FAIR USE: The use of copyrighted material for your project falls under the Fair Use doctrine, which identifies educational use for non-commercial purposes as acceptable with certain limitations. You should not place your project in a non-academic public setting, such as a commercial Internet site, without obtaining permission from the copyright owner. Read more here: http://www.copyright.gov/fls/fl102.html.

PLAGIARISM: Presenting the work or ideas of others in ways that give the impression that they are your own (copying information word-for-word without using both quotations and citations, paraphrasing an author's ideas without proper attribution, or using visuals or music without giving proper credit). Plagiarism in any form will result in disqualification from the contest.

RULE INFRACTION: A violation of any of the rules stated in this *Contest Rule Book*. Judges will take any rule infractions into consideration in their final rankings. Failure to comply with the rules will count against your entry but will only result in disqualification as delineated below. Any rule infractions should be corrected before a winning entry competes in the next level of competition.

DISQUALIFICATION: Removal of an entry from competition. A project may be disqualified from the contest on three grounds:

1. Plagiarizing all or part of the NHD project. Please note that failing to give proper credit is plagiarism.
2. Reusing, individually or as a group, a project (or research from a project) from a previous year, or entering a project in multiple contests or entry categories within a contest year.
3. Tampering with any part of the project of another student.

HISTORICAL CONTEXT: The appropriate settings in which to understand your subject's time period. Settings might include relevant physical, economic, intellectual, and/or socio-cultural characteristics of the place and time.

HISTORICAL PERSPECTIVE: Understanding a topic's development over time and its influence.

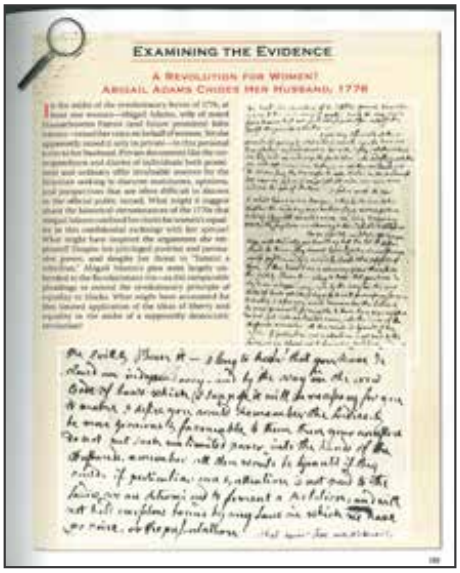
PRIMARY SOURCE: Something that was written or produced in the time period you are investigating (letters, speeches, diaries, newspaper articles from the time, oral history interviews of people from the time, documents, photographs, artifacts, and anything else that provides firsthand accounts about a person or event). This definition also applies to primary sources found on the Internet. A letter written by President Lincoln in 1862 is a primary source for a student researching the Civil War era. An article about the Vietnam War published in 2001 and not written by an eyewitness or participant about his or her experience is **not** a primary source. An interview with an expert (such as a professor of Vietnamese history) is **not** a primary source UNLESS that expert actually lived through and has firsthand knowledge of the events being described. Primary materials such as quotes from historical figures or photographs of historical events, when found in secondary sources, can be used effectively in NHD projects; however, these are not considered primary sources. Figure 1 provides a comparison of primary material found in a textbook (secondary source) and the original document.

NOTE: *Check out the "Conducting Research" page in the Contest section on the NHD website at http://www.nhd.org for additional help on primary sources.*

SECONDARY SOURCE: A source by an author who was **not** an eyewitness or a participant in the historical event or period. Secondary sources are interpretations of primary sources, research, and study. Secondary sources provide context for a historical event. For example, high school history textbooks and history books about a particular topic are secondary sources; so are biographies and reference sources such as encyclopedias. This definition also applies to descriptive articles or information found on the Internet.

Figure 1 | Comparison of Original Primary Material with Secondary Source Excerpt

Abigail Adams wrote a letter to her husband, John, in 1776. Below is an excerpt of the letter included in a textbook and a copy of the original document accessed on the Internet. The excerpt is a secondary source because it only includes part of the letter and thus, does not provide full context. The original is a primary source. Citations are provided for both as well as for the actual document.



