

OHIO HISTORY DAY

2025 State Qualifiers Packet

Ohio History Day State Competition

Capital University

Saturday, April 26, 2025



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William K. Laidlaw Jr. Memorial Endowment Fund

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Dear State Qualifying Student –

Congratulations on advancing to the Ohio History Day State Competition! This booklet will provide you with the information you need to prepare for Ohio History Day on Saturday, April 26, 2025 at Capital University.

Here are your next steps:

- Apply.** Thanks to the **William K. Laidlaw Jr. Memorial Endowment Fund**, we are delighted to offer a number of scholarships to cover the check-in cost (\$23.00) for students. To be considered for one of these scholarships, please complete the [application form](#) by midnight, on **Fri., April 4, 2025**.
- Register.** Register on the state contest portal using the same username and password for your regional contest. Pay the \$23 fee for online check-in for the state contest by midnight on **Tues., April 8, 2025**. **Please note: There will be no late check-in for the state contest. No exceptions.**
- Nominate.** Remember to self-nominate for up to two (2) [Special Awards](#) by **Tues., April 8, 2025**. Please see pg. 11 of the State Qualifier packet for directions to submit your nomination.
- Review & Submit.** Review your evaluation sheets from the regional competition and make improvements, edits and/or alterations to your project. Submit your project via the submission guidelines and instructions outlined in the [Contest Submission Guide](#) by **Tues., April 8, 2025**. **Late submissions will not be accepted.**
- Plan.** Make plans to come to Capital University (2360 E Mound St, Bexley, OH 43209) on **Sat., April 26, 2025**.
- Check.** Check the website for your judging time and location a few days before the event (ohiohistoryday.org).

Contact us with any questions or concerns. On behalf of Ohio History Day, we look forward to seeing you soon!

Ohio History Connection
800 E. 17th Ave.
Columbus, OH 43211
P: 614.297.2646
historyday@ohiohistory.org

Dates at a Glance

Add these dates to your calendar to be prepared for the State Contest.

Friday, April 4

- Scholarship Applications Due

Tuesday, April 8

- Check-in Close Date- **There will be no late check-in for the state contest. No exceptions.**
- Pay Check-in Fee
- Submit Special Award Materials
- Upload All Written Materials (title page, process paper and annotated bibliography)
- Paper & Website Project Submission Deadline

Saturday, April 26

- Attend State Contest

Registration Instructions

1. Click on this link (<https://oh.nhd.org>), which will take you to the homepage of State Contest Check-in.
2. Click the LOGIN button on the top right of the page. **Do not create a new account.** If you don't remember your username and password, please email historyday@ohiohistory.org.
3. Use the **SAME** username and password that you created for your regional contest check-in to log in to your State Contest Check-in profile.
4. Read the welcome message, "there are a few things to take care of..." and you will click the blue "Next" button.
5. You and your parent/guardian must agree to Ohio History Day permissions and waivers.
6. Now you will be taken to a page where you can nominate yourself for special awards. If you are not ready for this step quite yet, don't worry, you can always come back to this page later once you've registered by clicking on your name in the upper right-hand corner of the check-in page, clicking on "My Profile" and then to the "Special Award Nominations" tab. Click on "Next" to continue.
7. Next you will see the merchandise page. Add the Student Registration Fee to your cart. You can click on "Pay Online" to pay with credit card or "Generate Invoice" to pay by check.
8. Once you have submitted payment, you will see a confirmation screen. Click the "complete first-time login" button below. This will take you to the main page where you can access your profile.
9. Click on your name in the top right corner of the screen and choose "My Profile." Please confirm that your personal and category specific information is complete and accurate.
10. You can also view your Team/Project key in your profile.

Accessing Your Profile After Check-in

- After you have completed your check-in, you can log back in to access your profile information any time before the check-in deadline. To do so, log in and click on your name in the top right corner. Choose "My Profile."
- Under the "Entry" Tab you will see the **"Written Materials"** field. **This is where you will submit project and/or written materials for the Documentary, Exhibit, Paper, and Performance Categories. Websites should have all written materials embedded in their site.**

Campus Information

Online Campus Resources

Directions form all parts of Ohio to Capital University and campus maps can be found online at <https://www.capital.edu/about/maps-and-locations/>.

