

45th Annual

DAYTIME

2017 - 2018

EMMY[®]
AWARDS

**General
Rules
and
Procedures**



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To Submit Entries or Register to Judge go to daytimeemmys.dmds.com

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What Are The Daytime Emmy® Awards?

The Daytime Emmy® Awards recognize outstanding achievement in Daytime entertainment programming broadcast or made available between the hours of **2:00AM and 6:00PM**, by conferring annual awards of merit in various categories. The presentation of these awards is intended to be an incentive for the continued pursuit of excellence.

How Do The Daytime Emmy® Awards Work?

October 30, 2017: Following approval by the National Awards Committee and Trustees of The National Academy of Television Arts & Sciences, the new contest rules and procedures, a by-category submission guide, a document outlining what's new for 2017-2018 and the calendar are available online at daytimeemmys.dmds.com.

A call for entries and notification to registration for potential judges is sent to a wide cross section of the daytime television community. Entries and judges are solicited from shows, networks, syndicators, independent producers and crafts persons.

Call For Entries:

The Entry and Judging Registration Period begins **October 30, 2017**. The Daytime Online system at daytimeemmys.dmds.com, powered by ©Yangaroo, is activated and individuals may sign in and create an Emmy® profile. Once the profile is completed, individuals may process entries or register to judge.

NOTE: Returning Entrants may log-in using information from the previous year or request log-in information where necessary.

Entry:

To enter the contest, individuals or show contacts log in to the ©Yangaroo submission site at daytimeemmys.dmds.com and 'build' their entries there. During the entry period, entrants may log in anytime to view the status of their entries, add, correct, update or finalize entry data and pay for entries. To encourage prompt completion of entries there will be an early entry deadline of **November 21, 2017** at a reduced fee for information and payment *. All entry data and video upload must be complete by or before the final deadline **December 20, 2017**.

***NOTE:** The purpose of the early entry deadline is primarily to determine if any categories will contain large amounts of entries or lengthy amounts of total judging/viewing time. These categories may be subject to a preliminary round of judging.

Entry Submissions Requirements:

All entrants must submit content for each category they enter for evaluation by judges. This evaluation determines both the nominees and recipients in a single viewing round (*with the exception of any necessary preliminary judging as noted above*). Due to the variation of submission requirements in each category, please refer to the **By-Category Submissions Guide** document which provides complete detail, fees and deadline information for each category. (Every effort has been made to contain categories' submission requirements on a single page).

Judging:

November 1, 2017: In order to participate as a judge, individuals must register at daytimeemmys.dmds.com and create a judging profile. The deadline for judges to register is **December 20, 2017**. Before judging commences, judges will be sent individualized login information to access and evaluate submissions and cast ballots online.

ENTERING THE DAYTIME EMMY® AWARDS

What Programs Can Enter?

- The Daytime Emmy® Awards are open to both telecast and online/digital programming. Entries must have been transmitted to the public by a television network, a cable company, satellite, the Internet, or other digital delivery medium. Digital is defined as multimedia projects that combine various forms of traditional media with social media and interactivity, as well as linear programming delivered online (over the Internet, via streaming services/VOD, various mobile platforms, etc.). Eligibility is limited to digital and telecast programming that was originally made available during the 2017 Calendar year.
- **Programs** – Series and Specials (depending on the category), and their related craft achievements, must have originally aired or been made generally available for viewing, downloading or streaming by at least 50% of the US Television households between the dates of **January 1, 2017 to December 31, 2017** between the hours of **2:00am and 6:00pm**. For programs not previously submitted in the Daytime Emmy® Awards, you may be asked to submit coverage data demonstrating the 50% availability in the US. Documents can be uploaded directly to the ©Yangaroo online entry form.
- **Game Shows** which air or are made available for viewing nationally between **2:00am and 8:00pm** compete in the Daytime Emmy® Awards contest. Game Shows initially broadcast in the standard definition of Primetime (8:00pm – 11:00pm eastern / 7:00pm – 10:00pm central), must enter the Primetime Emmy® Awards contest. Game shows initially transmitted at 8PM ET on a single feed network, (e.g., via the internet or some cable platforms that reach less than half of the country at 8PM ET and more than half the country prior to 8PM ET - 7PM CT + 6PM MT + 5PM PT), qualify as national programs in the Daytime rather than the Primetime competition.
- **Entertainment News Programs** which air nationally between **2:00am and 8:00pm** may compete in the Daytime Emmy® Awards contest. They may also choose to enter the Primetime Emmy® Awards contest in the category of Outstanding Informational Series or Special (competing with a variety of different kinds of shows), however they may only chose one contest and the choice is “locked-in” for future years.
- **Limited Theatrical Release** – Daytime programs that have had a limited theatrical release before being telecast or made available online are eligible to enter the Daytime Emmy® Awards provided they first aired nationally during the eligibility year. Any program that has had a limited theatrical release, defined as showing on 600 or fewer screens in the US over the period of one year from its release date is eligible for submission. Entries will be evaluated on a case-by-case basis.
- A series considered eligible for Daytime (destined for, promoted as and predominantly airing in the Daytime hours – from 2:00am to 6:00pm) may submit any episode in to the Daytime Emmy® Awards contest whether that episode premiered in Primetime or Daytime hours. An episode from the series premiering in Primetime hours may not enter the Primetime Emmy® Awards unless the episode is a stand-alone primetime special.

