

2010

***Southeast Regional Science Fair
Planning Meeting***

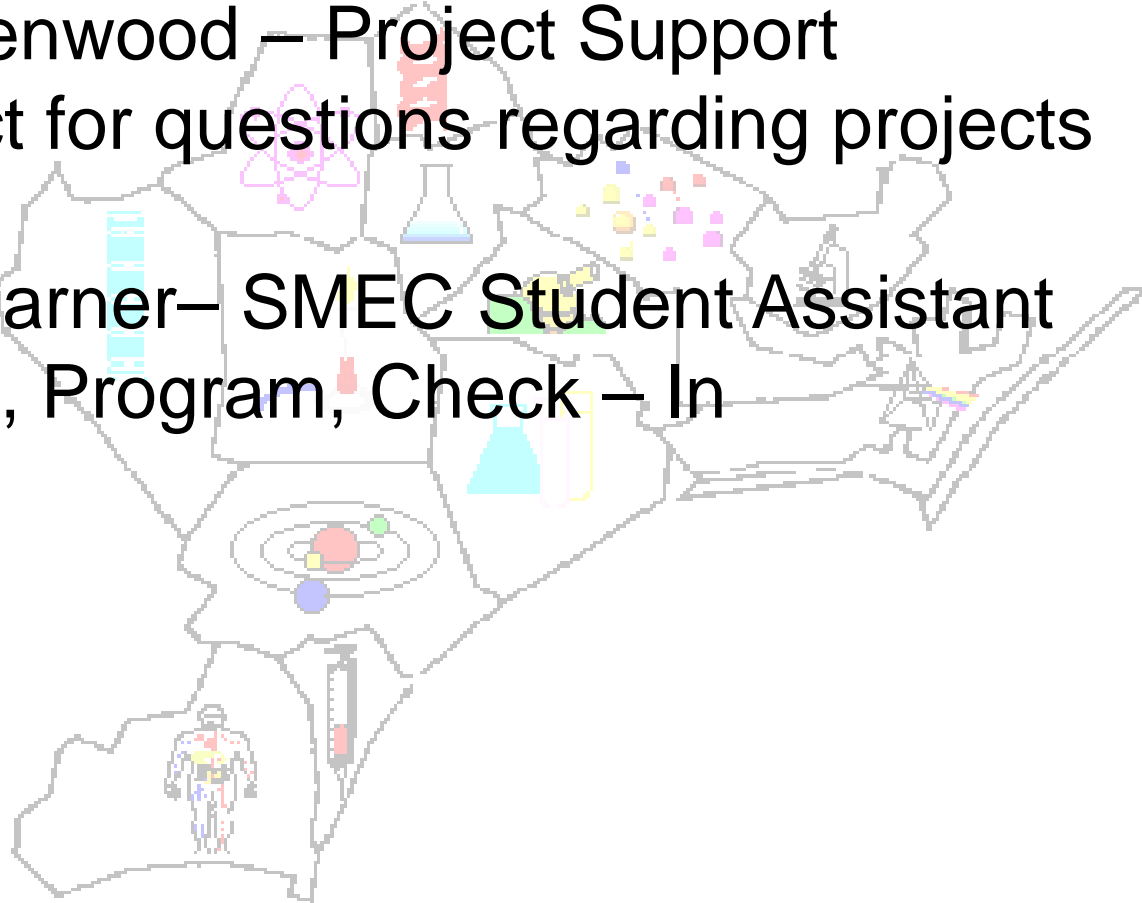
Welcome - Please use
this time to complete the
yellow information card.



