The Process Paper
and Title Page

All History Fair projects must include a Process Paper that explains the student or group’s research process.

What is a Process Paper?
The process paper must be 500 words or fewer, and must not include quotes, images, or captions (Figure 4, p. 24). The process paper words are counted separately and are not part of the word count in the paper, exhibit, or website categories. Your process paper must answer the following questions:

1. How did you choose your topic and how does it relate to the annual theme?
2. How did you conduct your research?
3. How did you create your project?
4. What is your historical argument?
5. In what ways is your topic significant in history?

The Title Page
Process papers should also include a title page (the Home Page for websites). The title page must include only the title of your entry, your name(s), the contest division and category in which you are entered, and applicable word counts.

What this Means for your Project Category
Websites:
The home page of your website should contain the title of your entry, your name(s), the contest division (junior or senior), the student-composed word count of your website, and the word count of your process paper. You should also write a Process Paper which should be uploaded and embedded in your website along with your Annotated Bibliography.

All other categories:
You will write a Process Paper with a title page that includes only the title of your entry, your name(s), the contest division (junior or senior), your student-composed word count (exhibits only), and your process Paper word count. These will be submitted with your other project materials (like your bibliography) as a part of your project registration.

Tips
• Focus on answering the five parts of the Process Paper clearly and directly
• Check out winners from last year’s national contest – the documentaries, exhibits, and websites all have process papers you can use as a model (keep in mind that these are national contest winners, so they had time to polish their drafts)
• Remember to stay under 500 words. There is no minimum word count as long as you address all four parts of the paper!