- All shows must contain at least 2/3 original material for the 2017 eligibility period.
- The **animation** content of either a **fully animated** or **animation and live-action** program must be at least 65% new animation to qualify in an animated program category.
- Categories with higher or lower numbers of entries are reviewed and monitored over at least a two year period. The National Awards Committee will consider eliminating the category or folding submissions into another category if it consistently receives less than four entries. Conversely if a category containing varied genres receives a high number of entries the Committee will consider creating separate categories.

What Programs Cannot Enter?

- **Motion Picture Premiered Programs.** Motion pictures originally presented in general release to the public in theaters are not eligible.
- **Home Entertainment Premiered Programs.** All material originally released as either wholesale or retail video is ineligible.
- **Previously Aired Programs.** A program, series or related craft, which aired and met eligibility requirement during a previous awards year is not eligible for participation.
- **Telethons.** Telethons aired for the purpose of raising money for political parties or charities are not eligible.
- **Clip Show or "Best of..." Programs.** These programs are not eligible.
- **Acquired Foreign Productions.** Acquired foreign productions are not eligible.

U.S.-International Productions

U.S.-International productions that feature financial and creative involvement between U.S. and international partners may be eligible for submission to the Daytime Emmy® Awards. Submissions must have had their first run in the continental United States. Any production that has aired first in any other country is not eligible. Should extenuating circumstances arise in which a U.S.-International production airs simultaneously or first outside of the U.S., just ahead of its U.S. broadcast, the Daytime Administration will review the eligibility of the submission on a case-by-case basis.

Foreign Language Entries

Entries with content containing a language other than English or Spanish, must include either an English language voiceover or English subtitles.

Spanish Language Categories

Entries for the Spanish Language categories can be submitted without subtitles or voiceover and will be judged by a panel of Spanish-language media professionals who are bilingual or Spanish proficient. Jury panels are comprised of members who have a credited body of work at the national level.

Eligible entries must be submitted by US-based media companies for work created originally in the US or original work created internationally for US Hispanic audiences which has its first run in the continental United States. Any production that has aired first in any other country is not eligible. In addition, eligible entries must have aired on US-based networks with a national distribution.

Submissions must have had their first run in the continental United States. Any production that has aired first in any other country is not eligible. Should extenuating circumstances arise in which a U.S.-International production airs simultaneously or first outside of the U.S., just ahead of its U.S. broadcast, NATAS will review the eligibility of the submission. Submissions will be evaluated on a case-by-case basis.

Specials and Series

A **Special** is defined as a single original program, which is not part of a series and is broadcast in one or two parts. A **Series** is defined as a program comprising 3 or more parts or episodes. **Special Note:** For Category 1 - **Outstanding Drama Series** category a minimum number of **35 original episodes** must have aired during the calendar year. For Category 10 - **Outstanding Game Show** a minimum number of **15 original episodes** must have aired during the calendar year.

Some categories accept a Series only. Refer to the **By-Category Submission** document to determine which categories allow Series and/or Specials. A "special" episode of a Daytime series may be entered separately as a stand-alone special, but only if it was not part of the regular series, or it involved significant and substantive format changes such as a different program running time or different producers, writers and cast, or the content was designed with a beginning, middle and end rather than open-ended serial-style.

Who Can Enter?

Anyone can enter! NATAS/Television Academy membership is not required. Producers, designated Awards Directors, Show Contacts or individual entrant Team Members may submit entries on behalf of their program, performer, host or craft.

NOTE:

- If entering multiple categories, we strongly recommend that shows designate a main contact or "*entrant/show shepherd*" to handle submissions and general communication with the Daytime Administration during the contest period.
- If you are entering a Series into a team award Program or Craft category, in most cases the submission will be represented by one episode. **The entrant must include all eligible team members on the entry form, even if they did not work on the submitted episode.** Please refer to the By-Category Submission Guide document for by-category eligibility determination.

Can I enter in more than one category?

