



Dear Louisiana State Science & Engineering Fair Participant:

Congratulations on receiving a nomination to participate in the 2023 Louisiana State Science & Engineering Fair! We wish you the best at this next level of competition. Attached you will find the following information:

1. Fair Schedule
2. Paperwork Requirements
3. Check-In and Setup Instructions
4. Display & Safety Regulations Checklist
5. Judging Criteria
6. Parking

The 2023 Louisiana State Science and Engineering Fair will take place on the LSU Campus in the LSU Student Union, Royal Cotillion Ballroom.

### Fair Schedule

Junior Division (6 <sup>th</sup> – 8 <sup>th</sup> grade)	Senior Division (9 <sup>th</sup> – 12 <sup>th</sup> grade)
<p><b><u>Monday, April 3rd</u></b>  <u>4-7 PM</u>: Project Set Up &amp; Student Check In</p> <p><b><u>Tuesday, April 4<sup>th</sup></u></b>  <u>8:15 AM</u>: Students at Projects  <u>8:30 – 11:30 AM</u>: Judging  <u>11:30 AM – 1 PM</u>: Lunch  <u>12:00 – 1:00 PM</u>: Public Display  <u>1:00 – 1:30 PM</u>: Display Removal  <u>1:30 PM – 2:30 PM</u>: Awards Ceremony</p>	<p><b><u>Tuesday, April 4<sup>th</sup></u></b>  <u>4-7 PM</u>: Project Set Up &amp; Student Check In</p> <p><b><u>Wednesday, April 5<sup>th</sup></u></b>  <u>8:15 AM</u>: Students at Projects  <u>8:30 – 11:30 AM</u>: Judging  <u>11:30 AM – 1 PM</u>: Lunch  <u>12:00 – 1:00 PM</u>: Public Display  <u>1:00 – 1:30 PM</u>: Display Removal  <u>1:30 PM – 2:30 PM</u>: Awards Ceremony</p>

## Paperwork Requirements

ALL projects require the following:

Form 1: Checklist for Adult Sponsor

Form 1A: Student Checklist

Form 1B: Approval Form

Official Abstract Form

Research Plan

Additional forms may be required depending on your project. Please visit the [ISEF Rules Wizard Questionnaire](#) for the complete list of forms regarding your specific project

## Check-In & Setup Instructions

<b>Junior Division Student Check-In</b>	<b>Senior Division Student Check-In</b>
LSU Student Union Cotillion Ballroom Monday, February 13 <sup>th</sup> between 4-7 PM	LSU Student Union Cotillion Ballroom Tuesday February 14 <sup>th</sup> between 4-7 PM

### Check-In

1. **Find your project number** on the posted list at the check-in table.
  - a. **If your name is not highlighted**, you will be given an entrance ticket to enter the project hall.
  - b. **If your name is highlighted**, you will be sent to the front desk to either make a payment, provide paperwork, or both.
2. **Set up project board.** After receiving your entrance ticket you will be directed to your project location for setup. You will find a card with your name and project number on the table.

### Project Setup

1. **Set your project up on the assigned space.** Judges should be able to see your project number.  
**Maximum project size: W 48" x D 30" x H \*108" (Height must include table height, so board/project cannot exceed 72")**
2. **Make sure your official abstract is clearly displayed at the front of your table.** You should have a copy of your forms (Forms 1, 1A with Research Plan, 1B, etc. as appropriate) at your table with you, but they do not need to be displayed.
3. Raise your hand and **wait for a Display and Safety Committee member** to review your project and stamp your card.

4. Before leaving make sure the following are on your assigned space:
  - a. Card marked **DISPLAY AND SAFETY APPROVED**
  - b. **OFFICIAL ABSTRACT** and all forms are clearly visible
5. Please take your Participant Certificate with you but leave your lanyard and nametag.

