Manatee History Day

2021

"Communication In History: The Key To Understanding"

Self-Guided Judge Training

Have questions, comments, or concerns? Reach out directly to the contest coordinator, Allyson O'Leary.

allyson.oleary@manateeclerk.com

or

941-749-7165

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Created by Manatee Village Historical Park Staff With Resources From:

- ⇒ Florida History Day (FHD)
- ⇒ National History Day (NHD)

All photographs featured in this self-guided training were taken prior to COVID-19.

Updated on 01/25/2021

Introduction: What Is History Day?

Manatee History Day (MHD) is the local contest affiliate for National History Day (NHD) a nationwide contest designed to interest students in history and encourage them to learn about history through primary research. **ALL student projects are required to connect their research to the NHD theme. This year's theme is "Communication In History: The Key To Understanding." If you'd like to learn more about the theme and see examples of the theme, check out the NHD Theme Book by clicking here.**

Students that compete in MHD have a chance to be selected to represent Manatee County at the state competition known as Florida History Day (FHD). Our State Team members meet with museum staff to review their projects and gain more insights for improvement. State Team members then spend some time fine-tuning their projects for state competition in May.

Students that compete in FHD have a chance to be selected to compete in the national competition, National History Day.

Pictured: Manatee County State Team members at FHD in Tallahassee, Florida.

Manatee History Day is VIRTUAL for 2021.

Florida History Day is VIRTUAL for 2021.

National History Day is VIRTUAL for 2021.

Students at every level of competition will submit their projects virtually and judges will evaluate projects virtually.

Important Competition Dates

Friday, January 29th

Last day for students to submit projects for competition. Projects must be submitted by 11:59pm

Complete Self-Guided Judge Training By Wednesday, February 3rd

*Feb. 2nd's onsite judge training has been canceled.

ALL judges should complete the self-guided judge training & email the coordinator with any questions.

Wednesday, February 3rd at 7PM

MHD judging begins. Projects are viewed in Zfairs.

Evaluation Sheets are viewed, completed, and submitted using Zfairs.

Wednesday, February 10th

Last day for MHD judges to view projects in Zfairs.

Last day for MHD judges to complete and submit Evaluation Sheets in Zfairs.

Thursday, February 11th

All MHD student winners announced.

Project Categories

⇒ **Historical Paper**

⇒ **Exhibit**

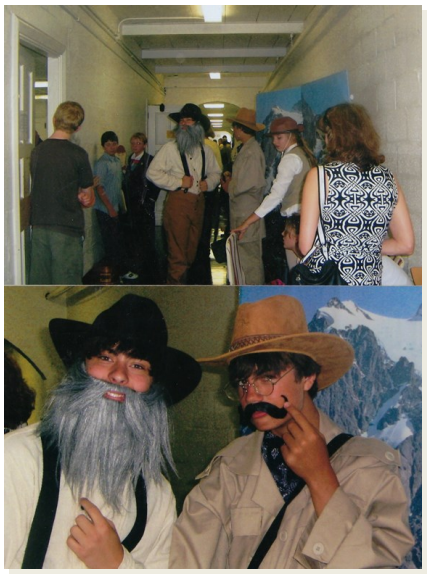
⇒ **Website**

⇒ **Documentary**

⇒ **Performance**

Written Materials Required for ALL Projects:

- Title Page
- Process Paper
- Annotated Bibliography



Pictured: Student group performance project

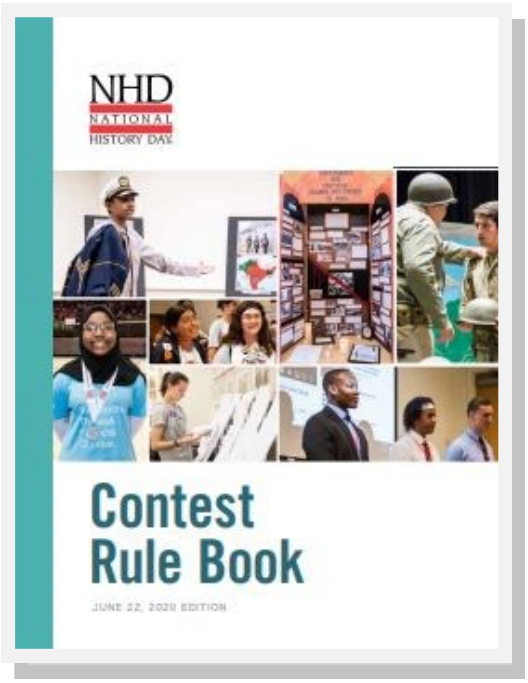


Image Courtesy of National History Day

DON'T FORGET!

