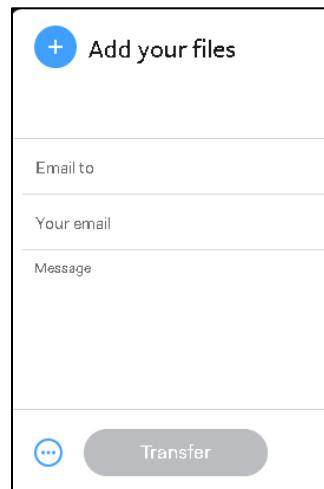


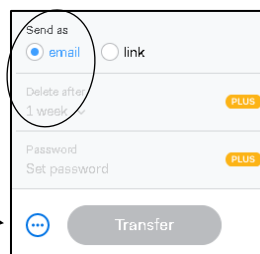
Uploading History Fair Documentaries via WeTransfer

****Please make sure your Documentary is an MP4 or a MOV file****

1. Go to <https://wetransfer.com/>. No need to create an account.
2. Click on the + symbol to add your video file.
NOTE: The file must be under 2GB. If you have a larger file, consider using your video software or a free online service to reduce the size.
3. Email to: chicagohistoryfair@gmail.com
4. Enter your email address. (We recommend NOT using a student CPS email address).
5. In the Message field, type the following:
YOUR FIRST & LAST NAME(S)
SCHOOL NAME
“Group” or “Individual”
“PROJECT TITLE”



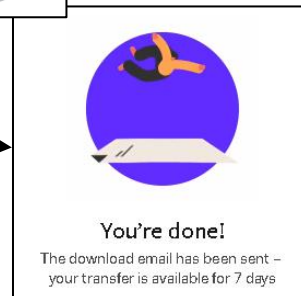
***NOTE:** If you click on the circle with three dots, you will see that there are two options for sending files: Email and Link. Please use “Email,” as it enables you to add the information listed above.*



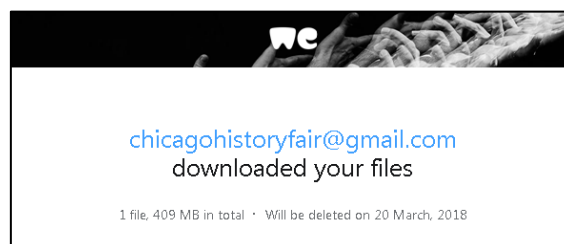
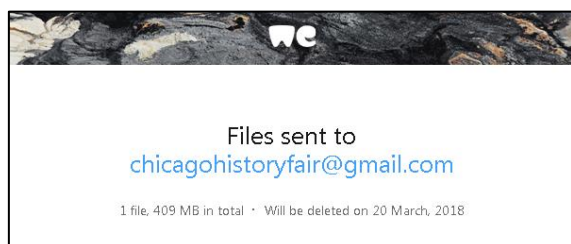
The transfer can take approximately 5 minutes, depending on your internet connection. When complete, you will see this message on your screen.

You will also receive two emails:
The first is a confirmation that the file was sent.

The second is a confirmation that we have downloaded the file.



***NOTE:** If you entered a student CPS email address, you may not receive this notification email. Don't worry; we still received your email.*



Thank you for sending us your documentary!

We look forward to seeing you at the Fair. Remember to bring your Summary Statement Form & Annotated Bibliography!

Questions? Email the documentary manager at historyfair@chicagohistory.org.