Introductions

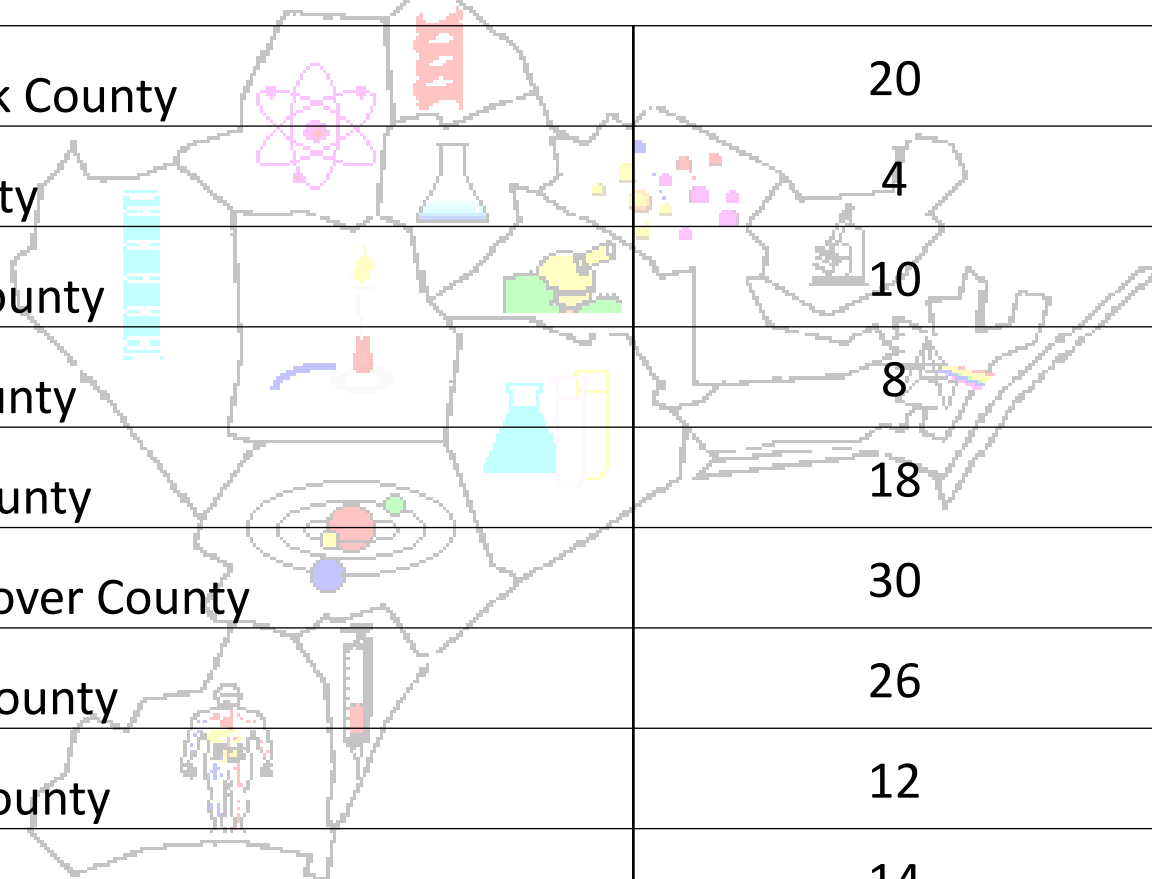
Lawson Greenwood – Project Support
Contact for questions regarding projects