Parking Lot Information

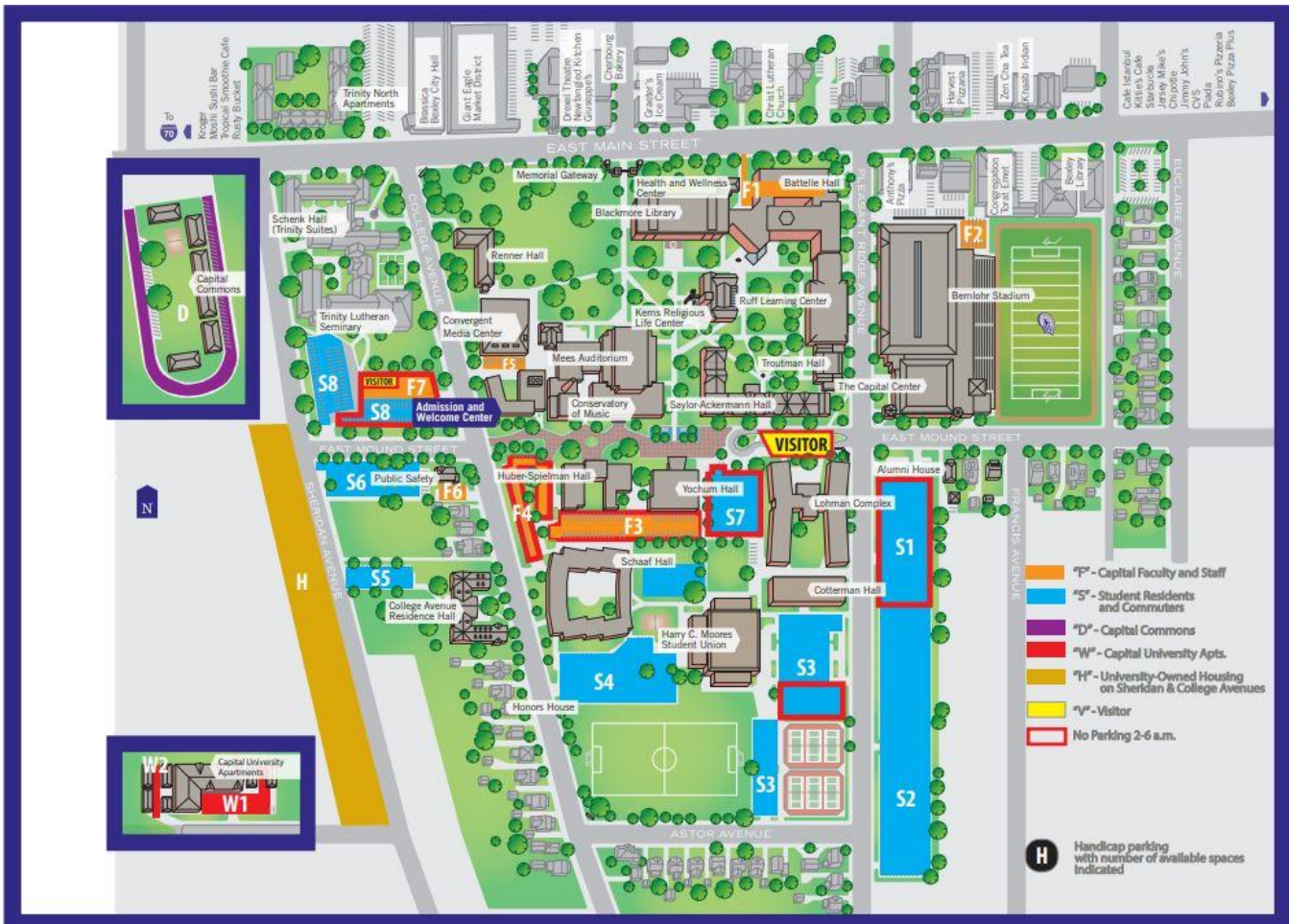
Parking on campus is free during the State Competition. Parking lot S1 is reserved for exhibit project drop off until 9:30 a.m.

