2027 Region 3 Contest Submission Guide

All **2027 regional and state Ohio History Day contests will be held in-person**. We are requiring students in all categories to submit their written materials (title page, process paper, and annotated bibliography) **digitally through the contest registration system and bring three (3) printed copies on the day of contest**. Specific submission instructions for each category are below.

Important Contest Deadlines & Information

Contest Date & Times: March 6, 2027, 8am to 4:30pm

Contest Location: Cleveland History Center, 10825 East Blvd, Cleveland, OH 44106

Regular Registration Deadline ($10 entry fee): February 5, 2027.
Late Registration Deadline ($15 entry fee): February 19, 2027.

Project Submission Deadline: February 19, 2027

Naming Your Files

Only one (1) person needs to **upload the written materials per the instructions below**. If you're in a group, please identify who that person will be. Name the file with your last name(s) and the contest level. For example:

- Individual Project: **Robbins_regional.pdf**
- Group Project: **SmithAdamsBrown_regional.pdf**

To double check your materials were uploaded properly, make sure you hit the save button. Then, log out of your student account and log back in. Click on the file and make sure it is the correct one. If you have any questions, contact the Region 3 coordinator at historyday@wrhs.org.

Free Resources to Combine PDF Documents

Don't have a PDF reader on your computer? Below are a few free resources to combine your process papers and annotated bibliographies into one PDF file:

- Small PDF - https://smallpdf.com/
- I Love PDF - https://www.ilovepdf.com/

Questions?

If there are questions about any of the information below, please contact Region 3 coordinator at historyday@wrhs.org.

OHIO HISTORY DAY

Uploading Written Materials to Contest Registration Portal

For the 2027 contest season, **students are required to submit all written materials digitally through the contest registration system as well as bring three (3) hard copies the day of contest.** Digital submissions are due on February 19, 2027.

Revisions before Contest

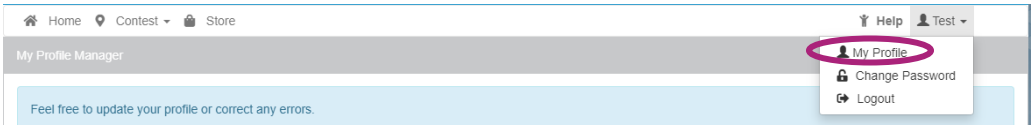
Students may make changes to their written materials between the registration deadline and the regional contest. **They must highlight those changes in the three (3) hard copies they bring to the contest.**

Order of Combining Paperwork

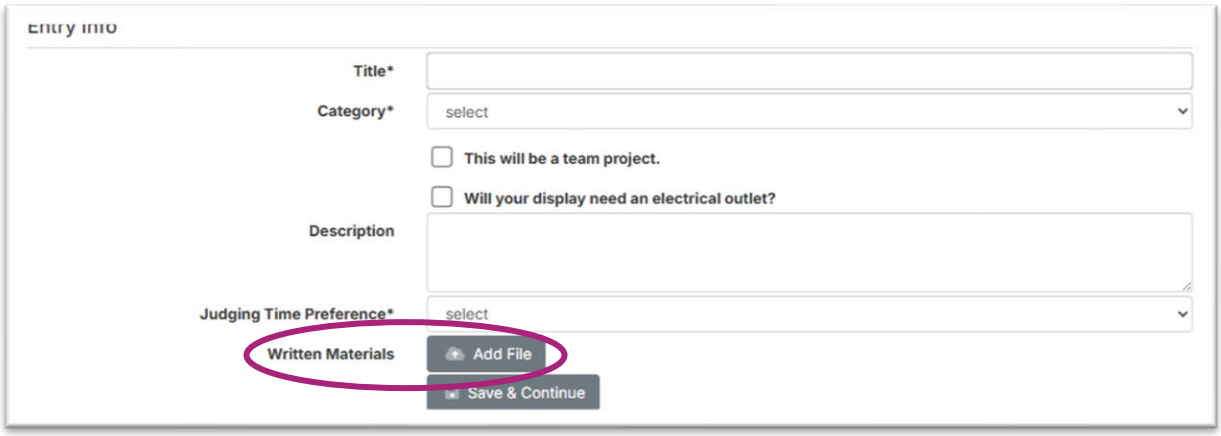
Combine all required parts into one PDF document in the following order: **Title Page, Process Paper, and Annotated Bibliography**.

