

Documentary Uploads are due by **March 3rd at 10:00 pm.**

All documentary entries for the **2018-2019 Utah History Day, Salt Lake Regional Contest** must be uploaded to YouTube in advance. This will allow judges to view your documentary before the contest. Students must still attend the contest to present their documentary and be interviewed. **Allow yourself ample time to complete this process before the deadline.**

Note: your documentary may upload faster over a wired connection instead of WiFi.

STEP 1 Save your documentary as an **.MP4** video file.

STEP 2 Combine your Process Paper and Annotated Bibliography into one **PDF** file. For the document title, use the complete title of your project.

STEP 3 Upload your documentary to **YouTube**.

A. Go to [YouTube.com](https://www.youtube.com) and sign in with a Google or Gmail account (you can create one for free).

B. Click the **Upload** button in the top right menu, as shown:



C. Set video privacy to UNLISTED. This is required.

D. Follow the prompts to upload your video file.

E. In the YouTube **Title** box, put your complete project title.

F. In the **Description** box, put your division, category, and student name/s. Do not put your school or city. (Example: Junior Individual Documentary, by Perry T. Platypus.)

G. Click **Done** and wait for your video to upload. After it uploads you will see a Share menu.

H. Copy the URL to your YouTube video and paste it in a safe place. You will need it in Step 4.

I. Watch your documentary to be sure it plays correctly. If it does not, fix the problem and repeat this process. Once the documentary plays successfully on YouTube, advance to Step 4.

STEP 4 Submit your project to Utah History Day:

A. Go to <https://form.jotform.com/73624782684165>

B. Complete the form. All information is required.

1. Copy and paste the URL of your YouTube video into the form where indicated.

2. Upload the PDF of your Process Paper and Annotated Bibliography to your regional contest profile.

C. Click **Submit**. That's it!

CONFIRMATIONS: You will receive an email from YouTube confirming your documentary was uploaded. We will test all links and PDFs, and will contact you if there are problems viewing the files.

AT THE CONTEST: You will play your documentary for the judges using the YouTube link. Bring to the contest with you: 1) a backup copy of your documentary on a flash drive or laptop; 2) six printed copies of your Process Paper/Bibliography. **Questions?** Drop us a line: utahhistoryday@gmail.com.