Casey Bumgarner – SMEC Student Assistant
Entries, Program, Check – In



Current Allotment Schedule

Registration fee \$20.00 per project

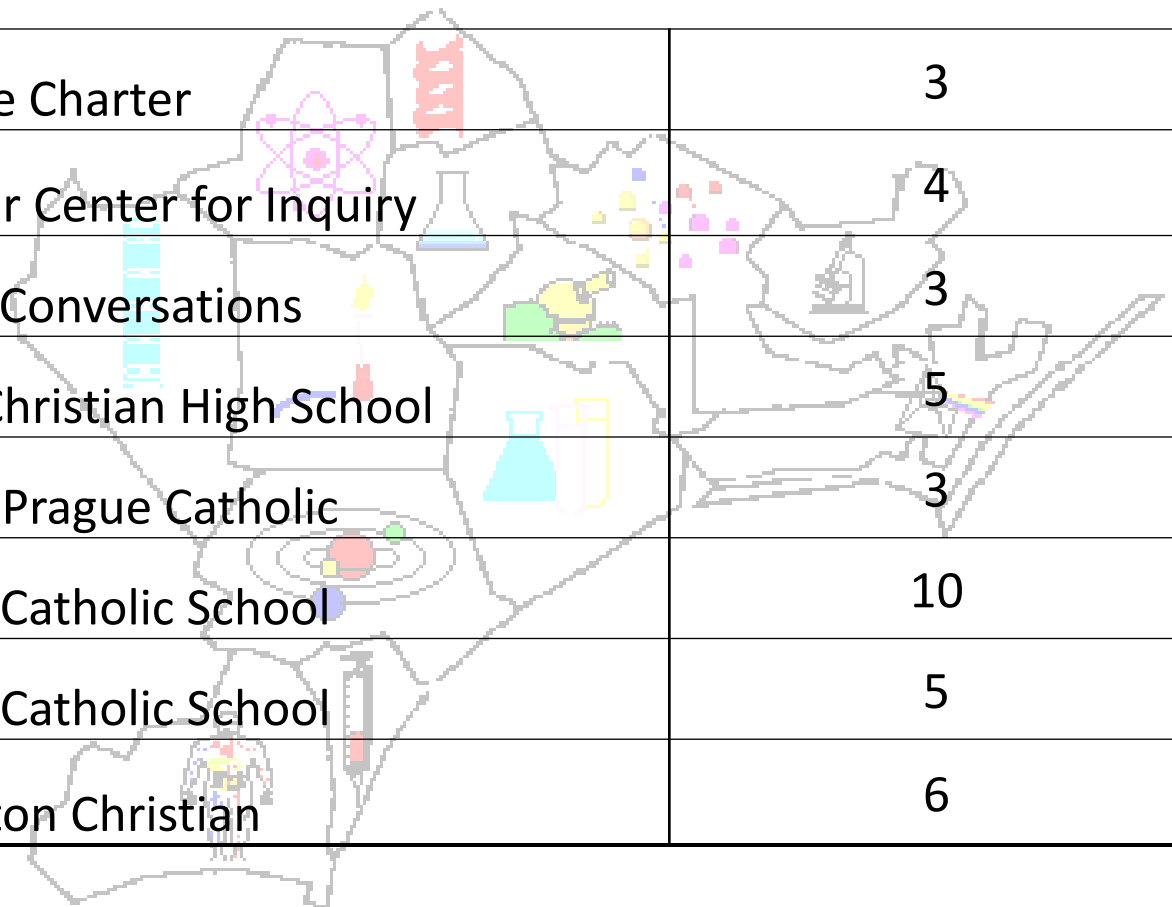


A map of North Carolina counties is shown in the background, with various science-related icons overlaid on different regions. The icons include a pink atom, a red DNA helix, a blue flask with liquid, a yellow microscope, a green microscope, a blue and red candle, a blue flask and yellow test tube, a blue and red planet system, a blue and red thermometer, a blue and red human figure, and a blue and red microscope.

Brunswick County	20
Clinton City	4
Craven County	10
Jones County	8
Lenoir County	18
New Hanover County	30
Onslow County	26
Pender County	12
Sampson County	14
Wayne County	12

Current Allotment Schedule

Registration fee \$20.00 per project




Arapahoe Charter	3
Cape Fear Center for Inquiry	4
Classical Conversations	3
Coastal Christian High School	5
Infant of Prague Catholic	3
St. Mark Catholic School	10
St. Mary Catholic School	5
Wilmington Christian	6

Important Dates

- November 24 – Entry Fees due
(invoiced next week)
- January 31 – All local fairs
- February 8 – Entry Forms due to SMEC
- February 20 – SERSF, Hanover Hall Gym
- March 6 – State Fair Entries due online
- March 26 – State Fair Meredith College
- May 9 – 14 – ISEF, San Jose CA

Forms SERSF - SMEC

 2010 SERSF

STUDENT PROJECT FORMS CHECKLIST

Please complete and place beside your project with your forms.
One checklist is needed per project.

