



## Austin Energy Regional Science Festival 2018 STUDENT CHECKLIST – JUNIOR/SENIOR DIVISION

**Please use this checklist to help complete the registration and check-in process for the Austin Energy Regional Science Festival.**

1. Once your school has set up its online account, if you used Scienceteer last year, you can log in with your username and password at [www.scienceteer.com](http://www.scienceteer.com) . If you are new to Scienceteer, your teacher must give you a link to create an account.
2. Each and every student must have their own account on Scienceteer. (even if they are going to be on a team)
3. Each student must have a unique e-mail address (different from other students or teachers).
4. If you lose your password, contact your teacher, they can reset it.
5. Make sure your parents have an e-mail address. If they do not, help them create one with hotmail, gmail or yahoo, etc. The system will guide you in getting your parental permission. If you parents have no access to e-mail Scienceteer will instruct you to print out the forms, have them signed, and return them to your teacher.
6. Students can't access the online system until their parents have given permission.
7. Login at [scienceteer.com](http://scienceteer.com) and complete the required steps to setup your profile and signature.
8. Follow the online steps to complete your project.
9. The online system will guide you to create and fill out your forms and research plan. Follow the steps, step-by-step. The system will take care of your signatures as well.
10. If your school selects your project to advance see below:

### **Wednesday, February 21, 2018**

- Check in at Palmer Events Center\*, 900 Barton Springs Road, South Lobby, 3:00 p.m. – 7:00 p.m.
- Clear Registration, Display & Safety, and set up your project

### **Thursday, February 22, 2018**

- Please be at your project 15 minutes before judging. Judging begins at 9:00 a.m. for Seniors and 1:30 p.m. for Juniors.
- If possible, attend the Awards Ceremony, 7:00 p.m. – 9:30 p.m. to celebrate your achievements and the accomplishments of other Central Texas students.
- Dismantle projects between 9:30 p.m. – 10:30 p.m. Projects not picked up by 10:30 p.m. will be set aside until Saturday, February 24, 2018 and can be picked up that day between 4:30 p.m. – 5:00 p.m. Projects not picked up by 5:00 p.m. on Saturday, February 24, 2018 will be discarded.

\* Parking will be free of charge for all participants at the Palmer Events Center Garage.