

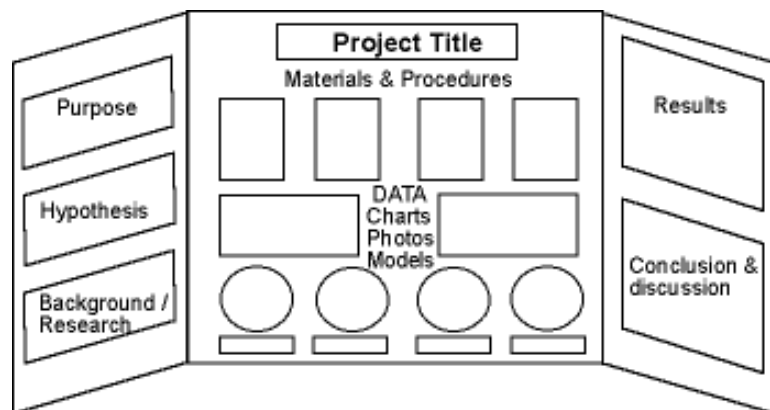


SAN MATEO COUNTY OFFICE OF EDUCATION

Anne Campbell, County Superintendent of Schools

2012 SAN MATEO COUNTY SCIENCE, MATH & TECHNOLOGY FAIR PROJECT GUIDELINES

1. **All work should be done by the student and should be an experiment using the scientific method unless it is a mathematical or engineering/technology type of project.** Appropriate assistance may be provided by teachers, parents or others.
2. **The TWO entry forms for each project submitted must be completely filled out; both should be either typed or printed.** This is important because occasionally, we need to contact a student directly so their home phone/email information is important.
3. **All entrants are responsible for the installation, maintenance and removal of their projects. Students are encouraged (but not required) to set up their own projects at the fair.** If the student, because of prior commitments cannot set up the project, a responsible adult (i.e. parent or teacher) may set up the project. (See Fair Calendar for set up dates/times.) No taping, securing or gluing display or items to the tables, as projects need to remain moveable in case they are re-classified or simply moved to another table.
4. **The project display should be within the following dimensions: 122 centimeters (48 inches) wide, 76 centimeters (30 inches) deep and 274 centimeters (108 inches) high.** Project display should be self-supporting during the public display period, and may be labeled according to the example below (drawing not to scale):



5. **An abstract is required with each project submitted by 6th - 12th grade students.** Abstracts are optional for 5th graders. An abstract helps facilitate the work of the judges. An abstract is a brief summary (200 words or less) that includes the purpose of the project, the method of solution, and significant conclusions. (See Abstract form.) Note: A research notebook is optional but recommended for the County Fair. If one is displayed, a backup copy should be kept at home since there is the possibility of loss or damage during public display.
6. **No names or photos of participants or their schools should be visible on the project display;** this includes project reports, data notebooks, etc. Please remove any awards or ribbons that were received from previous school or district science fairs.

7. **Projects requiring electricity may be displayed, but not plugged in.** Hiller Aviation Museum does not allow the project to be turned on during the display hours; judges may ask for a demonstration during the interviews. All electrical apparatus must be built according to standard electrical safety laws. Projects that use 110 volts or more may not use push-button switch (doorbell type) or open-knife switches. All projects using 110 volts or more must have a main disconnect switch of a type approved by the National Board of Underwriters. All wires must be of the size and insulation appropriate for the current and voltage used.
8. **No liquids of any kind** should be in project displays. Please substitute photographs or drawings instead. If there are sample liquid containers in the display, they must be empty.
9. **Controlled substances, hazardous materials or sources of open flames cannot be used or exhibited in any project;** e.g., marijuana; firearms of any kind, bullets, any project dealing with high powered projectiles, fireworks, carbon dioxide bombs; candles. Any project that deals with illegal substances or can cause severe physical injury or death is not allowed.
10. **Valuable items**, such as special equipment, cameras, recorders, microscopes, etc. **will NOT be allowed to be displayed;** please use photographs or drawings to illustrate their use.
11. **No hypodermic needles or syringes or other dangerous medical items** can be displayed with projects.
12. **Food samples may not be included in the display.** Instead, please use drawings, plastic food or photos, or their labeled containers.
13. **Live animals, mounted birds, mammals, or any stuffed specimens will not be allowed in the displays.** Projects that use animals should substitute pictures or drawings for the display. Bones are acceptable if they are clean and free of decaying matter. (Note: Bones ARE NOT accepted for display at the Bay Area Science Fair.)
14. **If plants are in the display, they should be completely covered and sealed** (either the entire plant or the pot and soil). This includes vermiculite and any product that could be easily scattered.
15. **Protists (bacteria, fungi, molds, etc.) may not be exhibited.** Photos or drawings may be used instead of actual Petri dishes or cultures.
16. **Gravel, sand, dirt must be tightly enclosed and sealed** securely if they are on display.
17. **Projects that include the use of animals or humans (including surveys) must follow the Science Fair Guidelines established by the State Humane Association of California.** (See enclosed guidelines). For grades 7-12, Bay Area Science Fair Special Project Proposal Forms must be filled out *prior to experimentation* for possible project entry into the Bay Area Science Fair. Special Project Proposal Forms can be obtained by downloading them from the Bay Area Science Fair website: (<http://home.pacbell.net/sfbasf/>).
18. **DVDs will be allowed to accompany a project display.** (See DVD guidelines)
19. **All projects must clearly distinguish between the work of the student participant and the work of others.** Students participating in a research opportunity in industry, a university, hospital, or institution other than their school, must display only their research. Students must clearly specify the assistance received and the role and contributions of others in the project. **It is required that such projects be accompanied by a letter from the principal research director indicating the level of his/her involvement in the student project.** This letter should be included in the project notebook.
20. **Parents and advisors are not permitted in the display areas during judging.** Violations may result in disqualification of student participants.