



Contest Information: May 4, 2019

Congratulations! You have qualified to compete at the **National History Day in Colorado** state contest hosted by CU Denver. We look forward to seeing you on May 4th! Best of luck!

Please read through all of the information thoroughly

If you do not intend to participate in the State Contest, notify your regional coordinator immediately so that an alternate entry can take your place.

Attendance is mandatory. No exceptions! Groups must send at least one representative to the interview. Performance groups may not replace a team member once they have entered the contest phase (See Rule 3 in the official Contest Rule Book).

Online Registration & What to Expect on the Form:

- Go to nationalhistorydayincolorado.org and click the “Register” button in the “State Contest Registration” box on the homepage.
- **IMPORTANT:** Each participant, whether an individual or a group participant, must fill out their own online registration **AND** pay an entry fee (see pastel pink sheet). Be sure to fill out your information **completely**.
- We will be communicating entirely via email. Please be sure to include valid student, teacher(s), and parent emails.
- CU Denver is generously sponsoring several special opportunities:
 - *Lunch and Learn: CU Denver 101* lunch and informational event on May 4th from 11:30-1:00, Location TBD. All students, parents, and teachers are invited. Please join us to learn more about what CU Denver has to offer over pizza!
 - *How to RSVP:* Participants must provide information on their registration form to RSVP by **Wednesday, April 17** to reserve a place. No more than two RSVPs per student; please do not RSVP for another participating student. The lunch and learn will be first-come, first-serve for the first 150 people that sign-up.
 - CU Denver is providing FREE t-shirts to all participating students who indicate their size on the registration form.
 - CU Denver is also sponsoring a campus scavenger hunt. Participating students can win prizes between 11:30-1:00 if they submit their materials to the admissions table in the Student Commons Building.
- The only way for your project to be nominated for a special award is for you to self-nominate on the online registration form. A complete list can be found on the online registration form and on the website at <https://clas.ucdenver.edu/nhdc/cultural-partners-special-awards>.

Registration Fees:

There is a registration fee of \$25.00 per participant (not per entry). Please see the pastel pink sheet enclosed in this packet. If you are unable to pay the registration fee because of financial hardship, please contact Kayla Gabehart (kayla.gabehart@ucdenver.edu). Please note that we are unable to issue refunds, even in the case of overpayment or cancellation, so be sure to check with your school and/or district to see if they plan to pay your fee.

Note to teachers: If your school or district is paying for your students, please include a list of the applicable students for the payment. You do not need to fill out the pink sheet for every student.

If you are in the Paper category: You have the option to have the State Office print all contest-ready copies of your entry for a small fee. To take advantage of this option, be sure to fill out the applicable information on your pink sheet or on the online payment link. (There is an option to pay for the paper or bundle with the entry fee). Upon selecting this option, please send your contest-ready, formatted file to nhdc@ucdenver.edu by **Wednesday, April 17th**. We will take it from there!

We offer the option to pay by credit card through Eventbrite link: 2019nhdcstateco.eventbrite.com. Group payments are accepted. Please note that this option includes a service charge dependent on the total (e.g. one registration will be charged an additional \$3.16 in the transaction, paper copies will be charged an additional \$2.29 plus \$0.77 tax, one registration and paper copies would add \$3.81 plus \$0.77 tax for paper printing to the total). Costs vary dependent on the number of students. School rates can be made available.

If you choose to pay by cash, check, or money order, please send your pink sheet with your payment to National History Day in Colorado, Campus Box 182, P.O. Box 173364, Denver, CO 80217-3364. **Checks must be made out to the University of Colorado Denver.**

WE WILL NOT ACCEPT ANY REGISTRATIONS AFTER APRIL 17TH. NO EXCEPTIONS!

Scheduling Concerns:

We will try to accommodate special interview time requests within reason. **Please submit the request and the reason on the registration form.** There is a "Special Requests" question on the online registration form and these requests **MUST** be made here in order to be honored.

The State Office does not guarantee that your request will automatically be honored. We will not accept any requests made after April 17th.

