



## Austin Energy Regional Science Festival 2021 STUDENT CHECKLIST – JUNIOR/SENIOR DIVISION

Please use this checklist to help complete the registration and judging process for the Austin Energy Regional Science Festival.

### **Participate in your School or District Fair:**

#### Register Online With Scienteer

- If you used Scienteer last year, you can log in with your username and password at [www.scienteer.com](http://www.scienteer.com) once your school has set up its online account.
- If you are new to Scienteer, your teacher must give you a link to create an account.
- Every student must have their own account on Scienteer, even if you are participating as a team. Each student must have a unique e-mail address (different from other students or teachers).
- If you forget your password, contact your teacher to reset it.
- Make sure your parents have an e-mail address. If they do not, help them create one with gmail, hotmail, or yahoo, etc. The system will guide you in getting your parental permission. (If your parents have no access to e-mail, Scienteer will instruct you to print out the forms, have them signed, and return them to your teacher.) You can't access the online system until your parents have given permission.
- Login at [Scienteer.com](http://Scienteer.com) and complete the required steps to setup your profile and signature.

#### Begin Your Science Fair Project

- Follow the online steps to complete your project.
- The online system will guide you to create and fill out your forms and the research plan. Follow the prompts, step-by-step. The system will take care of your signatures as well.
- Periodically check with your teacher or science fair sponsor to ensure you are not missing important approvals or information.

#### Create Your Presentation

- Create a virtual presentation board following the rules and guidelines in the template provided. This will take the place of a physical display board:  
<http://www.sciencefest.org/images/pdfs/JSProjectTemplate.pptx>
- If your school or district has a local fair, you will need to participate and qualify for the regional fair.
- If your school selects your project to advance to the Regional Science Festival by the **deadline of January 28, 2021**, follow the steps below. **All regional deadlines are firm; no late entries will be accepted.**

### **Advance to the Austin Energy Regional Science Festival:**

#### Confirm Project and Category

- Thursday, January 28, 2021 – Friday, January 29, 2021**
- Select your project category and confirm your project in Scienteer. For team projects, each team member

must complete this step.

- ❑ Check Scienteer daily for SRC requests or approval.

## Upload Your Presentation after Regional SRC Review

- ❑ **February 2-4, 2021 5:00 p.m. for Sr Division; February 2-5, 2021 5:00 p.m. for Jr Division**
- ❑ After SRC approval, complete your virtual presentation by adding the SRC approved *abstract* and *forms 1C and 7* (if applicable).
- ❑ **Save** the presentation as a pdf. This should be one document, but can have several pages.
- ❑ Follow the link provided to you to upload your completed virtual presentation by the deadline. You will need your Project ID from Scienteer and your email address.
- ❑ You will only have one attempt to upload your presentation PDF. Double check to make sure you have all pages included in the file before uploading.

## Test your internet connection, sound, and video on your computer or phone

- ❑ **February 5-8, 2021 for Sr Division; February 5 – 15 for Jr Division**
- ❑ Below are a few things to check before the day of your interview.
- ❑ Check the signal strength of the room you plan for your interview. If the signal is weak, you might consider a different interview location.
- ❑ Check your sound input and output devices. Can you clearly hear others? Can others clearly hear you? Testing with a buddy can help you find and eliminate problems.
- ❑ You should plan to use a room that blocks out exterior noise and has a background free of distractions.
- ❑ Check the lighting to make sure the judges can properly see your face. A head/shoulder shot is best.
- ❑ If you choose to use a virtual background, make sure it is not one that distracts from your presentation. Wrestling pandas in the background are entertaining when talking to friends, but aren't really appropriate for a Science Fair interview.

## Attend Your Virtual Judging Session

- ❑ **February 9 – 11, 2021 for Sr Division; February 16 – 19 for Jr Division; February 22 – 23 for Special Awards**
- ❑ Know your Virtual Judging Time. This will be emailed to you and your teacher prior to the start of judging. Check with your teacher if you did not receive the email.
- ❑ Attend your assigned Virtual Judging session(s). Each student will have 10 minutes to present and answer judge questions during the interview, so be prepared. See the section above on testing your internet connection to make sure you are ready.
- ❑ We recommend arriving for your interview time 10 minutes early. You will be in your interview room by yourself until the judges are ready for your session.
- ❑ Be flexible. We may need to move your judging time if there are technical difficulties.
- ❑ Most judges will have already downloaded and reviewed your project PDF but you might consider having it available on your device for your own reference.

## Awards Ceremony

- ❑ Watch the Award Ceremony on-line at 7:00 p.m., Thursday, February 25, 2021.
- ❑ All awards received will be picked up by a school representative the next week and distributed to you.