What is the purpose of a History?

The purpose of a History is to record how a Unit and/or District has accomplished the missions of the American Legion Auxiliary for the current administration.

The following **SHOULD NOT** be included in a History:

- A History is **NOT** a detailed log of a Unit and/or District's travels.
- A History is **NOT** a detailed recap of a Unit and/or District's meeting minutes.
- A History is **NOT** written to focus on one person's accomplishments.
- A History is **NOT** a recording of the Historian's personal thoughts or comments on events, the people involved, and what occurred.

The following **SHOULD** be included in a History:

- A History **SHOULD** be about the Unit and/or District's accomplishments of the missions of the American Legion Auxiliary as a whole.
- A History **SHOULD** focus on the facts about events, the people involved, and what occurred.
- A History **SHOULD** be written as a third person narrative--as if the Historian is witnessing an event, then describing it to others.
- A History **SHOULD** be written in clear, concise language with correct spelling.