Project # assigned at SERSF: _____

Project Name: _____

Student(s)

Name(s): _____

Required of all Elementary and Middle School Projects (students may alternatively use official ISEF forms):

- 2009 – 2010 NC Elementary and Middle School Science and Engineering Research Plan and Scientific Review Committee Approval Form
- Separate written Research Plan signed and approved by teacher prior to beginning experiment

ISEF forms required of all Senior Projects:

- Intel ISEF Official Abstract & Certification
- Checklist for Adult Sponsor (1)
- Student Checklist (1A)
- Research Plan written by student(s)
- Approval Form (1B)

Required depending on project:

- | | |
|--|--|
| <input type="checkbox"/> Regulated Research Form Inst./Ind. Setting (1C) | <input type="checkbox"/> Potentially Hazardous Biological Agents Form (6A) |
| <input type="checkbox"/> Qualified Scientist Form (2) | <input type="checkbox"/> Human and Vertebrate Animal Tissue Form (6B) |
| <input type="checkbox"/> Risk Assessment Form (3) | <input type="checkbox"/> Continuation Projects Form (7) |
| <input type="checkbox"/> Human Subjects Form (4) | |
| <input type="checkbox"/> Vertebrate Animal Form (5A or 5B) | |

Forms SERSF - SMEC

2009-2010 NC Elementary and Middle School Science and Engineering Research Plan & Scientific Review Committee (SRC) Approval Form

NOTE: Grades 3-8 students must use this form OR the official ISEF Forms (1,1A, Research Plan, and 1B) to participate in NC Regional and State Science Fairs and be approved by a local SRC committee*.

Student's Name _____ Grade _____ Phone _____
Student or Parent Email: _____
Teacher's Name _____ Phone _____
Teacher's Email _____
School _____
School Address _____
Project Title _____

Where will the project be completed? _____ School _____ Field _____ Home _____ Research Institution _____

Parent or Guardian Signature _____ Date _____

Qualified Scientist/Adult Sponsor _____ Phone _____

A qualified scientist is someone working as a scientist or engineer in the field of study/research. (Complete if required)

All Students Must Write a Research Plan as Listed Below and Have the Plan Approved PRIOR to BEGINNING the Experiment! This Form and the Research Plan should be submitted to all Fairs!

Research Plan (complete on another sheet to turn in for review):

- A. Question or Problem being addressed
- B. Hypothesis/Engineering Goals
- C. Description in detail of method or procedures (The following are important and key items that should be included when formulating ANY AND ALL research plans.)
 - 1) Procedures: Detail all procedures and experimental design to be used for data collection
 - 2) Safety Issues: Detailed information on how any safety issues are addressed and who is monitoring these issues.
 - 3) Data Analysis: Describe the procedures you will use to analyze the data that answer research question or hypothesis
- D. Bibliography: List at least three (3) and preferably five (5) major references (e.g. science journal articles, books, internet sites) from your literature review. If you plan to use vertebrate animals, one of these references must be an animal care reference. (If using internet resources, suggest .edu and .gov sites for accuracy.)

Teacher Approval: _____ Date: _____

Teacher or Qualified Adult Supervisor may approve if projects do not involve any of the items listed below.

If you are working with ANY of the following items, you MUST have a "Qualified Scientist/Adult Sponsor" to supervise your work and first be approved by a local SRC Committee: Non-Human vertebrate animals, Bacteria, Human/Animal Tissue, Recombinant DNA, Pathogens, Human Subjects, Controlled Substances, Hazardous Substances or Hazardous Devices. You must also use the ISEF Rules Wizard at <http://www.sciserv.org/isef/students/wizard/index.asp> to determine other forms that may be required for your research and if approval is needed before beginning the experiment!