- A program may be submitted in one **Program** category only; however that program may be entered in as many related **Performer** and **Craft** categories as are appropriate.
- In most program and craft categories, only one entry per program is allowed, with the exception of Performers, Song, Promos, Musical Performance and Individual Achievement in Animation categories.
- Multiple performers from a particular program should enter individually, however Hosts or Co-Hosts must be entered as a single entry. In the case of single character being played by more than one person, all performers would be included on a single entry. Please refer to the **By-Category Submission Guide** for more detail.
- Individuals who work in different craft disciplines on a program may enter in each of the appropriate categories associated with that discipline.
- Individuals who work on different programs may enter their work for each program as separate entries in the same category.

When a program has the choice of category placement, the producer has the discretion to enter the program and its individual achievements in the most appropriate category where it is eligible. Placement in that particular category locks in the subsequent years' placements and cannot change from year to year. The placement of a program automatically directs the placement of all related performer and craft

achievements. Please refer to the **By-Category Submission Guide** for assistance in choosing additional and appropriate related categories.

What needs to be included on an entry form?

Submission Guidelines

Please refer to the **By-Category Submission** guide PDF document for individualized category requirements, fees and deadlines. The document can be found by logging in to the Daytime Online system at daytimeemmys.dmds.com, or by contacting the Daytime Administration – daytime@emmyonline.tv. It is indexed and formatted so that you can find all information for a particular category on a single page. The index links to categories, and within the document, internal links help navigate back to the index. For some categories there are internal links to related categories and contests for easier reference. NEW: For entrants new to Daytime who would like assistance in selecting correct or appropriate associated **Performer** and **Craft** categories, there is a new feature in the submission system this year which displays those categories. Once the Program category has been selected and the submission processed, a list of related categories is displayed on the Summary page.

Entry Information

The entrant must provide complete and accurate information when completing the entry form. Refer to the **By-Category Submission** document for complete category requirement. Please be sure to enter team members in the exact order. This information is displayed in official nomination and recipient documentation including press releases, invitations, print programs, and archive.

NOTE: If you are submitting on behalf of a program or achievement, when recording entrant team member in the entry form, the system defaults to your contact information, however you may replace with individualized contact information by directly typing over. By providing this information, nominees and winners can receive communication regarding reception, invitations, awards ceremony and certificates. **If you are supplying your contact information, you will be responsible for distributing this information to the entrant team members.**

WYSIWYT - What You See Is What You Typed! Entry information appears exactly as entered into the @Yangaroo system - odd capitalizations, misspellings, missing credits, everything in lower case or CAPs etc. **NATAS is not liable for errors in listings that are the result of incorrect information being submitted on the entry form.** There is window of opportunity to make corrections following the Nomination Announcements (currently scheduled for **March 21, 2018**). Keep in mind that information you type is displayed in official nomination and recipient documentation, including press releases, invitations, print program and EMMY® statue engravings. Once entries are submitted and closed for editing, you should email daytime@emmyonline.tv to send corrections. **Do NOT** send corrections via Facebook or other social media.

Team Awards

Important Note: The Primetime Emmy® Awards and News and Documentary Emmy® Awards often honor individual work for a specific episode or story. For the Daytime Emmy® Awards, many **craft categories** related to a Series are **team** awards. This means that a series will be represented in most cases by one episode or a clip reel; however, **the submitter must enter all eligible team members who worked on the series in the entry form, even if they did not work on the submitted episode or no longer work on the program.** Please refer to the **By-Category Submission Guide** document for specific eligibility detail.

Entering Related Performer, Host or Craft Categories

When submitting categories in addition to a **Series Program** category the entrant may choose the same or a different episode from the program entry – one that best highlights the work done by the entrant, performer, host or craft team.

Additional Entry Information

Some categories require additional supporting documentation and reference materials for judges. This can be typed and in some cases uploaded directly to the online form. The entry form will prompt for these documents and you may refer to the **By-Category Submission** document for complete detail.

Program Categories – Paper Credit Crawl: For new programs a complete **long paper credit crawl** may be required for Program categories in order to verify eligible entrant team members. If requested, this document either PDF or word doc (not video) can be uploaded to the form.

Emmy® Essay

It is recommended that entrants include an Emmy® essay or précis up to 200 words explaining why they believe the program or achievement to be Emmy®- worthy. This is an opportunity to include information regarding the entry that may not be evident in viewing the submission, such as a technical descriptions or how program, performances or crafts challenges were met during the season. The essay will be included on the judge's ballot as an accompaniment to the viewing material.

NOTE: All entrants are required to reveal in writing any previously produced material submitted for Emmy® Award consideration or material which was not done by the entrant(s) themselves. This must be recorded on the online entry form in the Essay section.

