History Day can be a lot of fun! History Day is a national competition that offers you the opportunity to discover the excitement of doing real historical research and developing a creative presentation. In addition, it encourages you to develop your research, analysis, and communication skills - all important skills for a historian.

Step One: Choose a Topic
____ Brainstorm a list of potential topics.
____ Choose one you are interested in and use the inspiration "Test Your Topic" to see if it works.
____ Complete the “Initial Research” worksheet to see if topic is doable.

Step Two: Get Sources
____ Visit a library; find and check out at least five kinds of sources:

*Primary sources include diaries, autobiographies, government records, photographs, interviews with participants, manuscripts, newspapers from the time, letters, music, and historic objects. These are all materials that were written or produced in the time you are studying or eyewitness accounts of events or later recollections by participants in historic events.

*Secondary sources are published books or articles by an author who makes a personal interpretation of an event but was not an eyewitness. These include biographies, encyclopedias, history textbooks, interviews with scholars, books and articles about the topic, and media documentaries.

____ Determine the method for how you will keep your research organized.
Write down the names of your resources. Keep track of the following information for each source: name of author(s), title, place of publishing, publisher, and year of publication. There should then be a summary of what the book is about and the pages that will be used. Keep all this information in your annotated bibliography page in a word document

Step Three – Take Notes and Write Outline
____ Write down (in your own words) information from your sources. Log the name of the source and the page number(s) along with a brief phrase describing what information you want to know. If you copy the author’s words exactly, be sure to put quotation marks around them.
____ Use your notes to create an outline. Make sure your outline is organized in the order you want to present your information.
Step Four – Write Annotated Bibliography and Title Page
____ Type an alphabetized list of the sources you used. After each entry (author, title, place of publishing, publisher, date) there should be a description of the source and how you used it in your entry. Separate the primary and secondary sources.
____ Type a title page, which includes only the following: title of your entry, name(s) of student(s) who developed the entry, and the age division and category. Choose a good title that will quickly introduce your topic and show your point of view.

Step Five – Write a Description of Research
____ If you have chosen to do an exhibit, performance, or media, you must write an essay that describes the process of how the entry was developed. Use the research description sheet to write a “Process Paper” in 500 words or less.

Step Six – Final Draft of Research Paper or Project Presentation
____ Complete your final project.
____ Entries in the Exhibit, Media, and Performance categories need to be accompanied by three copies of the title page, process paper, and annotated bibliography.
____ Paper entries are not required to have a process paper, but they must have a title page, footnotes (or endnotes), and the annotated bibliography.

Project Due Dates

"Initial Research" Worksheet Monday, December 4
Group Contract Agreement Wednesday, December 6
Thesis Statement Thursday, December 14
Secondary Source Check (10 source min.) Friday, December 15
Process Paper (Paragraph 1) Wednesday, January 10
Process Paper (Paragraph 2) Thursday, January 11
Primary Source Check (10 source min.) Wednesday, January 17
Performance, Exhibit & Media Outline of Notes Monday, January 22
Paper Outline of Notes Tuesday, January 23
Performance and Media Script Monday, January 29
Exhibit Text & Paper First Draft Thursday, February 1
Annotated Bibliography Friday, February 2
Process Paper (Paragraph 3/4) Wednesday, February 7
Final Paper or Project & Documentation Monday, February 12
**Weekly Research Logs (Mon.-Fri., Sat. or Sun.)** December 4 - January 19

Competition Dates
Breck School Tuesday, February 13
Regional (Junior Metro East) Thursday, March 15
State (University of MN) Saturday, April 21
National (University of Maryland) June 9-14