

# REGISTRATION & CONTEST INFORMATION



**May 1-3, 2026**

California State University, Sacramento

Sacramento, CA

Registration Deadline: Tuesday, March 24, 2026



# ★ Welcome

Congratulations, you have been selected to represent your county at the NHD–CA State Finals Competition! We encourage you to use the time prior to the state contest to fine-tune your entry. Remarks from your county contest judges are valuable resources as you prepare your entry for the state finals.

**Dates:**

May 1-3, 2026

**Location:**

CSU Sacramento  
6000 Jed Smith Drive  
Sacramento, CA 95819

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# ★ Competition Schedule

## Thursday, April 30

6:00 PM – 9:00 PM Student/Teacher Check-In & Merchandise Sales *Cottonwood*

## Friday, May 1

7:30 AM – 9:00 PM Student/Teacher Check-In & Merchandise Sales *Cottonwood*

7:30 AM – 8:45 AM Junior Exhibit Set-up *Ballroom*

9:00 AM – 5:30 PM **Junior Division Preliminary Judging & Interviews**

9:30 AM – 10:00 AM Teacher Coffee Break *Brown Bag Room (TBD)*

1:00 PM – 2:00 PM Project Showcase: Junior Exhibits, Websites, & Papers *Ballroom*

5:45 PM – 7:00 PM Public Viewing: Exhibits *Ballroom*

Senior Division Exhibit and Poster Set-up.

6:00 PM Finalists & Special Awards Announced: Junior Division *Amphitheater & Online*

6:30 PM – 7:00 PM Exhibit Removal: Junior Non-Finalist Entries Only *Ballroom*

7:00 PM – 9:30 PM **Junior Finals Judging – All Categories\*** *Check Finalist Schedule*

*All performance finalists must perform.*

Senior Division Exhibit and Poster Set-up. *Ballroom*

## Saturday, May 2

7:30 AM – 4:00 PM Student/Teacher Check-In & Merchandise Sales *Cottonwood*

7:30 AM – 8:45 AM Senior Division Exhibit and Poster Set-up *Ballroom*

9:00 AM - 2:00 PM **Elementary Division Judging & Interviews**

9:00 AM – 5:00 PM **Senior Division Preliminary Judging & Interviews**

9:30 AM – 10:00 AM Teacher Coffee Break *Brown Bag Room (TBD)*

12:30 PM - 1:00 PM Senior Exhibit Set-up (Afternoon interview times only) *Ballroom*

1:00 PM – 2:00 PM Project Showcase: Sr. Exhibits, Websites, Papers & *Ballroom*

Elem. Posters

2:30 PM – 3:15 PM **Awards Ceremony: Elementary Poster & Podcast** *Amphitheater*

3:45 PM - 4:00 PM Poster Removal *Ballroom*

4:00 PM – 6:00 PM Civic Summit *Ballroom III*

6:00 PM - 7:00 PM Public Viewing of Exhibits *Ballroom*

6:30 PM Finalists & Special Awards Announced: Senior Division *Amphitheater & Online*

7:30 PM - 10:00 PM Removal of all *Non-finalist* Exhibits and All Posters. *Ballroom*

**Senior Finals Judging – All Categories\*** *Check Finalist Schedule*

*All performance finalists must perform.*

9:30 PM - 10:00 PM Removal of Finalist Exhibits. *Ballroom*

ALL EXHIBITS MUST BE REMOVED BY 10:00 PM

## Sunday, May 3

9:30 AM – 11:30 AM **Awards Ceremony: Junior & Senior Divisions** *Ballroom*

Doors open at 9:00 AM

All times & locations subject to change.

\*Check your category details page for more information about final round judging.



# ★ Key Dates

<b>March 14, 2026</b> Wednesday	<b>NHD-CA Regular Registration Opens</b> Student Fee \$110 per student Teacher Fee \$30 per teacher attending
<b>March 24, 2026</b> Tuesday (by 11:59 PM)	<b>NHD-CA Regular Registration Closes</b> Student Fee \$110 per student Teacher Fee \$30.00 per teacher attending  To avoid a late fee, students must complete all steps of registration and make their payment by this date.
<b>March 25 - 31, 2026</b>	<b>NHD-CA Late Registration</b> During this period students may register for NHD-CA with an additional charge of \$25.
<b>March 31, 2026</b> Tuesday (11:59 pm)	<b>NHD-CA Late Registration Closes</b> <u>NO</u> registration will be accepted after this date.
	<b>Last Day for Registration Fee Refunds</b> (see page 7)
	<b>Special Award Nominations Due</b> (see page 7) You can nominate your project for a special award in your student registration portal.
<b>April 15, 2026</b> (by 8:59 pm)	<b>Websites &amp; Historical Papers Due</b> Final Websites due: Locked for judge preview. Historical Papers must be uploaded using the Project Details page in your online registration portal. Instruction are on page 19.
<b>April 21, 2026</b> Sunday	<b>Civic Summit Registration Due</b> For Senior Division students - See page 11
<b>April 23, 2026</b> Thursday	<b>Student Interview Schedule Posted</b> Check the NHD-CA website at <a href="https://www.nhdca.org/nhd-ca-state-finals/">https://www.nhdca.org/nhd-ca-state-finals/</a> . The schedule will include your entry #, interview room, date, & time.



