

# RULES FOR ALL HISTORY DAY PROJECTS

The following rules apply to History Day projects in all categories. This is a summary from the [National History Day Contest Rule Book](#). **It is your responsibility to make sure your project follows all the History Day rules.** Please read the rulebook for more information!

## Project Creation

- I created my project this year. I have not reused any part of a previous project (mine or anyone else's).
- This is the only History Day project that I have created this year.
- This is a new topic. I have not done a History Day project on this topic before.
- I have credited the sources of all my information. I have not plagiarized.
- My topic connects to the History Day annual theme (*Communication in History*).
- I have researched, designed, and created the entry. The only help I got from other people was other group members or adults within reason (See NHD Rulebook).
- **Groups:** We all worked together on the project. All group members are listed with the project.

## Counting Words in History Day Projects

There are size limits for projects in all History Day categories. The limit is usually a combination of words and/or time. Limits keep projects to a manageable size. Pay attention to the way words are counted. You will have to count the words in your project and accurately include this information with your project.

### Required Written Materials (All Categories)

Item	Do the words count?	Explanation
Process paper	Yes	All the words in the process paper count toward the process paper's 500-word limit.
Title page and annotated bibliography	No	Words in the title page and annotated bibliography do not count.

### Categories: How to Count Words

Item	How many words?	Explanation
December 7, 1941	One	A date counts as one word.
365 or forty-eight	One	A number counts as one word.
A cow jumped over the moon.	Six	Words such as "a," "the," and "of" count as one word each.
John Quincy Adams	Three	Each word in a name is counted individually.
mid-September or up-to-date	One	A hyphenated word counts as one word.
Eighteenth-century politics	Two	A hyphen is needed in "eighteenth-century" because it is a compound adjective. By contrast, "in the eighteenth century" is four words.

**The category-specific rules have more information on what should be included in the total word count for your category.**

## Disqualification

Disqualification is when an entry is removed from competition. The contest coordinator is able to disqualify an entry for the following reasons related to academic integrity:

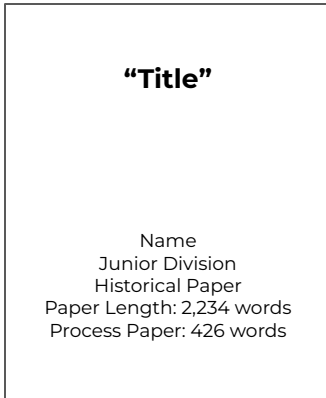
- Entering a project in multiple contests or entry categories within a contest year
- Reusing, individually or as a group, a project (or research from a project) from a previous year
- Plagiarizing
- Tampering with or removing any part of another entry during a competition

Rule infractions (such as going over the time, size, or word limit) may keep your entry from advancing. Rule infractions, however, are not grounds for disqualification from a competition.

# REQUIRED WRITTEN MATERIALS

You need supporting written documents in addition to your project itself. Judges will look at these materials when they review your entry. When assembling these materials, put them in the following order.

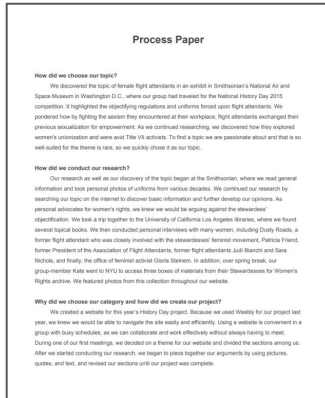
## Title Page



The title page includes:

- Entry title
- Student name(s)
- Division
- Category
- Word counts for project and process paper

## Process Paper



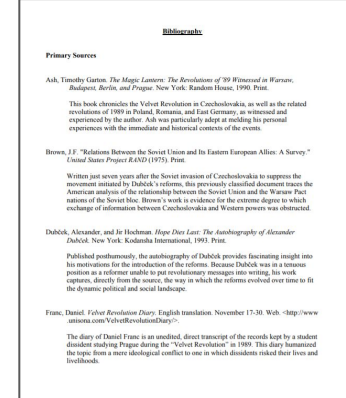
You will need one process paper for each entry. In a group, students will work together to create it. The process paper should be 500 words or fewer. It should not have quotes, images, or captions.

You can write your process paper as an essay, or question-and-answer format.

You will discuss:

- How did you choose your topic and how does it relate to the annual theme?
- How did you conduct your research?
- How did you create your project?
- What is your historical argument (thesis)?
- In what ways is your topic significant in history?

