

APPENDIX B - RESOURCES

B.1 THE AACA

B.1.1 THE AACA WEBSITE

Below you will find many suppliers for resource material, but since we're the AACA, why not look to the AACA first for your resource material? Use of the Rummage Box is actually required to receive top points in the Newsletter Achievement Awards Program (NAAP). Also, the material in the Rummage Box should be of interest to your members. Along with the Rummage Box, let us list more AACA sources of interest. The AACA website (<http://www.aaca.org/>) includes:

- * AACA Library & Research website
-<http://www.aacalibrary.org/>
- * AACA Museum website-<http://www.aacamuseum.org/>
- * Editors Manual-listed under Publications on the AACA web site.
- * Forums-AACA General Forum, AACA Judging Forum, AACA Technical Question Forum, and AACA Editor's Forum. Note, although the forum information may **not** be entirely accurate, you'll certainly get ideas or information you can use to improve your newsletter from members across the country.
- * Judges Manual-listed under Publications on the AACA web site.
- * Junior AACA website-<http://www.aaca.org/junior/>. The Junior AACA web site can be an excellent resource for your newsletter as it contains automobile trivia, jokes, coloring pages, automobile history, US automobile patent information among other items that you can easily incorporate into your newsletter.
- * Policy & Procedure Manual—answers most AACA policy and rules questions, as well as giving information on insurance, how to run a National Meet or Tour and more; listed under Publications on the AACA web site.
- * Rummage Box-listed under Publications on the AACA web site.

B.1.2 NEWSLETTER EXCHANGE

Take advice from the experts, read the magazines at the newsstands for layout and editing ideas. But the best advice comes from our own AACA newsletter editors. Exchanging newsletters with other editors is an excellent way to learn and improve.

After your region or chapter president completes the Officer Reporting Form identifying you as the newsletter editor and sends it to AACA National Headquarters, you will be recognized as your region/chapter editor. Shortly after National receives this form, you will be sent a packet of information about the AACA's Newsletter Achievement Awards Program (**NAAP**) and how to enroll. One of the questions on the form is whether or not you would like to participate in the newsletter exchange program. If you say yes, National will later send you a list of other region/chapter editors who have expressed interest in exchanging newsletters.

B.2 SOURCES FOR CLIP ART

For the computer user, clip art is available at many websites for free. By simple performing a "search" for "clip art", a large number of "clip art links" will be displayed from which to choose.

For those that are not computer-savvy, there are numerous books on clip art available through your bookstore or local library.

Dover Publications (**<http://www.doverpublicariond.com>**) is the best source of inexpensive clip art for the small newsletter. The Clip Art Series includes several must-have books:

- * Small Frames and Borders
- * Graphic Attention-Getters
- * Accents and Attention-Getters
- * Starbursts
- * Banners
- * Thematic Borders
- * Illustrations for Holidays and Special Occasions

These and a number of other useful titles are available by mail, on-line, or at your local bookstore for less than \$5 apiece. The images included in these titles are easily scanned and copyright free. If you do not own a scanner, these titles are also available in CD collections and range in price from \$14.95 to \$19.95.

Dover publications also offers free samples of their clip art via your email address. Sign up for the Dover Sampler on their website and each week they will send you an email with links to free content from books favored by their customers. Download, print, enjoy! While you are on-line, be sure to go the customer service area and sign up to receive a variety of their catalogs to be mailed to you.

Dover Publications, Inc.
31 East 2nd Street
Mineola, NY 11501
<http://www.doverpublications.com>

B.3 OFF-LINE RESOURCES

B.3.1 RECOMMENDED READING

The number of books about desk top publishing is infinite and too lengthy to list here. A trip to either your public library or local book store should be able to furnish you with any number of excellent resource books.

B.3.2 GRAMMAR HOTLINE

If you're weak in the grammar and syntax department and don't have a knowledgeable club member to call on, there may be a "grammar hotline" in your area that provides free answers to short questions about writing, grammar, punctuation, spelling, diction, and syntax. For a free listing of hotline numbers (and there are numbers in most states), send a stamped (First Class postage) self-add # 10 envelope to:

Grammar Hotline Directory
Tidewater Community College
Writing Center 1700 College Crescent
Virginia Beach, VA 23456

B.4 ON-LINE RESOURCES

B.4.1 WIKIPEDIA

One of the best free on-line reference websites is Wikipedia (<http://en.wikipedia.org/>). This is an on-line encyclopedia which contains over five million articles and is growing daily.

Wikipedia is written collaboratively by volunteers, allowing most articles to be changed by almost anyone with access to the website. Wikipedia's articles are released under a license that permits anyone to build upon them. The "GNU Free Documentation License", or "GFDL", one of the many "copyleft" licenses that permit the redistribution, creation of derivative works, and commercial use of content, was chosen for this purpose. As explained on their website, "the license Wikipedia uses grants free access to our content in the same sense as free software is licensed freely. This principle is known as copyleft. That is to say, Wikipedia

content can be copied, modified, and redistributed so long as the new version grants the same freedoms to others and acknowledges the authors of the Wikipedia article used (a direct link back to the article satisfies our author credit requirement). Wikipedia articles therefore will remain free forever and can be used by anybody subject to certain restrictions, most of which serve to ensure that freedom”. Before using any material from this website, you might want to read through their information on their “GFDL.” A link is provided for you at the bottom of the main page.

A word of caution here—because Wikipedia’s main source of contributors are volunteers it is always a good idea to double check the information if you think it is incorrect.

B.4.2 WIKIMEDIA COMMONS

Wikimedia Commons (<http://commons.wikimedia.org>) is a sister website to Wikipedia and is a shared media repository of free content images, sound and other multimedia files.

If you are doing research on a subject in Wikipedia and see a picture in an article, there will probably be a note stating “Wikimedia Commons has media related to: (the name of the subject you’re researching)” and a link for you to access. By clicking on the link, you will be transferred to Wikimedia Commons.

What is great about Wikimedia Commons, unlike most image search engines like Google (www.google.com), is they will tell you if the picture is in public domain or copyrighted. If it is public domain, you will see a message like the following giving you permission to use the image.

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