<p><b>April 29, 2026</b></p>	<p><b>School &amp; District Checks Due</b>            Invoices &amp; checks must be received by this deadline. Mail Checks along with a copy of your invoice to:            Sacramento COE            NHD-CA            P.O. Box 269003            Sacramento, CA 95826-9003</p>																					
<p><b>April 29, 2026</b>      Written materials and projects due. Instructions on pages 19-20.</p> <table border="1" data-bbox="256 747 1304 1415"> <thead> <tr> <th>CATEGORY</th> <th>WRITTEN MATERIALS DUE</th> <th>PROJECT DUE</th> </tr> </thead> <tbody> <tr> <td>Documentary</td> <td>Upload PDF April 29th</td> <td>April 29th: Submit link. See page 12.</td> </tr> <tr> <td>Podcast</td> <td>Upload PDF April 29th</td> <td>April 29th: Submit link. See page 16.</td> </tr> <tr> <td>Podcast - Elem.</td> <td>Upload PDF April 29th</td> <td>April 29th: Submit link. See page 15.</td> </tr> <tr> <td>Exhibit</td> <td>Upload PDF April 29th &amp; Bring 4 Copies</td> <td>At Contest</td> </tr> <tr> <td>Performance</td> <td>Upload PDF April 29th</td> <td>At Contest</td> </tr> <tr> <td>Poster</td> <td>Upload PDF April 29th &amp; Bring 4 Copies</td> <td>At Contest</td> </tr> </tbody> </table>		CATEGORY	WRITTEN MATERIALS DUE	PROJECT DUE	Documentary	Upload PDF April 29th	April 29th: Submit link. See page 12.	Podcast	Upload PDF April 29th	April 29th: Submit link. See page 16.	Podcast - Elem.	Upload PDF April 29th	April 29th: Submit link. See page 15.	Exhibit	Upload PDF April 29th & Bring 4 Copies	At Contest	Performance	Upload PDF April 29th	At Contest	Poster	Upload PDF April 29th & Bring 4 Copies	At Contest
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<p><b>April 30, 2026</b> Thursday, 6:00 -9:00 pm</p>	<p><b>Early Check-In</b> Students &amp; teachers may check-in and pick up their contest packet &amp; t-shirt.</p>																					
<p><b>May 1-3, 2026</b></p>	<p><b>NHD-CA State Finals</b> CSU Sacramento See schedule on page 3 for contest details.</p>																					
<p><b>May 19, 2026</b> Tuesday</p>	<p><b>NHD National Competition Registration Deadline</b> For California champions.</p>																					
<p><b>June 14-18, 2026</b></p>	<p><b>NHD National Contest, College Park, Maryland</b></p>																					



# ★ Registration Instructions

**Regular Registration Opens March 14th and continues until Tuesday, March 24<sup>th</sup>.**

## **NHD-CA Registration takes place online.**

Through this registration system you will:

- Provide registration information about you and your entry.
- Provide essential contact and medical information.
- Submit payment \$110/per student for all applicable fees if paying for yourself.

## **Who Must Register:**

- All students associated with an entry, whether or not they are attending
- All teachers whether or not they are attending. There is a \$30.00 teacher fee for teachers attending the contest.
- A parent/guardian must assist students with their registration and will be required to enter contact and release information when the student registers.

### **Note For Groups**

All members of a group must register and pay, but it is not required for all members to be present at the competition.

## **BEFORE YOU BEGIN:**

1. Carefully read the instructions below and make sure you have all required information ready.
2. Go to the NHD-CA Contest page to begin:  
<https://www.nhdca.org/nhd-ca-state-finals/>

## **Student Registration Information:**

- A parent/guardian must complete parts of the registration.
- Before you begin, you will need to know:
  - Name of the school, district, county your school resides in
  - Medical insurance provider name, policy number, family doctor's name
  - Website entries will need to know your:
    - Website URL, username and password/access code

For assistance with registration or other questions contact:

nhdca@scoe.net

### **Designated Responsible Adult**

Each participating student must have a designated adult (chaperone) in attendance with them at the contest. You must list the name of your chaperone when you register.





## Noteworthy Items:

### Individual Entries

- If you are entering an individual project, you must attend the contest.

### Group Entries

- ALL members of a group entry must register and pay, however only one member is required to attend.
- Each person in a group entry must register individually.
- Be sure the other members of your group are listed under your entry in your registration profile.

#### Contact Email Address

School email address not recommended.

Each student must supply a working email address so that you can receive important information.

### Parent/Guardian Information

Each student will need at least one parent/guardian listed in his/her registration, **even if the parent is not attending the contest.** An additional parent/guardian with contact information can also be listed.

### Medical Information

Every student registering for the NHD-CA competition must complete this information.

### Nominating your Entry for Special Prize(s)

At the NHD-CA contest, a number of organizations and or individuals sponsor prizes which are awarded to the entry that best exemplifies the specific prize criteria. Special prizes are topic specific. Access the Special Awards nomination link on the [NHD-CA Contest Page](#). **NOTE:** Groups should designate one person to nominate their project.

## Refund Policy

If a participant is unable to attend the NHD-CA contest for any reason, the following Refund Policy will apply:

**Registration Fee:** If a cancellation request is received prior to or on April 1<sup>st</sup>, a full refund will be issued. After April 1<sup>st</sup>, no refunds will be issued. NOTE: For group projects, refunds are only processed if the entry is withdrawing from the competition. See "Note for Groups" on the previous page.

### Cancellation/Refund Requests

Please e-mail a request for a cancellation/refund to [nhdca@scoe.net](mailto:nhdca@scoe.net). Please include:

- Subject Line: "NHD-CA Cancellation Request"
- Address
- Telephone Number
- Student participant name
- List of charges that were paid
- How payment was made - credit card, etc.



# ★ Getting to NHD-CA

**California State University, Sacramento** is located just west of downtown Sacramento  
6000 Jed Smith Drive, Sacramento, CA 95819

## ○ Air Transportation

Sacramento International Airport (SMF) is located approximately 18 miles North of Sac State. Many of the major airlines provide services to SMF, including:

### Terminal A

American (800) 433-7300 | [www.aa.com](http://www.aa.com)  
Delta (800) 221-1212 | [www.delta.com](http://www.delta.com)  
United (800) 241-6522 | [www.united.com](http://www.united.com)

### Terminal B

Alaska (800) 426-0333 | [www.alaskaair.com](http://www.alaskaair.com)  
Southwest (800) 435-9792 | [www.iflyswa.com](http://www.iflyswa.com)  
JetBlue (800) 538-2583 | [www.jetblue.com](http://www.jetblue.com)  
Frontier (801) 401-9000 | [www.flyfrontier.com](http://www.flyfrontier.com)