## Day of Fair Instructions

1. **Dress Code** – Recommended dress is Business Casual. Collared shirts and slacks for men. Blouses, dresses, and/or slacks for women.
2. **Parking and Drop Off** Students can be dropped off at the front circle of the LSU Student Union. Parents and teachers can also park at the Union Square Parking Garage for \$1.50 per hour.
3. **What to Bring.** Bring a snack, water bottle, reading, and homework to do while waiting for a project to be judged. Students must stay within the boundaries of their project booth while waiting to be judged. Phones and handheld gaming devices are allowed without sound.
4. **Be at your project by 8:15 AM** You must be at your assigned space for the entire judging round from 8:30-11:30 AM except for bathroom breaks. Failure to be present may result in a judge entering a score of 0. If you need to take a bathroom break, you may do so by exiting and returning through the main entrance doors (do not use the side glass doors).
5. **Judging.** Students will be judged over the course of 3 hours by 2-4 judges. Students should have a 3–5-minute explanation of their project prepared for judging. Each judge will then ask follow-up questions based on the student’s project. Students should remain professional during the interview and answer all judge questions. Judges will spend between 5-7 minutes at each project depending on the number of projects they are assigned. Parents and teachers are NOT allowed in the Ballroom during judging.
6. **Lunch** – 11:30 AM-1 PM Once the last judge has concluded, students will be released by category to lunch in the Union, between 11:20 – 11:40 AM. Students need to bring all personal belongings with them once dismissed. **Please bring money or a bagged lunch as lunch is NOT provided by the LSEF staff.** Parents and Teachers, please have a plan in place for gathering your students once dismissed.
7. **Public Display** – Project viewing is open to the public from 12:00 PM – 1:00 PM. Students will be able to walk around the room as well during this time once they have finished eating lunch.
8. **Project Removal** – Students are to remove project display boards from the Ballroom from 1:00 – 1:30 PM in preparation for the Award Ceremony.
9. **Awards Ceremony** – The Awards Ceremony will roughly be from 1:30 – 2:00 PM. Students are encouraged to sit with their school towards the front of the room either on the floor or at the tables.

## Display and Safety Checklist

Refer to the [ISEF Display & Safety Regulations](#) webpage for specifics.

### DISPLAY AND SAFETY CHECKLIST

- Maximum project size: W 48" x D 30" x H \*108" (*Height must include table height, so board/project sitting on table cannot exceed 72"*)

#### **Items required to be displayed on project board or in front of project:**

- Official Abstract
- Signed project set-up approval card (received on-site at the Fair; will be taped to table)
- Photograph image, graph and data credits must be displayed as "Images by Student"

#### **All forms are required to be at the project but not displayed, including, but not limited to:**

- Checklist for Adult Sponsor (1)
- Student Checklist (1A)
- Research Plan, Approval Form (1B)
- Human Participants Form (4)
- Human Consent Forms for each participant when applicable

#### **Items NOT allowed at the display:**

- Living organisms, including plants
- Soil, sand, rock and/or waste samples even if permanently encased in a slab of plastic
- Taxidermy specimens or parts
- Preserved vertebrate or invertebrate animals
- Human or animal food. Human/animal parts or body fluids
- Plant materials (living, dead, or preserved) that are in their raw, unprocessed, or non-manufactured state (Exception: manufactured construction materials used in building the project or display)
- All chemicals including water (Exceptions: water integral to an enclosed, sealed apparatus.)
- All hazardous substances or devices [for example, poisons, drugs, firearms, weapons, ammunition, reloading devices, and lasers
- Dry ice or other sublimating solids
- Sharp items
- Flames or highly flammable materials
- Batteries with open-top cells
- Awards, medals, business cards, flags, logos, CD's, DVDs, flash drives, brochures, booklets, nor endorsements, and/or acknowledgments unless the item(s) are an integral part of the project
- Photographs or other visual presentations depicting vertebrate animals in surgical techniques, dissections, necropsies, or other lab procedures
- Postal addresses, world wide web and email addresses, telephone and fax numbers of Finalists
- Glass or glass objects unless deemed by the Display and Safety Committee to be an integral and necessary part of the project

#### **Items allowed BUT with restrictions:**

- Any apparatus with unshielded belts, pulleys, chains, or moving parts with tension or pinch points **if for display only and not operated**
- Any demonstration for judges or the public must be performed within the maximum size of the project permitted, an area 30"(Depth) by 48"(Width) by 72" (Height of table and board not to exceed 108")
- Any apparatus producing temperatures that will cause physical burns if adequately insulated

**Other requirements:**

- Returning items that have been removed through a violation and/or adding items that are not permitted after final clearance by the Display and Safety Committee and the Scientific Review Committee is prohibited.
- Society for Science & the Public, the Scientific Review Committee, and/or the Display and Safety Committee reserve the right to remove any project for safety reasons or to protect the integrity of the Intel ISEF and its rules and regulations.
- A project data book and research paper are not required but are highly recommended.
- No school affiliation or grade level to be displayed on your board.
- All projects must have a board displayed. Computer only presentations are not allowed.