- Each project category has its own rules
- Review the NHD Contest Rule Book online by clicking **here**
- At the county level competition (MHD), judges are **not** required to interview students about their projects
- **ALL** projects are required to connect to NHD's theme for 2021

Have a question about a category rule? Ask the contest coordinator! Reach out directly to the contest coordinator, Allyson O'Leary by emailing allyson.oleary@manateeclerk.com

Self-Check Assessment #1

Directions. Check what you've learned so far! Read the questions below and then check your answers. Answers are located at the bottom of the page.

1.) When is the **last day** judges can complete and submit Evaluation Sheets?

A. Wednesday, February 3rd

B. Wednesday, February 10th

C. Friday, January 29th

2.) Where do judges submit completed Evaluation Sheets?

A. Zfairs

B. Email them to the contest coordinator

C. Mail them to Manatee Village Historical Park

3.) True or False: MHD judges will interview students about their projects.

4.) True or False: Historical Paper entries are required to provide a process paper with their entry.

All Self-Check Assessment Answers Located On Pg. 13

What Are Judges Looking For?

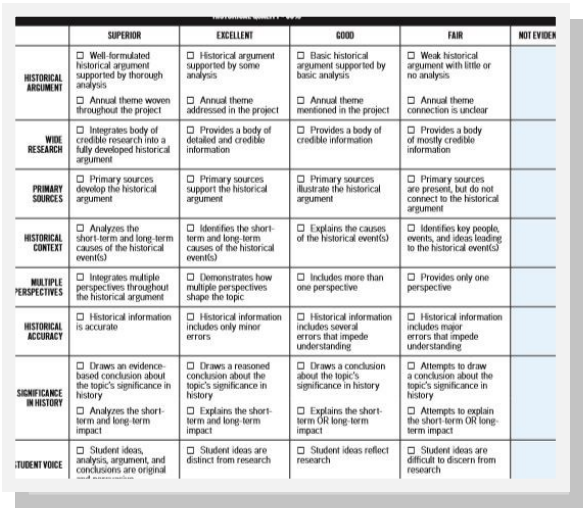
⇒ **ALL** projects are judged for their **Historical Quality (80%)** and **Clarity of Presentation (20%)**

⇒ Remember, all projects are researched and created by local middle and high school students. Expect **quality** but remember you are not holding them to college graduate level standards.

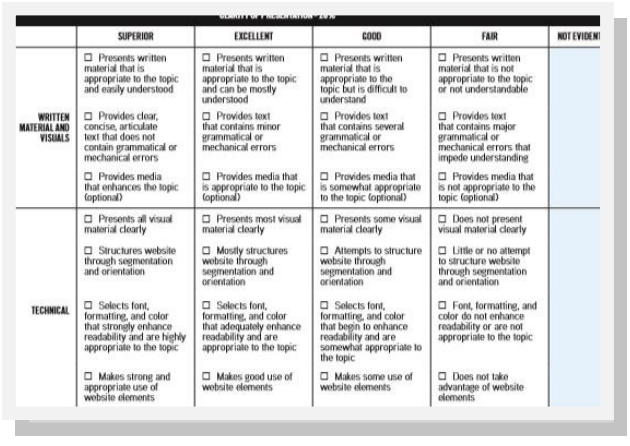
When looking at a project ask yourself these questions...

- Does this project have **potential**?
- Is this project **historically accurate**?
- What is the **research quality**? Were **primary sources** used?
- Did the student provide **analysis** and **interpretation** of their research?
- Does the project provide **historical context**?
- Does the project relate to this year's **theme**?
- Does the project show the **historical significance** of the student's topic?
- Is the project **organized**? Does it have good **spelling and grammar**?
- Does the project **comply with the rules** outlined in the NHD Contest Rule Book?

Don't worry! Your Evaluation Sheet is set up like a rubric and will guide you through these questions as you examine student projects.



