

# NHD UTAH 2022

## EXHIBIT INSTRUCTIONS

**Utah Contests:** All in-person NHD Utah contests will accept both physical and digital exhibits. At in-person contests, students with digital exhibits may display their project on a laptop or similar device. Students who do not have access to a laptop to bring to the contest should contact their local NHD coordinator for assistance.

**National Contest:** If the national contest is held in person, students who qualify for nationals with a born-digital exhibit can print their project with a large-format printer, then mount it on a backboard to display at nationals. If the national contest is held virtually, students may submit either type of virtual exhibit described here.

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A historical exhibit is a visual representation of your historical argument, research, and interpretation of your topic's significance in history. As words are limited on an exhibit, use visuals, such as maps, graphs, charts, photographs, etc. Analyze these visuals to make your argument.

Traditionally, an NHD exhibit is placed on a table for judging. However, this year you have two options:

**OPTION A:** Build a physical exhibit, take photos of it, and create slides to submit virtually.

**OPTION B:** Create a born-digital exhibit using design software.

These examples can help you envision the possibilities of designing a digital exhibit:

- [Reviving the Hula: Kalakaua Breaks Cultural Barriers](#), courtesy NHD Hawai'i
- [Plant Genomics: Breaking the Barrier of World Hunger](#), courtesy NHD California
- [John Snow: Breaking Barriers for Modern Epidemiology](#), courtesy NHD

**See below for complete instructions for Options A and B!**

## **OPTION A: CREATE A PHYSICAL EXHIBIT, TAKE PHOTOS, MAKE SLIDES**

**Students who create a physical exhibit must follow these instructions.**

Begin by reading pages 30-32 in the NHD [Contest Rule Book](#) and following all exhibit project rules.

### **STEP 1. Build a physical (3-D) exhibit.**

You may bring this exhibit to in-person contests. In addition, you must **ALSO** create a virtual version of your project, following the steps below.

### **STEP 2. Using an approved NHD template, create a set of slides to showcase your project.**

Take high quality photos in good light of your exhibit. You will need: a full photo of your exhibit, close-up photographs of each section of your exhibit, and the exact text from your exhibit.

### **Important: You must use one of these two slide templates to submit your exhibit.**

These options provide you with slides to insert photos and text from your exhibit. You may **not** add additional slides. Further details can be found on the first page of either slide template.

- [Google Slides](#)\*
- [PowerPoint](#)
- [Click here](#) to view a sample project using the slide template.

### **STEP 3. Create a single PDF file of your project.**

Export/download your completed slides as a PDF. Then, combine your exhibit slides PDF with your required paperwork (title page, process paper, and annotated bibliography) into a single PDF file of 25 MB or smaller.

- You may need to use one of the free apps to create and/or compress your PDF file. Some free apps include [Small PDF](#) and [I Love PDF](#).
- See [this video](#) to learn how to combine several PDF documents into one PDF file.

**The final PDF document order must be: title page, process paper, annotated bibliography, exhibit slides.** See [this example](#) for the correct order of your materials.

\*School email accounts may restrict your access to these Google Slides templates. If you experience these issues, try accessing the template from a different account.

## OPTION B: CREATE A BORN-DIGITAL EXHIBIT

Read pages 30-32 in the NHD [Contest Rule Book](#) and follow all exhibit project rules.

### STEP 1: Create a Digital Exhibit using design software.

You are welcome to use any design software that you prefer. Here are some examples:

- **Google Drawings\*** is a free program. If you do not already have a Google account you will need to create one.
- **Microsoft Publisher** is another program that you may have access to through your school.

Your digital exhibit must meet these size requirements:

- The **minimum dimensions** for a digital exhibit are 48-inches wide x 36-inches high.
- The **maximum dimensions** for a digital exhibit are 74-inches wide x 72-inches high.
- The **minimum font size** on a digital exhibit is **20 pt font**. Use a 20 pt font for source credits and captions. Student-composed words, quotes, headings, and titles should be larger than 20 pt font.

You may use any of the following templates to begin creating your project:

- Small [Google Drawings NHD Template\\*](#) (48-inch wide x 36-inch high)
  - Small [Microsoft Publisher NHD Template](#) (48-inch wide x 36-inch high)
  - Large [Google Drawings NHD Template\\*](#) (74-inch wide x 72-inch high)
  - Large [Microsoft Publisher NHD Template](#) (74-inch wide x 72-inch high)
  - You may move or delete the vertical black lines on the templates (these guides indicate where the folds in a trifold cardboard board might be).
- \*School email accounts may restrict your access to these Google Drawing templates. If you experience these issues, try accessing the template from a different account.

### STEP 2: Create a single PDF file of your project.

Export/download your digital exhibit as a PDF. Then, combine your exhibit PDF with your required paperwork (title page, process paper, and annotated bibliography) into a single PDF file of 25 MB or smaller.

- You may need to use one of the free apps to create and/or compress your PDF file. Some free apps include [Small PDF](#) and [I Love PDF](#).
- See [this video](#) to learn how to combine several PDF documents into one PDF file.

**The final PDF document order must be: title page, process paper, annotated bibliography, exhibit.** See [this example](#) for the correct order of your materials.

## UPLOAD YOUR PROJECT TO THE CONTEST

You will upload your project directly into your **NHD student account**. **Check the project due dates for your contest**. Be sure to submit your finished project before this deadline.

**Group Entries:** Only one student needs to upload the project files/links.

**If You Advance:** If you advance to the next level of competition and revise your project (which you are strongly encouraged to do!), you will need to upload the revised file into your student profile for the next contest.

### Uploading Instructions:

**Step 1.** Go to the contest website and login to your NHD student account. You'll need the username and password you created when you registered for the contest.

**Step 2.** Click on your name (top right) → click on **My Profile**.

**Step 3.** Upload your PDF file to the Exhibit field.

**Step 4.** Double-check that your PDF shows in the field.

**Step 5.** Click **SAVE** at the bottom of the profile box.

Category	Digital Format	Upload to this Field
Exhibit	<b>One PDF</b> that includes your title page, process paper, annotated bibliography, and digital exhibit (in that order).	Exhibit (PDF)