Any Projects using hazardous chemicals, activities or devices or using regulated substances and some potentially hazardous biological agents: Attach completed ISEF Form 3.

Projects involving Human Subjects: Attach an unsigned sample of the Consent Form and the completed ISEF Form 4 – Human Subjects and Informed Consent Form.

Projects involving Vertebrate Animals: Attach completed ISEF Form 5(A and/or B) – Vertebrate Animal Form to show that the project is approved if needed, supervised by animal care expert.

Projects involving Potentially Hazardous Biological Agents: Attach completed ISEF Form 6A and/or 6B.

Local SRC Approval: _____ Date: _____

(REQUIRED IF ANY OF THE ABOVE MATERIALS ARE USED!)

SRC Comments/Requirements:

* NC Fairs require students to follow the ISEF Rules and Regulations. Detailed information can be found at <http://www.societyforscience.org/isef/document/index.asp>.

*If the local committee has questions, please contact the regional director, NC state director, or any of the ISEF SRC Officials listed at http://www.sciserv.org/isef/aff_fairs/aff_review.asp

Forms ISEF

Used by all Senior Projects

Checklist for Adult Sponsor (1)

This completed form is required for ALL projects and must be completed before experimentation

To be completed by the Adult Sponsor in collaboration with the student researcher:

Student's Name: _____

Project Title: _____

- I have reviewed the ISEF Rules and Guidelines.
 - I have reviewed the student's completed Student Checklist (1A) and Research Plan.
 - I have worked with the student and we have discussed the possible risks involved in the project.
 - The project involves one or more of the following and requires prior approval by an SRC, IRB, IACUC or IBC:
 - Humans Potentially Hazardous Biological Agents:
 - Vertebrate Animals Microorganisms rDNA Tissues
- 5) Forms to be completed for ALL Projects:
- Adult Sponsor Checklist (1) Research Plan
 - Student Checklist (1A) Approval Form (1B)
 - Regulated Research Institutional/Industrial Setting Form (1C) (when applicable)
 - Continuation Form (7) (when applicable)

6) Additional forms required if the project includes the use of one or more of the following (check all that apply):

- Humans** (Requires prior approval by an Institutional Review Board (IRB), see pp. 13-16 for full text of the rules)
 - Human Subjects Form (4)
 - Qualified Scientist Form (2) (when applicable and/or required by the IRB)
- Vertebrate Animals** (Requires prior approval, see pp. 17-20 for full text of the rules)
 - Vertebrate Animal Form (5A) - for projects conducted in a non-regulated research site (SRC prior approval required.)
 - Vertebrate Animal Form (5B) - for projects conducted at a Regulated Research Institution. (Institutional Animal Care and Use Committee (IACUC) approval required prior experimentation.)
 - Qualified Scientist Form (2) (Required for all vertebrate animal projects at a regulated research site or when applicable)
- Potentially Hazardous Biological Agents** (Requires prior approval by SRC, IACUC or Institutional Biosafety Committee (IBC), see pp. 21-24 for full text of the rules.)
 - Potentially Hazardous Biological Agents Risk Assessment Form (6A)
 - Human and Vertebrate Animal Tissue Form (6B) - to be completed in addition to Form 6A when project involves the use of fresh or frozen tissue, primary cell cultures, blood, blood products and body fluids.
 - Qualified Scientist Form (2) (when applicable)
 - Risk Assessment Form (3) (Required for projects involving protists, archaea and similar microorganisms and for projects using manure for composting, fuel production or other non-culturing experiments (6A, 6B and 2 are not required))
- Hazardous Chemicals, Activities and Devices** (No prior approval required, see pp.25-27 for full text of the rules.)
 - Risk Assessment Form (3)
 - Qualified Scientist Form (2) (required for projects involving DEA-controlled substances or when applicable)

Adult Sponsor's Printed Name _____ Signature _____ Date of Review _____
 (Must be prior to experimentation.)
 Phone _____ Email _____

Student Checklist (1A)

This form is required for ALL projects.

