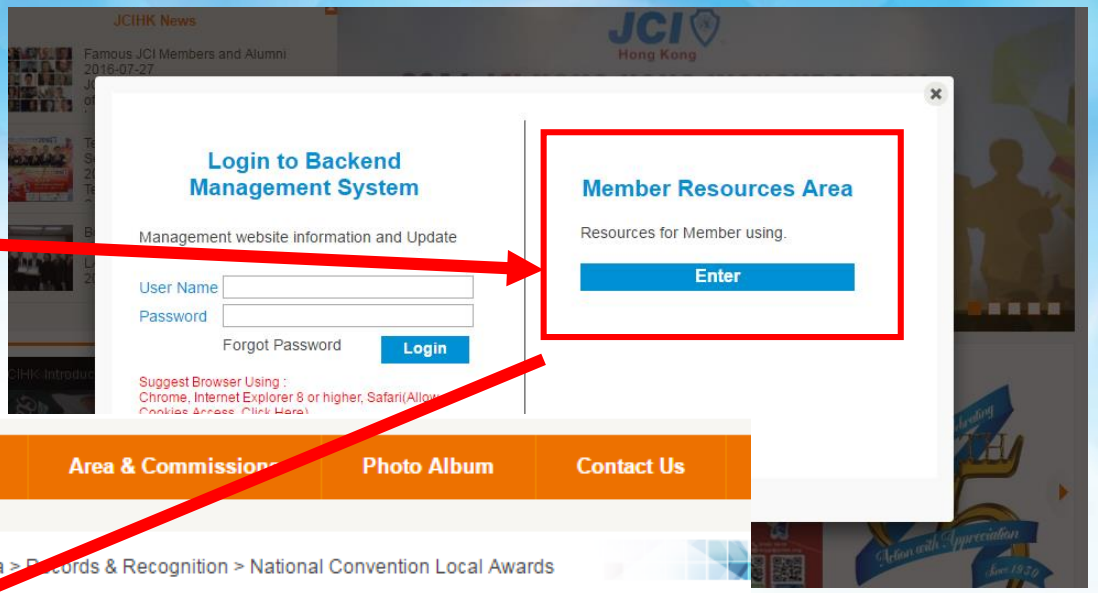
- **Create & Edit Entry :**
  1. by the web tool (www.jci.cc)
  2. by the format system generated
- Confirm your online entry by 29th August, 2016 (20:00)
- Submit hard copies to JC office with electronic copy (USB Drive as backup)
- Completed entry must be approved by LOM Ps

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Reference

http://www.jcihk.org/



About Us | Organisation | Upcoming Events | Projects | Area & Commission | Photo Album | Contact Us

Records & Recognition

Page > Member Area > Records & Recognition > National Convention Local Awards
ssion

- Administration
- Membership
- Nomination Area
- Records & Recognition
  - JCI ebidbook system
  - 2016 JCI Awards Manual
  - 2016 JCIHK Award Manual
  - 2016 JCIHK Efficiency Index Explanatory Notes and Guidelines (New)
  - JCIHK E-Bid Book Seminar
  - National Convention Local Awards Submission
  - Project File Standard
- Treasury
- Strategic Planning Commission

National Convention Local Awards Submission

Document	Format
JCIHK 2016 NC Local Award Submission Form Template	DOC
JCIHK 2016 National Convention - Bid Book Receipt	XLS
JCIHK 2016 National Convention - Award Pre-Entry Form	XLS

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Junior Chamber International Hong Kong

