NHD Web Site - Category Rules

Rule 1: Entry Production
All entries must be original productions constructed using the NHD web site editor beginning at the school level. STUDENTS MUST GO THROUGH THE NHD PORTAL TO ACCESS THE NHD WEB SITE EDITOR – THEY CANNOT GO DIRECTLY TO WEEBLY.COM. You may use professional photographs, graphics, video, recorded music, etc. within the site. Such items must be integrated into the web site, and proper credit must be given within the site as well as in the annotated bibliography. The student must operate all software and equipment in the development of the web site.
NOTE: Using objects created by others specifically for use in your entry violates this rule. However, using graphics, multimedia clips, etc. which already exist is acceptable.

Rule 2: Size Requirements
Web site entries may contain no more than 1,200 visible, student-composed words. Code used to build the site, and alternate text tags on images do not count toward the word limit. The word limit does not include words found in materials used for illustration such as documents, artifacts or graphs not created by the student, or quotations from primary sources such as oral history interviews, letters, or diaries, photos of artifacts with writing, or other illustrative materials such as reoccurring menus, titles and navigation instructions that are used as an integral part of the web site. Brief text crediting the sources of illustrations or quotations included on the web site do not count toward the 1,200-word limit. The entire site, including all multimedia, may use up to 100MB of file space.

Rule 3: Navigation
One page of the web site must serve as the "home page" with the file name "index." The home page must include the names of participants, entry title, division, and a main menu that directs viewers to the various sections of the site. All pages must be interconnected with hypertext links. Automatic redirects not permitted.

Rule 4: Multimedia
Each multimedia clip may not last more than 45 seconds and may not include student composed narration. There is no limit to the number of multimedia clips other than the file size limit. Voiceover of material not composed by students is allowed. If an entry uses any form of multimedia requiring a plug-in (for example, Flash, QuickTime or Real Player), you must provide on the same page a link to an Internet site where the plug-in is available as a free, secure, and legal download. Judges will make every effort to view all multimedia content, but files that cannot be viewed cannot be evaluated as part of the entry.

Rule 5: Bibliographic Sources
Citations—footnotes, endnotes or internal documentation—are required. The annotated bibliography must be included as an integrated part of the web site. It should be included in the navigational structure and does NOT count toward the 1,200-word limit. Refer to Part II Rules 15-17, for citation and style information.

Rule 6: Stable Content
The content and appearance of a page cannot change when the page is refreshed in the browser. Random text or image generators are not allowed.

Rule 7: Viewing Files
The pages that comprise the site must be viewable in a recent version of a standard web browser (i.e.Microsoft Internet Explorer, Firefox, or Safari). Students are responsible for ensuring that the entry is viewable in multiple web browsers. Entries may not link to live or external sites, except to direct viewers to plug-ins.

Rule 8: Submitting Entry for Judging
Four hard copies of a title page, a process paper, and an annotated bibliography must be submitted in advance by the established deadline. For access to the NHD web site editor and up-to-date submission procedures, please visit www.nhd.org/WebSite.htm.

Required Written Material

Rule 12: Written Material
Entries in all categories 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.

Web Site checklist

___ Was created on the NHD website portal – (DO NOT GO TO WEEBLY directly)

___• Contains no more than 1,200 visible, student-composed words

___• Home page includes names of participants, entry title, division, and a main menu

___• All pages are interconnected with hypertext links

___• Web site uses no more than 100MB of file space

___• The content is stable and does not change when the refresh button is hit

___• Web site is virus-free

___• Annotated bibliography, separated into primary and secondary resources

___• Web site addresses the theme

___• 4 copies (plus one for you) of written material: title page with required information; 500-word description of the research methods used and required written material

___• Entry registered by deadline

___• Prepared to answer judges' questions at the contest (remember that formal narratives are not appropriate responses to questions)