

REGIONAL CONTEST EVENT INFO
St. Paul Public Schools Regional History Day
Harding Senior High School, St. Paul - Sat., Mar. 28, 2026

Teachers: Please fill out and give to adult caregivers.

Your student is registered to take part in the **St. Paul Public Schools History Day competition**. This sheet provides important details about attendance at this event. We welcome History Day students and their families, and History Day teachers to this event.

Location, Directions, and Parking

- **GPS Directions:** 1540 6th St E, St Paul, MN 55106
- **Entrance:** Please enter through the main or back building entries (labelled on the attached map). The main building entry is closest to student check-in.
- **Parking:** The parking lots off of 6th St E and Hazelwood St are available to attendees. Additional parking is available in the surrounding neighborhood.
- **Public Transportation:** There are Metro Transit stops within walking distance of the venue. Plan your route with ample time to arrive, check in, and find your judging room. See the attached map for more information.
- **Upon Arrival:** Students should check in at the student registration desk in the main entry atrium. Signs and mentors will help direct you.

Transportation

- Our school **will** travel as a group to the Regional History Day competition. The bus will pick up students at _____ and leave at _____ am/pm. We will return to the school at _____ am/pm.
- Our school **will NOT** travel as a group. Students must arrange their own transportation to the Regional History Day competition.

School Contact

- There **will** be a representative from our school at this event.

Name: _____ Cell Phone: _____

- There **will NOT** be a representative from our school at this event. Please talk to event coordinators at the event information desk if you have questions or need assistance.

General Event Schedule

8 am **Student Check-In**, Main Entry Atrium
9 am **Judging Begins**, Various Locations
1 pm **Awards Ceremony**, Auditorium (time subject to change)

Student Presentation Schedule

Each entry has an assigned time during which students will be interviewed by judges. Before judging, students should check-in, and be at their assigned location at least 15 minutes before the time listed below. If students have a conflict with the time listed below, they must contact the event coordinator as soon as possible! A final schedule is posted on zFairs two days before the event. Please check this schedule or at the event information desk for your student's final presentation time: <https://mn-sppsdhd.nhd.org/>

Student Name: _____

Tentative Presentation Time: _____

Tentative Presentation Location: _____

Check-In and Set-Up Upon Arrival

- Check-in will take place in the main entry atrium. All students must check-in before setting up.
- Exhibits will be set up in the gym.
- Documentary, Performance, and Website interviews will take place in classrooms. Please allow time to walk to these rooms before your assigned judging time.

Rules

All entries must comply with the general and category-specific rules explained in the [NHD Contest Rule Book](#) as well as the guidelines below.

Category-Specific Notes:

- **Exhibit:** Bring your project and three copies of your Process Paper and Annotated Bibliography. If you need electricity, you must bring your own extension cord. You are responsible for removing your exhibit when the event is over. Event staff will NOT save projects left behind.
- **Performance:** Performance rooms are classroom-size; do not plan on a large stage. You must provide all props. Bring three copies of your Process Paper and Annotated Bibliography.
- **Website:** You will be locked out of editing your project one week before the Regional contest. See our [website](#) and/or contest deadlines for the specific time/date for your event. Upload your Process Paper and Annotated Bibliography to your website before the lockout deadline. Website students should bring a laptop or tablet to the contest to reference during the interview.
- **Documentary:** Bring three copies of your Process Paper and Annotated Bibliography. At the contest, you will need to provide a URL (Google Drive, YouTube, Vimeo links, etc.) for digital access to the Documentary at the start of your judging time. Please ensure that this link is viewable to anyone with the link without having to login to your account.
 - Available technology includes: Laptop (USB port, wireless internet, AV hook-up to projection)
- **Podcast:** As a Podcast student, you are welcome to come to Regional contests to support your peers, but will not compete in-person at a Regional event. Podcast students participate through the [Off-site Virtual Contest](#) at the Regional level.
- **Research Paper:** As a Research Paper student, you are welcome to come to Regional contests to support your peers, but will not compete in-person at a Regional event. Research Paper students participate through the [Off-site Virtual Contest](#) at the Regional level.

Interviews

During the interview time, students will discuss their project with judges. Students should not prepare a formal presentation for the interview. Rather, they will respond to judge questions. Questions could cover research, the process of creating the project, or a student's ideas on why their topic is important in history.

Dress Code

There is no dress code for History Day. Students should wear clothing that makes them feel comfortable and confident!

Viewing of Projects

Documentaries and Performances may be viewed as they are presented. The Exhibit Hall is open for viewing during the First-Round of judging. Website interviews are open, however, judges have viewed these projects in advance. No audience interruptions of student presentations or interviews will be permitted.

Final-Round Judging

There may be a Final-Round of judging in the Exhibit and Website categories, but students are not present for this round. All Exhibits must remain in the Exhibit Hall until Final-Round is complete.

Food and Merchandise

There will not be concessions at this event, but food options are available near campus. History Day merchandise will be available for purchase at the event with cash or credit cards.

Accessibility and Accommodations

This event is handicap accessible. If you would like to request accommodations, please contact the event coordinator.

Awards Ceremony, Results, and State History Day

- The Awards Ceremony is expected to last approximately 30 minutes. Students do not need to be present at the Awards Ceremony to win. Please be assured that event coordinators are working to make results available as soon as possible.
- State Qualifiers are eligible to attend State History Day on Sunday, April 19 at the Minneapolis Convention Center.

Results, Photos, and Evaluation Sheets

- Contest results will be posted to the [zFairs homepage](#) by noon the next business day after the event.
- Event photos will be posted to the [zFairs homepage](#) within 5 business days of the event.
- Judge evaluation sheets will be available within 7 business days of the event. Online evaluation sheets will be viewable through zFairs and handwritten evaluation sheets will be mailed to teachers.

Questions?

This event is coordinated by staff from the Minnesota History Day program. If you have questions in advance of the event you can contact the event coordinator Kyle Imdieke at kyle.imdieke@mnhs.org.

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