

2025 History Day Project Submissions

Category-specific instructions can be found by following the links below.

Please pay attention to the [file naming conventions](#) and [sharing settings](#) for your category. Make sure to rename files before sharing or sending them. Projects that are not named correctly will not be accepted.

Remember that larger files (like Documentaries) will take longer to upload, so plan accordingly.

DEADLINES

Wednesday, February 12, 2025: Papers due for upload to the State. See <https://www.nhdca.org/historical-paper-contest/> for details.

Wednesday, February 12, 2025 @ 9 pm: Podcasts and Documentaries, including supporting documentation (Title page, Process Paper, and Annotated Bibliography) due. Podcasts also need to include Show Notes (see submission instruction details below).

Wednesday, February 12, 2025 @ 9 pm: Websites locked out

Saturday, March 1 @ 7:30-8:30 am: Poster and Exhibit Set up at SDCOE, 6401 Linda Vista Road. (Due to construction at SDCOE, there will NOT be Poster and Exhibit set up the Friday before the competition).

Saturday, March 1, 2025 (Day of Competition): Posters, Exhibits, and Performances and supporting documentation (Title page, Process Paper, and Annotated Bibliography) due.

Project Submission Instructions

- [Documentaries](#)
- [Exhibits](#)
- [Performances](#)
- [Podcasts](#)
- [Posters](#)
- [Websites](#)

Questions? Email HistoryDay@sdcoe.net

Documentaries

The Submission Deadline is Wednesday, February 12, 2025 @ 9 pm

Your group or individual documentary will be submitted as a MP4 or .mov video file. Your written materials will be submitted as a PDF.

For groups, only ONE group member needs to submit the project.

Your documentary must conform to all of the rules in the NHD Rule Book:

<https://www.nhdca.org/contest-rules>

Submitting Your Documentary

STEP 1

Save the final version of your documentary as a MP4 or .mov file. Use the following naming format:

Division_Category_lastname(s).mp4 or .mov
[separate last names by an underscore]

Example

Jr_GroupDocumentary_Ortiz_Krishnan.mp4

STEP 2

Save your written materials.

Create one combined PDF of in the order below.

1. Title Page
2. Process Paper
3. Annotated Bibliography

How to Combine Your PDFs

You can use the free software [ilovepdf.com](https://www.lovepdf.com) or smallpdf.com to merge your PDFs into one PDF document.

STEP 3

Save your combined PDF using the following naming format:

Division_Category_lastname(s).pdf
[separate last names by a underscore]

Example

Jr_GroupDocumentary_Ortiz_Krishnan.pdf

STEP 4

Share your files with The San Diego History Day coordinator.

- Click on the final version of your documentary MP4 or .mov file and share the **ORIGINAL FILE** (not a Google shortcut to the file) with HistoryDay@sdcoe.net. If you are unsure where the original file is located, you can right click on the shortcut file and there will be an option to Show File Location. Give NHD-SD editing permission, so we can share the file with your judges.
- Click on your title page, process paper, annotated bibliography PDF and share the original file with HistoryDay@sdcoe.net. Give NHD-SD editing permission, so we can share the file with your judges.

Day of Competition

For the day of the competition, each project needs to bring three (3) copies of the written materials for the judges. Please compile the items into one file in this order:

- Title Page
- Process Paper
- Annotated Bibliography

FAQs

What are the steps to share my documentary via Google Drive?

- Right-click on the file you are submitting from your Google Drive.
- Select the "Share" option from the menu.
- Under People: enter the following gmail address: HistoryDay@sdcoe.net
- Using the dropdown select "Can Edit"
- Click the blue "Send" button.

Exhibits

Your Exhibit must conform to all of the rules in the NHD Rule Book:

<https://www.nhdca.org/contest-rules>

No files need to be submitted prior to the day of the competition (March 1, 2025).

For the day of the competition, each project needs to bring four (4) copies of the written materials. Please compile the items into one file in this order:

- Title Page
- Process Paper
- Annotated Bibliography

Posters and Exhibits can be set up on Saturday, March 1st from 7:30 to 8:30 am. (Due to construction at SDCOE, there will not be Exhibit set up the Friday before the competition).

