

Science Fair Project Schedule Worksheet

Introduction

This worksheet has three sections:

- 1. **Holiday/Work Day Planner.** This worksheet lets you summarize all your holidays and teacher workdays in one spot to assist in scheduling the science fair assignments. If you have a good school calendar handy, you can skip this step.
- 2. **Science Fair Assignment Worksheet.** This worksheet helps you plan when student assignments should be due.
- 3. **Student/Parent Schedule.** Transfer the dates from the worksheet to this schedule and you can distribute it to students and parents. We highly recommend that parents receive a copy of the schedule. You may also want to add a permission slip and/or notification of the student's project topic.

Holiday/Teacher Work Day Planner

Holidays	First Day Off	Last Day Off
Labor Day		
Columbus Day		
Veteran's Day		
Thanksgiving		
Holiday Break		
Martin Luther King Day		
President's Day		
Ski Week/Winter Break		
Spring Break		
Other holidays or breaks:		
Teacher Work Days	First Day Off	Last Day Off

For more help with your science project go to www.sciencebuddies.org

Science Fair Assignment Worksheet

This worksheet will help you determine when each assignment should be due. Some teachers may want to add due dates for rough drafts of key assignments.

Assignment	Assignment Description (Note: Students should have at least 12 weeks to do their projects)	Suggested Time to Complete this Step	In Class Due Date (where applicable)
City/County Science Fair Application	You'll want to encourage your students to enter and attend the local city/county science fair if one exists in your area. Check when applications are due, then move this item to the appropriate place in the schedule.		
Topic Selection Wizard	Please have your students log in to complete the Topic Selection Wizard ("Wizard") to help them narrow down an area of interest for their project.	14 days	
Question	The specific question the student will be investigating in the project.	14 days	
Research Plan & Bibliography	The Research Plan is a roadmap of the research questions that need to be answered. The Bibliography is a list of the sources that will be used to answer the research questions. Source Requirement: at least 3 offline sources including one encyclopedia.	7 days	
Research Paper	The purpose of the Research Paper is to provide information to help understand why the experiment turns out the way it does. It should include: • The history of similar experiments or inventions. • Definitions of all important words and concepts that describe the experiment. • Answers to all the background research plan questions. • Mathematical formulas, if any, that are needed to describe the results of the experiment.	14 days	
Variables and Hypothesis	An explanation of which factors will be changed while conducting the experiment and a hypothesis on the resulting impact of the change.	7 days	
Materials and Procedures	A detailed list of the materials that will be used to conduct the experiment and the detailed steps that will be followed while conduct the experiment	7 days	
Conducting the Experiment	There should be a minimum of two weeks here to allow the students to do multiple runs of their experiments. Minimum Trials: 3 runs of experiment. If students are working with plants, they should have 3 plants for each variable tested.	14 days	
Data Analysis and Graphs	The analysis of the experimental data. A summary of the findings of the experiment.	7 days	
Conclusions	An explanation of the results of the experiment.	3 days	
Final Report	A report that collects all the above written assignments in one place plus a short abstract of the project	7 days	
Display Board	The final project board that will be displayed at the science fair.	3 days	
School Science Fair	The date the students must turn in their projects to the teacher or to the school science fair.		
City/County Science Fair	Make sure this date is after your school fair if you're having one!		

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Student Science Fair Project Schedule

Ceacher Name:

Assignment	Assignment Description	In Class Due Date
City/County Science Fair Application		
Topic Selection Wizard	Please have your students log in to complete the Topic Selection Wizard ("Wizard") to help them narrow down an area of interest for their science fair project.	
Question	The specific question the student will be investigating in the science fair project.	
Research Plan & Bibliography	The Research Plan is a roadmap of the research questions that need to be answered. The Bibliography is a list of the sources that will be used to answer the research questions. Source Requirement: at least 3 offline sources including one encyclopedia.	
Research Paper	 The purpose of the Research Paper is to provide information to help understand why the experiment turns out the way it does. It should include: The history of similar experiments or inventions. Definitions of all important words and concepts that describe the experiment. Answers to all the background research plan questions. Mathematical formulas, if any, that are needed to describe the results of the experiment. 	
Variables and Hypothesis	An explanation of which factors will be changed while conducting the experiment and a hypothesis on the resulting impact of the change.	
Materials and Procedures	A detailed list of the materials that will be used to conduct the experiment and the detailed steps that will be followed while conduct the experiment	
Conducting the Experiment	There should be a minimum of two weeks here to allow the students to do multiple runs of their experiments. Minimum Trials: 3 runs of experiment. If students are working with plants, they should have 3 plants for each variable tested.	
Data Analysis and Graphs	The analysis of the experimental data. A summary of the findings of the experiment.	
Conclusions	An explanation of the results of the experiment.	
Final Report	A report that collects all the above written assignments in one place plus a short abstract of the project.	
Display Board	The final project board that will be displayed at the science fair.	
School Science Fair	The date the students must turn in their projects to the teacher or to the school science fair.	
Visit the Fair!	Parents may visit the science fair at this date and time.	
City/County Science Fair		

11/05/2007