Student History Fair Checklist

**On Friday, January 16th, your History Fair projects are due. On that date you will need to turn in two items:**

1. **Your Project** (**Exhibit**: Backboard w/ name and period on back, **Website**: Title Page with your website URL on it, **Documentary**: DVD copy of your documentary w/ name and period on it, **Performance**: Nothing yet – I will set up a date to see your performance, **Historical Paper**: Your Historical Paper w/ title page on front)
2. **Written Materials**

**\****Note – your Process Paper and Annotated Bibliography should be stapled together with a Title Page in one final packet to be turned in. The content and order of the packet should be as follows:*

* ***Title Page***
* ***Process Paper***
* ***Annotated Bibliography***

**As you begin to finalize your project, consider the following:**

**Have I shown with my project?**

1. How your topic is important?
2. How your topic is significant in history in relation to this year’s theme?
3. How your topic developed over time in history?
4. How your topic influenced history?
5. How the events and atmosphere (social, economic, political, and cultural aspects) of your topic’s time period influence your topic in history? (Historical Context)

**Here are some final descriptions of the project categories as well as further explanation of the written materials that will be turned in with your project.**

**Written Materials:**

 Entries in **exhibits** (backboards), **performances**, **documentaries** (videos), and **web sites**

**must include** the following written materials:

1. A title page (the first page) which must include **only** :
2. the title of your entry
3. your name(s)- (in alphabetical order by last name)
4. the contest division (our division is JUNIOR DIVISION)
5. the category - Individual or Group **&** Exhibit, Performance, Documentary or Web Site )
6. A Process Paper with a description of no more than 500 words explaining**: 1.** How or why you chose your topic. **2.** How you conducted your research. **3.** How you selected your presentation category and created your project. **4.** A clear explanation of the relationship of your topic to the contest theme.
7. An Annotated List of Works Cited that contains all sources that provided usable information or new perspectives in preparing your entry. You will look at more resources than you will actually include. **You should list only those that contributed to the development of your entry.** Sources of pictures, charts, graphs, etc and oral interviews must be included. The annotation for each source must explain how the source was used and how it helped you understand your topic. Use the **MLA** formatting style.

These materials must be typed on plain white paper and stapled together in the top left corner. Do not enclose them in a cover or a binder and do not use color or borders.

**For Exhibits**:

 This is a visual representation of your research and interpretation of your topic’s

significance in history as it relates to the theme, much like a small museum exhibit.

1. Size – No more than 40 “ wide at the widest point, 30 inches deep, and 6 feet high.
2. Media devices (tape recorders, video monitors, etc) must not run for more than 3 minutes and must fit within the size limits. (example – a brief excerpt from a taped student conducted interview) Student words on the tape count in the 500 word limit.
3. Word limit – **Student composed written materials that are used on an exhibit must contain no more than 500 words.** This does not apply to documents, oral history quotations, artifacts, or other illustrative materials that are used as an integral part of the exhibit. Brief citing of sources of illustrations or quotations do NOT count toward the 500 word limit. Words in timelines and scrapbooks which are student composed do count toward the limit, but timelines that are transcriptions of primary or secondary source( if not student composed) do NOT count toward the limit.

**For Performances:**

 A performance is a dramatic portrayal of your topic’s significance in history and must be

original in production

1. Time requirements: **May not exceed 10 minutes in length.** You are allowed 5 minutes for set up and 5 minutes for removal of any props used.
2. Performance introduction: The title of the entry and the names of the participants must be the first and only announcements prior to the start of the performance.
3. Media devices: Use of slides, tape recorders, computers, etc within your performance is permitted. You must run all equipment.
4. The script of the performance should **not** be included in the written materials.

**For Documentaries**:

 A documentary should reflect your ability to use audiovisual equipment to communicate

your topic’s significance. You may use photographs, film, video, audiotapes, and graphic

presentations. Your presentation should include primary source materials but must also be an original production. To produce a documentary you must have access to equipment and be able to operate it.

1. Time requirement: **Documentaries may not exceed 10 minutes in length but should make use of the time aloud.** You are allowed 5 minutes to set up and 5 minutes to remove equipment. Timing will begin when the first visual image appears or first sound is heard. Color bars and other visual leads will count in the time limit.
2. Introduction: You must announce only the title of your project and names of the participants. **Live narration or comments prior to or during the presentation are prohibited.**
3. Student involvement: All entries must be student produced. You must operate all equipment.
4. Entry Production: Your entry must be an original production. You may use professional photographs, film, slides, recorded music, etc. within your presentation. However, you must integrate such items into your presentation and give proper credit **within** your presentation, as well as, in the bibliography.

**For Historical Papers**:

 A paper is the traditional form of presenting historical research. Your paper should be

grammatically correct and well written.

1. Length: The text must be **no less than 1,500 and no more than 2,500 words** in length. Notes, annotated bibliography, illustration captions, and appendix materials do not count in that total.
2. Citations: **Footnotes, endnotes, or internal documentation is required**. Citations are used to credit the sources of specific ideas, as well as, direct quotes.
3. Preparation: Papers must be typed or legibly handwritten in ink or plain white 8.5 X11 inch paper with 1-inch margins. Pages should be numbered and double-spaced with writing on one side. Use a font with no more than 12 characters per inch or no less than 10 point type. Staple in top left corner. Do not use a cover. The title page should have no illustrations.
4. No Process Paper is required for the Historical Paper category.

**For Web Sites:**

A web site is a computer based presentation of your research and argument that incorporates both textual and non-textual content (e.g. images, songs, interviews, videos, and other media) to engage and inform your viewer. Through a web site you are able to incorporate nontextual elements with which a viewer can interact.

 1. Size limit: No more than 100MB of file space, including all multimedia

 2. Word limit: The web site may not contain more than 1200 visible, student composed

 words. (If you did not write it, it does not count toward the limit (e.g quotes, charts,

 graphs, timelines that you did not create, brief citations crediting the source of

 illustrations, quotations, or pieces of media, or code used to build the site.

3. Interactivity: Your web site should capture the attention of your audience, but not take

 away from you topic. Interactive elements should give the viewer a better understanding

 of the information you are presenting (e.g. interactive maps, pop-up windows, sound,

 timelines, databases, etc.)

4. Non-Textual Content –documents, artifacts, oral history selections, quotations,

 photographs, paintings, video clips, songs, newspaper articles,or recordings from an

 interview cannot be longer than 45 seconds and fit within the 100 MB limit. Be sure your

 choices help further your project and that you include your own i**nterpretive** captions,

 titles, or analysis.

5. Consider using lower resolution or thumbnails with links to larger resolution, easily

 legible versions.

6. You must create your website on an NHD approved platform. [www.nhd.weebly.com](http://www.nhd.weebly.com) is the generally approved platform that you should use to create your website.