## ○ Ground Transportation

### Parking & Transportation

The airport website has information about parking, taxis, rental cars, and other public transportation. The web address is: [http://sacramento.aero/smf/to\\_and\\_from/parking/](http://sacramento.aero/smf/to_and_from/parking/)

### Rental Cars

All rental car companies can be found at the Rental Car Terminal. A Rental Car Terminal Shuttle is available. Alamo, Avis, Budget, Enterprise, Dollar, Hertz and National can all be found at the Rental Car

Terminal. To get rates and book go to: [www.sacramentoairportcarrental.com](http://www.sacramentoairportcarrental.com)

### Uber & Lyft

Uber and Lyft are available at the Sacramento Airport. Terminal A pickup is located at the West curb at the northwest corner of the terminal. Terminal B pickup is located at the West commercial curb, north of the short-term parking lot. For more information go to: <https://sacramento.aero/smf/to-and-from/app-based-ride-share>

## ○ Driving Directions

Sac State is off of Highway 50  
6000 Jed Smith Drive, Sacramento, CA 95819

- Take the Hornet Drive exit if going Westbound on HWY 50.
- Take Howe Avenue exit if driving Eastbound on HWY 50.



## Front of Campus

### Parking Instructions

NHD-CA participants may **park for free** without a permit in designated areas.

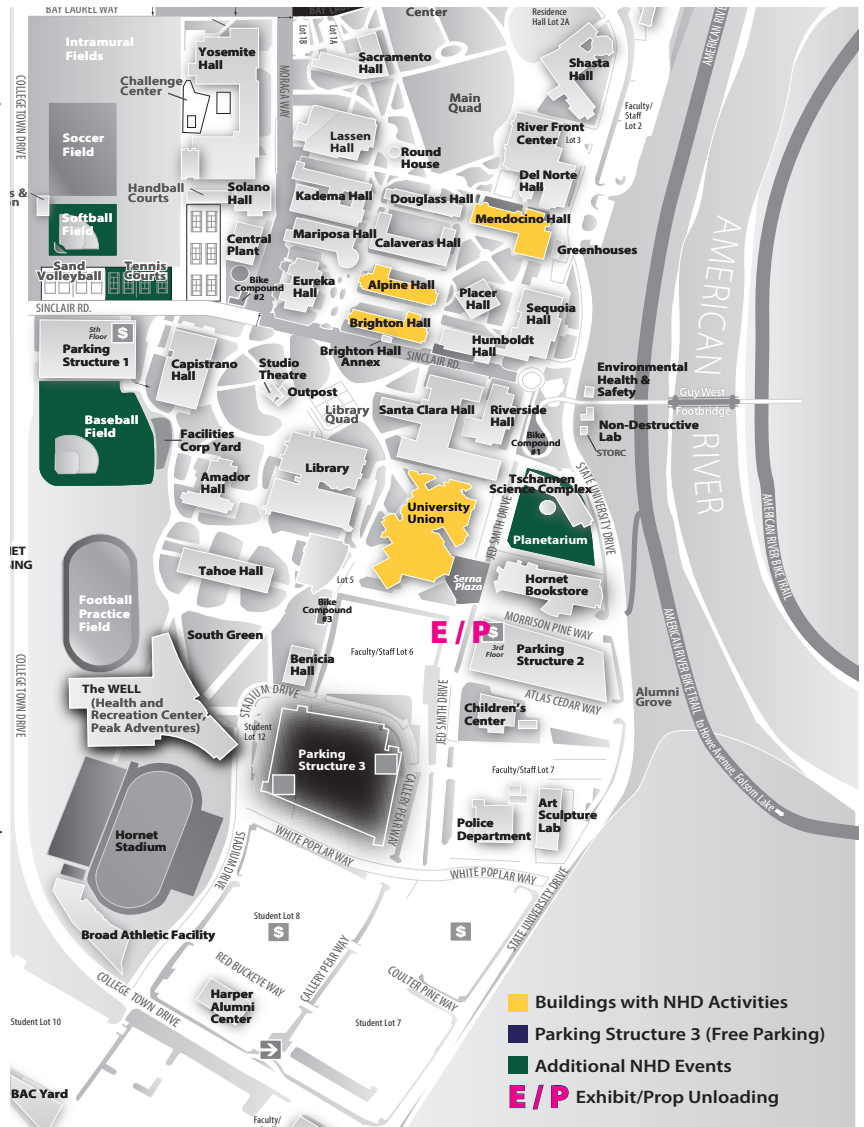
**We will let you know where to park as the contest get closer.**

Parking is enforced 24 hours a day. All other lots are available with paid permits. Permits may be purchased through marked machines.

### Exhibit & Performance Prop Drop Off

You may drop off Exhibits, Performance props, and other large items closer to the Union.

**Drop Off Instructions:** From State University Drive, turn onto Atlas Car Way (between Parking Structure 2 and the Children's Center). You can drop items off at the intersection of Atlas Car Way and Jed Smith Drive. Once you have dropped items off, you must park in a designated parking spot.



Highway 50

## ★ Check-In at NHD-CA

When you arrive at the University Union, follow the signs to the student/teacher Check-In room.

- **All Students:** check-in to receive a name badge, event program, t-shirt, and other contest materials
- **Performance, Exhibit & Poster participants:** Please check-in first and then unload your props, exhibits and displays.
- **Teacher Check-in:** Registered & paid teachers check-in to receive their name badge, t-shirt & program.



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# ★ Lodging Information

## Hotels

NHD-CA has arranged for discounted rates at local hotels.

**For a list of hotels go to:** <https://www.nhdca.org/nhd-ca-state-finals/> and select the “Housing Information” button.

# ★ Code of Conduct

Students, parents, and teachers are expected to conduct themselves, both in person and online, in a manner that brings credit to themselves, their schools, and the counties they represent. Chaperones are responsible for the behavior of the students in their charge.

