PREPARING FOR THE COMPETITION

ORIENTATION & AWARDS CEREMONY
This year’s competition day, Sunday, March 1, will begin with an orientation and a special keynote speaker, Dr. Mireya Loza of New York University. All participating students will be recognized for their work and students, parents, and educators will receive information to help them navigate the day.

On Tuesday, March 3, educators will receive email notification of students who have won any type of prize without rankings or specifics. Winners will receive their awards at a ceremony held on the evening of Monday, March 9 at the Museum of the City of New York.

REGISTRATION
All participating students must register at the New York Academy of Medicine located on 103rd Street between Madison and Fifth Avenue.

- Starting at 8:15am: Mandatory registration for all students participating in the Exhibit Board category.
  - Exhibit Board Setup from 8:15-9:00am: all students participating in the Exhibit Board category must set their boards by 9:00am.
- Starting at 8:45am: Registration for students in the Documentary, Website, Historical Paper, and Performance categories.

With the exception of student participants in the Exhibit Board category, no one will be permitted inside the New York Academy of Medicine until 8:45am.
WHERE
All students must first register at the New York Academy of Medicine. Interviews will take place in the following buildings as indicated on student folders, which they will receive at registration:

- The Museum of the City of New York, located on Fifth Avenue between 103rd Street and 104th Street
- The Reece School, located on 104th Street between Fifth Avenue and Madison Avenue
- The New York Academy of Medicine, located on 103rd Street between Fifth Avenue and Madison Avenue

MATERIALS
All students competing in the Website, Documentary, Exhibit Board, and Performance categories must bring 5 copies of their annotated bibliographies and 5 copies of their process papers. Papers must not have their school name.

All students competing in the Historical Paper category must bring 4 copies of their paper with attached bibliography. Papers must not have their school name.

Exhibit Board participants may bring materials – tape, glue, scissors, etc. – in case they need to make any last minute fixes. If your entry requires electricity, please bring an extension cord. Adults are not allowed to help with set-up.

Performance participants may bring props and materials for your performance that can be carried into a room. Adults are not allowed to help with set-up.

TECHNOLOGY
Documentary spaces will be equipped with Smart Boards. Students should come prepared with several ways to screen their documentary in the event technology fails, ex. Jump/USB drive, laptop, DVD. If a student uses their own computer to show the documentary, the judges will view it directly on the laptop screen.
**Website spaces** will have computers for judges. **However, all students competing in the website category should bring a laptop for viewing their website as a back-up option.** WiFi will be available in all competition spaces.

**FOR DOCUMENTARIES AND PERFORMANCES**

Students participating in the **Performance and Documentary categories** are **required** to observe one of their peers’ presentations. Each student will observe the project after their own, with the exception of the final presentation of the day who will **not** observe another project.

Students who present just before a judge break should come back for the following project presentation (check signage outside of room on Competition Day). The observation allows participants to learn from their peers’ work.

There is limited room for observers in performance spaces. Students have priority when observing and all students and adults must abide by the hall monitor’s decision to leave the judging area if it is too crowded or noisy. Adults are **not** allowed to help with set-up for either category.

**RUN-OFFS**

Run-offs are when there is more than one judging bracket in a category. Thus, judges re-evaluate the top contenders in that category to determine which projects will move on to the **New York State History Day** competition. **There is no student interview during the run-off round.**

If your category is listed below, please review the following information very carefully.

**The following categories will have a run-off round:**

- Junior Papers
- Senior Papers
- Junior Individual Exhibits
- Junior Group Exhibits
- Senior Individual Exhibits
- Senior Group Exhibits
- Senior Group Documentaries
- Senior Group Websites
- **Exhibit Boards**: All exhibit boards will need to remain in place until 4:00pm. At 4:00pm students must retrieve their exhibit boards; they will not be kept by the Museum. Run-offs in this round are judges only; students will *not* be interviewed a second time during run-offs. Their work must stand on its own.

- **Documentaries**: students must return to Reece School lobby at 1:30pm to see if they qualified for runoffs. If so, they must note their run-off screening time. The students **must** be present to show their documentary a second time if they are requested to do so, but they will *not* be interviewed again. If chosen students are not present for the run-off round, they may forfeit their chance to move on to the State competition.

- **Papers and Websites**: Students do *not* need to stay for runoffs.

**DOWNTIME**

During the day when the students are not being interviewed, we encourage all participants and their families to enjoy the following activities.

At the **Museum of the City of New York**:  
- Explore the galleries - free admission throughout the day  
- Participate in tours of MCNY exhibitions at 12:15pm and 2:15pm  
- Browse the two award-winning gift shops with your discount

At the **New York Academy of Medicine**:  
- Watch a historical documentary in Hosack Hall  
- View the student Exhibit Boards from 12:30 to 1:30pm