## Annotated Bibliography



Your bibliography should list all the sources you used to develop your project. Your citations should be either in MLA or Turabian format. Divide your bibliography into at least two sections - primary and secondary sources.

Each citation should have an annotation. Each annotation should be no longer than 2-3 sentences. The annotation should explain:

- How you used the source
- How the source helped you to understand the topic

## Preparing Your Written Materials

The way you will prepare these materials will differ based on the type of competition in which you are participating.

In-Person Contest	Virtual Contest
<p>Follow the contest coordinator's instructions carefully. In general, you will need to <b>print your materials in advance</b>. Bring the required number of copies with you to the event <i>already printed</i>.</p> <p><b>Format:</b> 1-inch margins and 12 point font.</p> <p><b>Print:</b> Use plain, white 8.5 x 11 paper. You can print single or double-sided. Staple materials in upper-lefthand corner. DO NOT put these materials in a binder or folder.</p> <p><b>Website</b> students will upload these materials to the website itself. You do not need to bring additional copies of these materials to the event.</p>	<p>Follow the contest coordinator's instructions carefully. In general, you will:</p> <ul style="list-style-type: none"> <li>• Use 1-inch margins and 12 point font</li> <li>• Combine into one file</li> <li>• Make sure they are in the following order:             <ul style="list-style-type: none"> <li>○ Title Page</li> <li>○ Process Paper</li> <li>○ Annotated Bibliography</li> </ul> </li> <li>• Save the file as a PDF</li> <li>• Rename your PDF file to include you (and any group members') names</li> </ul> <p><b>Website</b> students will upload these materials to the website itself.</p>

# RULES: DOCUMENTARY

The following rules apply to History Day projects in the Documentary category. This is a summary of the [National History Day Contest Rule Book](#). **It is your responsibility to make sure your project follows all the History Day rules.** Read the rulebook for more information!



## Documentary is an original creation

Your Documentary is a reflection of your research and analysis. You may receive reasonable help from others, but you must be the sole author. All the information you use from others must be attributed and cited. Failure to do so is plagiarism. For example:

- Someone else can instruct you in how to use the editing software, but you need to use the software to create your Documentary
- Others may review your work and offer suggestions, but you must consider each suggestion and make changes.



## Documentary cannot be longer than 10 minutes

The Documentary cannot be longer than 10 minutes.

- Timing begins with the first visual (text or image) on the screen or sound is heard.
- Timing ends at the conclusion of the last visual (text or image) or last sound ends.
- Source credits at the end must be included in the total time limit.
- There is no minimum time requirement.



## You (and any group members) must create the Documentary on your own

The Documentary should be your work, and an original production! Only you (and any group members) should:

- Write your script
- Use the recording and editing equipment
- Record the narration for your Documentary
- Appear on camera (except for interview subjects)



## You cannot use materials created by others specifically for you.

You **cannot** use materials created by others specifically for use in your Documentary (someone else films video footage, takes pictures, etc.).

You **can** use materials that were already in existence in your Documentary, like professional photographs, film footage, recorded music, etc. You must cite these materials in your bibliography and source credits.



## Source credits are at the end of your Documentary

You must include source credits at the end. Include:

- Acknowledgements
- Sources of moving footage
- Interviews
- Music
- Images that appear in the Documentary

Credits are brief, not the full bibliographic citation.

Credits are not annotated. Credits must be readable and fit within the 10-minute time limit.

**Multimedia**  
A Distant Shore: African Americans of D-Day  
Saving Private Ryan

Video clips provided by the  
Library of Congress & History®

**Interviews**  
Don Jackson  
Martha Erickson  
Charlotte Weiss  
Jimmie Kanaya

Sample source credits.



## You must operate the equipment to play the Documentary

You should know how to play your Documentary. Judges are not allowed to run the equipment. The Documentary must run on its own. The judges cannot interact with it (such as advancing a slide).

**Don't worry.** If you run into technical problems, you are allowed to get reasonable help to play your Documentary.



## In-person contest set-up and student participation

**Set-Up:** You will have up to five minutes to prepare your Documentary for presentation, adjust volume, etc.

**Introduction:** You must announce only the title of your project and your name(s) before the start of your Documentary.

**No Live Narration:** No live narration or additional comments before or during the presentation, including live narration.

**Take-Down and Interview:** You will have five minutes following your Documentary to remove your equipment and participate in an interview with the judges.



## Process paper and annotated bibliography with Documentary

The general NHD rules require a process paper and annotated bibliography with each project. Follow your contest coordinators instructions on how to submit these for either virtual or in-person contests.