

History Day Project Check list – Documentary or PowerPoint

BEFORE YOU BEGIN CREATING YOUR DOCUMENTARY OR POWERPOINT, YOU MUST COMPLETE THE FOLLOWING TASKS

- 1. Have you finished ALL of your RESEARCH?**
 - If Yes, continue to Step 2.
 - If No, **FINISH YOUR RESEARCH.**
- 2. Have you collected all of the pictures or video clips for your project? Have you collected the citation information for each picture or video clip?**
 - If Yes, continue to Step 3.
 - If No, collect all of your pictures and video clips before you advance to Step 3. Remember, video / multimedia clips cannot exceed 45 seconds. Make sure you have the citation information to include on your website.
- 3. Have you written the SCRIPT for your project?**
 - If Yes, have you checked the word count? Have you proofread for spelling and grammar? Have you had a friend or adult proofread for spelling and grammar?
 - If No, you must write ALL of the script BEFORE you continue.
- 4. Have you created a concept map / web / outline for the format of your project? Your concept map should include all text and images and where they will be placed in the documentary or PowerPoint slide. You can set up a free trial account at <http://mywebspiration.com>**
 - If yes, proceed to Step 5.
 - If No, you must create a map / outline that details the layout of your project. (see sample)
- 5. Congratulations, you are now ready to begin creating your documentary or PowerPoint.**