- 1) a. Student/Team Leader: _____ Grade: _____
 Email: _____ Phone: _____
 b. Team Member: _____ c. Team Member: _____
- 2) Title of Project: _____
- 3) School: _____ School Phone: _____
 School Address: _____
- 4) Adult Sponsor: _____ Phone/Email: _____
- 5) Is this a continuation from a previous year? Yes No
 If Yes:
 a) Attach the previous year's Abstract Form 1A and Research Plan
 b) Explain how this project is new and different from previous years on Continuation Form (7)
- 6) This year's laboratory experiment/data collection will begin: (must be stated (mm/dd/yy))
 Projected Start Date: _____ Projected End Date: _____
 (Projected dates are required for projects that require SRC/IRB prior review)
 ACTUAL Start Date: _____ ACTUAL End Date: _____
- 7) Where will you conduct your experimentation? (check all that apply)
 Research Institution School Field Home Other: _____
- 8) List name and address of all non-school work site(s):
 Name: _____
 Address: _____
 Phone: _____
- 9) Complete a Research Plan as described on page 31 and attach to this form.
- 10) An abstract is required for all projects after experimentation (see page 28).

Approval Form (1B)

A completed form is required for each student, including all team members.

1) To Be Completed by Student and Parent

a) Student Acknowledgment:

- I understand the risks and possible dangers to me of the proposed research plan.
- I have read the ISEF Rules and Guidelines and will adhere to all International Rules when conducting this research.
- I have read and will abide by the following Ethics statement

Scientific fraud and misconduct are not condoned at any level of research or competition. Such practices include plagiarism, forgery, use or presentation of other researcher's work as one's own, and fabrication of data. Fraudulent projects will fail to qualify for competition in affiliated fairs or the ISEF.

Student's Printed Name _____ Signature _____ Date Acknowledged _____
 (Must be prior to experimentation.)

b) Parent/Guardian Approval: I have read and understand the risks and possible dangers involved in the Research Plan. I consent to my child participating in this research.

Parent/Guardian's Printed Name _____ Signature _____ Date of Approval _____
 (Must be prior to experimentation.)

2) To be completed by the Fair SRC

(Required for projects requiring prior SRC/IRB APPROVAL. Sign 2a or 2b as appropriate.)

a) Required for projects that need prior SRC/IRB approval BEFORE experimentation (humans, vertebrates or potentially hazardous biological agents)

The SRC/IRB has carefully studied this project's Research Plan and all the required forms are included. My signature indicates approval of the Research Plan before the student begins experimentation.

 SRC/IRB Chair's Printed Name
 Signature _____ Date of Approval _____
 (Must be prior to experimentation.)

b) Required for research conducted at all Regulated Research Institutions with no prior fair SRC/IRB approval.

This project was conducted at a regulated research institution (not home or high school, etc.), was reviewed and approved by the proper institutional board before experimentation and complies with the ISEF Rules. Attach (IC) and required institutional approvals (e.g. IACUC, IRB)

 SRC Chair's Printed Name
 Signature _____ Date of Approval _____

OR

3) Final ISEF Affiliated Fair SRC Approval (Required for ALL Projects)

SRC Approval After Experimentation and Shortly Before Competition at Regional/State/National Fair I certify that this project adheres to the approved Research Plan and complies with all ISEF Rules.