## Rules and Policies for NHD-CA Participants

National History Day-California is concerned not only for the safety and well-being of students, but also for upholding the wishes of parents, teachers, school principals, the university, and the many supporters who have vested interest in the students’ participation. To ensure that your stay is pleasant and trouble-free, you must observe the following rules:

- You may not physically harm, threaten to harm, harass or bully any person, including provoking and or engaging in physical fights or malicious and harmful behavior.
- Alcoholic beverages or other drugs are prohibited except those prescribed by a doctor.
- Participants must adhere to all health and safety requirements set by competition managers.
- Possession of any weapons, firecrackers, or other flammable materials is prohibited.
- You may not tamper with the fire system or fire safety equipment.
- You may not vandalize or damage the competition facilities, other entries, or hotels.
- Entries that are not appropriate for all ages will be judged but not in a public setting.
- All cars must be parked in approved parking areas. No cars are to be parked in walkways or any driveways that will restrict access in or out of parking lots or fire lanes.



# ★ Civic Summit

Any **senior division** student who attends a county History Day contest is eligible to participate. Even if you are not competing in the state contest, you are still eligible to participate in the Civic Summit.

**Date:** Saturday, May 2, 2026

**Location:** Union, TBD

[Click Here to Register](#)

**Time:** 4:00 - 6:00 PM

Use your National History Day research to help meet some of the requirements for the California State Seal of Civic Engagement (SSCE). The Civic Summit at History Day California provides students, grades 9 - 12, an opportunity to engage in civil discourse with other students on their topic in a conversation moderated by a community activist, lawmaker, or expert in the topic.

## The Civic Summit Provides:

- certification of participation, inquiry, and reflection
- an opportunity to participate in civil discourse
- recognition for participants

## Participants Will:

- Learn from Antonio White, author of *Close With Your Open*, how to engage others in their cause
- Craft a civic activity action plan that outlines how they'll make a difference
- Create a marketing plan that gets their community involved in their cause



## Civic Summit Requirements

- Attend a county History Day contest
- [Register](#) by April 21<sup>st</sup>
- No fee to participate
- Your Annotated Bibliography

## The registration form requires a response to these questions:

- A description of your real-world problem
  - Based on your historical research, what real-world problem would you like to address?
- Multiple Perspectives (100 word min/200 word max)
  - How do multiple perspectives shape the real-world problem? What are the different perspectives? Who are potential stakeholders?
- Significance (100 word min/200 word max)
  - How did your research demonstrate the long term impacts of the real-world problem?
- Why Civic Engagement (100 word min/200 word max)
  - How do you see your real-world problem being impacted by systems of power and governments?

For more information on the Civic Summit go to: <https://www.nhdca.org/civic-summit>



## Entry Information – Documentary

**Location:** See [Interview Schedule\\*](#)

**Upon Arrival:** Once you arrive in the University Union, follow the signs to the student check-in.

**Prior to the Contest:**

**By 11:59 PM on April 29th**

- **You MUST upload ONE Written Materials pdf** which includes your title page, process paper, and annotated bibliography. Instructions page 19.
- **You MUST Submit Your Project Link:**  
Students must save their documentary to a private channel on a web-based service, like YouTube, or save it to a cloud-based storage service like Google drive and submit this link.
  - Link share settings must be set to "**Viewable by anyone with the link**".
  - See instructions page 20.

### Optional Back Up

- **Bring Your Own Device:** Bring a laptop and play your documentary directly from the device.
  - An audio and projection system with an HDMI port will be available. Students are responsible for any additional adapters they may need to connect their own device.
- **MP4 – USB Flash Drive:** From your documentary software, save or export your project as a **.MP4 File**. This file type is playable on a wide variety of computers.

**Available Equipment:** Each room will be equipped with the following:

- Audio and projection system with HDMI adapter.
- Computer with USB port and wireless internet connection.

### Preparing to Play your Documentary:

You will have 5 minutes before your interview to use the computer in the room to test your link and also adjust the volume. If you run into issues, you can use your backup or ask the judges for help.

### Public Viewing of Documentaries:

- Judging rooms in the preliminary round are open to the public. Audience members should silence cell phones and only enter or exit a room between presentations.

**Final-Round Judging:** After the first-Round of judging is complete, judges will select their top entries to move on to final-rounds of judging.

- Final round judging rooms are closed to students and the public. Judges will access your uploaded written materials and shared link to judge the final round.
- Documentaries selected for the finals will be **streamed for the public to view**. Location & time will be announced.

### Be Sure to Bring

- A backup of your documentary in another format (flash drive, etc.).



## Entry Information – Exhibit

**Location:** Ballroom, Student Union

**Upon Arrival:** Once you arrive in the University Union, follow the signs to the student check-in.

**Prior to the Contest:**

**By 11:59 PM on April 29th**

- **You MUST upload ONE Written Materials pdf** which includes your title page, process paper, and annotated bibliography. Instructions page 19.

**Exhibit Shipping:** You can ship items to the NHD-CA contest that cannot travel with you. Items must arrive at NHD-CA between April 20th - 27th. For more information go to: <https://form.jotform.com/230845706584059>

**What to Bring:** In addition to your exhibit, and any special tools or materials you need for set-up, you must bring:

- **4 copies of your title page, process paper, and annotated bibliography.** Stapled in the top left corner. No covers.

**Exhibit Drop Off:** Exhibits can be dropped off in front of the Union. See page 9 for instructions & location.

**Set-Up:** Students may have assistance to carry and lift exhibits, but **students are required to do all set-up.**

**Floor Standing Exhibits:** NHD-CA provides table space for all exhibits. If your exhibit is designed to be on the floor (instead of on a table), you must email us and include a photo at [nhdca@scoe.net](mailto:nhdca@scoe.net) by April 10th.

**Electricity:** Exhibits will have access to electricity.

**Public Viewing of Exhibits:** To help ensure the Exhibit Hall is a place for fair judging, access to exhibit areas will be limited at several points during the day. Public viewing times are listed below:

- 1:00 pm – 2:00 pm on Friday and Saturday
- 5:45 pm – 7:00 pm on Friday
- 6:00 pm—7:00 pm on Saturday

**Interviews:** Student interviews with the judges are required. Interviews are not open to the public.

**Final-Round Judging:** After the first-round of judging is complete, judges will select their top entries to move on to final-rounds of competition. Exhibit students are NOT present during final round judging.

