**MCSD County Science Fair Implementation Guide**

The sequence below represents the steps that teachers should take when implementing science fair projects with their students.

***Note that PHBA (Potentially Harmful Biological Agents), Human Subjects, and HCAD (Hazardous Chemicals Activities or Devices) projects require extra paperwork that must be completed prior to approval.***

| **STEP** | **TASK** | **Teacher’s Deadline for Students** |
| --- | --- | --- |
| 1 | *Students choose their science fair topic and get preliminary approval from the teacher.* | Begins in Unit 1 |
| 2 | **RESEARCH PLAN**  *This must be filled out thoroughly and clearly before any experimentation can begin.*  *\*NOTE: THERE IS* ***NO*** *REQUIREMENT FOR A RESEARCH PAPER\** | **9/18** |
| 3 | *The teacher reviews the research plan and asks the student(s) to revise their project or approve the project.* | ***Prior to 9/18*** |
| 4 | **FORM 1A**  *The student checklist is completed by the student.* | **9/18** |
| 5 | **FORM 1**  *The checklist for adult sponsor is completed by the adult sponsor or designated supervisor. Adult sponsor signature required.* | **9/18** |
| 6 | **FORM 3**  *Risk assessment form must be completed for all projects that includes all possible risks.* | **9/18** |
| 7 | **FORM 1B**  *Approval form must be completed and signed by the student and parent.*  ***\*\*ANY PROJECT INVOLVING PHBA, HCAD, OR HUMAN SUBJECTS, MUST BE APPROVED BY CLAY’S SRC.\*\****  ***ALL*** *FORMS REQUIRED FOR THESE PROJECTS SHOULD BE SENT TO CHRISTOPHER OKAMOTO FOR THE SRC TO REVIEW.* | **9/18** |
| **Students may begin experimentation once everything above is complete!** | | |
| 8 | Students follow their research plan, collect data, and form their conclusions. Students should keep records of their results in a notebook. The notebook will not be a requirement at our regional fair. |  |
| **After the student completes their project...** | | |
| 9 | Students *CAN* use the science fair slide deck below to organize the required components of the science fair. You may ask your students to submit the slide deck instead of a tri-fold board. A b tri-fold board will be required if a student advances to the regional fair.  Sample [Science Fair Slide Deck](https://docs.google.com/presentation/d/1BTzfy-RGKnLIqsXDX6Um8A_7BrjxIOmuclNz1HO0rjk/edit?usp=share_link) |  |
| 10 | **ABSTRACT (**[**TIPS**](https://ssefflorida.com/wp-content/uploads/2016/10/Instructions-for-Required-Abstract.pdf)**)**  The student completes their SSEF (NOT ISEF) abstract thoroughly and signs at the bottom. |  |