Category Specific Deadlines:

Category	What?	Due By:	Notes/Tips
Paper	<ul style="list-style-type: none"> ▪ 7 complete, competition-ready copies of your paper sent to National History Day in Colorado, Campus Box 182, P.O. Box 173364, Denver, CO 80217-3364 (unless you opt in and pay for the State Office to copy). ▪ Electronic file of your paper as a .doc or .pdf attachment sent to nhdc@ucdenver.edu (must be sent for the mail-in option as well) 	<p>Postmarked by Wednesday, April 17</p> <p>Emailed by Wednesday, April 17</p>	If mailing, please send via regular post and not via a courier that requires a signature for delivery.
Website	<ul style="list-style-type: none"> ▪ Website finalized and published in the NHD-Weebly Portal ▪ Annotated bibliography and process paper must be on the site 	Wednesday, April 17 by midnight	Publish frequently throughout your editing process!
Documentary	<ul style="list-style-type: none"> ▪ If you applied for a special award, then you must upload your project to a host site (such as YouTube, School Tube) and provide the link in the online registration form. ▪ Process papers and annotated bibliographies for special awards must be emailed to nhdc@ucdenver.edu ▪ If you did not apply for a special award, then nothing is due immediately ▪ On contest day, have 6 complete, competition-ready copies of your process paper and annotated bibliography 	<p>Wednesday, April 17</p> <p>Saturday, May 4</p>	The documentary that you send for special awards does not have to be the final that you will show at the State Contest. Feel free to keep editing until the contest!
Performance	<ul style="list-style-type: none"> ▪ 6 complete, competition-ready copies of your process paper and annotated bibliography 	Saturday, May 4	With the exception of some special awards requirements, nothing is due before the contest. Keep practicing!
Exhibit	<ul style="list-style-type: none"> ▪ 6 complete, competition-ready copies of your process paper and annotated bibliography 	Saturday, May 4	With the exception of some special awards requirements nothing is due before the contest. Continue making your exhibit amazing.

Plan ahead! Finding an open computer lab or open office store on the day of the State Contest is almost impossible. Be sure that you have all of your process papers and bibliographies (if applicable) with you before you leave home. The State Office CANNOT make copies for you.

Special Awards:

Many of our partner organizations offer category and/or topic specific prizes (including cash, scholarships, gift cards, etc.). The judging for the special awards is independent of the normal contest judging process. It is possible that a student who is not a finalist in the standard contest may be able to win a special award! For a complete list of awards, please visit our website.

The only way to register for a special award is through the State Contest online registration form. Some awards may have additional written requirement. Please refer to the descriptions on our website to see if this applies to your awards.

Documentary participants: if you plan to apply for one or more of these awards, you must upload your documentary to a host site (such as YouTube or SchoolTube) and provide the link on the online registration form. Your process paper, and annotated bibliography must be emailed to the State Office at nhdc@ucdenver.edu by Wednesday, April 17.

The State Office has the right to withdraw certain projects for consideration for specific special awards if the project does not meet the minimum award criteria. This will not affect the student’s project in the overall judging process.

What to Bring to the Contest:

Category	What to Bring on the Day of the Contest
Paper	Nothing—the judges will have copies of your project before the contest
Website	<ul style="list-style-type: none"> ▪ A laptop to show your project to the judges* ▪ Adapter for the VGA cord*
Performance	<ul style="list-style-type: none"> ▪ Props ▪ Costumes ▪ Six copies of your process paper & annotated bibliography ▪ A laptop (if projecting images)* ▪ Adapter for the VGA cord*
Documentary	<ul style="list-style-type: none"> ▪ A laptop or device to show your project to the judges* ▪ Adapter for the VGA cord* ▪ Six copies of your process paper & annotated bibliography
Exhibit	<ul style="list-style-type: none"> ▪ Six copies of your process paper & annotated bibliography ▪ Any extension cords and/or repair materials for your project (if necessary)

*DO NOT count on the State Office providing laptops/adaptors. Please bring your own.

**Please be aware that the State Office is not responsible for any loss or damage to personal property.

At a Glance—What to Expect

Location: CU Denver, Auraria Campus, Denver, CO 80204

Parking:

- Please park in the surface lots or the garage by the Tivoli Student Union on 9th St. and Auraria Parkway. See the map included in this packet for the suggested lots.
- DO NOT park in the 7th Street Parking garage. The parking attendants for that garage do not work on Saturday. Parking in the garage will result in a ticket.
- Parking fees vary by location, but plan on at least \$6.50.
- **Bus Parking:** Teachers, please notify celeste.archer@ucdenver.edu by Wednesday, April 17 if you will be bringing students via bus so that we can arrange for bus parking.

Check-in:

- Check-in begins at 8:00 a.m. and ends at 10:00 a.m. (Exhibit registration is from 8:00 a.m.-8:45 a.m. Doors to the exhibit hall will close promptly for judging at 9:00 a.m.) in the Tivoli Turnhalle.
- Students must check themselves in to receive pertinent contest info and a t-shirt. Parents, teachers, etc. are not permitted to do so.
- Students in all categories except for the Exhibit category must check-in at the Tivoli Turnhalle at least 45 minutes before their scheduled interview. Interview times will be available on our website after Friday, April 26.
- Teachers do not have to check-in.

