

Science Fair Display Checklist

Complete	List of Tasks to Complete	Verify this step is complete
	Display Decision	
	Based upon your thoughts and interests; write a statement indicating what type of display you plan to create. Indicate why this interests you and/or why you chose this specific item.	Dated journal entry/ies addressing the items to the left.
	Research	
	The purpose of research in a science fair project is two-fold, 1) to help you learn more about the subject you are curious about and 2) to help you begin to determine how you will be able to create an accurate display. How much is enough research? You have a good idea of how you are going to build your model. You have found a step by step procedure for building your model or you have created a step by step procedure for building the model.	Dated journal entry with at least 3 facts you found about the science related to your project. You should utilize a minimum of two sources, preferably three.
	Collect Materials	
	Write a complete list of all of the items you want to collect and display.	Dated journal entry containing a complete list of items.
	Write a step by step procedure for collecting the items and sorting them and identifying them. If you are following a procedure written by someone else, write the entire procedure in your journal and indicate the source.	Dated journal entry containing a complete procedure for creating the display.
	Build the Model	
	Prepare items for display. Keep notes in your journal regarding any challenges you encountered or anything you changed from your original plan.	Dated journal entry/ies documenting your process of building the model.
	Include pictures/drawings/sketches in journal for proof of your survey. Keep photos for your tri-board, do not tape in journal.	Dated journal entry indicating process is complete and any evidence proving completion.
	Analyze Your Display	
	What is the science behind your display? Why is a display useful? What did you learn as a result of building this display that you did not know before you started?	Dated journal entry/ies indicating a conclusion that answers all questions listed at the left.

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	Conclusion: What conclusion can you draw about science from the creation of this display? What did you learn? If you had the time to do build this display again, what would you do differently? Do you have any new/additional ideas as a result of building this display?	Dated journal entry(ies) indicating a conclusion that answers all questions listed at the left.
	Write Report and Abstract	
	Set up outline for written report using the Step Up To Writing format for outlines. Your report should include why you chose this particular item to model, what is the science behind this item or the science behind building the item? Write a report documenting what you learned about science as a result of building this model.	Dated journal entry containing an outline for your report.
	Write a draft of your report using your Step Up To Writing outline and any handouts provided by your teacher.	Dated journal entry contains a hand written DRAFT REPORT.
	Update research by adding questions AND finding the answers for any questions you came up with while performing your analysis or while writing your report. REMEMBER TO ALWAYS DOCUMENT SOURCES.	Dated journal entry answering along with source citation. Or, dated journal entry indicating you have no further questions regarding this subject.
	Write draft of abstract according to handout.	Dated journal entry contains a hand written DRAFT ABSTRACT.
	PROJECT REVIEW	
	Locate the judging rubric for a display at the county web site and make sure your project addresses all items listed. Update your journal and report as needed.	Dated journal entry indicating you have reviewed your project against the judging rubric for model and made changes as necessary.
	Type Abstract and Assemble Tri-Board	
	Type Report including any changes indicated in hand written draft. DO NOT PUT NAME OR SCHOOL ON REPORT, ONLY NUMBER AND GRADE.	TYPED REPORT
	Type Abstract. DO NOT PUT NAME OR SCHOOL ON ABSTRACT, ONLY NUMBER AND GRADE.	TYPED SINGLE PAGE ABSTRACT
	Assemble tri-board. DO NOT PUT NAME OR SCHOOL ON FRONT OF TRI-BOARD; ONLY WRITE NUMBER AND GRADE ON BACK.	Tri-Board