

March 9th, 2023

Dear Teachers and Parents of NHD Contest Participants,

Hello! On Saturday April 1st, National History Day in Colorado will welcome you to the Greater Denver Metro Regional Contest at Bear Creek High School. Below are some guidelines to make your day the best for your student. Please feel free to park in any of the four campus parking lots. Please enter the school only from the front entrance. Side doors have alarms and are not to be entered or exited from during the contest. Student dress for the contest is business casual. Students will complete check-in before they are judged. Check-in will occur in their assigned hallway. All students will be interviewed by NHD judges. Performances and documentaries are open to public viewing during the contest. Exhibits, websites, and papers have closed interviews, only the student and the judges are present. Keep in mind that only judges may ask students questions about a student project. **Parents should never engage with any students while they are being judged.** Volunteers are stationed throughout the school to help with directions and information. Please look for someone with the "Ask Me" button if you need any assistance. There is a hall monitor in each hallway. When you enter the school please pick up a bookmark that details where students will be judged. There will be signs throughout the school pointing you in the right direction. Student should not enter the 2nd floor of the school for any reason. Any destruction of school property will result in immediate removal from the contest and disqualification.

Exhibits

Exhibits can arrive as early as 8:15am to set up by 8:45am. All exhibits must be completely set up by 8:45am when students and parents will vacate the exhibit hall and the doors lock. As a reminder, students must set up their own exhibit. No late entry exhibits will be permitted. Exhibit viewing will be open to everyone in the general public from 12:00-12:30, and exhibits are required to remain available for public viewing until final rounds are posted at 12:30. From 12:30-1:00pm all exhibits that did not advance to final rounds need to be removed by the student/parent, or teacher. Any exhibit taken down before final rounds are posted will not participate in final rounds. All students are responsible to arrange pick up of their exhibit. After the conclusion of final rounds, exhibits that advanced can be picked up from 2:30-3pm. All contestants must bring three (3) copies of their paperwork, stapled together as one document to place in front of their exhibit. Paperwork should be provided in the following order: title page, process paper, annotated bibliography. Paperwork should not be double-sided.

Performance/Documentary/Paper/Websites

Students in the documentary, performance, paper, and website categories will need to arrive around 8:45am for early judging times. All students must be outside their judging room at least 15 minutes before their judging time in the event of a cancelation or no show. Preliminary rounds start at 9am and run until 12:45pm, depending on the category. Please make sure all contestants in the documentary and performance categories bring at least three (3) copies of their title page, process paper, and annotated bibliography stapled together as one packet to give to the judges. Paperwork should not be double-sided. Websites and papers do **NOT** need to do this. Documentaries must have their film posted on YouTube (public access) and have a backup USB before they are judged. **These requirements will be checked by NHD staff before a student will be judged.** Computers are available for use during judging. A volume check should be completed as part of the 5 minute set up time.

All Participants

You can find out your judging time by accessing the spreadsheet on the regional website after March 15th by navigating to your category and division. Final rounds will begin, depending on the category and number of entries, between 11:30am and 1:00pm. This means the top 6 projects in the

following categories will be announced: junior and senior papers, junior and senior individual exhibits, junior individual website. Students are **NOT** required to be present for final rounds, however if they are in the exhibit category, their exhibit must remain in the gym. The remainder of the categories will **NOT** have final rounds and all students are highly encouraged to attend the awards ceremony at 3:30pm to find out their ranking.

Food!

Food trucks will be on site from 9am until 4pm for breakfast, lunch, and dessert options the day of the contest. A concession stand will run inside the school in the cafeteria for beverage and snack options. There is an ATM inside the school if cash is needed. The food trucks take credit cards, but the concession stand only accepts cash. Please plan to eat onsite to support NHD. A percentage of food truck sales and all of the concession sales go to fund the Greater Denver Metro Regional NHD program.

Award Ceremony

The award ceremony will start promptly at 3:30pm. Please join NHD in the gym to learn who advanced to the state NHD contest. Information will be handed out at the award ceremony to assist students in registering for the state contest, April 29th. Teachers may pick up their student's scores, certificates, and student prizes directly after the awards ceremony.

Please visit the Greater Denver Metro Regional website for any further information, maps, and contest information. Do **not** contact Bear Creek High School, any further questions should be directed to your student's NHD teacher first and then the regional coordinator. Your student should be familiar with the contents of the website before the regional contest under the guidance of their school's designated NHD teacher.

Thank you for your time.



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