**Exhibit Removal**

Under NO CIRCUMSTANCES will students who made finals be allowed to remove their exhibits before the end of final judging.

**Exhibit Removal Times**

- 6:30 - 7:00 PM -- Jr. non-finalist exhibits only
- 10:00 –10:30 PM Friday -- Jr. finalist exhibits
- 7:30 –10:00 PM Saturday -- Sr. non-finalist exhibits
- 9:30 – 10:00 PM Saturday -- Sr. finalist exhibits

- Students may also remove their exhibits during set up times.
- **Once Senior Final-Round judging is complete, Exhibits MUST be removed by 10:00 PM so we can set up for the Awards Ceremony.**
- If you need to leave the contest before final-round judging is done, make arrangements with your school or other students to pick up your exhibit. **National History Day-CA will not be responsible for any exhibits that are left behind,** and they will be disposed of by staff.

\* Interview Schedule will be posted on April 23rd

### Be Sure to Bring

- Your exhibit
- Four copies of your title page, process paper, and bibliography
  - stapled (no other covers or bindings)
  - printed before coming to state
- Any supplies you need



## Entry Information – Posters

Elementary Division

**Location:** Ballroom, Student Union

**Upon Arrival:** Once you arrive in the University Union, follow the signs to the student check-in.

**Prior to the Contest:**

**By 11:59 PM on April 29th**

- **You MUST upload ONE Written Materials pdf** which includes your title page, process paper, and annotated bibliography. Instructions page 19.

\*\*Only 5 sources need to be annotated for elementary division.

**What to Bring:**

- Your physical poster & 4 copies of your process paper and annotated bibliography.
- When you have finished setting up, leave four copies at your Poster and mark one "DISPLAY COPY". You may also want to bring an additional copy for your own reference.

**Set-Up:** We will provide a table-top easel stand for your poster.

**Public Viewing of Posters:** Our highest priority is to make sure the poster/exhibit hall is a place for fair judging. Access to poster areas will be limited at several points during the day. Public viewing times will be: 1:00 pm – 2:00pm on Saturday

**Final-Round Judging:** There will be no final round judging for the poster category. Instead, judges will select a champion and a runner-up from each heat. Heats will have 8-10 entries.

**Awards**

Awards will be presented at the Awards Ceremony scheduled for Saturday afternoon.

**Poster Removal**

Posters can be removed after Saturday's Awards Ceremony from 3:45-4:00 PM.

**Poster Judging/Interview Process**

The Viewing Process (15 minutes)

- All students in a heat enter together (8-10 projects)
- Students and judges participate in an informal gallery walk & use provided post it notes to leave affirmations on the other posters in their heat.
- No formal presentations or introductions.

The Interview Process (30 minutes)

- Once interviews begin, students stand by their projects and judges will come by to discuss their entry (no longer than 3-5 minutes)
- Judges will ask open-ended questions (see below) with the intent to engage the student(s) in conversation about their entry.
- Once interview is completed, students exit the room.

Judges choose their questions from the list below.

- How did you choose your topic?
- How did you research your topic?
- How does your topic connect to this year's theme?
- How did you create your project?
- What did you learn that surprised you?
- What source was the most helpful?
- What would you like to know more about?

\* Interview Schedule will be posted on April 23rd

### Be Sure to Bring

- Your poster
- Four copies of your title page, process paper, and bibliography
  - stapled (no other covers or bindings)
  - printed before coming to state



## Entry Information – Podcast

Elementary Division

**Location:** See [Interview Schedule\\*](#)

**Upon Arrival:** Once you arrive in the University Union, follow the signs to the student check-in.

**Prior to the Contest:**

**By 11:59 PM on April 29th**

- **You MUST upload ONE Written Materials pdf** which includes your title page, process paper, and annotated bibliography. Instructions page 19.

\*\*Only 5 sources need to be annotated for elementary division.

- **You MUST Submit Your Project Link:**  
Students must save their podcast to a private channel on a web-based service or cloud-based storage service like Google drive and submit their link.
  - Link share settings must be set to "**Viewable by anyone with the link**".
  - See instructions page 20.

### Optional Back Up

- **Bring Your Own Device:** Bring a laptop and play your podcast directly from the device.
  - An audio system with an headphone jack port will be available. Students are responsible for any additional adapters they may need to connect their own device.
- **MP3 or MP4 – USB Flash Drive:** From your podcast software, save or export your project as a MP3 or MP4 audio file. These file types are playable on a wide variety of computers.

### Available Equipment:

Each room will be equipped with the following:

- Computer with USB port, wireless internet connection.
- Audio system with headphone jack & HDMI port adapters.

### Podcast Festival Experience:

The Elementary Podcast Festival is a 2-part experience for students. All students will enter the judging room at the same time. The festival includes both an interactive student-only experience and a public showcase of the podcasts.

#### Part 1 – Festival

During the festival, students will have a fun interactive student-only experience. Judges also will talk with students about their project and their research.

Judges will only ask questions from the list:

- How did you choose your topic?
- How did you research your topic?
- How does your topic connect to this year's theme?
- How did you create your project?
- What did you learn that surprised you?
- What source was the most helpful?
- What would you like to know more about?

#### Part 1 – Showcase

During the showcase, judging rooms are open to teachers, family members, and students to listen to the podcasts.

Students will play their podcast for the audience.

- You will click on the link you uploaded to NHD-CA or plugging in your flash drive or laptop and play it from your device.
- Judges will help you if needed.

\* Interview Schedule will be posted on April 23rd



## Entry Information – Podcast

Junior & Senior Division

**Location:** See [Interview Schedule](#)\*

**Upon Arrival:** Once you arrive in the University Union, follow the signs to the student check-in.

**Prior to the Contest:**

**By 11:59 PM on April 29th**

- **You MUST upload ONE Written Materials pdf** which includes your title page, process paper, and annotated bibliography. Instructions page 19.
- **You MUST submit your project link:**  
Students must save their podcast to a private channel on a web-based service, like [YouTube](#), or save it to a cloud-based storage service like Google drive and submit this link.
  - Link share settings must be set to "**Viewable by anyone with the link**".
  - See instructions page 20.