Submission Video Upload

Video is uploaded directly to the ©Yangaroo system at daytimeemmys.dmds.com. The ©Yangaroo homepage contains a guide to the standard and accepted media file formats for Daytime system documents and video. There is a link to download the free ASPERA plug-in required to facilitate high speed transfer of media files. Should a post production person or department need to handle the media upload process, log-in information can be shared. Video and other required files are uploaded on the Assign Files to Submissions page. Where the same video file is used for multiple categories, the file is uploaded once and assigned to the appropriate categories. **Please check your source file audio/video quality before uploading.** Once the submitted video has been encoded for the judging platform, a confirmation email is sent to the submitter, and we highly recommend a final review for "judging-readiness."

For technical support, contact **Yangaroo:** emmysupport@yangaroo.com
Toll Free: **1.866.992.9902**

Younger Actress and Actor Categories

Awards for **Younger Actress and Younger Actor in a Drama Series (categories 33 and 34)** recognize the work of Performers aged 25 and under at the time of the original airdate of the submitted material.

NOTE: This year, all Younger Actress and Actor entrants will **NOT** participate in the Drama Performer Pre-Nomination Judging round.

Entry Certification

All entrants must certify entries before submitting and paying for the entry. In doing so, he or she certifies that the entry material is submitted free of encumbrances and grants NATAS permission to use the material in conjunction with the Daytime Emmy® Awards process and ceremony, promotion and publicity surrounding the ceremony, and promotion, production and publicity authorized by the National Academy in all media in perpetuity.

Interactive Media Categories URL Submission Guidelines and Judging

For entries in the **Interactive Media – Enhancement to a Daytime Program or Series** and the **Interactive Media – Original Daytime Program** categories, URL links should lead directly to your Emmy® submission and should remain operational for the duration of judging. If the standard link is no longer fully live at entry or judging time, please create a sandbox “demo” environment or a link to an explanatory video or presentation to demonstrate how the content functioned when it was taking place. Submissions in these two categories will be evaluated by a Juried Panel of experts.

Digital content reflecting primetime programming should enter the Primetime Emmy® Awards.

Individual Achievement in Animation

This category honors the work of an individual in a variety of animation disciplines. A program, network may enter multiple separate entries for individuals who work on the show. An individual may submit themselves if the program or network decide not to.

Hard copy artwork and a submission and video file are required. This category is evaluated by a Juried Panel of Animation experts.

Entry Fees and Payment Process

Entry Fees

Program Categories: 1-27:

Early Deadline (Completed By November 21, 2017): **\$425.**

Final Deadline (By December 20, 2017): **\$475**

Interactive Media, Digital Drama Series and Short Format Program Categories: 2, 22, 23, & 24:

Early Deadline (Completed By November 21, 2017): **\$325.**

Final Deadline (By December 20, 2017): **\$375**

All Performer, Host and Craft Categories:

Entries containing **One Entrant Team Member:**

Early Deadline (Completed By November 21, 2017): **\$200.**

Final Deadline (By December 20, 2017): **\$250**

Small Entrant Teams - 2-3 Entrant Team Members:

Early Deadline (Completed By November 21, 2017): **\$275.**

Final Deadline (By December 20, 2017): **\$325**

Large Entrant Teams - 4 or more Entrant Team Members:

Early Deadline (Completed By November 21, 2017): **\$425.**

Final Deadline (By December 20, 2017): **\$475**

Payment

Entries can be paid via credit card or check.

Payment by Check: An invoice can be generated for the entry. Please make the check payable to **NATAS/Daytime** and note any and all related entry numbers on the check. You can find **entry numbers** on the submission summary pages or confirmation emails associated with each submitted entry. Please make every effort to record the **check number** in the appropriate field in the online payment module. We realize that a centralized accounting division often handles payment generation. In this case, please note "TBD" in the check number field and alert the Daytime Administration to expect payment to follow. **Payment of these entries must be received by December 20, 2017** (the final due date for submissions), in order for inclusion on the ballot.

Refunds

As fees are for administrative costs, no refunds will be granted, except in the case of elimination of a category.

Errors and Omissions

Daytime Administration assumes no responsibility for errors or omissions of those individuals or entities who have submitted information to the online system. Entrants are advised to review submissions with respect to correct name credits and other information before completing the online submission. **Entrants should access entries on the online entry form and review all entry and team member information finalizing entries and sending to the Daytime Database.**

After the nomination announcements (currently scheduled for **March 21, 2018**), changes may be made and submitted free of charge for up to 5 business days after the announcement, however a fee of **\$100** will be charged for each name added or deleted to the credits after this deadline. Following the Daytime Emmy® ceremonies, any corrections made to the recognized submissions will incur a \$100 fee for each. Changes received more than 30 days after the Daytime Awards have been announced will not be accepted.

Any necessary modification or correction of submitted data must be sent directly to the Daytime Administration by email to daytime@emmyonline.tv. You must copy the show producer.

