



Britt Literary Award

GENERAL

The Britt Literary Award was instituted in 1967 in memory of John F. X. Britt, one of the early pioneers in the modern records and information management profession. The award, which is determined by the Awards Task Force, is given to the author(s) of the best “**feature**” article appearing in the *Information Management* magazine during the award year being considered (July 1 to June 30).

The Awards Task Force considers in its evaluation all points mentioned below and endeavors not to be biased for or against any article because of its subject. A winning article may be on any facet of records and information management.

ELIGIBILITY

Membership in ARMA International is not a requirement to be eligible for this award.

EVALUATIONS

Articles are evaluated on the basis of:

- Subject – must be relevant to the current issues being tackled by the profession and consistent with the ARMA international strategic plan
- Originality of material
- Style
- Format
- Interest
- Contribution to the field of information governance

EVALUATION PROCESS

Each Task Force member is provided with sufficient copies of the evaluation sheet to complete for each issue of *Information Management* magazine. It is recommended that each article be read and evaluated at the time the issue is received. All evaluations must be completed by June 30.

The completed evaluation sheets are returned to ARMA Headquarters, where staff tally points for each article from each member’s sheets. The article with the highest total points is verified, and only then the author identified. In the event of a tie, the “Comments” section of the sheets are used for discussion purposes to determine the winner.

ANNOUNCEMENT

The winner is advised in writing no later than 30 days prior to the date of the awards event at the Annual Conference and Exhibition. The letter is to contain a request not to disclose selection prior to the official announcement.