Performances

Your Performance must conform to all of the rules in the NHD Rule Book:

<https://www.nhdca.org/contest-rules>

No files need to be submitted prior to the day of the competition (March 1, 2025)

For the day of the competition, each project needs to bring three (3) copies of the written materials for the judges. Please compile the items into one file in this order:

- Title Page
- Process Paper
- Annotated Bibliography

Podcasts

The Submission Deadline is Wednesday, February 12, 2025 @ 9 pm

Your group or individual podcast will be submitted as an MP3 or MP4 audio file. Your written materials will be submitted as a PDF. For groups, only ONE group member needs to submit the project.

Your Podcast must conform to all of the rules in the NHD Poster and Podcast Rule Book:

<https://www.nhdca.org/contest-rules>

Submitting Your Podcast

STEP 1: Upload Podcast

Save the final version of your podcast as an MP3 audio file. Use the following naming format:

Division_Category_lastname(s).mp3
[separate last names by a underscore]

Example

Jr_GroupPodcast_Ortiz_Krishnan.mp3

STEP 2: Prepare & Upload Written Materials

Save your files as PDFs. Create one combined PDF of the following items in the order below.

- Title Page
- Process Paper
- Show Notes – More information about Show Notes can be found in the Podcast rulebook (Section G5, page 12 and these NHDCA documents: [Show Notes Explained](#) and [Show Notes Template](#))
- Annotated Bibliography

How to Combine Your PDFs

You can use the free software lovepdf.com or smallpdf.com to merge your PDFs into one PDF document.

STEP 3

Save your combined PDF with the following naming format:

Division_Category_lastname(s).pdf
[separate last names by a underscore]

Example

Jr_GroupPodcast_Ortiz_Krishnan.pdf

STEP 4

You have two ways to submit files.

1. EMAIL
 - Email the two files (final version of your podcast .mp3 file and combined PDF file) as attachments to HistoryDay@sdcoe.net
2. SHARE
 - Click on the final version of your podcast .mp3 file and share the **ORIGINAL FILE** (not a Google shortcut to the file) with HistoryDay@sdcoe.net. Give NHD-SD editing permission, so we can share the file with your judges.
 - Click on your title page, process paper, annotated bibliography PDF and share with HistoryDay@sdcoe.net. Give NHD-SD editing permission, so we can share the file with your judges.

Day of Competition

For the day of the competition, each project needs to bring three (3) copies of the written materials for the judges. Please compile the items into one file in this order:

- Title Page
- Process Paper
- Annotated Bibliography

FAQs

What are the steps to share my podcast via Google Drive?

- Right-click on the file you are submitting from your Google Drive.
- Select the "Share" option from the menu.
- Under People: enter the following gmail address: HistoryDay@sdcoe.net.
- Using the dropdown select "Can Edit"
- Click the blue "Send" button.

Posters

Your Poster must conform to all of the rules in the NHDCA Poster & Podcast Rule Book:
<https://www.nhdca.org/contest-rules>

No files need to be submitted prior to the day of the competition (March 1, 2025)

For the day of the competition, each project needs to bring four (4) copies of the written materials for the judges. Please compile the items into one file in this order:

- Title Page
- Process Paper
- Annotated Bibliography

Posters and Exhibits must be set up on Saturday, March 1st from 4 to 6 pm from 7:30 to 8:30 am. (Due to construction at SDCOE, there will not be Exhibition set up the Friday before the competition).

Websites

Websites will be locked **Wednesday, February 12, 2025 at 9:00 PM (PST)**

You must save your final website by the February 12 deadline so judges can preview and judge your project.

Your Written Materials (Title Page, Process Paper, and Annotated Bibliography) will be included in your website, so you do **NOT** have to submit a separate PDF file with your title page, process paper and annotated bibliography.

Please remember that your project must conform to the website category rules in the [NHD Rule Book](#).