Helpful Hints:

- The parking lots closest to the Capital Center (S2 & S7) will fill up fast; plan to park in other lots. Lots like S6 and S8 seem farther away, but walking time is the same get to the Capital Center as it is from the south end of lot S2!
- Consider where you'll park based on when you're leaving. If you're headed SOUTH, we recommend parking in lots S3, S4, S5, F3 or F4. If you are traveling NORTH, we recommend parking in lots S6, S8, F5, F6, F7.

Please note: there is **NO** street parking on Pleasant Ridge past Astor and there is no parking in the neighborhoods surrounding Capital. You will be towed if you park in these locations.

Capital University Parking Map



Contest Logistics

Scheduling

Ohio History Day staff will post the final judging schedule on ohiohistoryday.org and on social media (Facebook <https://www.facebook.com/nhdoh>) a few days prior to the event, when it is available.

Students, teachers and parents should check the judging time of their student prior to the event. **Please note: This information will only be available on the website; it will not be available by phone and will not be sent by mail or email.**

Photography and Filming

Photographs and video will be taken at the Ohio History Day State Competition. The Ohio History Connection reserves the right to use the images for promotion and publicity purposes for Ohio History Day. Please contact the state office at historyday@ohiohistory.org or 614.297.2646 with any questions or concerns.

Upon Arrival- Check-in Instructions

The first step upon arrival is checking in at Check-in. **check-in for all categories, regardless of judging time, will take place from 8:00- 9:00 a.m. in The Capital Center.**

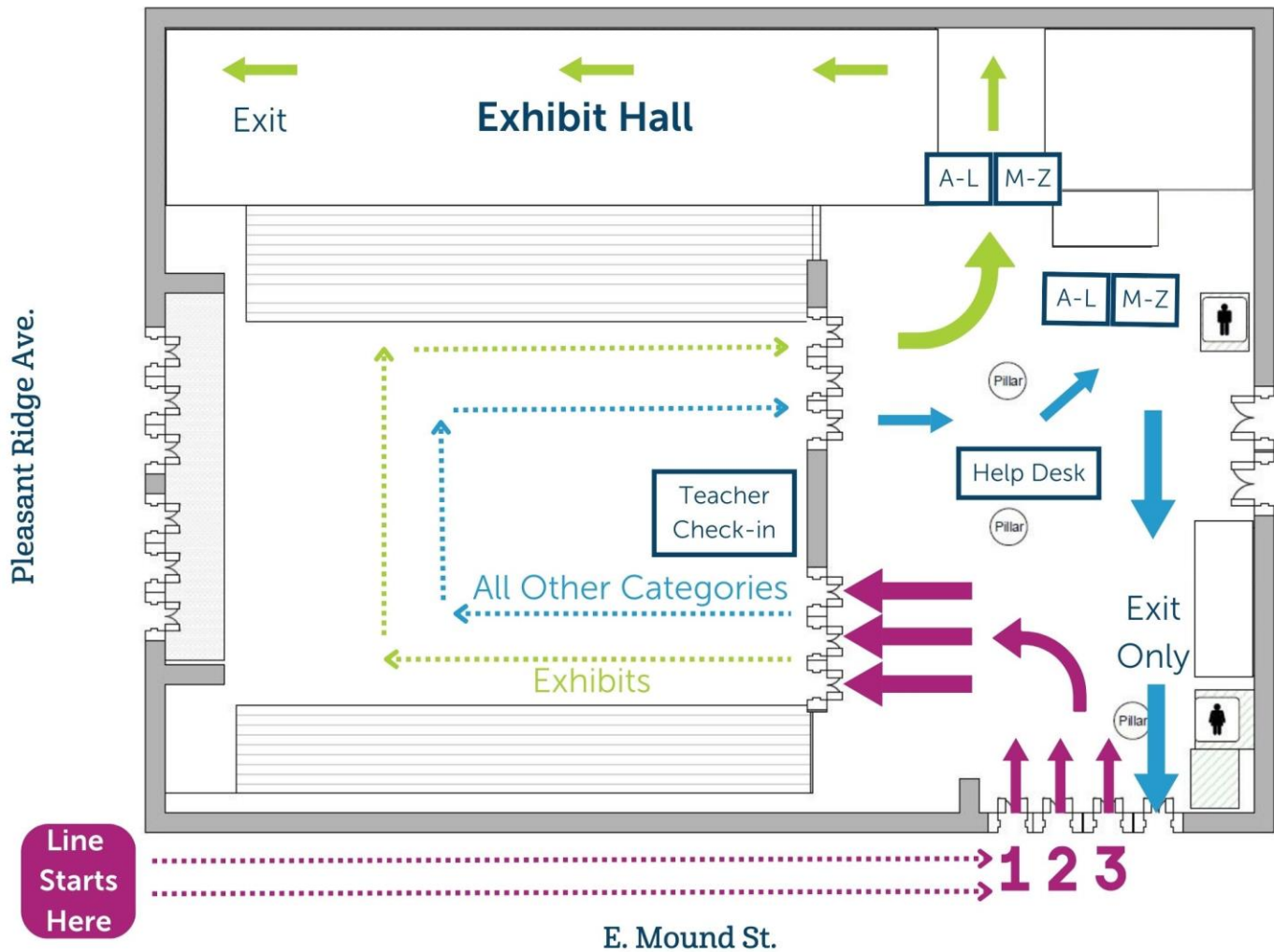
Please read and follow the check-in directions below carefully. A check-in map is provided on the following page. There is no student orientation at the state event. For category specific check-in instructions, see page 9-11.