Important Entry Dates

2017

- November 1, 2017: Call for Entries Announced – Rules, By-Category Submission Guide and “What’s New” documents Posted at daytimeemmys.dmds.com
 - November 21, 2017: Early Deadline to Enter (online entry information and payment must be complete)
 - December 15, 2017: Deadline for Drama Performer Pre-nom Video Submissions (categories 29-32) **
 - December 20, 2017: Final Deadline to Enter (entry information, essays, payment and video upload must be complete)
 - December 20, 2017: Preliminary Judging Round Categories are determined.
-

2018

- January 5, 2018: Deadline for Video Uploading of Shows with content not airing or available until after December 20th
- February 14, 2018: Deadline to activate live URL links for Interactive Media Categories (categories 23 and 24)
- February 14, 2018: Deadline for Blue Ribbon Round Drama Performer Video Submissions
- February 14, 2018: Deadline for Supporting Documents for Drama Shows – Essays, Synopses, Scripts, Music Cue Sheets, Song Lyrics, Casting Documents, etc.

**** NOTE:**

Payment for Drama Performer submissions must be received by or before Pre-Nom judging begins on January 8, 2018 in order for the performer to be included on the ballot.

JUDGING

How does Daytime Judging work?

For most categories entrants upload video and supply accompanying synopses, essays or technical descriptions depending on the category. The Daytime administration assigns a panel of judges to each category. The panels evaluate the materials online and determine both the nominees and recipient in a single round of judging. If a category requires 2 rounds of judging (because of a large amount of entries and/or potential viewing time - *see more detail below*), an early 1st round determines a "shortlist." Those on the shortlist advance to the 2nd or Blue Ribbon round where nominees and recipients are chosen. Nominees are announced at the Daytime Nominations announcements (currently scheduled for March 21, 2018), and recipients are revealed at the Daytime Emmy® Awards ceremonies on April 27 and 29.

Who Can Judge?

In order to qualify to judge, you must be an active member of NATAS or the Television Academy and have national credits in either Daytime or Primetime programming for at least two years and within the last five years. You may also participate as a judge if you have a significant body of work from an earlier time. A resume, bio or link will be required for all judge participants, both working and non-working professionals, and may be submitted when registering online to be a judge.

NOTE: Registering to judge for the Daytime Emmy® Awards is a separate step and is required in addition to renewing membership. (Membership information maintained by either NATAS or Television Academy is not accessible to the Daytime Emmy® Awards Administration).

Eligibility is determined on a case-by-case basis. Approval and panel assignment is made based upon information provided on the Judge's Application or from past participation. In applicable categories, qualified peer judges from other genres will be permitted to judge, if necessary, to satisfy minimum panel requirements. If judging cannot be fulfilled by qualified member judges, the National Academy reserves the right to enlist qualified non-members but only when and where necessary to facilitate the fulfillment of panels. Daytime Administrators will decide whether or not such persons are of comparable standing to other members of the panels.

How are Submissions Judged?

All entries of all genres (except for Drama Performer Pre-Nominations and certain non-drama categories – see note below) are viewed and voted upon in a single round of judging. Depending on the category, judging for Non-Drama categories will be completed utilizing either a **Ratings Score** system, (wherein each submission is judged separately and on its own merits without reference to or preference for the other entries) or a **Preferential** 1-5 scoring system, (wherein all submissions are evaluated in order of preference ie. "1" for the best, "2" for 2nd best, etc.).

Non-Drama Programs are generally evaluated using a **ratings score** criteria of 1-10 scale for Content, Creativity and Execution. Performers and Crafts are evaluated using a 1-10 scale for Creativity and Execution. All Drama, Game Show, Legal Courtroom, Talk Show Program and Talk Show Host categories, as well as Casting and Stunt Coordination categories use a 1-5 **preferential** scoring system.

Two Judging Rounds?

Where a category receives a large number of entries, resulting in screening sessions that would exceed what is deemed a reasonable viewing length, there will be an early **Preliminary** judging round. The Daytime Online system randomizes all entries in each particular category and creates a split panel based on the criteria of total viewing hours contained in that category. Daytime Administrators quantify a) the total viewing hours within each split panel, b) the number of individual entries contained in each panel, c) like networks and subject material and d) judges not having direct conflict with the material they are viewing, in order to create a balance of entries and panelists. Depending on the category, each entry is scored either via a ratings system or a preferential scoring system. A generous raw score-based evaluation and review by the National Awards Committee will determine the advancement of “shortlisted” entries to the second and Final **Blue Ribbon** judging round.

Individual Achievement in Animation

The category of Individual Achievement in Animation is a juried award. Multiple panels convene in person in Los Angeles to determine the Emmy®-worthiness of submissions in each of the animation craft areas of expertise. One, more than one, or none can win. Multiple recipients, however, are recognized independently. The award recipient(s) are notified of their accomplishment following the judging session.

