2023 Better Newspaper Contest Online Entry Instructions

The 2022 Montana Newspaper Association Better Newspaper Contest will open for entries on **Monday, January 20, 2023.**

The deadline for all entries is Friday, Feb, 24, 2023 at 10:00 pm MST. No extensions to our deadlines will be granted. **Print categories, 601 and 602 must be postmarked no later than February 24 and arrive at the MNA office on or before Friday, March 3rd, 2023**.

IMPORTANT: BetterBNC is optimized for Google Chrome browser; and Firefox for PC and Mac/Apple. Please have a recent version downloaded and installed for the best contest experience.

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1. Login.
   a. Go to www.betterbnc.com.

   b. Click contestant login

   c. Select the appropriate contestant type:

   1. If you are the single point of contact for your organization, select Contestant Manager, then skip to "d. Contestant Manager Login".

   2. If you have received an email authorizing you to submit entries on behalf of your media organization, select "Authorized Entrant" on the log in page, then skip to "e. Authorized Entrant Login" below

   3. If you are an individual submitting your own entries (including nonmembers and freelancers), please see the "Open Call Contestant Only" instructions below

   d. Contestant Manager Login:

1. Select the contest you would like to enter

2. Select your Media Organization

3. Enter your password**

4. Click "Login"

**Note: If it is your first-time logging into your account, use the temporary password: bnc (lower case). After you log in using that temporary password, the system will require you to update your password. Going forward (including future years) you will log in with the password you set.

If the designated Contestant Manager should leave your media organization, please contact your Contest Administrator to have the contact info in your account updated.

e. Authorized Entrant Login:

1. Select the contest you would like to enter

2. Select your Media Organization

3. Enter your email address

4. Enter your password

5. Click "Login"

2. Submit Entries

a. Click "Submit Entry" from the Manage Entries page

b. Select a Division (group of Categories)

c. Select a Category

d. Select the Media Organization where the entry was published or performed (Open Call Only)

e. Enter the entry headline or title

f. Add entry content (may vary by category)
    1. To upload digital file attachments (other than audio/video), click "Browse", navigate to the desired file, and then click "Open". Allowed

file types are PDF, DOC/DOCX, TXT, JPG, GIF, and PNG. To upload additional attachments to a single entry, click the "Browse and Attach More Files" button. BetterBNC will allow up to about a 20MB file, however, we suggest keeping your files around 5MB in case the judges have a slow connection. For files larger than 20MB, you can click the "RealView" icon on the Submit Entry page to create a free account, upload your files, and then copy and paste the URL into the URL field on the Submit Entry page. You may also use a similar 3rd-party website that provides hosting services (scribd.com, issuu.com, etc.)

2. To add web/audio/video content, copy and paste the content's URL address into the provided Website URL field. To host your content online, either upload it to a free streaming content website (e.g.YouTube) or talk to your IT person about adding it to your stations/publications website. Make sure the content will be accessible online throughout the duration of the contest and awards process. Here are some examples of free streaming content websites where you can upload audio and video content:

- a. Audio: www.kiwi6.com, www.tindeck.com

- b. Video: www.youtube.com, www.vimeo.com

3. **IMPORTANT:** Please be sure that items are not behind a paywall or a password-protected area. If they are, you must provide username/password info in the Comments section of your entry. Judges may disqualify your entry if work samples are inaccessible.

g. Add Comments

h. Enter Credits

i. Click "Submit Entry"

For print/mail-in entry categories, print and attach the entry label (which automatically appears after each entry is submitted) to each hardcopy item. Print categories, 601 and 602 must be postmarked no later than February 24, 2023 and arrive at the MNA office on or before Friday, March 3, 2023. Please include the entire publication. Publications without entry labels will not be accepted. Ship entries to:
  Montana Newspaper Association
  825 Great Northern Blvd. Suite 202
  Helena, MT 59601

3. Pay for Entries

    a. When all entries are submitted log into your account

    b. Navigate to the Manage Entries page

    c. Click "Calculate Entry Fees"

    d. As a reminder, a $25 entry fee will be added to each newspaper, plus $6 per each entry. No payment is due at this time. MNA will invoice your newspaper. There is no charge for each newspaper's first four (4) entries. This will be adjusted by MNA on the newspaper's invoice.

If you have questions, please contact Denice Page – ads@mtnewspapers.com or Brian Allfrey – ed@mtnewspapers.com