

Timeline

Build A Timeline For Implementing NHD in Your Classroom

Backwards Planning

National History Day is a process. Teachers are student guides through the research process!

Step 1: Start with the date of your regional contest deadlines and count back to determine how many weeks you have.

Step 2: Divide your time into manageable pieces. You can work through the process in 6 weeks, or 10, or 15 weeks depending on what works

	6 Weeks	10 weeks	15 Weeks
Intro to NHD Process/ Annual Theme	1 Week	1 Week	1 Week
Topic Exploration & Selection		1 Week	2 Weeks
Research	2 Weeks	4 Weeks	5 Weeks
Thesis Statement & Final Research	1 Week	1 Week	2 Weeks
Project Organization & Outline	1 Week	1 Week	2 Weeks
Project Creation, Process Paper, & Annotated Bibliography	1 Week	2 Weeks	3 Weeks

1

CONTEST DEADLINES

Plan backward from the contest deadlines.

2

DIVIDE YOUR TIME

Determine the time frame that works best for you; how many weeks.

3

CREATE A CALENDAR

Include important deadlines and graded milestones.

4

SHARE

Tell students, parents, and administrators.

Step 3: Create a calendar for each week including important deadlines and graded milestone assignments.

Building Milestones

Decide how you want students to have check in with you to demonstrate progress through the research process.

Student Conferences: Students meet with you several times through the process to check in.

Conference 1: September	Conference 2: October	Conference 3: November	Conference 4: January
Commitment to topic	Commit to group or individual	Commitment to category/entry type	Project outline/storyboard
Explain topic and theme relationship	5 primary and 5 secondary sources due	Thesis statement	Preliminary bibliography
		10 primary and 10 secondary sources	

Products: Students must turn in products to be graded and receive feedback at regular intervals.

Due Date	Requirement	Goal	Point Value
November 20	Project Proposal Form	Finalize topic and category	10
December 1	Research Plan	Develop ideas for where to find sources, key research terms, research questions	10
Dec 18	Note cards/Cornell Notes/ Journal Check 1	Show progress on research	10
January 9	Thesis Statement	Submit draft of thesis and get feedback	10
January 15	Note cards/Cornell Notes/ Journal Check 2	Show progress on research	10
January 25	Thesis Statement Final	Finalize argument	10
February 1	Project Outline/ Storyboard	Submit writing and get feedback before creating entry	10
February 11	Annotate Bibliography & Process Paper	Check for correct format and following the rules	20
February 18	Completed Entry	Get feedback before first contest	100

Student-led Timeline: Teachers provide students with a calendar of due dates that have already been decided and provide students the tools and help with planning their own calendar. Students can take the template and then add their own planning. Teachers should model examples for students. Teachers should review the student's calendars.

Topic	Research	Argument	Write	Create
September	October	November	December	January
Topic Proposal Form	Research Plan	Cornel Notes Check 10 Primary sources 10 Secondary Sources	Project Outline	Entry Created
Due Date:	Due Date:	Due Date:	Due Date:	Due Date:
Connection to Theme Paragraph	Research Questions	Bibliography Matrix	Bibliography Draft 1	Final Biblio
Due Date:	Due Date:	Due Date:	Due Date:	Due Date:
Historical Context Map	Cornell Notes Check 5 Primary Sources 5 Secondary Sources	Thesis Statement Draft 1	Thesis Statement Drafts	Process Paper
Due Date:	Due Date:	Due Date:	Due Date:	Due Date:

Student Time Logs/Journals: Students track the time spent on their project, answer questions about their progress, and turn them in at the end of each week.

Weekly NHD Goal: _____ *What do you need to accomplish this week!*

2 points

Date	Time spent	Task (what did you do/read/find)	Result (Was it productive? Do you have questions?)

10 points

Parent/Guardian Signature: _____

STEP 4: Share your schedule and plans with your administrators, students and parents so that all parties are excited to be involved and clear on the time involved.

Beware of potential conflicts and delays!

Snow days, school assemblies, field trips, testing and more can throw off your schedule, so make sure you plan around those dates, and leave yourself extra time so you are not rushed at the end!