### Optional Back Up

- **Bring Your Own Device:** Bring a laptop and play your podcast directly from the device.
  - An audio system with an headphone jack port will be available. Students are responsible for any additional adapters they may need to connect their own device.
- **MP3 or MP4 – USB Flash Drive:** From your podcast software, save or export your project as a MP3 or MP4 audio file. These file types are playable on a wide variety of computers.

### Available Equipment:

Each room will be equipped with the following:

- Computer with USB port, wireless internet connection.
- Audio system with headphone jack & HDMI port adapters.

### Preparing to Play your Podcast:

You will have 5 minutes before your interview to use the computer in the room to test your link and also adjust the volume. If you run into issues, you can use your backup or ask the judges for help.

### Public Viewing of Podcasts:

- Judging rooms in the preliminary round are open to the public. Audience members should silence cell phones and only enter or exit a room between presentations.

**Final-Round Judging:** After the first-Round of judging is complete, judges will select their top entries to move on to final-rounds of judging.

- Final round judging rooms are closed to students and the public. Judges will access your uploaded written materials and shared link to judge the final round.
- Podcasts selected for the finals will be **streamed for the public to view**. Location & time will be announced.

\* Interview Schedule will be posted on April 23rd

### Be Sure to Bring

- A backup of your podcast in another format (flash drive, etc.).
- Technology, if you did not upload
  - If bringing your own device, you will need to provide the device and any necessary adapters.



## Entry Information – Performance

**Location:** See [Interview Schedule](#)\*

**Upon Arrival:** Once you arrive in the University Union, follow the signs to the student check-in.

**Prior to the Contest:**

**By 11:59 PM on April 29th**

- **You MUST upload ONE Written Materials pdf** which includes your title page, process paper, and annotated bibliography. Instructions page 19.

**What to Bring:**

- You are responsible to bring everything you need for your performance, including all props.

**Prop Shipping:** You can ship items to the NHD-CA contest that cannot travel with you. Items must arrive at NHD-CA between April 20th - 27th. For more information go to: <https://form.jotform.com/230845706584059>

**Prop Drop Off:** Students may drop off props by pulling up in front of the Union. See page 9 for instructions & Location.

**Prop Storage:** A prop storage room will be available in the Union.

- Do not leave valuables in this area. It will not be supervised by History Day staff.
- Please keep your props organized and out of the hallways. You may have to move your props to a different building for your performance.
- All props must be removed by 12:00 pm on **Sunday, May 3rd** or they will be disposed of by staff.

**Set-Up:** Students will have five minutes to set up their own props prior to the performance and five minutes to remove items following the interview at the conclusion of the performance. You must be able to set up the props for your performance without the help of others.

**Public Viewing of Performances:** Both first- and final-round performance judging rooms are open to the public. Audience members should silence cell phones and only enter or exit a room between presentations.

**Final-Round Judging:** After the first-round of judging is complete, judges will select their top entries to move on to final-rounds of competition.

- **Students must be present to perform for final round judges.**
- Remember, if your performance advances from final room 2 or 3 to room 1, the room 1 judges will need you to perform again in room 1. (See Final Round Judging Page 21).
- Note: Students will not be interviewed in the final round.

\* Interview Schedule will be posted on April 23rd

### Be Sure to Bring

- An extra copy of your script (not for judges, only for your reference)
- Props, if needed
  - Rooms will likely have chairs, but do not count on any specific props to be available.
  - Costumes, make-up, or hair supplies
  - Technology, if needed. Rooms will not have computers, projectors or extension cords.
- Emergency supplies
  - Consider double-sided tape, glue stick, rubber bands, or safety pins. Garbage bag to cover props in case of rain.



## Entry Information – Website

**Location:** See [Interview Schedule](#)\*

**Upon Arrival:** Once you arrive in the University Union, follow the signs to the student check-in.

**Prior to the Contest:**

**By 8:59 p.m. on April 15th**

**You MUST upload ONE Written Materials pdf** which includes your title page, process paper, and annotated bibliography. Instructions page 19.

**Website Editor Lockout:** Judges will review websites in advance of the contest. Website students will be **LOCKED OUT** of editing their site at 8:59 PM on April 15th.

**Interviews & Project Viewing:**

- Website students will be interviewed by a panel of judges at California History Day.
- Judges will have already reviewed the projects in advance of the contest.
- Interviews are not open to the public.
- Students will not present their website or walk judges through each page.

**Final-Round Judging:** After the first-round of judging is complete, judges will select their top entries to move on to final-rounds of competition. Students are not present for the final round of website judging.

### You May Want to Bring

- A copy of your paper and annotated bibliography for your reference.

## Entry Information – Historical Paper

**Location:** See [Interview Schedule](#)\*

**Upon Arrival:** Once you arrive in the University Union, follow the signs to the student check-in.

**Prior to the Contest:**

**By 8:59 p.m. on April 15th**

**You MUST upload ONE Written Materials pdf** which includes your title page, process paper, historical paper, and annotated bibliography. Instructions page 19.

**What to Bring:**

Paper judges have read papers in advance of the contest. Students may bring a copy of their paper with them for personal reference.

**Interviews:** Historical paper state finalists will be interviewed by a panel of judges at California His-

tory Day. Judges will have already reviewed the papers in advance of the contest. Interviews are not open to the public.

**Viewing Papers:** All finalist papers will be on display in the Exhibit Hall during the Project Showcase at the event.

**Final-Round Judging:** There is no final round for historical papers. Winners will be selected from the 12 Junior and 12 Senior papers.

\* Interview Schedule will be posted on April 23rd

### You May Want to Bring

- A copy of your paper and annotated bibliography for your reference.



# Written Material – Upload Instructions

**All project categories must upload their written materials by 11:59 PM on Wednesday, April 29th.**

## Preparing your Written Materials:

1. Print or export your Title Page, Process Paper, and Annotated Bibliography as PDFs.
2. Create ONE combined PDF in this order
  - Title Page
  - Process Paper
  - Annotated Bibliography

## How to Combine Your PDF's

You can use the free software [ilovepdf.com](http://ilovepdf.com) or [smallpdf.com](http://smallpdf.com) to merge your PDFs into one PDF document.

