

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:

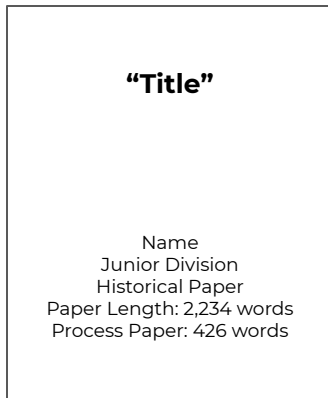
- Entering a project in multiple contests or entry categories within a contest year
- Reusing, individually or as a group, a project (or research from a project) from a previous year
- Plagiarizing
- Tampering with or removing any part of another entry during a competition

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

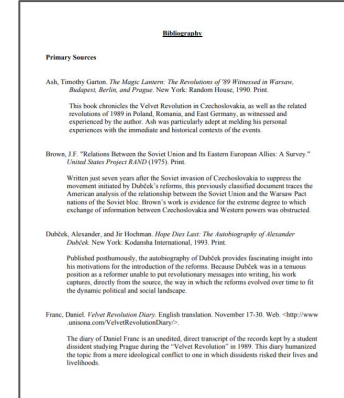


You will need one process paper for each entry. In a group, students will work together to create it. The process paper should be 500 words or fewer. It should not have quotes, images, or captions.

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 print your materials in advance. Bring the required number of copies with you to the event <i>already printed</i>.</p> <p>Format: 1-inch margins and 12 point font.</p> <p>Print: 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>Website 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"> • Use 1-inch margins and 12 point font • Combine into one file • Make sure they are in the following order: <ul style="list-style-type: none"> ○ Title Page ○ Process Paper ○ Annotated Bibliography • Save the file as a PDF • Rename your PDF file to include you (and any group members') names <p>Website students will upload these materials to the website itself.</p>

RULES: PAPER

The following rules apply to History Day projects in the Paper 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!



No group Papers.

Papers can **only** be created by individuals. You may not work as a group and create a Paper for History Day.



Paper is an original creation

Your Paper is a reflection of **your** analysis and research. 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:

- Others may review your work and offer suggestions, but you must consider each suggestion and make changes.



Paper is between 1,500 and 2,500 total words

Papers must have between 1,500 and 2,500 total words. This is about 10 double-spaced pages. Both student-composed and quoted words in the text of the Paper will count toward this limit.

Counts to Limit	Does Not Count
<ul style="list-style-type: none">• Text that you write, including<ul style="list-style-type: none">◦ Captions,◦ Words in footnotes, endnotes, or internal documentation other than the citation• Quotes from any sources, whether primary or secondary	<ul style="list-style-type: none">• Title page• Process paper• Annotated bibliography• Footnote, endnote, internal documentation citations• Primary source materials in appendices



Paper is grammatically correct

The evaluation of your project is mainly based on historical quality. Clarity of presentation is only about 20% of the judges' score. However, confusing spelling, grammar, or organization can make a paper hard to understand.

Be sure to have another person look at your project before you submit it.



Appendices are used correctly (if included)

If you want to include images, maps, graphs, or primary source materials in your Paper, these materials:

- Must directly connect to your Paper
- Must be placed in an appendix, not inserted into the text of the Paper
- Are referenced in the text of the Paper
- Are cited in the annotated bibliography

Use of appendices must be limited! You should not include extensive materials, such as transcripts of interviews, or email correspondence with a source.



Paper includes citations

Paper includes citations that credit the sources of specific ideas as well as direct quotations.

Follow the **MLA or Turabian style guide**. You can use footnotes, endnotes, or internal documentation for citations.

- **Note:** Historians prefer endnotes for their citations, as the information is easy to reference, but does not disrupt the flow the Paper.

Agreement on September 29, 1938, the country was "sacrificed" to Nazi Germany.³ Czechoslovakia was occupied by Nazi forces throughout the Second World War, suffering "repression... exploitation, and extermination."⁴ After the war, rather than having its constitutional democracy restored, a Soviet-endorsed Communist dictatorship was installed.

¹ Rombova, Lenka, and Dardis McNamee. "Prague Spring Remembered." *Vienna Review*. 1 May 1966.
² Zeman, Z.A.B. *Prague Spring: An Eyewitness Report on Czechoslovakia Before the August Invasion*.
³ David M. Kennedy, *Freedom From Fear: The American People in Depression and War, 1929-1945*.
⁴ Judt, Tony. *Postwar: A History of Europe Since 1945*. 13-14.

Footnotes appear on the bottom of the page. A superscript number in the text of the Paper references the citation on the bottom.



Paper must be prepared correctly

Follow the contest coordinator and *NHD Contest Rule Book* guidelines on how to prepare your Paper for submission for either virtual or in-person contests.



Process paper and annotated bibliography with Paper

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.