



### Process Paper Guide for National History Day

One of the last items you will complete for your NHD project is the process paper. Judges read the process paper to get a window into how you created your entry. You should provide details of your work. Use “I” statements and show how your topic connects to the theme. The chart below is meant to help you compose your sentences and put together your process paper. **Remember that your process paper cannot be longer than 500 words!**

Required Sections	Ideas to Consider; Details to Include	Sample Sentences
<ul style="list-style-type: none"> <li>• How did you choose your topic?</li> </ul>	<ul style="list-style-type: none"> <li>• Name your topic.</li> <li>• Describe the process of choosing it.</li> </ul>	<ul style="list-style-type: none"> <li>• I’ve always been interested in .....</li> <li>• When I heard about the theme this year I thought about.....</li> <li>• My parents and I brainstormed possible topics and the one I liked best was.....because.....</li> <li>• I decided to research (insert your topic) to learn more about.....</li> </ul>
<ul style="list-style-type: none"> <li>• How did you research your topic?</li> </ul>	<ul style="list-style-type: none"> <li>• Online?</li> <li>• In a library?</li> <li>• At an archives?</li> <li>• Interview?</li> <li>• What was your best source?</li> </ul>	<ul style="list-style-type: none"> <li>• When I first started my research I.....</li> <li>• Then I.....</li> <li>• My best secondary source was.....</li> <li>• I found a great primary source at the.....</li> </ul>
<ul style="list-style-type: none"> <li>• How did you create your project?</li> </ul>	<ul style="list-style-type: none"> <li>• How did you decide on the layout, design, and colors of your project?</li> <li>• What tools and materials were important to put it together?</li> </ul>	<ul style="list-style-type: none"> <li>• I decided to design my project like.....because.....</li> <li>• The colors symbolize.....</li> <li>• The layout of my information shows.....</li> <li>• I especially enjoyed.....</li> </ul>
<ul style="list-style-type: none"> <li>• How does your topic connect to the NHD theme?</li> <li>• Why does your topic matter in history?</li> </ul>	<ul style="list-style-type: none"> <li>• Use the theme words in your sentences.</li> <li>• Restate your thesis statement.</li> </ul>	<ul style="list-style-type: none"> <li>• My topic fits this year’s theme because.....</li> <li>• My research and the documents I found provide evidence that (insert your topic) was significant in history because.....</li> <li>• My topic is important because.....</li> </ul>