As a judge, you are the face of History Day for our participants. It is important that the judging be fair and consistent. History Day is likely the most difficult project a student has completed. Many of the students have invested hundreds of hours in their project. Interact in a way that allows each student to feel proud of the work they have done.

**1. REMEMBER ➔**

The goal of History Day is to provide every student with a positive judging experience, regardless of whether they win.

We want ALL LEARNERS to have a **positive and constructive** evaluation of their scholarship from the judges and receive **meaningful** written feedback from you.

**2. READ THE PAPERWORK ➔**

Take 5 minutes to read the **Process Paper** and **Annotated Bibliography**. Evaluate the student’s research.

Look for **quality of the research**: credible sources, wide range of sources, depth of research, difficulty, going the extra mile. Be aware that quantity does not always indicate quality.

**3. VIEW/READ THE PROJECT ➔**

Judges should thoroughly read/view each project before the interview.

Come prepared with questions to ask the students.

Do write your comments for the students in advance, but wait to mark the radio buttons together as a team.

**4. INTERVIEW ➔**

The interview is **NOT** an oral exam or test of knowledge. It is a time for students to share their learning and for you to listen and show respect for their process.

Student answers do not weigh heavily in your evaluation or ranking of the project, which stands on its own.

**Do not offer criticisms** during the interview. Suggestions for improvement should go in your written feedback.

**5. RANKINGS & RADIO BUTTONS ➔**

Collaborate with your co-judges to make your decisions on which projects should advance.

Judge teams must **agree on the entries they select** to move forward. History Day staff will let you know the number of projects you are selecting.

Rank all of the entries in your pool. The team captain submits the rankings.

Radio buttons on the evaluation rubrics should be consistent with your co-judges.

**6. FINISH YOUR COMMENTS**

Your written feedback should be kind, helpful, and specific.

Include a **minimum of 2 strengths and 2 suggestions** for improvement. Always wrap up with a positive.

The online judging form requires a minimum of 500 characters in the comment box.

Each judge writes their **own comments**.

See Writing Great Comments for examples and guidance!

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**Final Checklist for Judging a History Day Entry:**

- Does this student’s work demonstrate historical research and scholarship?
- Does the student make a strong argument, connected to the annual theme?
- Does the student use evidence (historical sources) to support and prove their argument?
- Is this student communicating their ideas in an organized and effective way?
- Judges should respect topic choice.
- Student views may differ from your own. Focus on evidence and research.