	SUPERIOR	EXCELLENT	GOOD	FAIR	NOT EVIDEN
HISTORICAL ARGUMENT	☐ Well-formulated historical argument supported by thorough analysis ☐ Annual theme woven throughout the project	☐ Historical argument supported by some analysis ☐ Annual theme addressed in the project	☐ Basic historical argument supported by basic analysis ☐ Annual theme mentioned in the project	☐ Weak historical argument with little or no analysis ☐ Annual theme connection is unclear	
WIDE RESEARCH	☐ Integrates body of credible research into a fully developed historical argument	☐ Provides a body of detailed and credible information	☐ Provides a body of credible information	☐ Provides a body of mostly credible information	
PRIMARY SOURCES	☐ Primary sources develop the historical argument	☐ Primary sources support the historical argument	☐ Primary sources illustrate the historical argument	☐ Primary sources are present, but do not connect to the historical argument	
HISTORICAL CONTEXT	☐ Analyzes the short-term and long-term causes of the historical event(s)	☐ Identifies the short-term and long-term causes of the historical event(s)	☐ Explains the causes of the historical event(s)	☐ Identifies key people, events, and ideas leading to the historical event(s)	
MULTIPLE PERSPECTIVES	☐ Integrates multiple perspectives throughout the historical argument	☐ Demonstrates how multiple perspectives shape the topic	☐ Includes more than one perspective	☐ Provides only one perspective	
HISTORICAL ACCURACY	☐ Historical information is accurate	☐ Historical information includes only minor errors	☐ Historical information includes several errors that impede understanding	☐ Historical information includes major errors that impede understanding	
SIGNIFICANCE IN HISTORY	☐ Draws an evidence-based conclusion about the topic's significance in history ☐ Analyzes the short-term and long-term impact	☐ Draws a reasoned conclusion about the topic's significance in history ☐ Explains the short-term and long-term impact	☐ Draws a conclusion about the topic's significance in history ☐ Explains the short-term OR long-term impact	☐ Attempts to draw a conclusion about the topic's significance in history ☐ Attempts to explain the short-term OR long-term impact	
STUDENT VOICE	☐ Student ideas, analysis, argument, and conclusions are original	☐ Student ideas are distinct from research	☐ Student ideas reflect research	☐ Student ideas are difficult to discern from research	