Outstanding Performer in an Animated Program and Outstanding Performer in a Children’s, Pre-School Children’s or Educational and Informational Program:

Entries in these categories are judged by an in-house panel of peer judges in Los Angeles.

Promotional /For Your Consideration DVDs /URLs

NATAS requests that no promotional material or communication – either DVDs or website links - be transmitted to NATAS or Television Academy members during the judging period to influence judging or bolster support of any kind. As described in this document, entrants supply materials which are viewed by selected judging panels. These panelists determine both the nominees and recipients in either one or two judging rounds. Submissions are solely judged on the merit of this viewable material and any accompanying synopses, essays, technical information and descriptions.

IMPORTANT JUDGING DATES

- November 1, 2017: Daytime Online system open to accept Judging Applications to at daytimeemmys.dmds.com.
- December 20, 2017: DEADLINE for all Drama Performer Judges to submit an online Judging Application at daytimeemmys.dmds.com.
- January 5, 2018: DEADLINE for all Judges to submit an online Judging Application at daytimeemmys.dmds.com.
- January 8, 2018: Drama Performer Pre-Nom Judging Begins. (categories 29-32 only)
- January 22, 2018: Drama Performer Pre-nom Ballot Return Deadline.
- January 24, 2018: Drama Performer Pre-nom Announcements.
- January 24, 2018: 1st Round Preliminary Judging Begins
- February 14, 2018: 1st Round Preliminary Judging Ballot Return Deadline
- February 19, 2018: Blue Ribbon Judging Begins.
- March 13, 2018: Blue Ribbon Ballot Return Deadline.

Drama Performer Category Judging (categories 29-32)

Only **Registered** Judges whose NATAS/Television Academy membership has been **verified** may participate in this process. Performer Judges will first participate in a pre-nom ballot voting round beginning on **January 8, 2018**. **NOTE: This year, the Younger Actress and Actor categories will NOT participate in the Pre-nomination judging round.** From the list of performer entrants appearing on each ballot, eligible peer voters will select ten candidates he/she believes is worthy of Emmy® consideration. The ten candidates receiving the highest number of votes in each category advance to the Blue Ribbon screening round that will determine the nominees and recipient.

IMPORTANT DRAMA PERFORMER JUDGING AND PROCESS DATES (Categories 29-35)

- November 1, 2017:** Daytime Online system open to accept Judging Applications at daytimeemmys.dmds.com.
- December 15, 2017:** Deadline to receive Drama Performer Pre-Nom Clips (cats. 29-32).
- December 20, 2017:** Deadline for **Drama Performer Judges** to Register at daytimeemmys.dmds.com.
- January 8, 2018:** Pre-nom Performer Judging round begins.
*** Entry payment must be received by or before this date in order for Performers to be included on the ballot.*
- January 22, 2018:** Pre-Nom Online Judging Ballots completed and submitted.
- January 24, 2018:** Pre-Nominations are announced.
- February 14, 2018:** Video Upload and Synopses for the 10 performers advancing from the pre-nom round (cats. 29-32) are due for Blue Ribbon judging round.
- February 19, 2018:** Blue Ribbon round judging begins.
- March 13, 2018:** Blue Ribbon Ballot return deadline.
- March 21, 2018:** All Daytime Emmy® Awards Nominations are announced.
- April 27, 2018:** The **Daytime Creative Arts Emmy® Awards** ceremony- Los Angeles – Pasadena Civic Auditorium
- April 29, 2018:** The **Daytime Emmy® Awards**- Los Angeles – Pasadena Civic Auditorium

Blue Ribbon Judging Round: This round contains Younger Actress and Actor entries and Drama Performers who advanced from the “pre-nomination” judging round. In this final round, entries receiving the highest tabulated score will determine both the official **Nominees** AND the **Award Recipient**. From the time of the Nomination Announcement until the recipient announcement at the ceremony, award recipients are known only by the accounting firm of Lutz and Carr.

NOMINATION INFORMATION

All nominations are determined from a viewing round. There will be a minimum of 5, and a maximum of 7 nominees in each category, with the exception of categories where there are 5 or fewer submissions. In categories with 5 or fewer submissions there will be a minimum of 3 and a maximum of 4 nominees. In the case of scoring that would result in more than 5 nominees, or in the case of categories with 5 or fewer submissions, the National Awards Committee will determine the number of nominees using its discretion.

NOMINATION ANNOUNCEMENT

Shortly after the nominations are announced, a list of nominations with full credits will be posted on the NATAS website at www.emmyonline.org/daytime and on the Daytime Facebook page.

