Camp Historian Responsibilities



Introduction

A key objective of Daughters of Utah Pioneers is to write and preserve histories. The Camp Historian furthers that objective by encouraging Members and Associates to write and submit histories of pioneers and <u>localities.</u>

Summary of ISDUP Constitution and Bylaws

- Accept new histories, manuscripts, locality, and settlement information from Camp Members.
 - Histories shall include pioneers who left their home and refugee encampments and started across the plains, including those who died on the way and those who arrived in the State of Deseret/Utah Territory between July 24, 1847, and May 10, 1869.
 - Histories shall include individuals born in the State of Deseret/Utah Territory between July 24, 1847, and May 10, 1869.
 - Histories shall include individuals from the Ship Brooklyn who continued overland travel or died on the trail toward the State of Deseret/Utah Territory between July 24, 1847, and May 10, 1869.
 - Histories shall include records of a locality, city, landmark, or man-made structure as built by or used by a pioneer.
- Submissions shall be new information, not plagiarized, that is researched, written, and properly documented.
- Submissions shall be forwarded to the Company Historian.

Responsibilities

- 1. Written Histories
 - Assist and encourage Members and Associates to do research and write pioneer and locality histories.
 - Provide ideas for writing histories in DUP meetings.
 - Resources found at: ISDUP.org → History tab → Research Resources → Information and Tips for Writing Histories.
 - Obtain from predecessor and maintain the Camp Historian Submission Log.

2. Submissions

- The Pioneer History Title Page or Locality History Title Page form must be completed. Page 1 of this title page must be completely filled out by the individual submitting the History. The Company Historian will complete Page 2 of the title page form with her contact information.
- Histories may be submitted by mail or electronically to the Camp Historian.
- The following are checked prior to submission:
 - a. An acceptable history is about a person who crossed the plains to the Utah Territory or State of Deseret between July 24, 1847, and May 10, 1869, one who died crossing the plains in that same time period, or one who was born in the Utah Territory or State of Deseret before May 10, 1869.
 - b. Check that the women are identified by their full name maiden and all married names.
 - c. Record the date sent to the Company Historian on the Camp Historian Submission Log.
- Notify the submitter upon verification the Company Historian has received notification ISDUP has received the history.
- Camp Historian forms found at: ISDUP.org \rightarrow History tab or Forms tab \rightarrow History Forms.

3. Resources Found at ISDUP.org

- Camp Historian Submission Log
- Pioneer History Title Page
- Pioneer History Request Form
- Locality History Title Page
- Information and Tips for Writing Histories
- Submitting Histories Electronically to ISDUP

DUP History Submission Flow Chart		
DUP Member or	Camp Historian	Company Historian ISDUP
 Associate Writes pioneer or locality history. Completes Pioneer History Title Page or the Locality History Title Page (Page 1). Submits to Camp Historian. 	 Reviews Page 1 of Pioneer or Locality History Title Page to ensure it has been completed according to ISDUP instructions. Records the history submission on the Camp Historian Submission Log. Forwards the history and title page document to Company Historian. 	 Reviews the history submission and Page 1 of the Pioneer or Locality History Title Page to ensure it has been completed according to ISDUP instructions. Completes the Company Historian Information section on Page 2 of the title page document. Records the history submission in the Company Historian Submission Log. Forwards history and completed Pioneer or Locality History Title Page (both pages) to ISDUP History Department. Upon receipt of the history submission Log. Upon receipt of the history, an email or post card acknowledgement is sent to the Company Historian notifies Camp Historian that the history has been received by ISDUP. Camp Historian notifies submitter.

ISDUP accepts pioneer or locality histories from the Company Historian as a hard copy through the mail or electronically. If submitting the history electronically, the Company Historian sends an email to <u>historian@ISDUP.org</u> with the Pioneer or Locality History Title Page and the history as an attachment.