

Process Papers and Annotated Bibliographies

Your Process Paper and Annotated Bibliography are important parts of the judging process. These are the first thing that judges read, so you don't want to save this part of your National History Day project until the last minute. The written materials include three parts:

1. Title Page

- Title of Entry
- Student Name(s)
- Age Division and Entry Category
- Word Count:
 - Exhibit: Include the student-composed word count for the exhibit and the total word count in the process paper
 - Documentary and Performance: Include the total word count in the process paper
 - Paper: include the total word count in the paper
 - Website: Include this information on the homepage of your website. Include the student-composed word count for website and the total word count in the process paper
- DO NOT include your grade, school name or teacher name!

2. Process Paper

(500 words, 4-5 Paragraphs)

- How did you get the idea for this topic?
- Where did you go for your research? What types of sources (newspapers, documents, interviews, etc.) did you use?
- How has your understanding of this topic changed as you have worked on your research?
- How did you put your presentation together? What skills did you learn?
- How does your topic relate to the theme "*Triumph and Tragedy in History?*" Why is this topic important in history?

2. Annotated Bibliography

Separate into primary and secondary sources and alphabetize. Use MLA or Chicago/Turabian guide for your citations. Use a two-sentence annotation format:

Remember: All materials must be printed on plain white paper and stapled in the upper left-hand corner. No covers! No artwork of special papers! Bring at least four copies of your process paper when you are judged.

Process paper and annotated bibliography resource courtesy of Minnesota History Day.