Secondary Source – Textbook:

Adams, Abigail. "Letter from Abigail Adams to John Adams, 31 March - 5 April 1776." *The American Pageant: A History of the American People*, by David M. Kennedy, Lizabeth Cohen, and Thomas Bailey, 153. Boston: Wadsworth, 2010.

Primary Source – Website (as shown here):

Adams, Abigail. "Letter from Abigail Adams to John Adams, 31 March - 5 April 1776." Adams Family Papers: An Electronic Archive, Massachusetts Historical Society. Accessed April 29, 2014. http://www.masshist.org/digitaladams/archive/doc?id=L17760331aa.

Primary Source – The actual letter:

Adams, Abigail. "Letter from Abigail Adams to John Adams, 31 March - 5 April 1776." Adams Family Papers. Massachusetts Historical Society, Boston, MA.

III. Rules for All Categories

General Rules for All Categories

Rule 1 | Annual Theme
Your entry must relate clearly to the annual theme and explain your topic's significance in history.

Rule 2 | Contest Participation
You may participate in the research, preparation, and presentation of only one entry each contest year. You may share research with up to four other students who are fellow participants in your group entry. You may not create a common pool of research from which several entries are developed.

Rule 3 | Individual or Group Entries
A paper, individual exhibit, individual performance, individual website, or individual documentary must be the work of only one student. A group exhibit, group performance, group website, or group documentary must be the work of two to five students. All students in a group entry must be involved in the research and interpretation of the group's topic. Once a group project enters a competition (regional or affiliate), additional students may not be added or replaced at that or subsequent competitions within a contest year.

Rule 4 | Development Requirements
Entries submitted for competition must be original and have been researched and developed in the current contest year. Revising or reusing an entry from a previous year—whether it is yours or another student's—will result in disqualification. The contest year begins each June, following the National Contest.

Rule 5 | Construction of Entry

You are responsible for the research, design, and creation of your entry. You may receive help and advice from teachers and parents on the mechanical aspects of creating your entry, such as typing your paper and other written materials. You may seek guidance from your teachers as you research and analyze your material, but your conclusions must be your own. You may have reasonable help preparing your project.

Examples of reasonable help include:

- a teacher instructs you in how to use an editing software program
- a parent uses a cutting tool to cut the exhibit board or performance prop that you designed
- a teacher offers editing suggestions on your historical paper
- a parent assists in sewing costumes that you have designed
- a teacher shows you or your group how to build an NHD website
- you have photographs commercially developed

NOTE: *Objects created by others specifically for use in your entry violate this rule. Examples include a parent editing a documentary or an artist drawing the backdrop for your exhibit or performance. You may receive reasonable help in carrying and placing props and exhibits.*

Rule 6 | Tampering with Another NHD Entry

You may not tamper with, deface, or alter another student's or group's entry. Doing so will result in your project's disqualification.

Rule 7 | Contest Day Setup

You are responsible for setting up your own exhibit, equipment, or props at the contest. You may have reasonable help carrying them, but setup must be completed by you (and/or your group members).

Rule 8 | Supplying Equipment

You are responsible for supplying all props and equipment at each level of competition. All entries should be constructed with transportation, setup time, size, and weight in mind (e.g., foam board versus solid oak for an exhibit, folding table versus antique desk for a performance, etc.). You must provide your own equipment, including computers and software, unless the contest coordinator has specified that certain equipment

will be provided at the contest venue. Projection screens for documentaries and performances may be provided, if requested. Check with your contest coordinator about available resources at all contest levels. Be prepared.

Rule 9 | Discussion with Judges
You should be prepared to answer judges' questions about the content and development of your entry and to explain the design, research, and creation of your entry. Judges need to know that your entry is the result of your own work. However, you may not give a formal, prepared introduction, narration, or conclusion. Let the judges' questions guide the interview. Ultimately, your entry should be able to stand on its own without any additional comments from you.

Rule 10 | Costumes
You are not permitted to wear costumes that are related to the focus of your entry during judging, except in the performance category.

Rule 11 | Prohibited Materials
Items potentially dangerous in any way—such as weapons, firearms, animals, organisms, plants, etc.—are strictly prohibited. Such items will be confiscated by security personnel or contest officials. Replicas of such items that are obviously not real are permissible. Contact your teacher and contest coordinator to confirm guidelines before bringing the replica to a contest.