Additions and Corrections

WYSIWYT- What you see is what you typed! Entry information appears exactly as entered into the **Yangaroo** system - odd capitalizations, misspellings, missing credits etc. Additions and corrections to the credits of a nominated entry **MUST** be submitted within 10 business days in order to appear in the print program, media guide and any other official documents. Within the first 5 business days, changes can be made free of charge, however after 5 days a fee of **\$100** will be charged for each name added (or deleted) to the credits. Any necessary modifications or changes must be submitted and verified by the Executive Producer or designated show executive with a written explanation of the reason for the changes. You may email daytime@emmyonline.tv to send additions and corrections.

NOTE: Following the Daytime Emmy ceremonies, any corrections made to recognized submissions will incur a \$100 fee for each. **Changes received more than 30 days after the Daytime Emmy® Awards have been announced will not be accepted.**

Credit Falsification

Intentional falsification of credits will result in disqualification of the entire entry.

Nominee Clips and Artwork

Nominees will be contacted post-nomination announcement with specific instructions about where to send nomination clips for use at the awards ceremonies. Nominee headshots and show logos for social promotion may also be requested at this time.

Nomination Certificates

Nominees receive a certificate to honor their accomplishment free of charge. Nomination **plaques** may be purchased by current and past nominees to commemorate their nomination.

EMMY® STATUE, PLAQUES AND CERTIFICATES

Award Ownership

Emmy® Awards are presented to individuals, not to their employers, even if an employer pays entry fees.

WHO RECEIVES THE AWARD?

Individual Achievement

One gratis Emmy® statue will be presented to the individual(s) as specifically listed with each achievement on the submission. The individual achievement credits broadcast on the television program and thus verified by the executive producer or producer will be the sole criteria for individual achievement eligibility.

All individuals appearing on the final award recipients' press release are eligible to receive a statue. The first statue is covered by the entry fee. There is a statue fee for additional Emmy® eligible team members listed on the winner press release.

Commemorative Awards

As a courtesy, each Emmy® winning entry, whether program or craft, is eligible to purchase a commemorative statue for office display. These commemorative Emmy® statues are solely intended for the network, studio or production company (one statue only for each) of an Emmy® award entry or craft. The statue is engraved the same as the individual Emmy® award, with the deletion of the individual's name and position title. Neither the organization nor any other special name may be engraved in place of where the individual's name and position would usually appear. The word "commemorative" is engraved at the rear of the statue. Commemorative Emmy® statues can not be ordered for individuals.

Recipients' Certificates and Plaques

Emmy® recipients may order certificates and plaques commemorating their recognition. Individuals who are not eligible to receive Emmy® statues but who materially contributed to Emmy® Award programs and crafts are eligible for Production Certificates and plaques, pending authorization from an Executive Producer.

NOTE: Statue orders take approximately 4-6 weeks to process once orders are received. Contact the Awards department at awards@emmyonline.tv for more details. Recipients looking to acquire the official engraved band for their statue should contact awards@emmyonline.tv.

The Daytime Lifetime Achievement Awards

This award goes to an individual, a company, or an organization for outstanding achievement in the arts, sciences, or management of television that is either of a cumulative nature or so extraordinary and universal in nature as to be beyond the scope of the awards presented in the categories of achievement. Members of the NATAS National Awards Committee accept nominations, and the Committee and NATAS Trustees choose the recipient(s). In recent years there have been recipients at both the Daytime Emmy® Awards and Daytime Creative Arts Emmy® ceremonies.

Trademark Protection Policy

Rules for the Protection of the Emmy® Statue

The Emmy® statue is the property of and all rights are reserved by The National Academy of Television Arts & Sciences (NATAS) and the Academy of Television Arts & Sciences (Television Academy). The Emmy® statue may not be reproduced or used in any commercial manner unless otherwise permitted by the National Academy, it being understood that possession of the same is solely for the benefit of the recipient and the recipient's heirs or successors in interest. If a recipient or the recipient's heir or successor in interest proposes to sell or otherwise dispose of the Emmy® statue, such persons shall be obligated to return the statue to The National Academy of Television Arts & Sciences which will retain the same in storage in memory of the recipient.

Promotion

Emmy® recipients may refer in advertising and publicity to the fact that they are an award recipient and, for one year after the award was bestowed, may use a replica of the Emmy® statue in such advertising. A ® registration mark and the appropriate copyright notice: © NATAS/Television Academy, must accompany any portrayal of the Emmy® statue or moniker.

GLOSSARY OF TERMS

There are a number of terms that have evolved over time to describe and assist shows when submitting work for consideration in the Daytime Emmy® Awards contest.

Programming: The generic term for video or other content available via a television network, a cable or satellite provider, or other digital distribution media

Program: A production of television or digital content that stands alone as a complete show.

Program Categories: These are categories where an entire program is awarded on its merits. Some Program Categories honor a **Series**, some are for a **Special**, others for either a **Series** or a **Special**.

