



ACTIVITY

# CHECKLIST



## Q4 • History Fair High School • All School

### Overview

Geography is a crucial aspect of understanding history and culture. These school-level activities encourage students to explore the world around them, consider it from a historical perspective, and to share what they learn with others.

### Before the Activity

- ☐ Use the [Chicago History Organizing Your School History Event](#) Guide to plan your school's History Day Fair and determine date, time, and location for the History Fair.
- ☐ Read the [National History Day Contest Rule Book](#) and use it to develop the guidelines for your school's fair entries.
- ☐ Decide whether your school will have an Awards Ceremony.
- ☐ Contact the NHD New Mexico Affiliate to coordinate for the state-wide competition
- ☐ Recruit judges and train them on judging guidelines.
- ☐ Recruit volunteers
- ☐ Teachers review [Advising NHD Students](#) and set Project milestones for your class.

### During the Activity

#### 1. Introduction

- ☐ Introduce National History Day and the year's theme
  - ☐ Note that your school will be relating this theme to historical events in New Mexico. Projects which connect, compare, and/or contrast New Mexico in 1776 with the American Revolution are particularly encouraged
  - ☐ Review your school's History Fair project expectations and requirements
- ☐ Share NHD Resources with students

#### 2. Project Planning and Research

- ☐ Teach students how to develop an annotated bibliography

Allow students to brainstorm about the theme and topic ideas in class. Let students choose their contest category and whether to work with a group (2-5 students) or individually.



# ACTIVITY CHECKLIST



- ☐ If working with a team, organize who will be in charge of different tasks for the project itself and for its presentation at the school fair.
- ☐ Encourage students to consider what they have learned about over the last year of learning about 1776 in New Mexico and the Declaration of Independence.
- ☐ Explore the historical context: What was happening before and after this topic?
- ☐ Track primary and secondary sources for your topic in an annotated bibliography.
- ☐ Develop your Historical Argumentation.
- ☐ Write your Process Paper.

## 3. Turn Research into Final Project

- ☐ Use your research to draft your project
- ☐ Research additional questions raised in the process of drafting your project
- ☐ Complete the draft of your project
- ☐ Produce the final product and submit a copy to your teacher.

## 4. At the Fair

- ☐ Assign display tables or areas based on themes or geography type.
- ☐ Post an informational sign about the fair
- ☐ Ensure projects are labeled with student names and project title
- ☐ Project displays should include Process Paper and Annotated Bibliography
- ☐ Provide space for students to stand near their displays.
- ☐ Students present their research to peers, staff, families, and other visitors.
- ☐ Students answer questions about their project
- ☐ Encourage respectful listening and good communication etiquette.
- ☐ Students take turns presenting and rotating among exhibits.
- ☐ Judges visit the booths and determine winners for each category

## After the Fair

- ☐ Students attend awards ceremony if there is one.
- ☐ Principal write thank you notes to judges and volunteers.
- ☐ Winners submit projects to the New Mexico NHS fair.
- ☐ Students reflect in class discussion or post-write. See Educational Resources for ideas.