JCI World Congress Award Submission

21 AUG 2016

Pre-Entry Form Submission

Deadline

8 SEP 2016

World Congress bidbook submission

Deadline

30 OCT - 04 NOV

World Congress

Quebec Canada



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Award Period

Important Notice

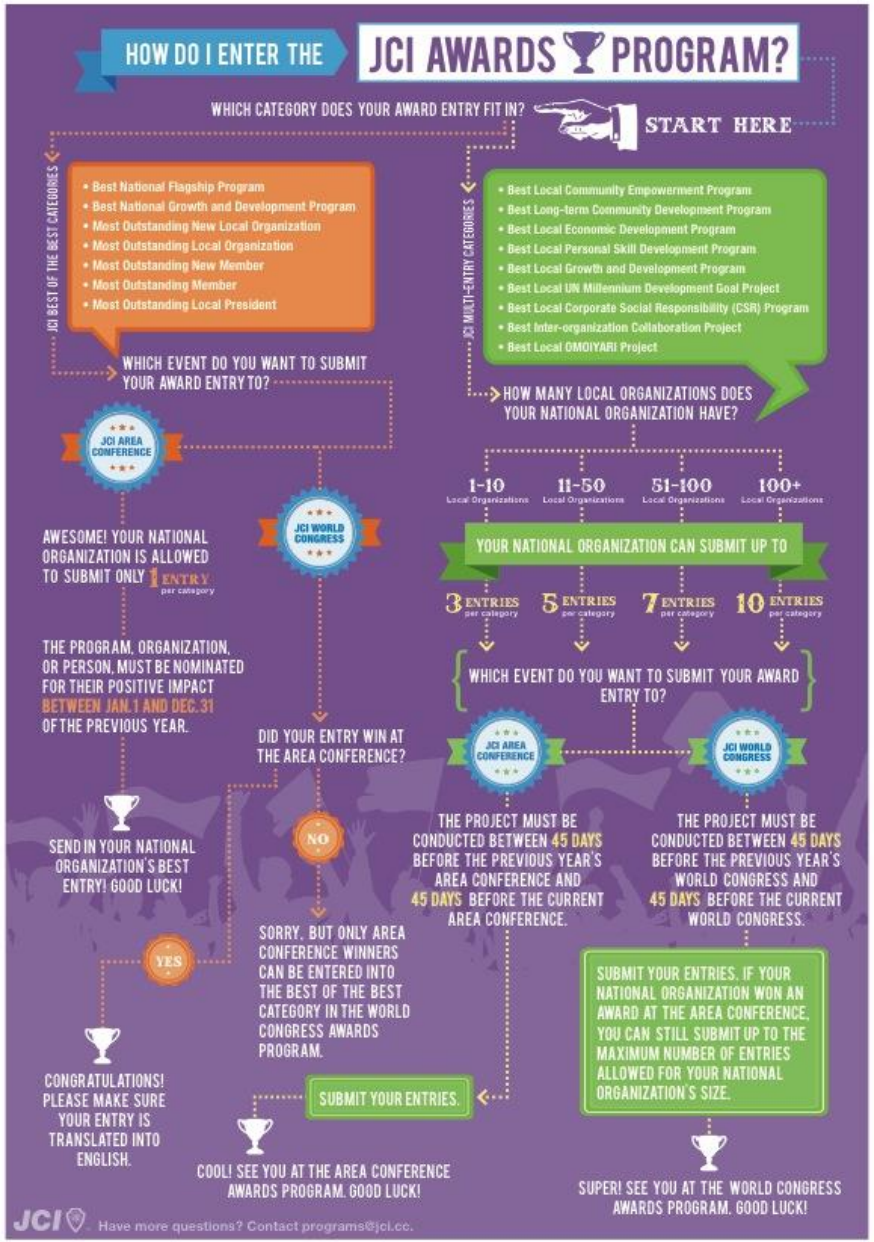
19 SEP 2015 — Multi-Entry — 16 SEP 2016

**Any awards submission
not submitted in Pre-Entry Form
will not be considered**

Please submit this Award Entry Form and Judge Nomination Form to NRRD Peggy Yip (peggy.yip@jcihk.org) and c.c. to NGLC Senator Ronald Kan (ronald.kan@jcihk.org) on or before 21st August, 2016 23:59 .