- **Teachers:** Check-in will take place in The Capital Center- East Mound Street Entrance (Building 32). Follow the arrows to the teacher check-in table to collect your packet. Your packet will include an event program, your student's judge times and participation certificates.
- **Students:** Check-in for all projects will take place in The Capital Center. **All categories MUST check-in between 8:00- 9:00 a.m. regardless of judging time.** Follow these instructions when you arrive:
 - All categories will enter the check-in line on the corner of E. Mound St. and Pleasant Ridge Ave. Follow the History Day staff on hand to guide you and the instructions below.
 - **All categories will enter through doors 1- 3 and proceed into the correct category line in the performance arena.**
 - **Exhibits will follow GREEN arrows.** Check in at the Exhibit Check-in table and proceed into the Exhibit Hall to set up. **Exhibits must be SET UP by 9:00.** The exhibit hall will be closed after 9:00 when judging begins.
 - **Documentaries, Papers, Performances, and Websites will follow BLUE arrows.** Check in at the check-in tables and exit the Capital Center to find your judging location. **All categories must be checked in by 9:00, regardless of judging time.**
 - The check-in process will follow a one-way flow, so look for marked Exit signs.
 - You may reenter the Capital Center at any time through the East Mound Street entrance.
 - If you arrive after the 9:00 check-in end time, please go directly to the Help Desk in The Capital Center.

Check-in Map

Use the map below to help you be prepared for check-in on contest day. **Check-in for all categories, regardless of judging time, will take place from 8:00- 9:00 a.m. in The Capital Center.**

- All categories will enter in doors 1- 3 and proceed to the correct line in the performance arena.
- Exhibits will follow **GREEN** arrows.
- Documentaries, Papers, Performances, and Websites will follow blue arrows.
- Teachers will follow the arrows to the teacher check-in table.



Where to Stay and What to Do

Hotels and Restaurants

For hotel and restaurant information, please visit:

- Where to stay: <https://www.capital.edu/admission-aid/schedule-a-visit/planning-your-visit/>
- Where to eat: For dining options see <https://bexley.org/entertainment/>

Internet Access

Do not depend on having access to the internet via campus Wi-Fi. Make sure that you are able to access project materials without using the internet; bring activities for your spare time that are not internet dependent.

Supervision

All students under 18 must be supervised by a parent, guardian, chaperone or teacher at all times. Adult guardians are responsible for ensuring students and other children follow all posted guidelines and any guidance given by Ohio History Day staff and Capital University staff.

