



Proud sponsors of Regional Science and Technology Fairs

## Getting Ready for the Fair

### Notes for Students 2024

[sci.fair.org.nz](https://sci.fair.org.nz)

#### Important Dates

Monday 12 August Electronic Entries  
Monday 26 August PDF hand in  
Thursday 29 August Project arrival at venue from 4:30pm-6:30pm  
Friday 30 August Judging Day

**Please Note:**

If you are from an Independent School the Fair is in your Week 5

#### Week 3 - 5 (5/8/24 - 25/8/24)

- Ensure you have a Safety and Certification form on the back of your project
- Fill out the photo consent form, have it signed by your parents and give it to your teacher
- Glue copies of Ethics approval or 'Use of Animals' or 'Use of Microorganisms' forms onto the back of your project, as required (Place originals in Log Book)
- If you are unsure of the category for your project please check with your teacher
- Make sure you have entered your project on the Digital Entry Form - confirm this with your teacher. (Due Monday 12<sup>th</sup> August)
- Produce a PDF version of your project. Check with your teacher for the correct naming of your PDF file and how to share it.

A PDF copy must be put into this folder, by Monday 26<sup>th</sup> August.

Just click the link then drag and drop the files onto the page.

Confirm with your teacher if you are to do this or they will do it for you.

#### Senior Students

- You may enter using the digital entry form as above, and this is **strongly advised**, or enter on Project Registration Day when you set up your project. Your project does not have to be completed when you enter it. We would prefer to know it is being entered as soon as possible.
- If your teacher is taking your project to the Set Up day you will need to contact Mrs Boasman (our Judge of Senior projects) to book a time for the judging of your project on the Friday. You may contact her at [sboasman@baradene.school.nz](mailto:sboasman@baradene.school.nz)
- If you are bringing your project in on Set Up Day you can make an appointment then.
- Please place a correctly named PDF copy of your project into the drop box as soon as possible.

## Week 6

(26/8/24 - 1/9/24)

Thursday 29<sup>th</sup>

## Project Registration & Set Up Day

4:30 p.m. to 6:30 p.m.

### Either

- Make sure your teacher has your project to take in the evening
  - keep your log books and props to add to your project on judging day

### Or

- Organise with your parents to bring you and your project to Michael Park School between 4:30 p.m. and 6:30 p.m. (see details of venue below)
  - you can take your log books and props to add to your project when you set it up
- Senior Students - bring in your project and book a judging time for Friday
- Make sure your project has the following as they will be checked
  - Safety & Certification form attached and all parts complied with
  - Ethics approval, if required (copy glued onto back of project)
  - Use of Animals and Use of Microorganisms forms are in log books, as required (copy glued onto the back of project)

Friday 30<sup>th</sup>

## Judging Day

- Year 9 & 10 students should arrive **by** 8:45 a.m. and will leave from 10:00 a.m.
- Year 7 & 8 students should arrive **by** 10:45 a.m. and will leave at 12:30 p.m.

## Venue Map



## Judging

- Wait in the area assigned until all competitors arrive
- Listen to instructions from the Chief Judge
- When instructed move to your project - add any props and your log book if you have not done so already
- Be prepared to discuss and 'sell' your project to the judges
- Once judged, return to the assigned area and wait for a call back or further instructions before leaving
- Viewing of other projects is only during public viewing times.
- Bring a book, cards etc to keep yourself occupied while waiting
- You may not bring any bags into judging area. They should be left in the assigned waiting area
- When leaving, take any valuable props from your project with you.

### If you are a senior student

- come at the time you booked on the booking form or organised during set up.
- make yourself known to a committee member when you arrive
- discuss with the judges your purpose and findings, make sure you let them know all about your work
- check with the Lead Senior Judge if any others judges may wish to see you
- leave the venue when your judging is complete

## Public Viewing

Friday 30<sup>th</sup>                      **Viewing Evening**                      6:00 p.m. to 8:00 p.m.

Saturday 31<sup>st</sup>                      **Viewing Day**                      10:00 a.m. to 5:00 p.m.

- The Venue will be open to the public but importantly to you, your families and friends
- Projects which have been awarded a placing will have a certificate attached while those with Special prizes will be indicated with a sticker. All place winners and special prize winning projects will be taken to the Prize Giving by the Fair Committee.
- All 1st, 2nd and 3rd placings and an indication of any Special Prizes will be on the Fair website on Friday evening **or** Saturday morning
- Check for prizes on     [scifair.org.nz](http://scifair.org.nz)

Saturday 31<sup>st</sup>

## Pack Up

5.00 p.m. (no earlier) to 6:00 p.m.

### Project Pick Up

- all placed and special prize winning projects will remain at the venue to be taken to prize giving, so they do not need to be picked up but all **props and log books** will need to be removed on Saturday
- all other projects need to be picked up between 5:00 p.m. and 6:00 p.m.
- no projects will be allowed to leave before 5:00 p.m.
- if you can not be there to pick up your project make arrangements with another student or your teacher to have it picked up for you

Week 8 (9/9/24 - 15/9/24)

Monday 9<sup>th</sup> **Prize Giving Ceremony** 7:00 pm

Michael Park School  
55 Amy Street  
Ellerslie

Prize giving is for all prizewinners, families, friends and supporters