Process Papers and Annotated Bibliographies

All materials must be printed on plain, white paper and stapled in the upper left-hand corner. No covers. No artwork or special paper. Bring at least four copies when you are judged. Staple your papers BEFORE coming to the event.

1. TITLE PAGE
   - Title of Project
   - Student Name(s)
   - Age Division and Entry Category
   - Word Count:
     - **Exhibit**: Number of student-composed words in Exhibit and number of words in process paper
     - **Paper**: Total number of words in text of Paper (both student-composed and quoted material)
     - **Website**: Include the number of student-composed words in the Website as part of the information on your homepage
     - **Performance** and **Documentary**: Number of words in process paper
   - DO NOT include your grade, school, or teacher name.

2. PROCESS PAPER 500 words, 4-5 paragraphs
   - How did you choose your topic?
   - How did you conduct your research? **Consider talking about the types of sources (newspapers, documents, interviews, etc.) you used or how your understanding of the topic changed as you worked on your research.**
   - How did you select your presentation category and create your project?
   - How does your topic relate to the annual theme? **Consider also including your thesis or discussing why your topic is important in history.**

3. ANNOTATED BIBLIOGRAPHY
   - Separate into primary and secondary sources and alphabetize sources
   - Use MLA or Turabian style guide for your citations.

<table>
<thead>
<tr>
<th>Exhibit Word Count</th>
<th>Website Word Count</th>
<th>Research Paper Word Count</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>No more than 500 student-composed words</strong></td>
<td><strong>No more than 1,200 student-composed words</strong></td>
<td>Between 1,500-2,500 words</td>
</tr>
</tbody>
</table>

The Exhibit word count only applies to student-composed text, not the process paper or quoted material.

**More Info:** Rule B2 on page 23 and Figures 5 and 6 on page 25 of the National History Day Contest Rule Book.

The Website word count only applies to student-composed text. The word count does not include quoted material; code used to build the site; alternate text tags; words found in materials used for identifying illustrations or used to briefly credit the sources of illustrations or quotations; recurring menus, titles, and navigation instructions; words within primary documents and artifacts; and the annotated bibliography and process paper.

**More Info:** Rule E2 on page 31 of the National History Day Contest Rule Book.

Each word or number in the text of a Research Paper **counts as one word (including quoted material).** The word limit does not apply to notes, annotated bibliography, illustration captions, and supplemental/appendix material.

**More Info:** Rule A1 on page 20 of the National History Day Contest Rule Book.