

sefh

Science & Engineering Fair of Houston

2019 Judge's Manual

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Co-Chair Welcome Letter

SEFH Judges:

On behalf of our Board of Directors and leadership team, we are pleased to welcome you as Judges for the Science & Engineering Fair of Houston (SEFH), presented by Chevron. For 60 years, SEFH has provided a venue for some of the most talented young people in the greater Houston region to come together and share their passion for STEM research. Each year, more than 1,000 middle and high school students submit projects on topics across 17 separate categories encompassing a wide range of topics from microbiology and mathematics to aerospace engineering and environmental science.

As Houston's premier youth STEM competition, SEFH projects represent the best work selected from school and district level fairs across 23 counties in our region. From more than 700 entries, SEFH Judges select the best of the best to compete for a wide range of prizes including internships and college scholarships. Top participants at SEFH are also invited to present their work at Texas Science & Engineering Fair (TXSEF), International Science & Engineering Fair (ISEF), and the Broadcom Masters competition to compete for over \$5 million of scholarships and prizes.

Each year, more than 500 Houston area STEM professionals volunteer their time to support SEFH as Place Award Judges. The core experiences of SEFH are the interactions between student participants and volunteer Judges. For many students, SEFH represents their first opportunity to present their research in a professional setting, so their experiences are likely to shape the way they view STEM learning long after the fair ends. SEFH depends on the expertise, integrity, and commitment of our volunteer Judges to ensure SEFH is fair competition and valuable learning experiences for our students.

The purpose of this document is to provide an overview of the judging process as a starting point for our volunteers. While detailed, this guide is not intended to be exhaustive or to serve as a replacement for other trainings and support we offer to our Judges. If after reading this guide you have any questions about the judging process or SEFH in general, please do not hesitate to contact your Category Coordinator or either Co-Chair of Judging. Our team is here to make sure you are prepared and comfortable in your role as a Judge.

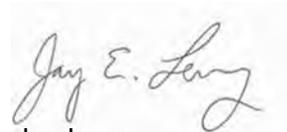
Thank you for volunteering as a Place Award Judge for the Science & Engineering Fair of Houston. We look forward to working with this year!

With Gratitude,



Andrew Kapral

Co-Chair of Judging, SEFH 2019



Jay Levy

Co-Chair of Judging, SEFH 2019

Glossary of Terms

Projects: Student developed science or engineering projects submitted to SEFH for review.

Participants (Students): Students responsible for conducting and presenting projects.

Judges: Volunteer STEM professionals assigned to evaluate (Phase I) and provide feedback (Phase 2) on projects by interviewing participants, scoring projects based on established criteria, and selecting project to advance from Phase I to Phase II.

Judge Team: A group of three or four Judges led by a Lead Judge and responsible for interviewing and scoring the same set of projects during Phase I.

Lead Judges: Experienced Judges assigned to facilitate the activities of Judge Teams during Phase I including facilitating Phase I caucuses, collecting Phase I score sheets, and submitting Phase I summary reports to Category Coordinators. Lead Judges also participate as Judges during Phase I and Phase II.

Lead Judge Team: A group of Lead Judges led by a Category Coordinator and responsible for interviewing and scoring the same set of projects during Phase II.

Category Coordinator: Members of the judging leadership team responsible for managing the judging process at the category level including assigning judging teams and Lead Judges; distributing Judge materials, collecting score sheets, and submitting summary reports; and participating in Phase II & III judging and facilitating Phase II caucuses.

Judging Co-Chairs: Members of the judging leadership team responsible for overall coordination of the judging process at SEFH.

Caucusing: A process whereby Judge Teams or Lead Judge Teams discuss projects and select projects to move from Phase I to Phase II or to receive Place Awards.

Place Awards: Junior and Senior Division awards given to the best projects with each category based on SEFH judging criteria. For both divisions, each Category awards four Place Awards (i.e. 1st, 2nd, 3rd & Honorable Mention)

Grand Awards: Junior and Senior Division Awards given to the best projects across SEFH categories. Senior Division Grand Award Winners are invited to represent SEFH at the International Science & Engineering Fair.

Resources & Contact Information

General Information: <http://www.sefhouston.org/>

Student Schedule: https://www.sefhouston.org/assets/sefh_student_schedule.pdf

Judge Schedule: https://www.sefhouston.org/sefh_Judge_schedule.pdf

Judge Registration: <http://sefhouston.uh.edu/PlaceJudgeRegistration/>

Judging Resources: <http://www.sefhouston.org/for-Judges.html>

General Questions: Judges@SEFHouston.org

SEFH Social Media: Facebook: <https://www.facebook.com/sefofhouston/>

Twitter: <https://twitter.com/sefofhouston/>

Instagram: <https://www.instagram.com/sefofhouston/>

ISEF General Information: <https://student.societyforscience.org/intel-isef>

Judging Process

Overview



Pre-Fair

Registration: To manage the recruitment process and maintain accurate contact records, SEFH requires all Judges to register online each year. The registration form is available at www.SEFHouston.org/for-Judges.html. During registration, Judges will have the opportunity to specify the categories they prefer to Judge at the fair. Following registration, Judges should receive an automatic email confirmation.