Rule 12 | Title
Your entry must have a title that is clearly visible on all written materials.

Required Written Material for All Entries

Rule 13 | Written Material
Your entry must include the following written material in the order presented below:

1. A title page as described in Rule 14;
2. A process paper as described in Rule 15 (process papers are not required for paper entries);
3. An annotated bibliography as described in Rule 16.

These materials must be typed or neatly printed on plain white paper, and stapled together in the top left corner. **Do not enclose them in a cover or binder.**

Exhibit, performance and documentary categories – you must provide three copies of these materials, bringing along an extra set for your own reference.

Website category – you must include these required materials within the site.

Paper category – You must include the title page and annotated bibliography with your paper.

Rule 14 | Title Page

A title page is required as the first page of written material in every category. Your title page must include **only** the title of your entry, your name(s), the contest division and category in which you are entered, and applicable word counts. Please see Figure 2 for examples of required elements for the paper, exhibit, performance, and documentary categories. Details of requirements for a website's home page can be found in Rule E3.

NOTE: *The title page **must not** include any other information (pictures, graphics, borders, school name, or grade) except for that described in this rule.*

FIGURE 2 | SAMPLE TITLE PAGES

Title Name Junior Division Historical Paper Paper Length: 2,234 words	Title Name Junior Division Group Exhibit Student-composed Words: 489 Process Paper: 410 words	Title Name Senior Division Individual Performance Process Paper: 425 words	Title Name Senior Division Individual Documentary Process Paper: 410 words

Rule 15 | Process Paper

All categories, except historical paper, must include a process paper with the entry. It must describe in 500 or fewer words how you conducted your research and created your entry. The process paper must include four sections that explain:

1. how you chose your topic;
2. how you conducted your research;
3. how you selected your presentation category and created your project; and
4. how your project relates to the NHD theme.

You can view sample process papers at http://www.nhd.org/CreatingEntry.htm.

Rule 16 | Annotated Bibliography

An annotated bibliography is required for all categories. List only those sources that contributed to the development of your entry, i.e., sources that provided usable information or new perspectives in preparing your entry. Sources of visual and audio materials and oral interviews must be included. Bundle photos or other materials from the same collection in a single citation. The annotations for each source must explain how you used the source and how it helped you understand your topic. Your annotated bibliography is not included in the word count.

For example:

Bates, Daisy. *The Long Shadow of Little Rock*. New York: David McKay Co. Inc., 1962.

Daisy Bates was the president of the Arkansas NAACP and the one who met and listened to the students each day. This firsthand account was very important to my paper because it made me more aware of the feelings of the people involved.

NOTE: *Oral history transcripts, correspondence between you and experts, questionnaires, and other primary or secondary materials used as sources for your entry should be cited in your bibliography but not included as attachments to your bibliography.*

Rule 17 | Separation of Primary and Secondary Sources

You are required to separate your bibliography into two sections: one for primary sources and one for secondary sources.

***NOTE**: Some sources may be considered as either primary or secondary. Use your annotations to explain your reasoning for classifying any sources that are not clearly primary or secondary. Listing a source under both primary and secondary is inappropriate.*

Rule 18 | Style Guides

Style for citations and bibliographic references must follow the principles in a recent edition of one of the following style guides.

1. Kate L. Turabian, *A Manual for Writers of Research Papers, Theses and Dissertations: Chicago Style for Students and Researchers*
2. Joseph Gibaldi, *MLA Handbook for Writers of Research Papers*

Regardless of which manual you use, the style must be consistent throughout all written material.

Rule 19 | Plagiarism

You must acknowledge in your annotated bibliography all sources used in your entry. Failure to credit sources is plagiarism and will result in disqualification.

Contest Participation

Rule 20 | Entry Procedure

At each contest level you must register online or by submitting paper entry forms (check with your contest coordinator for the required format), meet specific deadlines, and follow any procedures established by that contest's coordinator. You are responsible for knowing and meeting the deadlines.

Rule 21 | Entries to National Contest

Each affiliate is limited to two entries per contest category in the National Contest. Ties at affiliate contests must be resolved at the affiliate level.