Mandatory Interview:

- All participants, or at least one group member, must be present for scheduled morning interviews.
- Students will have a specific interview time with judges.
- Groups must have at least one representative present at the interview.
- The final contest program and schedule will be available at nationalhistorydayincolorado.org after Friday, April 26. Contestant interview times and locations will be listed. Hard copies of the program will be available at check-in on May 4th in the Tivoli Turnhalle.

Preliminary Judging:

- All projects will be judged in a morning session that begins at 9:00 am.
- Depending on the number of entries, morning judging may be final in some categories and divisions. Please refer to the program to see if this applies to your project.

Mid-Day Activities and CU Denver Lunch:

- There is a lot of downtime when students are waiting to perform, be interviewed, or for the preliminary round results. Students and their chaperones are permitted to leave during this downtime to eat or explore Denver.
 - The Tivoli Student Union Food Court will be open.
 - The campus is in the heart of downtown Denver and is close to many dining options.
- **All students, parents, and teachers are invited to Lunch and Learn: CU Denver 101**, a FREE pizza lunch on May 4th from 11:30-1:00 to learn more about the University of Colorado Denver. RSVPs are required via the online registration form. Space is limited to first 150 sign-ups.
- Students participating in the State Contest who are in the 11th grade, can submit an application for a National History Day scholarship to the University of Colorado Denver. A link to apply is on the NHDC website: (<https://clas.ucdenver.edu/nhdc/events>). The scholarship can be applied

toward tuition for the 2019/20 year. The scholarship recipient will be announced at the Awards Ceremony.

- Students can participate in a campus scavenger hunt and will be eligible to win prizes.

Final Rounds Qualifiers Announcement:

- Participants are free from the time of their preliminary round interview until finals are posted around 1:15 pm.
- For final rounds, only **Performance** and **Documentary** participants are required to be present.
- Final rounds qualifiers in **all** categories will be displayed around 1:15 pm on our website at nationalhistorydayincolorado.org.

Final Rounds:

- Afternoon rounds of judging will apply to categories and divisions that included a large number of submissions. Refer to the program to see if this applies to you.
- **Documentary** and **Performance** finalists must be present during final rounds that start around 1:45 pm. The remaining categories do not require students to be present.
- There will not be interviews in the final rounds.

Awards Ceremony:

- All winners, including special awards, regional awards, and scholarships will be announced at 5:00 p.m. in the Student Commons Building, **Room #2600**.
- Attendance is strongly encouraged.
- Certificates for 1st, 2nd, and 3rd place winners will be mailed to teachers the following week.

Post-Ceremony for National Qualifiers

- The 1st and 2nd place state winners in each category qualify to compete at the National History Day competition, June 9-13, 2019, at the University of Maryland in College Park. Third place contestants will serve as alternates. National qualifiers will receive more detailed information in their winner's packets following the Awards Ceremony.
- Student who receive 1st and 2nd place, as well as their teachers and parents, **must meet with the State Directors** for details immediately following the Awards Ceremony in **Student Commons, Room #2600**.

Judging Forms:

- **Only** teachers will be allowed to pick up the judging forms outside **Student Commons, Room #2600** immediately following the Awards Ceremony.
- The State Office will send any unclaimed judging forms to the appropriate teacher and/or school during the week following the State Contest.

Contest Schedule

(Subject to change—check nationalhistorydayincolorado.org for updates)

When	What	Where
8:00-8:45	Check in for Exhibits . All Exhibits ready to be judged by 8:45. Note: students are responsible for checking themselves in	Tivoli Turnhalle
8:00-10:00	Check in for Papers, Websites, Documentaries, Performances (Verify your interview time in the program and be sure to check in <u>at least 45 minutes</u> before). Note: students are responsible for checking themselves in.	Tivoli Turnhalle
9:00-12:00	Preliminary round judging Students must be present for their scheduled interview (available in the provided program). Note: Performances, Documentaries, and Websites are open to public for viewing. Exhibits and Papers are <u>closed</u> to the public during judging.	Exhibits: St. Cajetan's/Tivoli Performances: TBA Documentaries: TBA Websites: TBA Papers: TBA
11:30-1:00	Lunch and Learn: CU Denver 101 , Free information pizza lunch (RSVP required , attendance is limited)	TBA
11:30-1:00	Turn in Scavenger Hunt to representatives for a prize.	Outside Student Commons #2500
12:00-1:00	Exhibits and Papers open for public viewing	Exhibits: St. Cajetan's/Tivoli Papers: NHDC website
1:15	ALL final round qualifiers posted	Online at nationalhistorydayincolorado.org
1:00-1:30	Exhibits that do not qualify for the final round may be removed. Special award entries must remain in the hall for consideration. If you are donating your exhibit to the State Office, please leave it standing during this time.	St. Cajetan's/Tivoli
1:45-3:45	Final rounds judging *Students in Performance and Documentaries must be present *Remaining categories are closed to the public and do not require student presence	Performances: TBA Documentaries: TBA
3:45-4:30	Exhibits and Papers open for public viewing	Exhibits: St. Cajetan's/Tivoli Papers: NHDC website
4:00-4:30	Remove all Exhibits (except for those being donated to the State Office)	St. Cajetan's/Tivoli
5:00	Awards Ceremony	Student Commons, Room #2600
6:00	REQUIRED: National Qualifier meeting for qualifying students, parents, and teachers (immediately following Awards Ceremony) Teachers Only: Pick up judging forms	Student Commons, Room #2600 Outside Student Commons, Room #2600