Preliminary Assignment Notification: After registration, the Judging Co-chairs will review registration materials, assign the Judge to a specific category, and pass the judge's information to their assigned Category Coordinator. Category Coordinators send notification emails to their assigned Judges. Please note, these assignments are considered preliminary and may change prior to the fair.

Email Updates: Category Coordinators, Judging Co-Chairs, or other fair administrators will send regular email updates with logistics information, access to project abstracts, and requests for information. If requested, we ask Judges to reply to these emails promptly.

Assist with Recruitment: Each year SEFH needs more than 500 volunteer Judges to make the fair successful. We rely heavily on our current Judges to help recruit their colleagues and will provide materials (e.g. recruitment flyers, sample emails) to support this process.

Judging Phases

Before Judging Begins

Arrival & Check-in: Judges should plan to arrive at the fair at least 30-45 minutes before the beginning of Phase I judging to allow enough time to check-in, meet their Category Coordinator, and receive judging assignments. Lead Judges should plan to arrive 15 minutes earlier to be among the first Judges to receive their assignments. Upon arrival, Judges should follow signs to the Judges' area and check-in using either the mobile (QR code) or in person options. The only piece of information Judges need to check-in is their name.

Project Assignments: Following check-in Judges should proceed to the group of round tables marked with the name of their assigned category. Category Coordinators will assign Judge Teams, provide materials, and answer questions about the judging process; Lead Judges will assist. **NOTE:** Depending on the number of no-shows, it is possible Judges will be reassigned to a different division or category following check-in.

Judging Materials: Judges will receive the following materials from their Category Coordinator: a badge, a description of scoring indicators (see Appendix B), a Score Sheet (see sample in Appendix C below), a list of assigned projects for Phase I, a map of the project categories, a set of colored stickers, and a pen or pencil.

Walking the Floor: If time remains after meeting with Category Coordinators, Judges may visit the judging floor. This provides an opportunity to find projects in their assigned category, but Judges should avoid discussing projects with participants. Judges must be back in the Judges' area at least 5 minutes before the beginning of Phase I.

Phase I

Purpose: The purpose of Phase I is to interview every Participant, score every project, and advance approximately 30% to 40% of projects to Phase II.

Timing: Phase I lasts approximately three hours with 2.5 hours allotted to interviews and 30 minutes allotted to caucuses. **NOTE:** During Phase I, Judges will have a maximum of 10 minutes at each project. Timing is self-paced, so Judges must remain on schedule to complete assigned interviews. Lead Judges should monitor progress and keep team members on schedule.

Judging Teams: During Phase I, Judges work in teams of three to four people to evaluate the same set of projects. **NOTE:** Judge Teams should not interview and score participants as a team. Instead, Judges should interview and score participants on their own and discuss projects only during the Phase I Caucus.

Locating Projects: Judges should use their list of assigned projects, the map of project categories, and floor signage to locate projects. Upon arriving at a project, Judges should verify the project's information (division, category, table number) matches their assignment sheet. **NOTE:** It is possible a participant will have stepped away from their project briefly. Judges should move on to a different Project and return later. If the participant is still missing after the third attempt to begin the interview, the judge should not judge the project and should notify their Category Coordinator. **NOTE:** Missing projects will be marked as "no show" on their table IDs and Project Inspection Sheets (See Appendix E).

Required Project Components: Projects should include the following components: Project Display, Abstract, Lab Notebook / Log Book, Completed Project Inspection Sheets (See Appendix E. In some case projects are also required to display Regulated Research (Appendix F) or Continuation (Appendix G) Forms. Projects missing required components should be scored lower in relevant categories.

Interviewing Participants: Each project will be represented by one or more participants (students). participants will present their project in 3-5 minutes followed by specific questions from the Judge. Judges should gather information and record notes needed to assess the quality of the project according to the scoring indicators. Before leaving the project, Judges should place a brightly colored sticker on the project indicating it has been viewed. These stickers provide Lead Judges, Category Coordinators, and other fair officials with a visual indicator of the number of times a project has been visited.

