

Behind the Scenes of Collins Radio Company

INSTRUCTIONS TO CONTRIBUTOR

2012

There have been many events that have occurred during the “Collins Days” that contributed to the great success of the company. Even though there have been a number of books and articles published about Arthur and the Company, they do NOT cover many of the interesting and important events that made the culture of Collins Radio Company what it was. This form is sent to interested persons who have direct experience and information about what happened inside Collins Radio Company. The intent of this effort is to provide a means for former employees and others to document interesting things that happened within the company primarily before the Rockwell International / Collins merger occurred. The following guidance is provided.

Information content should be:

- As factual as possible. Keep rumors and gossip to a minimum. Relate personal experiences.
- It should be of general interest; as historical/reference information, for present and former employees and for the general public.
- Information should be Collins based, e.g. programs, systems, customers, contribution of individuals, etc.
- When writing the account, make it as concise as possible while still relating the story, e.g. we are not looking for a book.
- You may include relevant photos or documents. If you want these back, we will scan and return the originals.
- You may want to collaborate between multiple individuals to come up with a story. This approach sometimes has the advantage of getting a more accurate story as well as a way to bring to mind other stories as multiple individuals discuss the past.
- Did you meet Art and some of the other execs? When, Where, and circumstances?
- Multiple submissions are acceptable..

Filling out the form:

- We have asked for contact information so we can follow up if we have questions. Your picture would be nice to have in the story.
- Provide a concise and descriptive title for your write-up as we want to index the items so they are easily found by the readers.
- We would prefer the write-up to be electronic so it is easy to handle and file. However, for those who don't feel comfortable, please provide a hard copy and send to [need location](#). Data will be accepted in most formats, handwritten, voice on tape, in MS word, etc.
- To make the write-up electronically go to [specify website location](#). Fill out the form and submit the completed document with any attachments.

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Title		INDEX #	
Contributor Information			
Name	Telephone	E-mail	~Event Date
Street	City	State	ZIP
Years you worked at Collins	From	To	Organization
Area you worked in & job			

Write your story here.