

# PROCESS PAPER AND ANNOTATED BIBLIOGRAPHY

All students must create and submit additional supporting materials with their projects. All categories must submit an annotated bibliography. All categories except papers must submit a process paper as well.

## Title Page

The title page includes the following information. Do not include any additional information or illustrations on the title page.

- Title of the entry
- Name(s) of the student(s) who developed the entry
- Age division and category of the entry
- 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

It is important to come up with a good title for your entry. A good title will quickly introduce your topic, but also adds wording that helps the viewer understand your point of view.

Title	Title	Title	Title
Name Junior Division Historical Paper Paper Length: 2,234 words	Names Junior Division Group Exhibit Student-composed Words: 489 Process Paper: 410 words	Name Senior Division Individual Performance Process Paper: 425 words	Name Senior Division Individual Documentary Process Paper: 410 words

## Process Paper

Students creating entries in the exhibit, documentary, performance, and website categories must also write a process paper. It is important to do a good job on this part of your entry because it is the first thing that people look at when evaluating History Day entries. The research paper category requires a title page and annotated bibliography, but does not include a process paper.

The process paper is not a summary of the topic, but an essay that describes the process of how the students developed the entry. This paper is no longer than 500 words, usually 4-5 paragraphs addressing:

- 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 did you put your presentation together? What skills did you learn?
- How does your topic relate to the theme? Why is this topic important in history?

## Annotated Bibliography

A bibliography is an alphabetized list of the sources used in developing a historical project. An annotated bibliography not only lists the sources, but also gives a short description of each source and how you used it in your entry. A History Day bibliography should be separated in to primary and secondary sources. For guidelines on bibliographic style refer to *A Manual for Writers of Term Papers, Theses, and Dissertations* by Kate L. Turabian, or the style guide of the Modern Language Association of America (MLA).