Scoring Projects: Judges must score each project during Phase I using the score sheet provided. Projects are scored using six indicators ranging from 10 to 25 points each. Descriptions of each indicator are provided (see Appendix B). It is recommended that Judges record scores for each project immediately following the relevant interview. **NOTE:** Use only whole numbers when

assigning scores. **NOTE:** If time is available after all interviews have concluded, Judges may want to briefly return to each project while finalizing their scores. This process can help Judges calibrate their scoring. **Score sheets must be returned to Lead Judges during the Phase I Caucus.**

Caucusing: Once a Judge has finalized scores for all their assigned projects, they should return to the Judges' area and wait for their other team members. Once all members of the Judge Team have arrived, the Lead Judge will facilitate a discussion to select the top projects to move on to Phase II. The Lead Judge will then identify these projects on the Phase I summary form and return it to the Category Coordinator along with all Phase I score sheets. **NOTE:** Judge Teams do not need to rank order the projects moving to Phase II since all projects are considered equal and reevaluated.

Phase II

Purpose: The purpose of Phase II is twofold: (1) to interview participants advanced from Phase I, select Place Awards for the category, and select a Grand Award Nominee; and (2) to provide constructive feedback to all participants.

Timing: Phase II lasts approximately two hours with 90 minutes allotted for interviews and 30 minutes for caucusing.

Judge Responsibilities: During Phase II, Lead Judges and Category Coordinators are responsible for conducting interviews of participants advanced from Phase I and selecting Place Awards. Remaining Judges are responsible for providing feedback to participants.

Lead Judge Teams: During Phase II, Lead Judges work in teams to evaluate all projects in their category which advanced from Phase I. **NOTE:** Lead Judges do not need to re-interview their assigned participants from Phase I. Instead, each Lead Judge should only interview participants advanced to Phase II by other Phase I Judge Teams. In general, Lead Judges should try to interview and score participants individually and discuss projects only during caucusing.

Interviewing Participants: Interviews should proceed in the same manner as Phase I.

Providing Feedback: Judges who are not members of Lead Judge Teams will still conduct interviews during Phase II following the same procedures used during Phase I, but with a new group of participants. The purpose of these interviews will be to provide feedback to projects based on the scoring criteria. Judges will be provided with a feedback form to record comments, and these forms will be shared with participants after the fair. **NOTE:** Participants are not told they have failed to advance from Phase I to Phase II, so it is very important interviews be conducted using the same procedures as Phase I. Judges should not inform participants regarding their status.

Caucusing: Once a Lead Judge has completed interviews for all remaining projects, they should return to the Judges' area and wait for their other team members. Once all members of the Lead Judge Team have arrived, the Category Coordinator will facilitate a discussion to select Place Awards. The Category Coordinator will then identify these projects on the Place Award summary form and return it to the Co-Chairs of Judging along with score sheets for all projects on the category.

Phase III

Purpose: The purpose of Phase III is to interview category winners and select SEFH Grand Awards.

Timing: Phase III lasts for about two hours including 90 minutes for interviews and 30 minutes for caucusing.

Judge Responsibility: Judges and Lead Judges are not typically responsible for Phase III Judging activities. At the end of Phase II almost all Judges are released and free to leave the fair or attend the SEFH public day, which takes place coincidentally with Phase III.

Grand Award Selection Teams: Category Coordinators for each division are divided into three teams: Life Science, Physical Science; & Engineering to conduct Phase III interviews. **NOTE:** During Phase III, Category Coordinators interview participants as a team.

Caucusing: Following the final interviews, Grand Award Selection Teams meet to discuss projects

and select Grand Award Winners. In the Senior Division, three Grand Awards and an Alternate are named for each of the three content areas (i.e. life, physical, engineering). Grand Award Winners in the Senior Division are invited to represent SEFH at the International Science & Engineering Fair. In the Junior Division, One Grand Award winner is named for each content area. A list of winners is compiled by the Co-Chairs of Judging and delivered to the Fair Executive Director and Associate Director. Awards will be announced at a ceremony during the week following the fair, so winners should be kept confidential until announced.

Special Circumstances

Team Projects: A substantial percentage of projects are conducted by teams of participants. When interviewing a team of participants, Judges should make sure all members of the team are present. Judges should be looking for evidence work on team projects was equally distributed.

Continuation Projects: Projects that are continuations of a previous year's project will include a form (See example in Appendix F). Continuation projects should show evidence of extension beyond previous work and be judged based work from both the current year and previous year(s). Lack of evidence in this area should factor into scoring.

Regulated Research Projects: Projects completed with the help of a research facility will include a Regulated Research Form (see example in Appendix G). If Judges believe an undeclared project was done in a research facility, they should notify their Category Coordinator.

