Virtual Exhibit Guidelines

Traditionally, an exhibit is placed on a table for judging. However, this year all judging will take place virtually. You have two options for creating your exhibit this year:

Option 1: Create a physical exhibit board and convert into a digital template

Option 2: To create a virtual exhibit using Google Drawings

In either case, your final product will be a PDF file containing the text and images of your exhibit (along with your Title Page, Process Paper, and Annotated Bibliography) that you submit to CMHF.

Option 1: Create a physical exhibit board and convert it into the digital template

NOTE: CMHF strongly recommends that you create a tri-fold board this year. If you choose to add multimedia, you can include the link in your virtual submission). Although the *Contest Rule Book* allows for other formats, photographed or virtually created exhibits cannot adequately represent physical exhibits that are round, multi-sided, or those with moving parts.

Step 1: Create your physical exhibit board in accordance with the NHD Rules for exhibits

See pages 30-32 in the updated *Contest Rule Book* for exhibit project rules.

Step 2: Transfer your exhibit into one of the presentation templates below:

1. Google Slides
2. PowerPoint

Whichever template you use, the presentation will include:

- A full photo of your exhibit, and

- photographed sections of your exhibit with accompanying text.

You may use either of two template options to submit your exhibit. These options provide you with slides to insert photos and text from your exhibit. You may **not** add additional slides. Further details can be found on the first page of either slide template.

Click here to view a sample project submitted through one of these templates.

Step 3: Prepare to submit your slides and required paperwork:

- Export/download your completed exhibit template as a PDF (Removing the instructional first slide).

- Combine your exhibit PDF and required paperwork (title page, process paper, and annotated bibliography) PDF into **a single PDF file.** (Free apps for this include Small PDF and I Love PDF.) **The final PDF document order must be: title page, process paper, annotated bibliography, exhibit template.**

  o Please see this example for the correct order.

  o Please see this video to learn how to combine your PDF documents into one PDF file.

Virtual Exhibit Guidelines

Option 2: Create a digital board using Google Draw

Step 1: Create a Virtual Exhibit in Google Drawings

- **Google Drawings** is a free program that allows you to create a virtual exhibit within the maximum size of an exhibit. Using this program does require creating a free Google account if you do not already have one through your school.

- A 74-inch wide x 72-inch high page size replicates the maximum dimensions of a tri-fold exhibit. If you laid a standard rules-compliant tri-fold board flat, the dimensions of the board would be 74-inches wide by 72-inches high. Size adjustments can be made, but you may **not** create anything larger than these dimensions.

- The minimum font size on a virtual exhibit is **20** pt font.

- **Google Drawings NHD Template (74-inch wide x 72-inch high)**

- Click here to view a sample project in the template.

- **CMHF strongly recommends** designing a tri-fold exhibit. Virtually created exhibits cannot adequately represent physical exhibits that are round, multi-sided, or those with moving parts.

Step 2: Prepare to submit your virtual exhibit and required paperwork:

- Export/download your completed exhibit as a PDF.

- Combine your exhibit PDF and required paperwork (title page, process paper, and annotated bibliography) PDF into **a single PDF file.** (Free apps for this include Small PDF and I Love PDF.) **The final PDF document order must be: title page, process paper, annotated bibliography, exhibit template.**

  - Please see this example for the correct order.

  - Please see this video to learn how to combine your PDF documents into one PDF file.