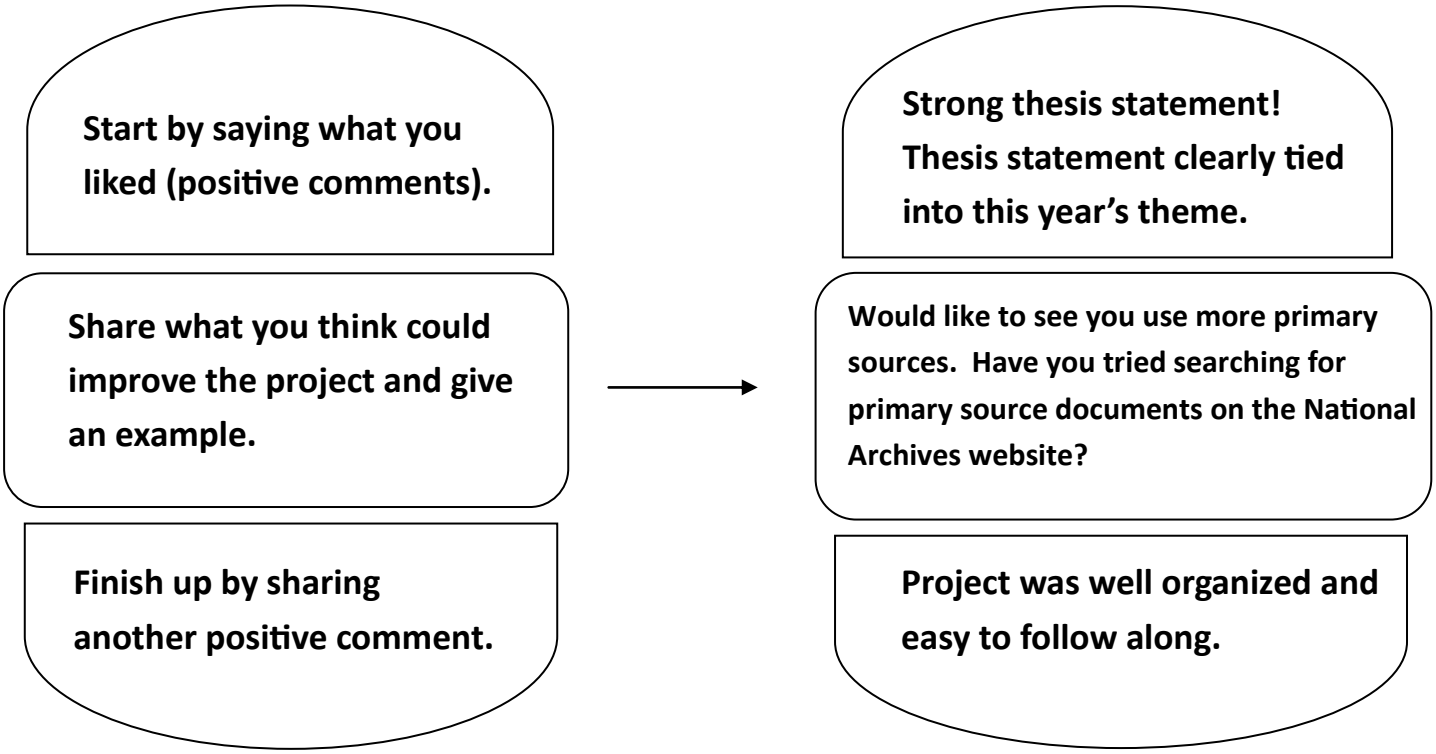


	SUPERIOR	EXCELLENT	GOOD	FAIR	NOT EVIDENT
WRITTEN MATERIAL AND VISUALS	☐ Presents written material that is appropriate to the topic and easily understood ☐ Provides clear, concise, articulate text that does not contain grammatical or mechanical errors ☐ Provides media that enhances the topic (optional)	☐ Presents written material that is appropriate to the topic and can be mostly understood ☐ Provides text that contains minor grammatical or mechanical errors ☐ Provides media that is appropriate to the topic (optional)	☐ Presents written material that is appropriate to the topic but is difficult to understand ☐ Provides text that contains several grammatical or mechanical errors ☐ Provides media that is somewhat appropriate to the topic (optional)	☐ Presents written material that is not appropriate to the topic or not understandable ☐ Provides text that contains major grammatical or mechanical errors that impede understanding ☐ Provides media that is not appropriate to the topic (optional)	
TECHNICAL	☐ Presents all visual material clearly ☐ Structures website through segmentation and orientation ☐ Selects font, formatting, and color that strongly enhance readability and are highly appropriate to the topic ☐ Makes strong and appropriate use of website elements	☐ Presents most visual material clearly ☐ Mostly structures website through segmentation and orientation ☐ Selects font, formatting, and color that adequately enhance readability and are appropriate to the topic ☐ Makes good use of website elements	☐ Presents some visual material clearly ☐ Attempts to structure website through segmentation and orientation ☐ Selects font, formatting, and color that begin to enhance readability and are somewhat appropriate to the topic ☐ Makes some use of website elements	☐ Does not present visual material clearly ☐ Little or no attempt to structure website through segmentation and orientation ☐ Font, formatting, and color do not enhance readability or are not appropriate to the topic ☐ Does not take advantage of website elements	

Evaluation Sheet Images Courtesy of National History Day

How To Leave Comments For Students

Each Evaluation Sheet will have a space for you to type comments for the student. Use the **"sandwich" method** when writing your comments. **Take a look at the example below.**



⇒ A judge's comments should be **positive** and **constructive.** Your job is to inform students on how they can improve so they can be more successful next time.

⇒ When completing the Evaluation keep in mind that the **judge's goal is to make sure the student can read the Evaluation and understand why the judge evaluated their work the way they did.**

Self-Check Assessment #2

Directions. Check what you've learned so far! Read the questions below and then check your answers. Answers are located at the bottom of the page.

1.) True or False: The contest theme is a recommendation to help guide student projects and students do **not** have to tie their projects to the theme.

2.) How do you give students feedback on their project when using the ***sandwich method***?

_____
_____
_____
_____
_____

3.) True or False: The judge's goal is to is to make sure the student can read the Evaluation and understand why the judge evaluated their work the way they did.

4.) All projects are judged for their…

A. Historical Quality

B. Clarity of Presentation

C. Both A + B

All Self-Check Assessment Answers Located On Pg. 13

Judging Projects In Zfairs

Please note: that judging assignments will not be accessible until Wednesday, February 3rd at 7:00pm

Please note: judges will NOT interview students about their projects this year.