Important Location Information

All judging for the Ohio History Day State Competition will take place in Batelle Hall (Building 7), Blackmore Library (Building 8), Troutman Hall (Building 12), Ruff Learning Center (Building 11), and the Capital Center. The awards ceremony will take place in the Capital Center Performance Arena (Building 32). We ask that you follow all verbal instructions given by OHD and Capital University staff while on campus and in judging buildings.

If you have questions throughout the day, check in with the Ohio History Day staff in the help desk, located in the lobby of the Capital Center Building from 8:00 a.m. - 4:00 p.m.

For more information about contest logistics, judging criteria, and more, visit the "Contest" tab on the State check-in website (<https://oh.nhd.org/>).

Having Fun at the State Contest

Looking for something fun to do after your judge time? We've got you covered! Whether you plan on staying on campus or venturing into Columbus, we'll have a list of activities for students and families to enjoy. A schedule of activities will be shared one week before the contest.

Category Specific Information

Exhibit

- Register and submit your materials online by Tues., April 8, 2025! Carefully follow the [Contest Submission Guide](#). Late check-ins will not be accepted.
- All projects must bring **3 physical copies** of ALL written material with them to Ohio History Day.

Upon Arrival (See check-in map and instructions on p. 6-7)

- Exhibit check-in will take place from 8–9 a.m. in The Capital Center.
- Exhibits will follow **GREEN** arrows. Check in at the Exhibit Check-in table and proceed into the Exhibit Hall to set up.
- **Exhibits must be SET UP in the exhibit hall by 9 a.m.** The exhibit hall will be closed after 9:00 when judging begins. After 9 a.m. students will only be allowed into the exhibit hall 15 minutes prior to their judge time.
- Exhibits can be dropped off from the designated spots in the Capital Center Parking lot. Please do not linger at this loading/unloading zone so everyone can be accommodated. Do not stop on either Pleasant Ridge Ave or East Mound Street to drop off projects.
- Students may have adult assistance to carry exhibits to the table, but the students are required to do all set up independently.

Set-Up

- Students with exhibits needing electricity should bring a 50 ft. extension cord and tape to secure the cord to the floor.
- Some exhibits may need repairs before judging starts. It is recommended that you bring an exhibit "first aid kit" to make minor repairs to your project.
- Special display requirements for three-dimensional (walk-around) exhibits will be made by the exhibit hall coordinator during check-in. If you move your exhibit to a separate table or floor, you must leave a note on your original table and wait for the judge team there. You may then lead the judges to your exhibit. Be sure your table number is visible at both locations.

Judging

- The exhibit area will be closed to the public at 9 a.m. for judging. Exhibits must be set up before 9 a.m. Students can return to the exhibit hall 15 minutes before judging. Any additional setup may be done at that time. After check-in is over, students can no longer be accompanied into the exhibit hall by parents or teachers.
- Students should be outside of the exhibit hall 20 minutes before their scheduled judging time. The exhibit hall coordinator will invite students into the hall 15 minutes prior to their judging time. The exhibit hall will be open to the public from 12:30– 1:30 p.m. (timing subject to change).

Finals Round

- Run-offs are held for all exhibit categories but are not announced to the public. The hall will be closed again during the second round of judging from 1:30–2:30 p.m. Only judges and Ohio History Day staff will be allowed in. Students are **NOT** expected to be present during this round.

- Students will not be present during finals judging. Please make sure there are 2 copies of your process paper and bibliography left at your exhibit after the first round. DO NOT REMOVE your exhibit until after the second round of judging.
- Exhibits can be picked up starting at 3 p.m. Ohio History Day is not responsible for any exhibits or personal items left behind.

Paper

- Register and submit your materials online by Tues., April 8, 2025! Carefully follow the [Contest Submission Guide](#). Late check-ins will not be accepted.
- All projects must bring **3 physical copies** of ALL written material with them to Ohio History Day.