Rule 22 | National Contest Attendance

Individual students and groups must be present for an entry to be judged at the National Contest. All members of a group entry must register for the National Contest.

E. Website

The website category is the most interactive of all NHD categories. A website should reflect your ability to use website design software and computer technology to communicate your topic's significance in history. Your historical website should be a collection of web pages, interconnected by hyperlinks, that presents both primary and secondary sources and your historical analysis. To engage and inform viewers, your website should incorporate interactive multimedia, text, non-textual descriptions (e.g., photographs, maps, music, etc.), and interpretations of sources. To construct a website, you must have access to the Internet and be able to operate appropriate software and equipment.

Part III, Rules for all Categories, applies to websites.

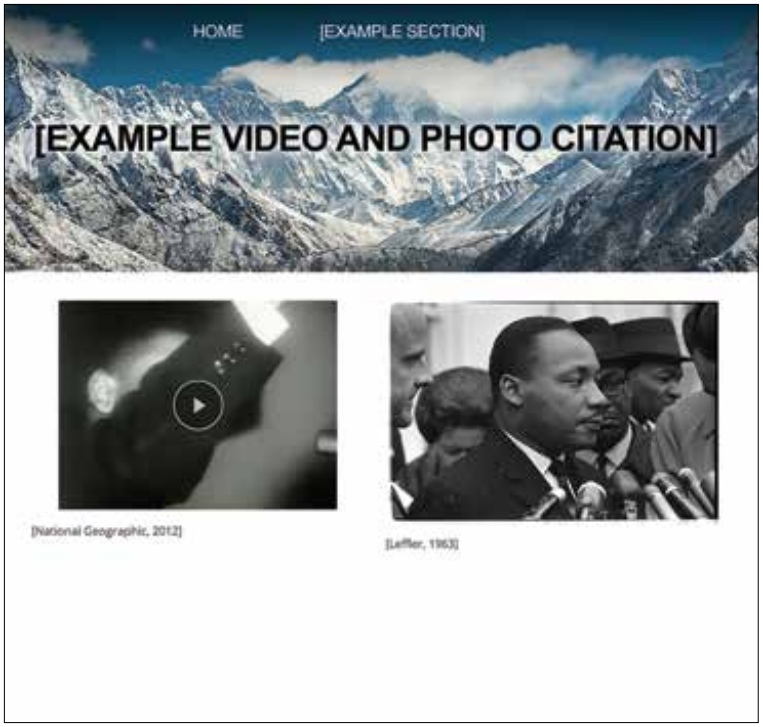
E1	**Entry Production**	• All entries must be original productions constructed using the NHD website editor, beginning at the school level: http://nhd.org/CategoryWebsite.htm • You may use professional photographs, graphics, video, recorded music, etc., within the site. Such items must be integrated into the website, and credit must be given within the site and cited in the annotated bibliography. • You must operate all software and equipment in the development of the website. ***NOTE:*** *Using objects or content created by others for specific use in your entry violates this rule. For example, adding viewer comments or using a graphic that others produced at your request is not permitted; however, using graphics, multimedia clips, etc., that already exist is acceptable.*
E2	**Size Requirements**	• Website entries may contain no more than 1,200 visible, student-composed words. • Code used to build the site and alternate text tags on images do not count toward the word limit. • Also excluded are words found in materials used for identifying illustrations or used to briefly credit the sources of illustrations and quotations; recurring menus, titles, and navigation instructions; required word count notifications; words within primary documents and artifacts; and the annotated bibliography and process paper, which must be integrated into the site. The process paper is limited to 500 words. • The entire site, including all multimedia, may use no more than 100MB of file space.