Please note: a Captain will be assigned to each Judge Team.

Accessing Judging Assignments

1. Click on the **Judging** tab at the top of the page and then choose **Judge Portal** to be taken to the assignment and evaluation page.
2. At the top of the **Judge Portal** screen you will see the contact information for the other judges on your Judge Team.
3. Below the other judges' contact information you will see the student entries assigned to your Judge Team.

Judging Student Projects

1. To view and evaluate a student entry you will click on the **blue** **View & Evaluate** button under the entry number and title of the chosen entry.
2. After viewing the student entry, Judges will complete the Evaluation by filling out all sections. **Please note:** in this section you will see a box called **Notes**. Students do NOT see what is in the **Notes** box, that is for you to take notes if you need to.
3. On the far right of the screen, you can monitor your progress and the progress of your Judge Team as you complete your Evaluations. **Please note:** Judges must refresh the page after making changes for these notices to update.
4. If you indicate **"No"** next to any of the statements within the **Rules Compliance** section, you will need to enter your reasoning in the text box that appears. This will create a flag on the **Judge Portal** page to show the rule violation indication to the other members of the Judge Team.
5. At the bottom of each Evaluation there are two **blue buttons**, **Save** and **Save & Submit**. The **Save** button will save your progress, but not share it with the Judge Team. The **Save & Submit** button will save the Evaluation and allow the other members of the Judge Team to view it for discussion.

TEAM CAPTAIN INSTRUCTIONS ON NEXT PAGE

Judging Projects in Zfairs...Continued

Judge Team Captain

1. Once all judges have completed their Evaluations and submitted them to the group, the **Judge Captain** will be able to enter the student project **ranks** that the **Judge Team** has agreed on.
2. To enter the ranks, the **Judge Captain** will click on **Submit Ranking** and enter the rank for each student entry.
3. Do not worry about selecting **Special Award Nominations**.
4. Once the **Judge Team** has finalized their rankings, the **Judge Captain** will click the **blue Submit to NHD** button. **Please Note:** this button will submit to Manatee History Day (MHD) - please click it. The **Submit to NHD** button will send all Judge Team materials to the MHD contest coordinator and lock the Judge Team from making further changes. Once that is done, if a judge realizes they need to make a change to their Evaluation sheet(s) they will need to contact the MHD contest coordinator directly.

Virtual Meetings With Your Judge Team Members

When Judge Team members need to meet they can do so straight from the **Judge Portal** by using Zfairs internal video conferencing software called **DocTogether.**

Please note: if you experience technical difficulties with **DocTogether** you can use a different virtual meeting software. If you need to use an alternate virtual meeting software MHD recommends using Zoom. **If your team needs help setting up a Zoom meeting or other virtual meeting software please don't hesitate to reach out to the MHD contest coordinator at allyson.oleary@manateeclerk.com.**