WRITTEN MATERIALS SUBMISSIONS FOR DOCUMENTARY, EXHIBIT AND PERFORMANCE CATEGORIES

1. Create one PDF as follows: **title page, process paper, and annotated bibliography**. You can only upload one PDF so it must include all of these components and in this order!
2. Go to https://oh-rtwrhsrc.nhd.org/ and login to your student profile. Then click "My Profile"



3. Go to "**Entry**" tab and upload your PDF file into the **Written Materials** field.

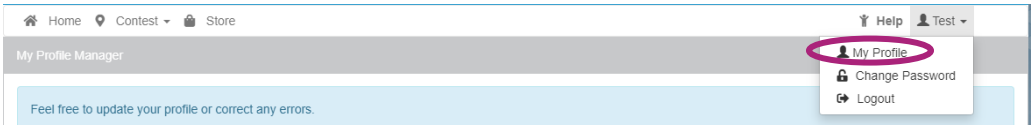


4. Click **Save.**

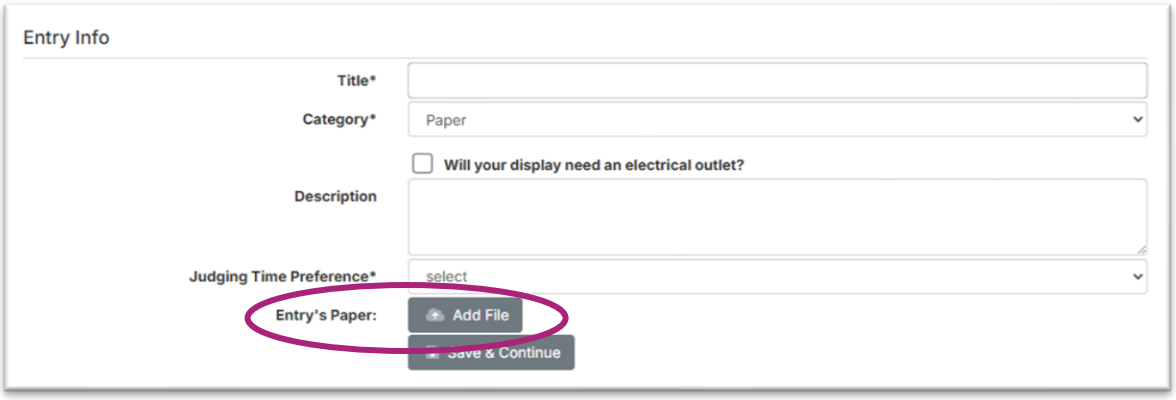
OHIO HISTORY DAY

WRITTEN MATERIALS SUBMISSIONS FOR PAPER CATEGORY

1. Create one PDF as follows**: title page, process paper, historical paper, and annotated bibliography**.
2. Go to https://oh-rtwrhsrc.nhd.org/ and login to your student profile. Then click "My Profile"



3. Go to "**Entry**" tab and upload your PDF file into the **Entry's Paper** field.



4. Click **Save.**

WRITTEN MATERIALS SUBMISSIONS FOR WEBSITE CATEGORY

Your written materials must be in PDF format and be an integrated part of your website. There **WILL NOT** be an option to add written materials to your contest portal.

Category Specific Submision Instructions

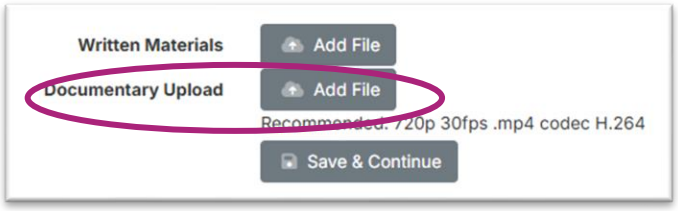
Below are additional project submission instructions for each category. **All categories, with the exception of websites, need to upload their written materials to the contest portal (per the instructions above). All categories must bring three (3) hard copies of their written materials the day of the contest.** Be sure to review the category specific rules found on pages 22 – 36 in the NHD Contest Rule Book.

Exhibit

Students do not need to submit a photo or virtual drawing of their exhibit. All exhibits must be three-dimensional and displayed on a table. For more information about size-limits and other rules for this category, see pages 30 - 32 of the Contest Rule Book.

Documentary

Students are required to save their documentary video as an .MP4 video file and upload it to the contest portal.



Zfairs CANNOT process other file types (.mov, for example).

Please also be mindful of the file size - Zfairs may have difficulty processing very large files.

Students may make changes to their documentary between submission and the contest, but they will need to bring their video in an .MP4 format on a flash drive the day of the contest and transfer it

Paper

Students are required to submit **BOTH** their project and written materials (title page, process paper, annotated bibliography) by February 19, 2027. Combine the paperwork as follows: title page, process paper, historical paper, and annotated bibliography. Students must bring three (3) hard copies of their written materials paperwork to the contest.

IMPORTANT: Changes cannot be made to the historical paper after the deadline, as judges will begin reviewing the paper before the contest. Students may make changes to their written materials (title page, process paper, and annotated bibliography) between the submission deadline and the regional contest, but they must highlight any changes made in the three (3) hard copies they bring to the contest.

Performance

Students do not need to submit a recording of their performance project. All performances must be performed live at the contest on March 6, 2027. For more information about category rules, see pages 25 - 26 of the Contest Rule Book.

Website

Students are required to use NHDWebCentral to create their project. They must input their WebCentral Key into the contest registration system.

1. Go to https://oh-rtwrhsrc.nhd.org/ and login to your student profile.
2. Then click "My Profile" and the "**Entry"** tab.



3. Next, paste your project link into the **NHDWebCentral Site Key** field.

Reminder! Websites are unable to be edited during the contest. They will "freeze" on the submission deadline and will not "unfreeze" until after the contest award ceremony.