

# 2024 NORTHERN **POWER** WOMEN AWARDS

## Audio Nominations Guide



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#WEARE**POWER** #NPWAwards

# Audio Nominations Guide

## Instructions for Nominators

- Go to: <https://wearepower.net/awards/nominate>
- Select the category you want to nominate for.
- Fill in the details of the person you'd like to nominate and leave the reason for nominating blank.
- Tick the 'Audio Nomination' box and click 'Submit'.
- Audio record on your phone your reason for nominating
- Start the recording with the following:
  - **My name is [your name] and I am nominating [Name of Nominee] for the [Category] Award / Future List / Power List/Advocacy List.**
  - **They work for [Organisation]**  
(only applicable if nominating an individual, not an organisation)

This will ensure we correctly match the audio recordings with the form nominations.

Explain the reason for your nomination. This can be up to 5 minutes long.

Anything said after 5 minutes will not be transcribed and therefore won't be included in the nomination.

Send your audio recording via WhatsApp to 07388 672214.

Please send the accompanying message:

[Your Name] nominating [Name of nominee] for the [Category] Award / Future List / Power List /Advocacy List

Send us your nominations before the deadline on 4th October.

N.B Your audio nomination will be transcribed and sent to your nominee, unless you select the option to keep your nomination anonymous.

**If you have any questions, please contact: [awards@northernpowerwomen.com](mailto:awards@northernpowerwomen.com) or direct message us via the Live Chat on the Power Platform**

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## Instructions for Nominees

- Check through the details on screen completed by your nominator. Type over and correct any incorrect information (such as Job Title or X handle (formally known as Twitter)).
- Complete the remaining fields (Sector, Region, Northern factor)
- Audio record on your phone the answers to the category questions, please submit one recording per question.

Start each recording with the following:

- ***My name is [your name] and I have been nominated for the [Category] Award / Future List / Power List / Advocacy List***
- ***I work for [Organisation]***  
(only applicable if responding as an individual, not an organisation)
- ***This is the answer to [Question number XX]***
- Answer the question keeping your recording to the appropriate time according to the word count. \* See table below for guidance on timings.
- Tick the 'Audio Nomination' box and click 'Submit'.

This will help us ensure we match the audio recordings with the form nominations. Anything you say past the word count/minute marker will not be transcribed and therefore won't be included in the nomination.

Send each of your audio recordings via WhatsApp to 07388 672214.

Please send the accompanying message:

My name is [your name] and I have been nominated for the [Category] Award / Future List / Power List / Advocacy List.

Send us your nomination responses before the deadline on 4th October!

**If you have any questions, please contact: [awards@northernpowerwomen.com](mailto:awards@northernpowerwomen.com) or direct message us via the Live Chat on the Power Platform**

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Word Count	Recording length
200 words	1 minute
300 words	2 minutes
400 words	3 minutes
500 words	4 minutes
600 words	5 minutes

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