Upon Arrival (See check-in map and instructions on p. 6-7)

- Paper check-in will take place from 8–9 a.m. in The Capital Center.
- **Papers will follow blue arrows.** Check in at the check-in tables. Receive your name tag and confirm your judging location.
- **All categories must be checked in by 9:00, regardless of judging time.**

Judging

- You are required to be at the state contest and participate in your interview in order to be considered for the National Contest. If you do not appear for your interview, you will not be eligible to advance to Nationals.

Finals Round

- There may be second round judging for the paper categories. Students are **NOT** expected to be present during this round.

Website

- Register and submit your materials online by Tues., April 8, 2025! Carefully follow the [Contest Submission Guide](#). Late check-ins will not be accepted.
- Websites will be locked down on April 8th at 11:59 p.m. after which you will not be able to edit your website so, please make sure you publish your site by this date. Judges will review your project before the competition.
- All projects must bring **3 physical copies** of ALL written material with them to Ohio History Day.

Upon Arrival (See check-in map and instructions on p. 6-7)

- Website check-in will take place from 8–9 a.m. in The Capital Center.
- **Website will follow blue arrows.** Check in at the check-in tables. Receive your name tag and confirm your judging location.
- **All categories must be checked in by 9:00, regardless of judging time.**

Set-up

- Website rooms will be equipped with an HP Chromebook. Some rooms will have a screen to project the website, but this is not guaranteed. Please be prepared to pull up your own website for the judges.
- You may bring your own computer to show your website on, but it is not required.

Judging

- You are required to be at the state contest and participate in your interview in order to be considered for the National Contest. If you do not appear for your interview, you will not be eligible to advance to Nationals.

Finals Round

- There may be second round judging for the website categories. Students are **NOT** expected to be present during this round.

Documentary

- Register and submit your materials online by Tues., April 8, 2025! Carefully follow the [Contest Submission Guide](#). Late check-ins will not be accepted.
- All projects must bring **3 physical copies** of ALL written material with them to Ohio History Day.

Upon Arrival (See check-in map and instructions on p. 6-7)

- Documentary check-in will take place from 8–9 a.m. in The Capital Center.
- **Papers will follow blue arrows.** Check in at the check-in tables. Receive your name tag and confirm your judging location.
- **All categories must be checked in by 9:00, regardless of judging time.**

Set-Up

- Rooms for documentaries will be equipped with an HP Chromebook, projector, screen and HDMI cables.
- It is recommended that you bring back-ups of your documentary that will play on an HP Chromebook. Examples of ways to back up your documentary include: saving it in multiple formats, uploading it to the internet via Google Drive, YouTube or VIMEO, or bringing a tablet, laptop, or other device you know your documentary will play on for the judges to view.

Judging

- Students should be able to set up and play their documentary on their own.
- Documentary entries are open for public viewing with the student's permission and at the discretion of the judges.

Final Round

- There may be a "run-off" round for the documentary categories.
- Second round entries will be posted by the check-in table in The Capital Center at 1 p.m.
- Students are expected to be present for the final of round judging beginning at 1:30 p.m. All times are approximate and subject to change.

Performance

- Register and submit your materials online by Tues., April 8, 2025! Carefully follow the [Contest Submission Guide](#). Late check-ins will not be accepted.
- All projects must bring **3 physical copies** of ALL written material with them to Ohio History Day.

Upon Arrival (See check-in map and instructions on p. 6-7)

- **Please do not bring props to check-in.** You can check the online schedule to find out which building and room you will be in. Drop props and costumes off in this building prior to parking your vehicle. Props and costumes cannot be stored in the judging room.
- Performance check-in will take place from 8–9 a.m. in The Capital Center.
- **Performances will follow blue arrows.** Check in at the check-in tables. Receive your name tag and confirm your judging location.
- **All categories must be checked in by 9:00, regardless of judging time.**

Set-Up

- Do not assume that there will be any props available for you to use. You may be able to find chairs or tables in these rooms, but it is advisable to bring your own if you need them for your performance. No pianos will be available.

Judging

- Performance entries are open to public viewing with the permission of the student and at the discretion of the judges.