Important Deadlines

Who	What	When
Teachers	Contact State Office about bus parking	Wednesday, April 17
Paper Contestants	<ul style="list-style-type: none"> ▪ 7 mailed copies of the paper entry must be postmarked by this date, <u>or</u>, students indicate and pay the fee to have the State Office copy their entry ▪ Paper entry emailed as a .pdf or .doc file to nhdc@ucdenver.edu 	Wednesday, April 17
Students, Parents, and Teachers	<ul style="list-style-type: none"> ▪ Online registration form filled out ▪ Registration fees must be postmarked or paid online 	Due Wednesday, April 17 <u>NO EXCEPTIONS!</u>
Students, Parents, and Teachers	Deadline for scheduling requests	Wednesday, April 17
Website Contestants	Websites must be finalized and published by midnight. Websites will be locked from further edits.	Due Wednesday, April 17 <u>NO EXCEPTIONS!</u>
Documentary Contestants	If you are applying for a special award : the link to the uploaded documentary must be provided in online registration, and process paper, and annotated bibliography must be emailed to nhdc@ucdenver.edu for special award judging.	Wednesday, April 17
Students, Parents, and Teachers	RSVPs to the <i>Lunch and Learn: CU Denver 101</i> due via registration form.	Wednesday, April 17
Students, Parents, and Teachers	Competition schedule available online	Friday, April 26
Documentary, Performance, and Exhibit Contestants	Bring <u>6</u> contest ready copies of your process paper and annotated bibliography	Saturday, May 4
Students, Parents, and Teachers	State Contest	Saturday, May 4
Colorado State Delegates, Teachers, and Parents	National Contest	June 9-13

Contestant Checklist to Prepare for the State Contest

Paper Contestants

- Submitted online registration (one per student)
- Paid online or mailed hot pink fee sheet and \$25 to NHDC per student (If district is not paying). Checks payable to the University of Colorado Denver.
- Sent my hard-copy papers (7 copies) to NHDC, postmarked by Wednesday, April 17 or indicated on my fee sheet and paid the NHDC State Office to make my copies
- Emailed my paper as a .doc or .pdf attachment to nhdc@ucdenver.edu by Wednesday, April 17.

Website Contestants

- Submitted online registration (one per student)
- Paid online or mailed hot pink fee sheet and \$25 to NHDC per student (If district is not paying). Checks payable to the University of Colorado Denver.
- Provided my Weebly project address to NHDC by Wednesday, April 17.
- Published my website by 11:50 p.m. on Wednesday, April 17. You may not edit your website after this date.

Exhibit Contestants

- Submitted online registration (one per student)
- Paid online or mailed hot pink fee sheet and \$25 to NHDC per student (If district is not paying). Checks payable to the University of Colorado Denver.
- Bring 6 competition ready paper copies of my process paper and annotated bibliography to the state contest
- Bring any materials needed for my exhibit (extension cords, repair materials, etc.)

Performance Contestants

- Submitted online registration (one per student)
- Paid online or mailed hot pink fee sheet and \$25 to NHDC per student (If district is not paying). Checks payable to the University of Colorado Denver.
- Bring 6 competition ready paper copies of my process paper and annotated bibliography to the state contest
- Bring any materials needed for my exhibit (sets, costumes, extension cords, repair materials, etc.)