Series: A collection of television programs on the same or similar subject matter or having the same production elements and techniques, which is scheduled to occur on some regular basis. In Daytime a program must have 3 or more episodes (originally airing or made available within the eligibility year) to constitute a **Series**.

Special: A Special is defined as a single original program, which is not part of a series and is broadcast and promoted as such in one or two parts. A “special” episode of a Daytime Series may be entered as a stand-alone special, but only if it involved substantive format changes, such as a different running time, graphics, producers, writers or cast, or the content was designed with a beginning, middle and end, rather than an open-ended or serialized style.

A **Digital Drama Series** in Daytime category recognizes continuous, episodic works of dramatic fiction from over-the-air, cable, satellite and internet broadcasters which do not have less than 35 original episodes in the eligibility or calendar.

Performer categories:

Drama Performer categories honor the work of actors and actresses in **Drama Series**. They are divided into **Lead**, **Supporting**, **Younger** and **Guest** role categories.

Non-Drama Performer categories honor the work of male or female performers, whether Lead, Supporting or Guest roles, and performers of all ages enter a single performer category. Puppeteers enter a “live-action” performer category. In the case of a “hybrid” performance, wherein a single character is jointly performed by 2 or more people (eg. a person voicing the character with another inhabiting the body of the character) they enter together as a single submission. Voice actors enter **Performer in Animation** category. Voice actors may enter for multiple characters that they perform on a program in a single entry. They may submit separately for their other characters’ work on other programs

Host categories accommodate programs that feature a single or multiple hosts or co-hosts in a single entry.

Craft Categories: Categories associated with the particular work or skills associated with a program or genre contained therein, eg. Directing, or Writing, Animation, Production Design or Sound Design etc.

Total Running Time: The total duration of a program content without commercials, promotions, sponsorship or underwriters’ portions, station breaks and any other non-production elements. In Daytime Emmy® Awards, Program categories and certain Craft categories typically submit an entire program or episode for evaluation. For Performer categories and some Craft categories a submission may allow submissions of all appearances or highlights from a single or multiple episodes. The **Total Running Time** will constitute program content only and not include any required slates or breaks between scenes or episodes.

Entrant: The individual who submits an entry to the Daytime Emmy® competition – sometimes referred to the “Show Shepherd” since they are often responsible for multiple submissions for multiple programs and across multiple categories. They are either part of the production team, or have been designated to “tend” the entries and any associated detail necessary to ensure the information and materials supplied are correct. They are also responsible for communication between the Daytime administration and the **Program** or **Entrant Team Members** during the course of the Daytime Emmy process.

Entrant Team Member(s): In the Daytime Emmy® Awards, this is the individual or team of people being entered associated with the submission to be judged. In some competitions they are known as the Credits. In the case of a **Program** category, team members would typically be the producers. In the case of performer or host entries, the team member would be the actor, the host or team of hosts associated with a program. In the case of **Craft** categories, the team member or members would be the individual or group responsible for the work in a particular craft, eg. for Directing, the Director, or for Lighting, the Lighting Designer and the Lighting Director etc.

Team Awards: In the Daytime Emmy® Awards, many categories are **Team Awards**. This means that within a Series which may include multiple episodes over the course of the year, a team is often associated with the work accomplished over that time. Team Award categories honor members of the production team who have worked on a significant number of the total episodes that aired over the course of a Calendar year. Check the **By-Category Submission Guide** for details of what constitutes the significant percentage for eligibility in any team award category. When submitting for the Daytime Emmy® Awards, the Entrant will submit one representative episode for evaluation, but they must ensure that all members of the eligible team are included, whether or not they worked on the submission episode or are still presently working on the program.

In other contests such as the Primetime, Sports or News and Documentary Emmy® Awards, there are a number of craft categories where a single story, episode or part of a series and the work therein is honored. The award is essentially episode-centric. In News and Documentary for instance, a single story or segment may be entered. The same person or team may enter another story or segment in the same category and essentially compete against their other submission. In Daytime the Promo and Original Song categories allow multiple entries from the same program and/or team.

Emmy® Essay, Synopsis, Plot Summary or Technical Description: On the entry form there is a field to enter pertinent information to accompany a submission. Depending on the category it may take the form of a brief essay explaining why an entrant considers the program or craft to be Emmy®-worthy, or it may be informational, providing judges with backstory or lead-in to accompany the submission they are viewing and evaluating. This information is displayed on the judging ballot. In most cases this text is not mandatory, but strongly recommended. Over several years, the Daytime Emmy® Awards team has received feed-back from various peer judging communities who have agreed that the essay helps in their deliberation.

Nominee: A Team Member associated with a submission that has been judged and deemed as Emmy®-nominated.

Honoree: A Nominee associated with a submission that has been judged and deemed to be honored with and eligible to receive the Emmy® Statue. Also often referred to as an Emmy® Award recipient.