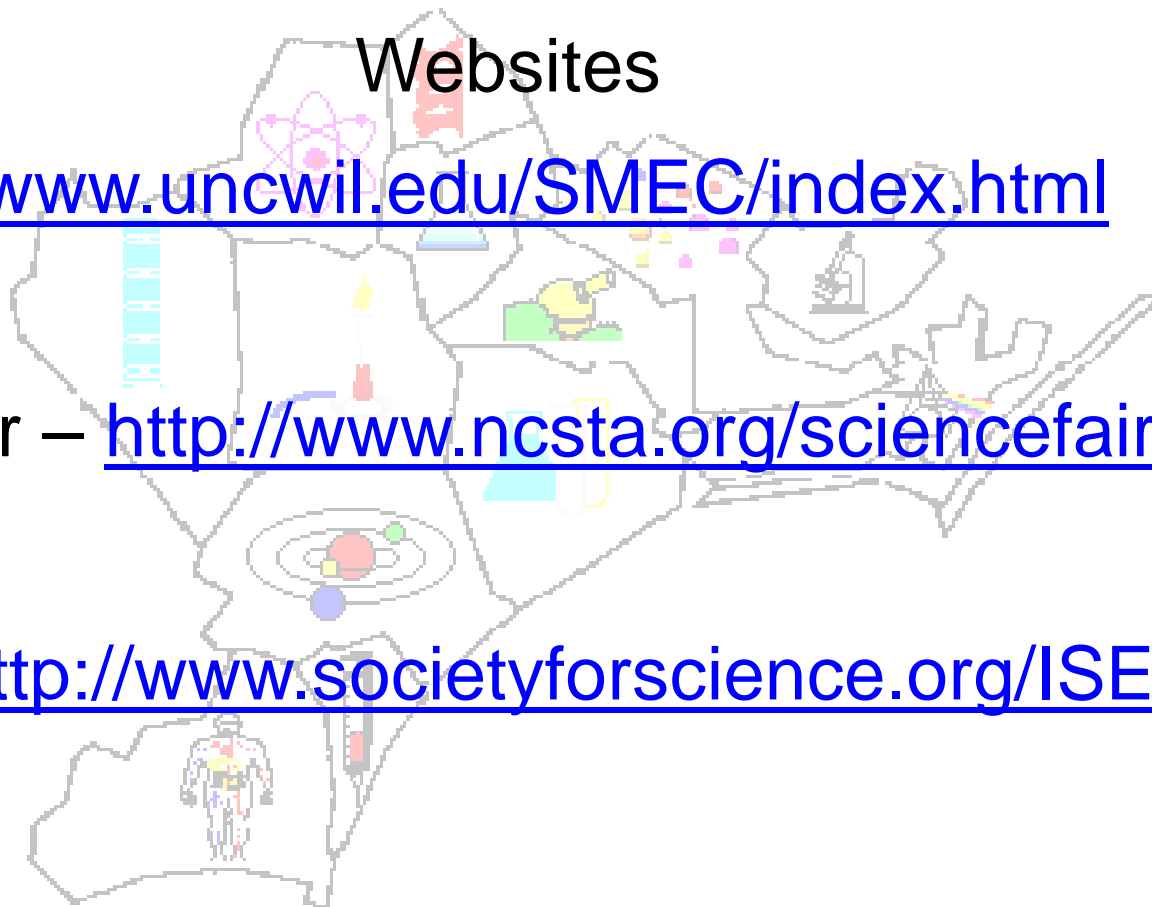
Regional SRC Chair's Printed Name _____ Signature _____ Date of Approval _____

State/National SRC Chair's Printed Name _____ Signature _____ Date of Approval _____
 (where applicable)

Important Information

Websites

- SMEC - www.uncwil.edu/SMEC/index.html
- State Fair – <http://www.ncsta.org/sciencefair/>
- ISEF – <http://www.societyforscience.org/ISEF/>



Display Rules

Allowed in Display	Not Allowed in Display
Abstract (Required)	Living Organisms
Soil, Sand, Rock only if encased in Acrylic	Human or Animal Food
Photographs – must be credited & human subjects must sign release	Plant Materials – Living or Dead
	Chemicals – Including water unless sealed in an enclosed apparatus
	Batteries with open cells

Projects violating these display rules may be allowed to present, but will not be eligible for awards