Image: Judge Portal View

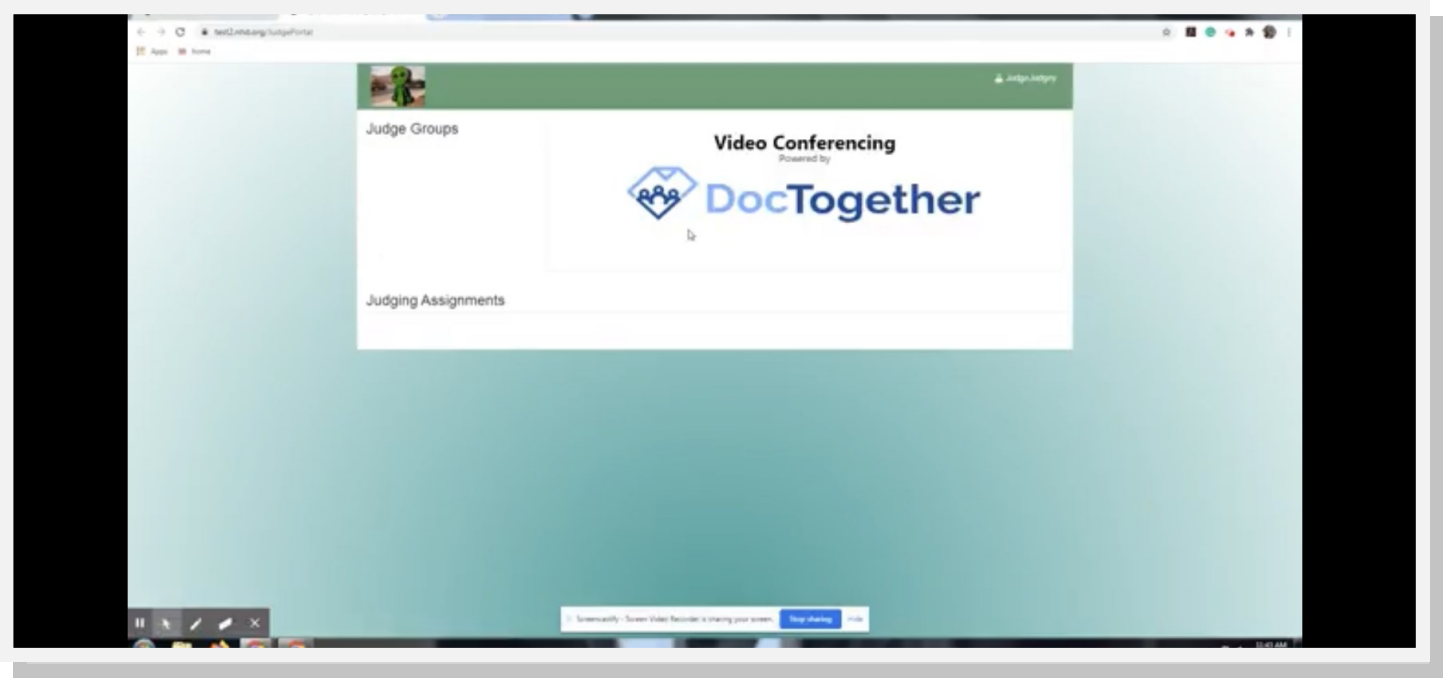


Image Courtesy of National History Day

FAQ: Judging Process For MHD

Where do judges view student projects?

MHD 2021 is a virtual contest. All student projects can be viewed in Zfairs by signing into your Judge Account on Wednesday, February 3rd.

How do judges give students feedback about their projects?

An Evaluation Sheet is completed for each project a judge views. If you are assigned multiple projects to view you will complete an Evaluation Sheet for each project.

Where are the Evaluation Sheets?

Evaluation Sheets will be available for you in your Judge Account on Zfairs on Wednesday, February 3rd.

How do judges submit Evaluation Sheets?

All Evaluation Sheets can be viewed, completed, and submitted using your Zfairs Judge Account.

Can we review the Evaluation Sheets before the contest?

Yes, we encourage you to review the Evaluation Sheets before the contest so you are familiar with the contents of the form. Evaluation Sheets can be reviewed on the NHD website by clicking on the project categories below.

Documentary

Exhibit

Paper

Performance

Website

Self-Check Assessment #3

1.) Where do judges access their judging assignments?

A. The contest coordinator will email judges their assignments

B. The Judge Portal in Zfairs

C. The Team Captain will contact the group with their assignments

2.) True or False: When the Judge Team is ready for the Team Captain to submit their materials to the Manatee History Day contest coordinator the Team Captain must press the button that says **Submit to NHD**.

3.) True or False: Students cannot read what the Judge types in the **Notes** section.

4.) At the bottom of each Evaluation there are two buttons, **Save** and **Save & Submit**. Which button should the judge select when they are ready to share their Evaluation with the Judge Team?

A. Save & Submit

B. Save

All Self-Check Assessment Answers Located On Pg. 13

Answers For Self-Check Assessments

Self-Check Assessment #1

Answers

1.) **B**

2.) **A**

3.) **False**; MHD is a county competition and judges are **not** required to interview students about their projects.

4.) **True**; this requirement is new to this year's competition. All project categories, including Historical Papers, are required to have a Process Paper included in their Written Materials.

Self-Check Assessment #2

Answers

1.) **False**: ALL student projects are required to tie-in to NHD's theme "communication in history: the key to understanding."

2.) When using the "sandwich method" start with positive comments. Then share what you think could be improved next time and give an example. Share another positive comment.

3.) **True**

4.) **C**

Self-Check Assessment #3

Answers

1.) **B**

2.) **True**

3.) **True**

4.) **A**