

Checklist for Exhibits Entries

Rules and Guidelines

- It meets all size requirements: no more than 40" wide, 30" deep, and 6' high
- It contains less than 500 student-composed words
- Any media devices included are less than 3 minutes and can be controlled by the judges

Historical Quality

- My topic fits the theme Debate and Diplomacy: Successes, Failures, Consequences
- My topic has historical significance
- My exhibit answers the "So What?" question
- I have provided interpretation of source information
- I have checked all my information for accuracy
- I have a thesis for my exhibit
- My exhibit supports my thesis statement

Exhibit Quality

- My exhibit clearly shows my analysis AND interpretation
- My labels and captions are clearly related to the information to which they are attached
- My pictures, captions, labels, maps, and charts are organized for maximum visual impact
- I organized my information by sequence or theme to support my thesis
- My title is clearly displayed and readily found
- I had at least one other person look at my exhibit and comment about its visual impact

Proofreading/Editing

- I had at least one other person proofread my labels, captions, and process paper
- My process paper is less than 500 words
- I ran spell-check and looked for errors that spell-check did not catch
- My words and phrases are clear

Annotated Bibliography

- My bibliography is separated into primary and secondary sources
- 2/3 of my sources are primary and 1/3 of my sources are secondary
- I named & saved my bibliography as: **BIB_MYFIRSTNAME_MYLASTNAME**
- Each source has at least a two-sentence annotation
- My annotations describe how my sources influenced my project
- All of my entries have a hanging indent
- My bibliography has consistent formatting

Submission/Registration

- I emailed a copy of my process paper and bibliography by the deadline for the competition to mgately@azhs.gov and will bring 3 copies of each with me to the competition
- My teacher and I registered online at www.az.nhd.org