

# Requirements

The "written"  
stuff to  
turn in on  
3/17!

Staple these two together.

- \* Title page
- \* 4 section process paper
- \* Annotated Bibliography

Take notes, don't write everything.

## National History Day in Wisconsin THE PROCESS PAPER

### What is it?

A process paper is a description of no more than 500 words explaining how you conducted your research and created your entry. Most students will choose to write the process paper towards the end of their NHD process, once they have completed their research and begun construction of their project.

### Why is it important?

The process paper is important because it gives your judges a better idea of how you went about creating your project. Maybe you had a unique research experiences or an interesting reason that you chose your topic. Your process paper gives you a chance to explain this to your judges.

### Who has to write a process paper?

NHD requires that there is one process paper for each entry in the exhibit, documentary, performance, and website categories. Paper students do not have to write process papers. If you are working in a group, you only need one process paper per entry. Make sure that group process papers are written from the perspective of all group members and contain words like "we" and "our" since you all did the work for the project.

### What do I need to know before I begin writing my process paper?

Since the process paper, by definition, describes the process you went through to do your research and create your entry, you have to be far enough along in your project to:

- Know your specific topic and how it relates to the annual theme.
- Know your thesis.
- Have most of your research done.
- Have the overall idea of what your project will look like.

### What's in it?

Your process paper should consist of four sections, as described below. The process paper can be written in a narrative style, incorporating all of the following sections, or it can be in question and answer format, with a descriptive paragraph to answer each question.

- How did you choose your topic? The **first section** should explain how you chose your topic.
- How did you conduct your research? The **second section** should explain how you conducted your research.
- How did you select your presentation category and create your project? The **third section** should explain how you selected your presentation category and created your project.
- How does your project relate to the theme? The **fourth section** should explain how your project relates to the NHD theme. This paragraph is often the most important part of your process paper. It gives you a chance to not only explain the relationship of your topic to the NHD theme, but also reiterate your argument or thesis. Why is your topic significant in history? Make sure that your theme connection and thesis are clear in your project itself, as well as in your process paper.

### Can I see some samples?

You can find sample process papers on the national NHD website: [www.nhd.org/ProcessPapers.htm](http://www.nhd.org/ProcessPapers.htm)

### Any other hints?

The process paper doesn't need to be as formal as your NHD project itself. It's okay to write in first person and use words like "I" and "we" when talking about your project. You should be careful, however, to not be too informal. Using slang is never appropriate. Using proper grammar, punctuation, and spelling is also a must. Your process paper is one of the few things the judges get to take with them after they are done viewing your project. Leave them with a good impression!

# Process Paper Requirements

(Notes from class)

## Title Page:

Individual or Group (depends of which one you did).

Documentary  
Performance  
Exhibit  
Website

Title . . . .
Student name(s)
Junior Division
Category

Center your  
title

For groups, write each person's name on a separate line.

Jose Chaves  
Phoenix Olsen



You could re-write the question as a statement also.

## Process <sup>Paper</sup> description:

No more than 500 words

Answer these questions in a paragraph each, in this order:

How did you choose your topic?

How did you conduct your research?

How did you select category and then make your project entry?

How does your project related to the NHD theme?

How the topic was  
Chosen.



## Annotated Bibliography:

Add to your "skeleton bibliography, but separate Primary and Secondary Sources in to two sections.