E3	**Navigation**	• One page of the website must serve as the home page. The home page must include the names of participants, entry title, division, number of student-composed words in the website, number of words in the process paper, and the main menu that directs viewers to the various sections of the site. See Figure 8 for an example. • All pages must be interconnected with hypertext links. • Automatic redirects are not permitted.
E4	**Documents and Multimedia**	• The website may contain documents (e.g., newspaper articles, excerpts from written text, etc.), but the documents must be contained within the website. • The website may contain multimedia clips (audio, video, or both) **that total no more than four minutes** (e.g., use one four-minute clip, four one-minute clips, two two-minute clips, etc.). Included in the four-minute total is any music or songs that play after a page loads. • You may record quotes and primary source materials for dramatic effect, but you may not narrate your own compositions or other explanatory material. • If you use any form of multimedia that requires a specific software to view (e.g., Flash, QuickTime, Real Player, etc.), you must provide on the same page a link to an Internet site where the software is available as a free, secure, and legal download. • You may not use embedded material or link to external websites, other than described in the preceding bullet. • Judges will make every effort to view all multimedia content, but files that cannot be viewed cannot be evaluated as part of the entry.

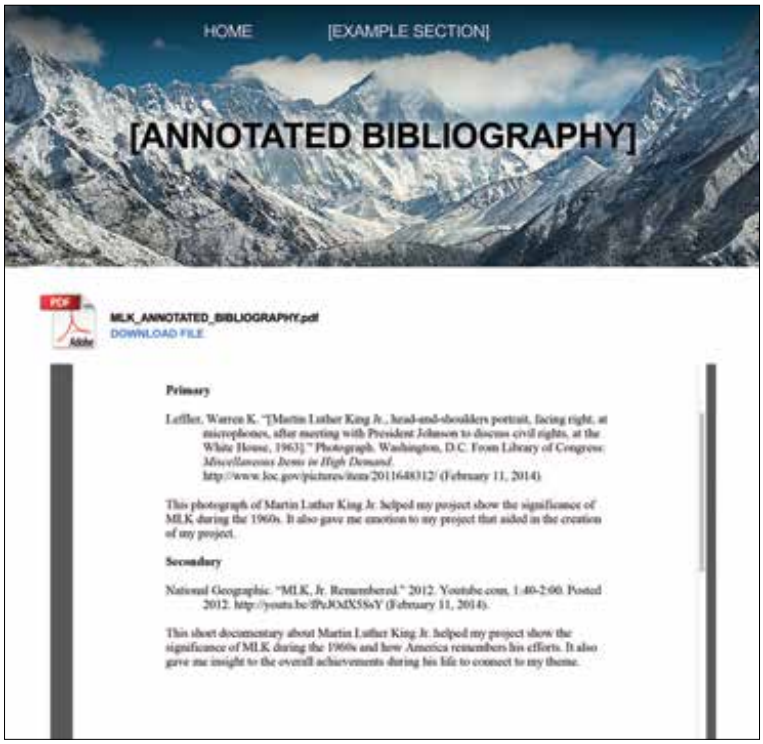
E5	**Crediting Sources**	• All quotes from written sources must be credited within the website. • All visual sources (photographs, videos, paintings, charts, and graphs) must be credited within the website. See Figure 9 for an example. • Brief, factual credits do not count toward the student-composed word total. See Figure 6 for an example. • All sources must be properly cited in the annotated bibliography.
E6	**Required Written Materials**	• The annotated bibliography and process paper must be included as an integrated part of the website. They should be included in the navigational structure. They do not count toward the 1,200-word limit. Refer to Part III, Rules 16-18, for citation and style information.
E7	**Stable Content**	• The content and appearance of a page cannot change when the page is refreshed in the browser. Random text or image generators are not allowed.
E8	**Viewing Files**	• The pages that comprise the site must be viewable in a recent version of a standard web browser (e.g., Microsoft Internet Explorer, Mozilla Firefox, Apple Safari, Google Chrome). • You are responsible for ensuring that your entry is viewable in multiple web browsers. • Entries may not link to live or external sites, except to direct viewers to software plug-ins, per Rule E4.
E9	**Submitting Entries for Judging**	• You must submit the URL for the site in advance by the established deadline, after which you will be blocked from editing your site to allow for judging. • Because all required written materials from Part III, Rule 13, are integrated into the site, NO printed copies are required. • For access to the NHD website editor and up-to-date submission procedures, please visit http://nhd.org/CategoryWebsite.htm.

Figure 8 | Sample Website Home Page

Figure 9 | Sample Website Page with a Video & Photograph Properly Credited



A. All visual sources must be credited within the website.



B. All sources must be properly cited in the annotated bibliography.