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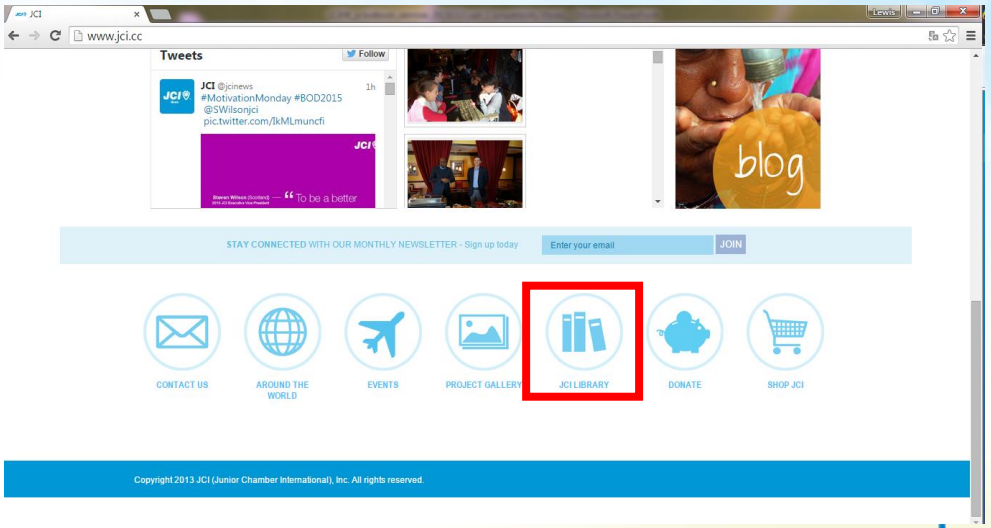
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Junior Chamber International Hong Kong



JCI Award Program Infographic

Login to www.jci.cc and navigate to

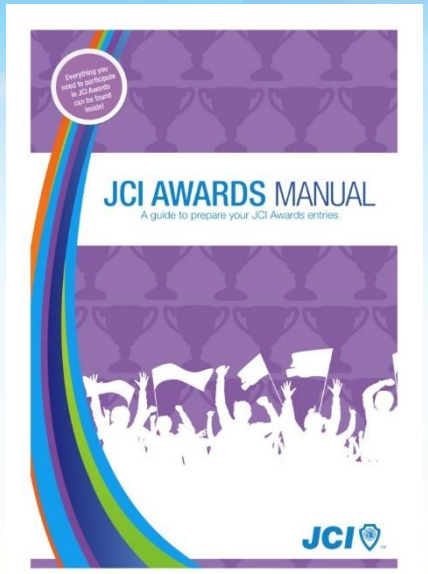
JCI INFO → JCI LIBRARY → PROGRAMS



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Award Category – Multi-Entry



1) Best Local Community Empowerment Program
2) Best Long-term Local Community Development Program
3) Best Local Economic Development Program
4) Best Local Personal Skill Development Program
5) Best Local Growth and Development Program
6) Best Local Global Goals Project
7) Best Local Corporate Social Responsibility (CSR) Program
8) Best Inter-organization Collaboration Project
9) Best Local Omoiyari Project

P.S. Maximum FIVE entries of each category below will be selected and submitted

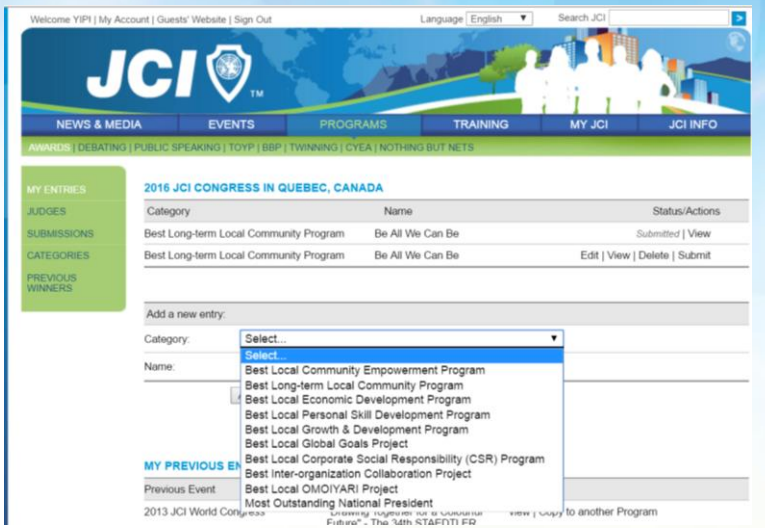
Sources : http://www.jci.cc/jciprograms/en/awards/categories

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The online JCI Awards Program System

- Click “Edit” to fill in information and upload photos.
- Click “View” once you have filled in all of the information to see what the entry will look like when judges view it.
- Click “Delete” if you no longer want to edit or submit the award into the program.



Once you have completed entering information into the entry form, click “Submit” to send for approval from your National President.