Final Round

- There may be a “run-off” round for the performance categories.
- The entries moving on to the second round will be posted by the check-in table in The Capital Center at 1 p.m.
- Students are expected to be present for the final round of judging beginning at 1:30 p.m. All times are approximate and subject to change.

Judging

Evaluating history is a subjective process, but criteria and methods have been established to achieve fair decisions. Here is a description of how the judging process will work at the Ohio History Day State Competition.

Evaluation Sheets

Each judge will have an evaluation sheet for each entry they judge. They are instructed to use these sheets to write positive, critical evaluations of each entry. Written comments are stressed in judge orientation, because the evaluation sheet is the principal feedback students receive from this event. Rules are important for each category. Small infractions are not grounds for disqualification, but judges may take them into consideration when choosing finalists. Evaluations will be available to students no later than the Wednesday following the contest.

Interview

Each judge team will interview students about their entry. This gives students the opportunity to discuss their research findings and project creation process. Students should not have a formal presentation prepared. The interview is not part of History Day criteria. All Ohio History Day entries are expected to stand alone and be understood without the need for a student to explain or clarify. During the second round of judging, there will not be a question-and-answer session.

Ranking

All judging decisions are made by consensus of the judging teams. Judges are asked to evaluate projects based on a specific rubric. In effect, Ohio History Day judging is a jury process where the judges must reach a shared conclusion, rather than an arbitrary point system. **Please note:** Rankings vary from one judging group to another. Each set of judges establishes their own standards for rankings. Rankings cannot be compared across different judging teams.

Finals Round Judging

Categories with a single team of judges will have award decisions made by those teams. Categories with multiple teams of judges will have run-offs that will consider the top 2-3 entries from the initial judging groups. A new set of judges, or combination from the original teams, will evaluate the final entries and determine rankings. There may be run-offs in any category; however, run-off times will only be posted for the **Documentary** and **Performance** categories. Students in these categories are expected to be available for the final round of judging beginning at 1:30 p.m. The entries moving on to the second round will be posted outside at the main check-in area in The Capital Center at 1 p.m. All times are approximate and subject to change.

Awards Ceremony

The Awards Ceremony will take place in The Capital Center Performance Arena at 4 p.m. Doors will open around 3 p.m., after second round exhibit judging is complete. Times are subject to change.

2025 Special Award Cover Sheet

Must be emailed by April 8, 2025

Student Name(s) _____
Project Title _____

Information on special award criteria and prizes are available on the contest portal (<https://oh.nhd.org/>) on the Student's Main Page or as a PDF [here](#). Students may nominate themselves for no more than 2 special awards. **Please read the criteria for each award carefully.**

To be considered for an award, please complete the following:

1. Select the special award(s) you'd like to be considered for when you register on the contest portal: <https://oh.nhd.org/>.
2. Email the following to historyday@ohiohistory.org:
 1. **Special Award Cover Sheet**
 2. **A PDF copy of your Written Materials** (process paper & annotated bibliography)
 3. **The version of your project you would like to be considered for the special award.** This may include a link to a website, copy of a paper, a performance script or recording, a documentary link or recording, or a photo or the text of an exhibit.

Check the box next to the award(s) for which you are submitting your nomination.

- African American History Award | The Ohio State University, History Department
- The American Founding Award | Ashbrook Center at Ashland University
- Environmental History Award | The Environmental History Initiative at The Ohio State University
- First Ladies of the United States Prize | National First Ladies Library & Museum
- George Washington Leadership Prize | Washington Library at George Washington's Mount Vernon
- The History of Education Award | Ohio's 529 Plan, College Advantage
- National Maritime Historical Award | The National Maritime Historical Society
- Ohio Academy of History Award | Ohio Academy of History
- The Ohio Historical Records Advisory Board History Day Award | The Ohio Historical Records Advisory Board
- The Ohio Local History Alliance Award | The Ohio Local History Alliance
- Ohio Pride History Award | Equitas Health
- The Ohio Women in Government Award | League of Women Voters of Ohio
- The Society of Ohio Archivists Award | Society of Ohio Archivists



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