Project Details

Both Teachers and Students have access to the Project Details page and are allowed to make changes, add project links & upload written materials.

Students:

Select the Project tab and then the Project Details.

Teachers: Select the School Tab and then select the action button for school to display the projects. Select the paper/pencil button to view the Project Details page.

Project Details page allows you to:

- Change your title This is how it will print on forms and your certificate. Check spelling and capital letters.
- Request an interview time frame. Note: We may not be able to accommodate your request but will try.
- Upload your Project link and written materials.

See rules for more information about written materials: <u>https://www.nhdca.org/contest-rules/</u>

Be sure to click "**Submit**" so your changes are saved.



Project Details

This page shows your project information. You may do the following:

• Title Changes:

- After this date, you can still change the title of your project that you bring to competition, but printed items (judge score sheets, event program, etc.) will not reflect the change.
- Submit Project Link: (Optional)
- Interview Time Requests: Request an early or late interview time within the Interview window Closed January, 1st.
 Written Materials Upload: Upload your Written Materials PDF –
- Historical Paper Upload Upload your Historical Paper PDF

Project Last Updated: 1/18/2025 9:55:05 AM County: Alameda School: Foothill High Division: Senior Category: Historical Paper

Students Listed on Project: Tim Smith

Project Instructions:

Please check spelling & capitalization.

Project Title *

Upload Instructions:

Drag your PDF into the box or use the 'browse files' link to add a PDF.



Continued Next Page

Written Materials Upload

Check to see what written materials are required for your category and when they are due. You can find this information in the *NHD-CA Contest Guide* or Entry Details page for your category. These documents are located on the NHD-CA contest page of the website.

You may ONLY have <u>one</u> pdf uploaded at a time.

- Prepare a pdf of your written materials. It must be <u>one</u> pdf that includes:
 - Title Page
 - Process Paper
 - Annotated Bibliography

Use the free software <u>ilovepdf.com</u> or <u>smallpdf.com</u> to merge your pdfs into one pdf document.

2. Drop your pdf in the box and click the "Submit" button.

- 3. Click the "Submit" button to save.
 - You will <u>not</u> get a confirmation.
 - To verify go back to your Project Details page and if you have a title under the "Uploaded File Name:", then we have your written materials stored in the database.

You can replace the pdf by dropping a new one in the box and clicking the "Submit" button. We will only keep the most recently saved version.

Providing Shareable Link for Your Project

Students submitting Documentary or Podcast entries MUST submit a link to their project for viewing at the state contest.

- 1. Access your Project Details page from your online registration account.
- Save your project on your cloud-based storage (Google, YouTube, etc.) & Submit your shareable link here.
 - Share settings must be set to "viewable by anyone with the link"
 - Be sure your link includes https://
 - Have someone test your link to make sure it is accessible.
- 3. Click the "Submit" button to save.
 - You will <u>not</u> get a confirmation.
 - To verify go back to your Project Details page and if you have a link in the "Project Link" field, then we
 have your project stored in the database.





Submit