Note:
Once you have submitted an entry for approval, the entry can no longer be edited.

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The online JCI Awards Program System

Entering an Award Entry

1. Login to www.jci.cc and navigate to **PROGRAMS → AWARDS → MY ENTRIES.**

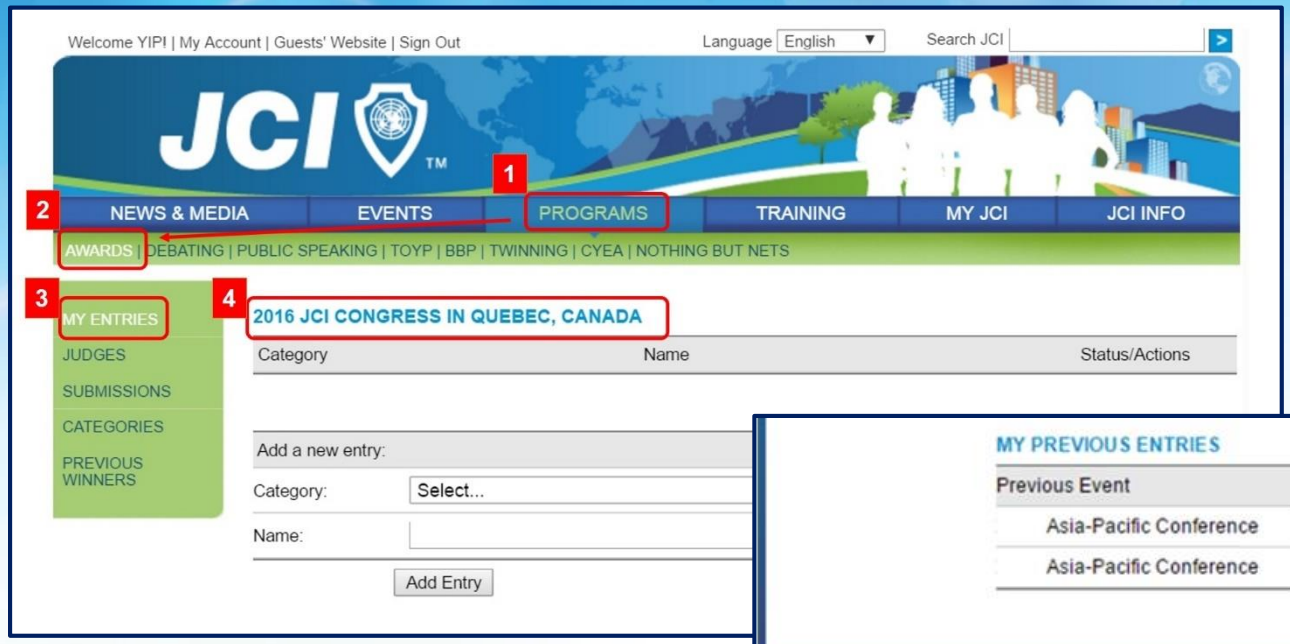
1. Under “Add a new entry” select the desired category from the dropdown menu and fill in the name of the project or person (depending on the category) that you are entering, and press “Add Entry.”

