## What Is NewsPoints?

Help for North American Division Ministries, Services, and Entities

NewsPoints is a weekly e-news service with news and feature articles from North American Division ministries, entities, and services; news from across the division (including colleges and universities, health care systems, unions, conferences, and churches); division guidelines and statements; news from the General Conference; and more.

In addition, NewsPoints provides a listing of division-wide announcements and resources, a calendar of events and important dates, Adventist Media Ministries links, and union communication partners list. We also aggregate and publish links to Adventist news in the secular space.

Categories of articles published include: pre-event news releases, event summary reports, interviews, profiles (including obituary-celebration of life articles for former NAD leaders), video news packages with or without transcript, division business meeting coverage, and breaking news that impacts the North American Division territory. We also publish official statements and voted guidelines from the division, sometimes through special editions of NAD NewsPoints.

## A Few Important Guidelines/Tips

- Story deadline: Monday, 12 noon ET
- Announcement deadline: Tuesdays at 12 noon ET
- Announcement content:
  - o 50-75 word blurb
  - 6x6 square graphic (jpeg or png)
  - Website link, email, and or phone number
- All content must be submitted electronically, via email.

## **Announcements & Resources**

# **Event Policy**

Announcements for events, unless otherwise noted and/or requested *and* approved by the Office of Communication will run between 1-3 weeks. Some large-scale event announcements will run, discontinue, and then run again closer to an

event. This means that most ministries and entities will have between one and three potential events to highlight through NewsPoints per year.

Announcement of events are for those happenings that are division-wide, and/or include NAD personnel. Events need to be on the NAD approved calendar list in order to be eligible for inclusion in NewsPoints. This information is subject to change.

#### **Resource Policy**

Announcements for resources and events, unless otherwise noted and/or requested *and approved* by the Office of Communication will run between 1-3 weeks. Priority is given to new resources and their launch. Ministries and entities are encouraged to carefully consider which resources they'd like featured in NewsPoints and can highlight up to six per year at different times in the year of NAD-produced resources. This information is subject to change.

#### **Additional Information**

The NAD Office of Communication reserves the right to schedule these announcement and resource blurbs as they fit in the overall calendar of NewsPoints. We also reserve the right to remove blurbs if/as needed. All content will be edited for space and clarity at the discretion of the NAD Office of Communication; content may also be reviewed with anti-plagiarism software. This information is subject to change.

For more information, please write to <a href="mailto:newspoints@nadadventist.org">newspoints@nadadventist.org</a>.

Secondary (temporary) contact for NewsPoints: <u>kimberlymaran@nadadventist.org</u>.