Documentary Contestants

- Submitted online registration (one per student)
- Paid online or mailed hot pink fee sheet and \$25 to NHDC per student (If district is not paying). Checks payable to the University of Colorado Denver.
- If applying for a special award: provide link in online registration, and email process paper, and annotated bibliography to the State Office (nhdc@ucdenver.edu) by Wednesday, April 17.
- Bring 6 competition ready paper copies of my process paper and annotated bibliography to the state contest
- Bring a computer/player to the contest
- Bring a backup of my documentary on a disc and/or online (YouTube, SchoolTube, etc.). Note: DO NOT trust a flash drive!
- Mac users: Bring my own adapter for the VGA cable

State Contest Design Challenges

All students who participate in ANY 2019 History Day contest (students need not qualify for Regionals or State) are eligible to submit a design in the National History Day in Colorado T-Shirt and Button Design Contests. Students can find the link to register on the website: (<https://clas.ucdenver.edu/nhdc/events>).

T-Shirt Contest

This is a wonderful opportunity for students to show off their creative skills and design the t-shirt that will be given out to participants at the State Contest on May 4 and later worn by National Contest qualifiers.

ELIGIBILITY REQUIREMENTS:

- 2019 middle or high school NHDC participants (the contest is NOT limited to winners of regional contests).

DESIGN STIPULATIONS:

- CU Denver logo must be the most prominent element on the front of the shirt (CU Denver logos can be found and downloaded here: (<https://www1.ucdenver.edu/offices/ucomm/brand/cu-denver/visual-identity/logo>)).
- Additional design must be in relation to National History Day in Colorado and the theme, TRIUMPH AND TRAGEDY, on the back of the shirt
- Design must be one color.
- Indicate what color shirt you would like the design to be on.

Designs must be submitted no later than midnight on March 31, 2019. They can be uploaded and submitted to the online form or emailed nhdc@ucdenver.edu. The online registration must also be filled out. The link to fill out the registration can be found on our website: (<https://clas.ucdenver.edu/nhdc/events>).

The winning design will be framed and presented to the winner at the State Contest Awards Ceremony.

Button Contest

This is a wonderful opportunity for students to show off their creative skills and design the NHDC Button that will be traded with participants from around the country and world at the National Contest.

ELIGIBILITY REQUIREMENTS:

- 2019 middle or high school NHDC participants (the contest is NOT limited to winners of regional contests).

DESIGN STIPULATIONS:

- CU Denver logo must be included in the button. CU Denver logos can be found and downloaded here: (<https://www1.ucdenver.edu/offices/ucomm/brand/cu-denver/visual-identity/logo>).
- Additional design must include our name "National History Day in Colorado," the year, and this year's theme TRIUMPH AND TRAGEDY.
- Design may be as many colors as the student wishes, but the design must not exceed 1.75" x 2.625" in size (see sample below).

Designs must be submitted no later than midnight on March 31, 2019. They can be uploaded and submitted to the online form or emailed to nhdc@ucdenver.edu. The online registration must also be filled out. The link to fill out the registration can be found on our website: (<https://clas.ucdenver.edu/nhdc/events>).

The winning design will be framed and presented to the winner at the State Contest Awards Ceremony.



National History Day in Colorado State Contest Fee Sheet

There is a registration fee of \$25 **per student** (not per entry). We can accept checks or money orders (**made out to the University of Colorado Denver**), or cash. Please fill out this form and mail the fee to: National History Day in Colorado, University of Colorado Denver, Campus Box 182, P.O. Box 173364, Denver, CO 80217.

To pay by credit card: All credit card payments must go through Eventbrite, please go to 2019nhdcstateco.eventbrite.com for the link. You will not need to mail this form, but please email Kayla Gabehart (kayla.gabehart@ucdenver.edu) with the name of the student(s) after completing online payment.

If your school/district is paying your fee, you do not need to fill this out. If you are unable to pay the fee, please contact Kayla Gabehart (kayla.gabehart@ucdenver.edu).

Note to Schools/Districts Paying the Fee: You do not have to fill this form out for every student, but please attach a list of the students (first and last name) who apply to that payment.

All students must still complete the online registration form at nationalhistorydayincolorado.org.

Name (First and Last): _____
Email Address: _____
Entry Title: _____

Please Note:
We cannot process reimbursements even in the case of overpayment or cancellation.

If you are including payment for multiple students in the same group, please write their names below:

Paper Category Students ONLY: The State Office can print out the copies of your entry for \$10.77 (\$10 + \$0.77 tax), rather than printing and mailing them yourself. **This is optional.** If you choose to pay the fee, you may include it in the total listed below.

- Yes, I would like to pay the \$10.77 (\$10 printing fee + \$0.77 tax)
- No, I will print and mail my historical paper entry to the State Office.

Total Fee(s) Amount: _____