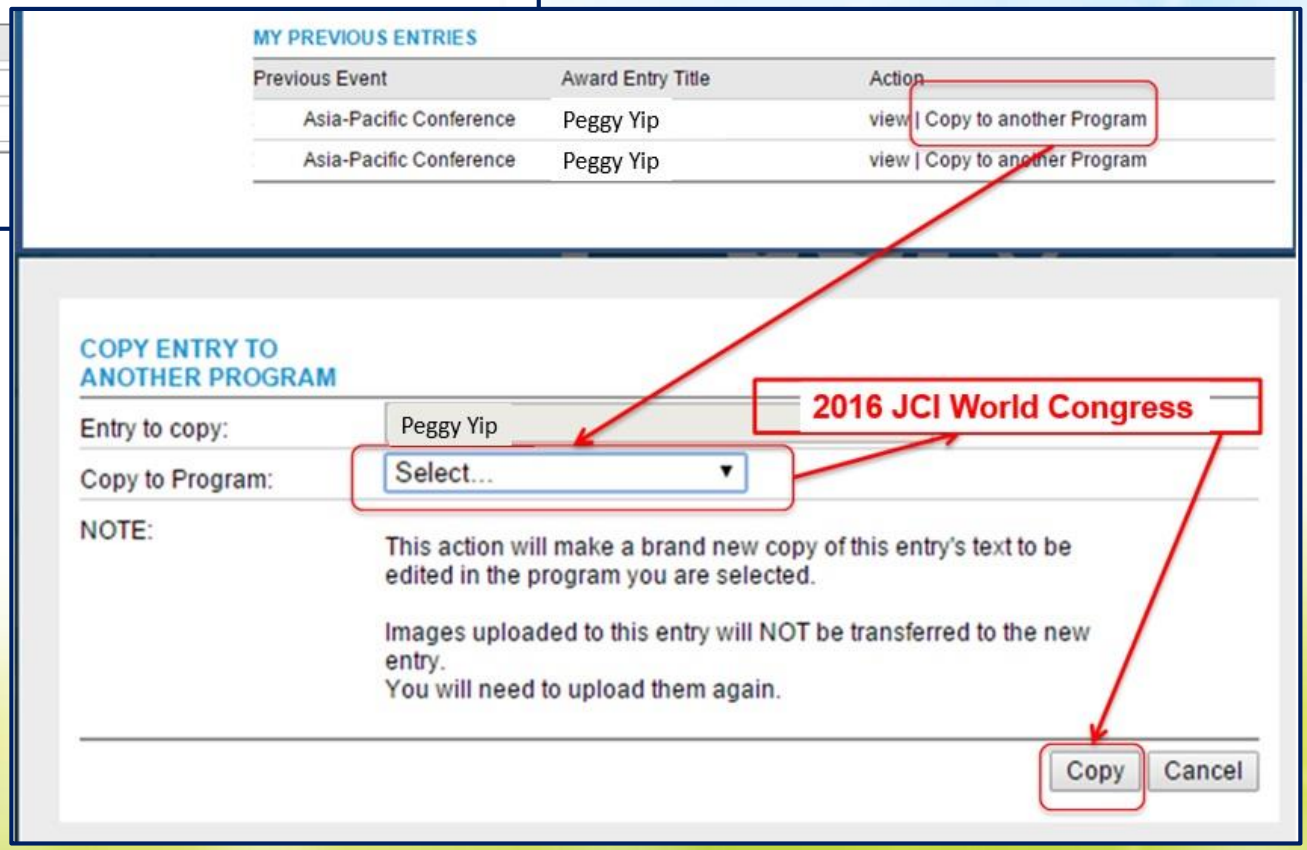
2. At the top of the page, you will see all of the award entries you are working on. The category, name of the entry, and action buttons are listed corresponding to each entry.



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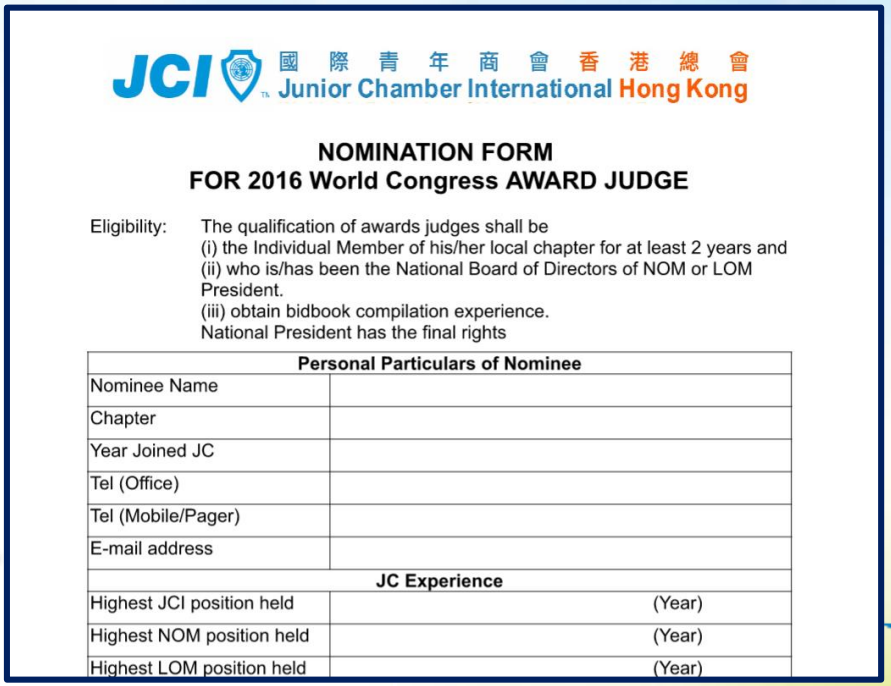
JCI World Congress
Judge Nomination

