

Sample Letters for Research Chairs

Judges send your Ratings (send to paper judges)

April 22, 1999

Dear Colleague,

A brief progress report and gentle reminder:

The turnaround rate on the judging of AEJMC papers thus far has been excellent. Many judges completed the task in the first week they had their papers, and many more have apparently decided to get their judging done before turning to term papers and finals. And the drawing hasn't hurt, either. When you fax your rating sheets and comments to me before April 29, I put your name into the hat for the drawing for fabulous cash prizes: \$50 for the first name drawn, \$25 each for the next two names. Don't miss out!

To those who have already sent in their rating sheets and comments, my heartfelt thanks.

To those who are still working on theirs, my heartfelt thanks as well — in advance. Please keep in mind that I need your FAXED rating sheets and comments NO LATER THAN 5 p.m. Wednesday, April 28. The more waiting I have to do after that date, the more difficult it will be to meet my obligations to the AEJMC folks designing the convention schedule.

My fax number is (812) 855-0901.

Questions? Problems? Call me at (812) 855-1708, or e-mail at pvoakes@indiana.edu.

Sincerely,

Paul S. Voakes Research Chair, Mass Communication & Society Division