Location: See Interview Schedule

Upon Arrival: Student check-in is on the first floor of the Student Union in front of the Ballroom.

Prior to the Contest: You MUST upload a pdf of your title page, process paper, and annotated bibliography and a link to your project by March 2nd. You will receive an email with instructions on how to upload the PDF.

Options for playing your Podcast At NHD-Sac:

- **Submit a Web-Based Sharable Link:** Students can upload their Podcast to a private channel on a web-based service, like You Tube, or save it to a Cloud-based storage service like Google Drive and provide this link by March 2nd.
  - Link share settings must be set to "Viewable by anyone with the link".
  - You will receive an email with instructions on how to provide your project link to NHD-Sac.
- **Bring Your Own Device:** Bring a laptop or tablet and play your Podcast directly from the device.
  - An audio system with an HDMI port will be available. Students are responsible for any additional adapters they may need to connect their own device.
- **MP3 or MP4 – USB Flash Drive:** From your Podcast software, save or export your project as a MP3 or MP4 Audio File. These file types are playable on a wide variety of computers.

Available Equipment: Each room will be equiped with the following:

- Audio system with HDMI port adapters.
- Computer with USB port and wireless internet connection.

Public Viewing of Podcasts: Guests are welcome to be in the Judging room during the podcast festival.

Recommended

Elementary Podcast Festival Judging Process:
All students in a heat enter together (8-10 projects)

Students will sit in the front rows. Parents can be in the back. Students will play their podcast for the judges and audience.
- You will click on the link you uploaded to NHD-Sac or pluging in your flash drive or laptop and play it from your device.
- Judges will help you if needed.

You will listen to all of the podcasts in your heat.
- Use the provided post-it notes to write what you liked about each podcast.
- You will put your post-it notes on a sign hung on the wall (one for each project).

Finally, you will talk to the judges
- Parents will leave and students will stand by their sign on the wall and judges will come by to discuss their entry (no longer than 3-5 minutes)
- Judges will ask open-ended questions (see below) with the intent to engage the student(s) in conversation about their entry.
- Once interview is completed, students exit the room.

When judges talk with you, they will choose their questions from the list below.
- How did you choose your topic?
- How did you research your topic?
- How does your topic connect to this year's theme?
- How did you create your project?
- What did you learn that surprised you?
- What source was the most helpful?
- What would you like to know more about?

Be Sure to Bring

- ☐ Your Podcast if you did not share it by April 17th.
- ☐ A backup of your Podcast in another format (flash drive, etc.).
- ☐ Technology, if you did not upload