21 AUG 2016

World Congress Award Judge Nomination

Deadline





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NOMINATION FORM
FOR 2016 World Congress AWARD JUDGE

Eligibility: The qualification of awards judges shall be
(i) the Individual Member of his/her local chapter for at least 2 years and
(ii) who is/has been the National Board of Directors of NOM or LOM President.
(iii) obtain bidbook compilation experience.
National President has the final rights

Personal Particulars of Nominee	
Nominee Name	
Chapter	
Year Joined JC	
Tel (Office)	
Tel (Mobile/Pager)	
E-mail address	
JC Experience	
Highest JCI position held	(Year)
Highest NOM position held	(Year)
Highest LOM position held	(Year)

◆ up to **6** judges will be selected

◆ National President has the final rights to appoint the qualified awards judges to 2016 JCI World Congress.

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Junior Chamber International Hong Kong

JCI World Congress
Judge Nomination

The qualification of awards judges :

(i) Individual Member of his/her local chapter for at least 2 years

(ii) who is/has been the National Board of Directors of NOM or LOM President.

(iii) obtained bid book compilation experience.

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Submission

Useful Links

- **JCIHK Website:**
  for submission of e-Bid Books (National Convention)
  http://www.jci.cc/local/hongkong

- **JCIHK Website**
  http://www.jcihk.org → Members → Resources → Administration // Records & Recognition

- **JCI Website:**
  for submission of e-Bid Books (World Congress)
  http://www.jci.cc/

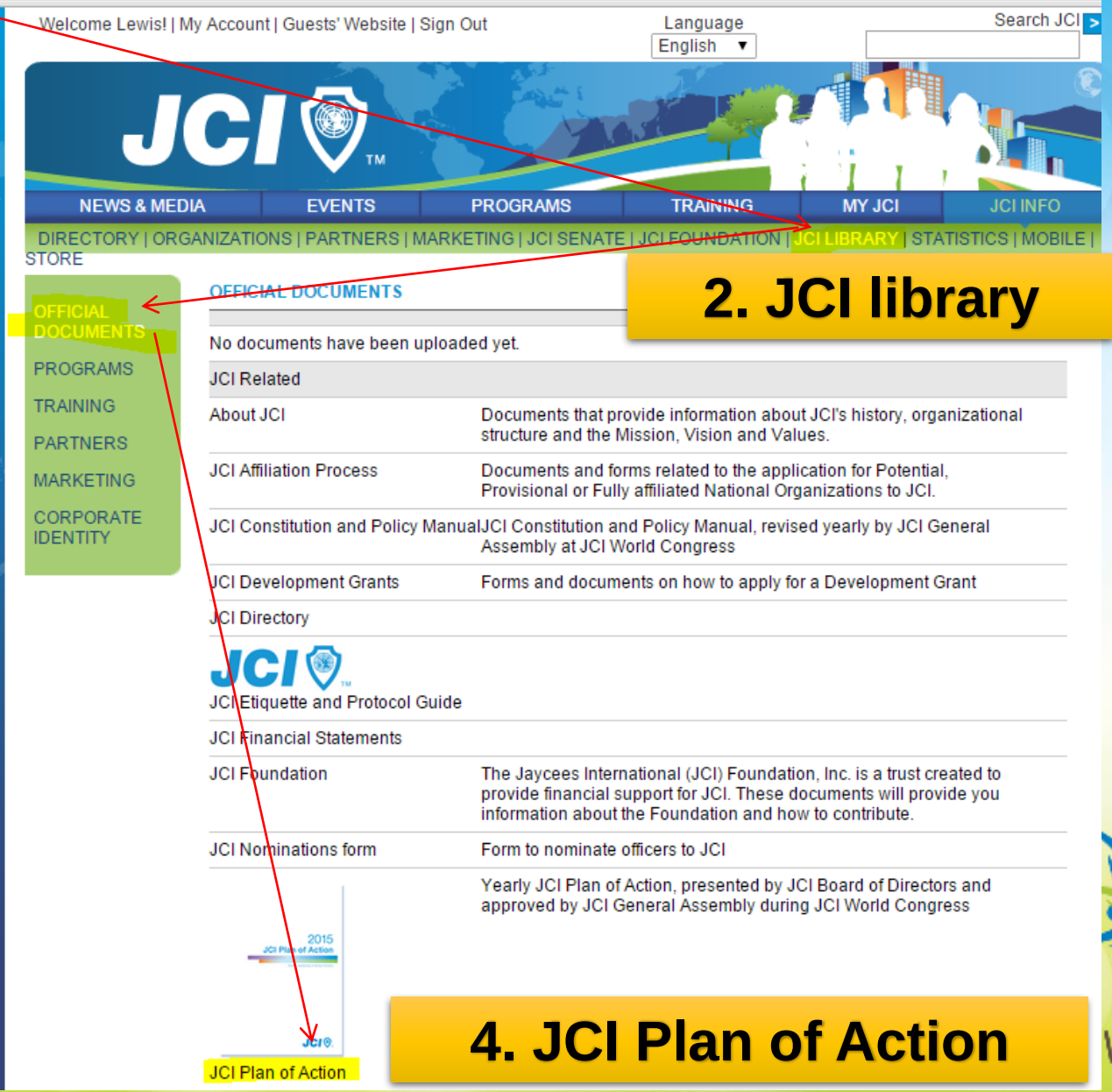
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國 際 青 年 商 會 香 港 總 會