## Uploading Instructions

1. Log in to your online account. This is the one you used to register.
2. Go to your Project Details tab on the left.
3. Upload your Combined PDF by dropping the file in the Written Materials Upload Box.
4. Click "Submit"

The screenshot shows a web interface with a dark sidebar on the left containing navigation menus for Admin and Student. The main content area is titled 'Upload Instructions' and includes a list of instructions: 'If you want to replace what you previously submitted, upload a new file.' and 'Drag your PDF into the box or use the 'browse files' link to add a PDF.' Below this is a large grey box labeled 'Upload Written Materials' with the text 'Drop files here or [browse files](#)'. Underneath the box, it says 'Uploaded File Name: Apollo 11 Written Materials.pdf'. At the bottom of the main area are 'Cancel' and 'Submit' buttons. A blue-bordered callout box on the right states: 'You can upload only one PDF at a time. Uploading a new PDF will replace the existing file in the system.' A red arrow points from the 'Project Details' menu item in the sidebar to the 'Uploaded File Name' text.

## Confirming Your PDF Upload

- You will not get a confirmation email.
- To verify – go back to your project details page and if you have a title under the "Uploaded File Name:," then we have your project PDF stored in the database.



## Documentary & Podcast Link – Upload Instructions

**You must upload your project link by 11:59 PM on Wednesday, April 29th.**

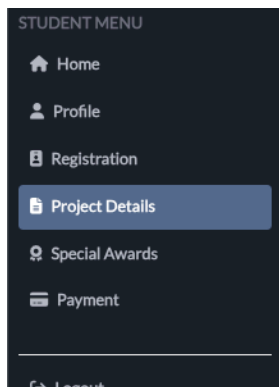
### Preparing your Link::

You must save your documentary or podcast to a private channel on a web-based service or save it to a cloud-based storage service like Google drive and submit a link.

- Link share settings must be set to "**Viewable by anyone with the link**".

### How to Submit Your Link:

1. Log in to your online account. This is the one you used to register.
2. Go to your Project Details tab on the left.
3. Paste your project shareable link in the "Project Link" Box.
4. Click "Submit" at the bottom of the page.



### Project Link Instructions:

How to Submit a Shareable Link:

- Submit your Google, YouTube, or other Cloud-based storage service link for your project.
  - Share settings must be set to "Viewable by anyone with the link"
  - Be sure your link includes https://

Project Link \*

- Your link will appear here after you click Submit.
- Submitting a new link will replace the existing project link in the system.
- After the upload deadline (listed above) has passed, you will no longer be able to submit a link.



# ★ Final Round Judging

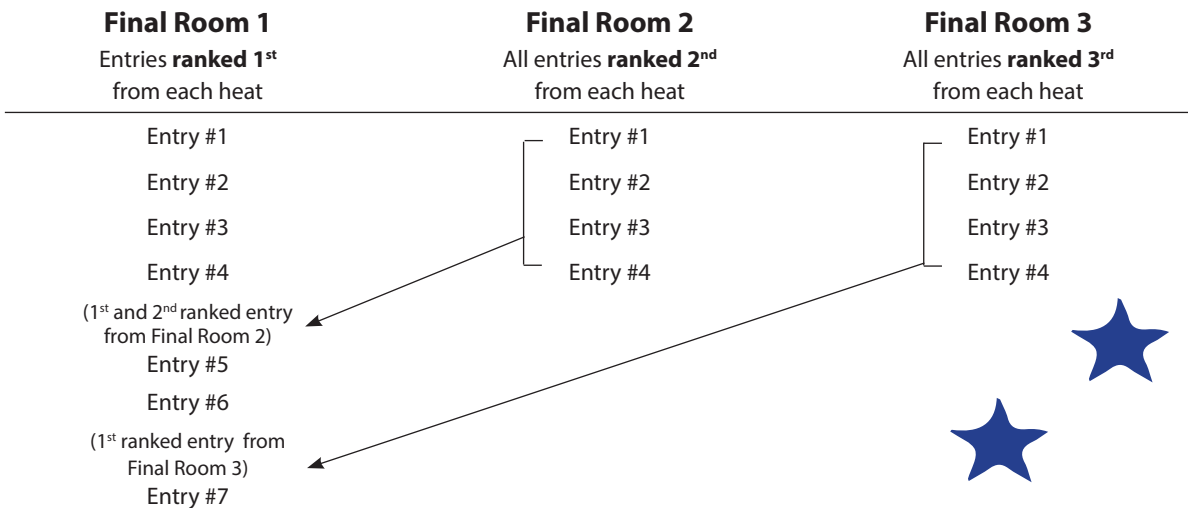
Because of the possibility that three strong projects could end up in the same preliminary heat, the process described below is designed to make sure that the top entries in each preliminary heat receive the opportunity to be reviewed in the final judging process.

All categories (except Elementary Division\*) will advance projects from each heat to the final round.

## Preliminary judging categories with:

- 3 or fewer heats:
  - with 7 or more projects, will advance the top 3 from each heat to one final judging room.
  - with 6 or fewer projects, will advance the top 2 from each heat to one final judging room.
- 4 or more heats:
  - with 7 or more projects, will advance all first, second, and third ranked projects from each heat.
  - with 6 or fewer projects, will advance all first and second ranked projects from each heat.
    - These projects will be placed in separate rooms. Entries ranked 2<sup>nd</sup> and 3<sup>rd</sup> will run off for spots in Final Room 1. The top two projects from the second place room and the top project from the third place room (if applicable) will advance to Final Room 1 and compete for a chance to attend nationals
    - Participation in a final room 2 or 3 run-off does not affect the judging in Final Room 1. Many entries from rooms 2 or 3 have been named California Champions.

