

NHD DOCUMENTARY -Rules

A documentary should reflect your ability to use audiovisual equipment to communicate your topic's significance.

Rule 1: Time Requirements

Documentaries may not exceed 10 minutes in length, including credits. You will be allowed an additional 5 minutes to set up and 5 minutes to remove equipment.

NOTE: Use your set-up time to focus slides, adjust volume, etc.

Rule 2: Introduction

You must announce only the title of your presentation and names of participants. Live narration or comments prior to or during the presentation are prohibited.

Rule 4: Student Production

All entries must be student-produced. You must operate all equipment. You must provide the narration, voice-over, and dramatization. **Only those students listed as entrants may participate in the production or appear on camera.**

NOTE: This does not include interviews of participants in a historical event or of experts.

Rule 5: Entry Production

Your entry must be an original production. You may use professional photographs, film, slides, recorded music, etc. within your presentation. However, you must integrate such items into your presentation and give proper credit within the presentation as well as in your annotated bibliography.

NOTE: Using material created by others specifically for use in your entry violates this rule, except that which already exists.

Rule 6: Credits

At the conclusion of the documentary, you should provide a general list of acknowledgments and credits for all sources. These credits should be a brief list and not full bibliographic citations. All sources (music, images, film/media clips, interviews, books, web sites) used in the making of the documentary should be properly cited in the annotated bibliography.

Rule 8: Computer Entries

You must be able to run the program within the 10-minute time limit. Interactive computer programs and web pages in which the audience or judges are asked to participate are not acceptable; judges are not permitted to operate any equipment. Students must provide and operate their own equipment. Internet access will not be available.

Required Written Material

Rule 12: Written Material

Entries in all categories except historical papers must include three copies of the following written material in the following order:

1. A title page as described in Rule 13.
 2. A process paper as described in Rule 14
 3. An annotated bibliography as described in Rule 15.
- These materials must be typed or neatly printed on plain white paper and stapled together in the top left corner. Do not enclose them in a cover or binder.

Rule 13: Title Page

A title page is required as the first page of written material in every category. Your title page must include only the title of your entry, your name(s) and the contest division and category in which you are entered.

NOTE: The title page must not include any other information (pictures, graphics, borders, school name, or grade)

Rule 14: Process Paper

A process paper is a description of no more than 500 words explaining how you conducted your research and created and developed your entry. All categories except historical paper must include a process paper with their entry. The process paper should include the following four sections:

- (1) explain how you chose your topic
 - (2) explain how you conducted your research
 - (3) explain how you selected your presentation category and created your project
 - (4) explain how your project relates to the NHD theme
- Go to www.nhd.org and in the Contest section click on Creating a Process Paper to view sample process papers.

Rule 15: Annotated Bibliography

An annotated bibliography is required for all categories. It should contain all sources that provided usable information or new perspectives in preparing your entry. Sources of visual materials and oral interviews must be included. The annotations for each source must explain how you used the source and how it helped you understand your topic. Annotations of web sites should include a description of who sponsors the site.

For example:

Bates, Daisy. The Long Shadow of Little Rock.
New York: David McKay Co. Inc., 1962.

Daisy Bates was the president of the Arkansas NAACP and the one who met and listened to the students each day. This first hand account was very important to my paper because it made me more aware of the feelings of the people involved.

NOTE: Oral history transcripts, correspondence between you and experts, questionnaires, and other primary or secondary materials used as sources for your entry should be cited in your bibliography but not included as attachments to your bibliography.

Rule 16: The Separation of Primary and Secondary Sources

You are required to separate your bibliography into primary and secondary sources.

NOTE: Some sources may be considered as either primary or secondary. Use your annotations to explain your reasoning for classifying any sources that are not clearly primary or secondary. Listing a source under both primary and secondary is inappropriate.

Rule 17: Style Guides

Style for citations and bibliographic references must follow the principles in one of the following guides:

- (1) Kate L. Turabian, A Manual for Writers of Term Papers, Theses, and Dissertations.
- (2) Joseph Gibaldi, MLA Handbook for Writers of Research Papers, 5th Edition.

Rule 18: Plagiarism

You must acknowledge in your annotated bibliography all sources used in your entry. Failure to credit sources is plagiarism and will result in disqualification.

Documentary Checklist

- ___ • 10-minute maximum for presentation
- ___ • Maximum 5 minutes to set up and 5 minutes to take down
- ___ • 3 copies (plus one for you) of written materials: title page with required information; 500 word description of the research methods used (a judging team may retain one copy for review)
- ___ • Annotated bibliography, separated into primary and secondary sources
- ___ • Documentary addresses the theme
- ___ • Live student involvement limited to operating equipment and giving name and title
- ___ • Entry registered by deadline
- ___ • Extra supplies and materials in case of emergency
- ___ • Prepared to answer judges' questions at the contest (remember that formal narratives are not appropriate responses to questions)