www.jci.cc/info/en/jcilibrary

1. JCI.CC

3. Official Documents



2. JCI library

4. JCI Plan of Action

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JCI Active Citizen Framework

A Better World Begins Here

REVIEW | Monitor and Evaluate Results

It is important to monitor progress throughout the project to determine if the goals and intended impact are on track to be achieved. Finally, analyze data to measure the resulting positive change.



ANALYZE

Examine Community Needs

To enable communities to achieve sustainable impact, the community's needs must be analyzed and understood first in order to identify their root causes.

EXECUTE

Take Action

Once the need and root cause have been identified, active citizens take action by mobilizing resources, rallying support and implementing the project plan. By combining resources, the community is enabled to achieve even greater sustainable impact.

DEVELOP | Formulate Sustainable Solutions

By uniting with stakeholders from all sectors of society, projects are formulated to address the community's core needs and their root causes. Collaborators outline a project plan including goals, actions and desired outcomes. Solutions target three integrated stages of community development that drive a community toward prosperity.

1. Health and Wellness
2. Education and Economic Empowerment
3. Peace, Prosperity, and Sustainability

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Junior Chamber International Hong Kong

Important Notice

JCIHK Award

05 . 08 . 2016 (Fri.) 23:59	JCIHK Award Judge Nomination Deadline
16 . 08 . 2016 (Tue.) 23:59	Pre-entry form Deadline
29 . 08 . 2016 (Mon.)	Bidbook Submission Deadline (Hard copy and Soft copy by RTHK 8:00pm)
02 . 09 . 2016 (Fri.)	JCIHK Award Judge Briefing Session (Failing to attend such briefing shall be disqualified)
04 . 09 . 2016 (Sun.)	Award Judging Day (立會選舉日) Full day (09:00 till judging finished)
16 -18. 09 . 2016	51st National Convention and Award Presentation

JCI Award

21 . 08 . 2016 (Sun.)	Pre-Entry Form Submission
21 . 08 . 2016 (Sun.)	World Congress Award Judge Nomination
08 . 09 . 2016 (Thu.)	World Congress bidbook submission

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Junior Chamber International Hong Kong

For any enquries, please contact National R&R Team :

- **National Records and Recognition Officer, Karen MAK**
  Email : karen.mak@jcihk.org
- **National Records and Recognition Officer, Kenneth TAM**
  Email : kenneth.tam@jcihk.org
- **National Records and Recognition Director, Peggy YIP**
  Email : peggy.yip@jcihk.org
- **National General Legal Counsel , Senator Ronald KAN**
  Email : Ronald.kan@jcihk.org

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THANK YOU!



See you in National Convention!

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