## Finals Round Judging Model 4 Heats



## Performance Category

Students in the Performance category **must be present for the final round**. If there is a run off in this category, students whose projects advance from the alternate rooms to Final Room 1 will have to present again. This means that three Performances may have the chance to be presented twice in the final round (once in the Final Room 2 or 3 and then again in Final Room 1). The judges who make this decision will announce the entries that are moving on to the Final Room 1 shortly after the final presentation in the Final Room 2 or 3.. Students should stay nearby to make sure that they do not miss this announcement.

\* Posters & Elementary Podcasts will have a winner and a runner up for each heat.



# ★ Frequently Asked Questions

## **Do teachers have to register for the contest?**

Yes. Teachers with students advancing to the state competition must register for NHD-CA. There is a \$30 registration fee for teachers attending the contest. Registration information can be found at: <https://www.nhdca.org/nhd-ca-state-finals/>

## **Do parent/guardians have to register for the contest?**

Yes, parent/guardian registration is incorporated into the student registration. There is no fee for parents to attend.

## **What if someone else is paying for me?**

If your school or another agency (district, county, PTA, etc.) is covering your \$110 registration fee, you will not need to make a payment.

## **Can a school or other agency use a credit card to pay for all of the students they are paying for?**

Yes. contact Jennifer Morones at [nhdca@scoe.net](mailto:nhdca@scoe.net).

## **Do all students in a group have to be present at NHD-CA?**

No. However, all members of a group must register and pay for the competition even if they can't attend. NOTE FOR GROUP PERFORMANCES: groups may rewrite the script, but MAY NOT add or replace group members.

## **Do I have to be at the NHD-CA competition for the whole time?**

You must be present for your interview. For finals round judging, please check your category specific instructions page in the contest guide.

## **Can I pick what day my interview will be on?**

No, all Junior Division student interviews will be on Friday. All Elementary and Senior Division interviews will be on Saturday.

## **What if I have a scheduling conflict?**

In your student registration account you can go to the Project Details tab and request an earlier

or later interview time. You must do this by April 10th. We can't guarantee your time but will do our best.

## **When will I know my interview time?**

The interview schedule that will be posted online at <https://www.nhdca.org/statecontest> on April 23<sup>rd</sup>.

## **Are physical exhibits & posters required?**

Yes, all posters and exhibits must be physical. No virtual submission will be allowed.

## **May students change the title of their project or a misspelled name?**

Yes, in your student registration account, you can go to the Project Details tab and change your title up until April 10th.

## **Will I have to pay for parking?**

No, the university will have designated lots where you can park for free without a permit. See page 9 of the Contest Guide.

## **May a parent, chaperone, or teacher check in for students?**

No, all students must pick up their own registration packet at check-in.

## **When can students set up exhibits & posters?**

See the Entry Information page for your category.

## **When can exhibits & posters be removed?**

See the Entry Information page for your category.

## **How many students will be at state?**

We're expecting 1,625 students and about 912 entries.

## **Who are the judges?**

History Day judges are volunteers. They come from a variety of professional backgrounds. They love history and working with young people.

## **What should I wear?**

There is no dress code. Wear clothing that makes you feel confident. Only performance students may wear costumes.



### **Where can I eat?**

There will be concessions available inside the Union.

### **How much money should I bring?**

Bring money for food and other expenses while you are there. The merchandise store will be open and you can purchase NHD-CA grizzly bears, sweat-shirts, t-shirts, mugs, and buttons. NOTE: The merchandise store does not accept cash payments.

### **What should I do when I'm done being judged?**

Students should bring games, music, or homework to the contest. You may also watch documentaries, podcasts and performances to support your friends being judged! You may also leave and come back later if you choose.

### **What if I need help with technology?**

- **Limited** tech support will be available near Documentary & Podcast rooms during judging.

### **Is there Wifi on campus?**

**Wireless Internet Access:** Select the open guest wireless network. The password is **Stingers1**

### **Why isn't the Exhibit Hall open all the time?**

Judges and students have told us that it is hard to look at exhibits and talk with judges while the room is full of excited people. We are limiting access to exhibit areas to help keep distractions to a minimum and improve judging.

### **What should I do/bring for documentary, podcast or website technology?**

Please look at the category-specific instructions so you can bring all necessary equipment to the contest.

### **Will final-round schedules be posted online?**

Finalists will be announced live at the contest and also posted on the NHD-CA app.

### **What happens if I am a finalist?**

See the Entry Information page for your category.

### **Do I need to be at the Awards Ceremony?**

No. However, we encourage everyone to attend. If you are declared a California champion, we will notify you. We will host a zoom champions' meeting the week following NHD-CA.

### **Where do I go to get my entry number?**

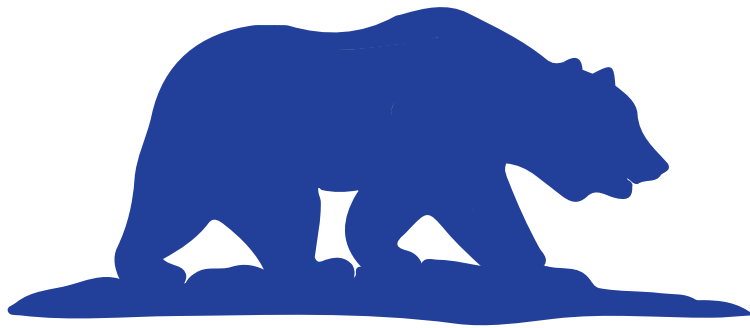
Entry numbers will be listed in the interview schedule posted online at <https://www.nhdca.org/state-contest> on April 23<sup>rd</sup>.

### **How and when do I get my score sheets?**

Score sheets will be available to download once they have been reviewed. You will be sent information on how to download them after the contest.

### **Can parents and other participants watch an interview?**

- **Documentary, podcast & performance** rooms are open to the public (space permitting). Please only enter rooms in between scheduled interviews. Phones must be on silent.
- **Historical paper & website** rooms are not open to the public.
- **Exhibit & poster** rooms are not open to the public. However, the exhibit/poster rooms will be open at designated times for students to share their projects and for contest spectators to enjoy the many amazing projects developed by California students. See Contest Schedule for public viewing dates & times.



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