**Regulations Regarding the Use of Electricity and Lasers**

**Electrical Regulations:**

Students will be able to use their battery-powered laptops and other battery-powered equipment at the fair, as long as the item complies with safety regulations. 120 volt A.C. electricity in the exhibit hall will be **extremely limited**.

1. Finalists requiring 120 or 220 Volt A.C. electrical circuits must provide a **UL-listed 3-wire extension cord** which is appropriate for the load and equipment.
2. The maximum allowed for projects is **120 or 220 Volt, A.C., single phase, 60 cycle**. Maximum circuit amperage/wattage available is determined by the electrical circuit capacities of the exhibit hall and may be adjusted on-site by the Display and Safety Committee. For all electrical regulations, **"120 Volt A.C." or "220 Volt A.C."** is intended to encompass the corresponding range of voltage as supplied by the facility in which the Intel ISEF is being held.
3. All electrical work must conform to the National Electrical Code or exhibit hall regulations. The guidelines presented here are general ones, and other rules may apply to specific configurations. The on-site electrician may review electrical work on any project.
4. All electrical connectors, wiring, switches, extension cords, fuses, etc. must be **UL-listed** and must be appropriate for the load and equipment. Connections must be soldered or made with **UL-listed** connectors. Wiring, switches, and metal parts must have adequate insulation and over-current safety devices (such as fuses) and must be inaccessible to anyone other than the Finalist. Exposed electrical equipment or metal that possibly may be energized must be shielded with a non-conducting material or with a grounded metal box to prevent accidental contact.
5. Wiring not part of a commercially available **UL-listed** appliance or piece of equipment must have a clearly visible fuse or circuit breaker on the supply side of the power source and prior to any project equipment.
6. There must be an accessible, clearly visible on/off switch or other means of disconnect from the **120 or 220 Volt** power source.
7. Any lighting that generates considerable and excessive amounts of heat (high-intensity lamps, halogen lights, etc.) must be turned off when the Finalist is not present.
8. Class III and IV lasers if for display only and not operated (*See the description of Class III and Class IV lasers in the Radiation section of the Hazardous Chemicals, Activities, or Devices.*)

## Judging Criteria

Research Question	15%	<ul style="list-style-type: none"> <li>➤ Clear and focused purpose</li> <li>➤ Testable using scientific methods</li> </ul>
Design & Methodology	25%	<ul style="list-style-type: none"> <li>➤ Well-designed plan and data collection methods</li> <li>➤ Variables and controls defined, appropriate and complete</li> </ul>
Execution: Data, Analysis, Interpretation	25%	<ul style="list-style-type: none"> <li>➤ Sufficient data collected to support interpretation, analyses, and conclusions</li> </ul>
Presentation: Poster	10%	<ul style="list-style-type: none"> <li>➤ Logical organization of material</li> <li>➤ Clarity of graphics and legends</li> <li>➤ Supporting documentation displayed</li> </ul>
Presentation: Interview	25%	<ul style="list-style-type: none"> <li>➤ Clear, concise, thoughtful responses to questions</li> <li>➤ Understanding interpretation and limitations of results and conclusions</li> </ul>

## SCORING

0	1-2	3-4	5-6	7-8	9
Incomplete	Atypically Poor	Needs Work	Minimal but Solid	Substantial & Solid	Exceptional

Students will need to have a 3-5 minute speech prepared to deliver to each judge at the beginning of judging. Judges then can ask follow-up questions regarding the students' research.

## Parking

Students can be dropped off at the front circle of the LSU Student Union. Parents and teachers can also park at the Union Square Parking Garage for \$1.50 per hour.