Disrespectful Participants: Disrespectful participants, parents, advisors should be reported to the Chair of Judging, Associate Director, and Executive Director. Individuals will be given one warning and asked to leave the fair if disrespectful behavior continues.

Tips for Judges

Proper Attire: Participants will be in professional dress. Judges are not required to conform to a specific dress code but should be neatly and appropriately dressed. Judges representing a specific organization are encouraged to wear badges and/or an article of clothing to identify their affiliation.

Contact with Participants: Judges should avoid asking participants to provide personal information (e.g. name, school, district, advisors) and should take care in their interactions with students. Judges should not know their assigned participants and should notify their Category Coordinator if they have been assigned to interview an acquaintance.

Participant Stress: SEFH is an inherently stressful environment for students. Judges should seek to minimize this stress rather than add to it (i.e. interactions with judges should not end with students in tears!). As such, Judges should avoid the following: comparing projects in front of participants, discussing projects with other judges outside the judges' area, making unnecessarily pointed criticisms, allowing participants to view score sheets.

Student Feedback: SEFH is a learning experience for students, and Judges are encouraged to provide appropriate and constructive feedback during Phase I and especially during Phase II interviews.

Asking Questions: During interviews, Judges should ask questions to determine the participant's understanding of project related foundational content knowledge. Judges should rely on their understanding of a topic when asking questions and evaluating responses but should avoid allowing their own knowledge of a topic alter their expectations for students.

Consensus: Each Judge is likely to view projects somewhat differently. Discussing viewpoints and coming to general agreement about the relative strength of assigned projects is the purpose of the caucusing process. Decision coming out of the caucus should reflect the best thinking of the group but may not entirely reflect the thinking of every group member. Judges are encouraged to be honest, open-minded, and respectful throughout this difficult process.

SEFH Special Recognition Awards

Creativity Excellence Award

The SEFH Creative Excellence Award is given to projects which demonstrate excellence in creativity as determined by the project’s objectives, design, and presentation. During Phase I, Judges will nominate up to one project for consideration by completing a nomination form and delivering it to their Category Coordinator. Judges are not required to make nominations and should only submit projects they view as worthy. Nominees will be given the opportunity to deliver a one-minute oral description of their project in response to the prompt: “What makes this the most creative project on the floor this year?” During Phase I, Judges should be on the lookout for unique projects.

SEFH Lab Notebook Award

The SEFH Lab Notebook Award will be given to the most complete and thorough Lab Notebook. Excellent Lab Notebooks should carefully and thoroughly document the research or design processes of the project and reflect best practices of scientific record keeping. Notebooks that are purely reproductions of content from project displays should not be nominated for this award. During Phase I, Judges will nominate up to one project for consideration by completing a nomination form and delivering it to their Category Coordinator. Judges are not required to make nominations and should only submit projects they view as worthy. Nominated notebooks will be reviewed by a selection committee during Phase II.

Sample Nomination Form

Special Recognition Awards Nominations

SEFH provides Special Recognition Awards to Projects which display **excellence in creativity in objective, design, and presentation** or **outstanding documentation through a Lab Notebook**. We welcome nominations from Judges during Phase I scoring. Please complete this form and return it to your Category Coordinator.

Judge ID: _____ **Category:** _____ **Division:** _____

Creativity Award Nominee:

Project Table ID Number

Project Title

Lab Notebook Award Nominee:

Project Table ID Number

Project Title

Appendix A: Sample Judge Assignment Sheet



Science & Engineering Fair of Houston Judging Assignment Sheet

Welcome to the 2019 Science Engineering Fair of Houston place award judging team! Your service to SEFH is critical to our mission, and we appreciate your willingness to volunteer your time and expertise. SEFH 2019 will take place on **Saturday, February 23, 2019** at the **George R. Brown Convention Center – Hall E** located in downtown Houston. Your time commitment on the day of the fair will last from **8:00 AM to 3:30 PM** with a light breakfast and lunch provided. As the fair approaches you will receive additional details related to scheduling and logistics.

Based on the preferences you provided during registration and on our projected needs, you have been placed into the division and project category indicated below as your initial judging assignment for the 2019 fair. Please note that it is possible this assignment will change as the fair approaches and students finalize category placements for their projects.

Judging Division:

- Junior Division (7th & 8th Grades) Senior Division (9th to 12th Grades)

Judging Category:

Life Sciences	Physical Sciences	Engineering
<input type="checkbox"/> Animal Science	<input type="checkbox"/> Chemistry	<input type="checkbox"/> Aerospace Engineering
<input type="checkbox"/> Behavioral/Social Sciences	<input type="checkbox"/> Computer Science	<input type="checkbox"/> Chemical Engineering
<input type="checkbox"/> Biochemistry/Microbiology	<input type="checkbox"/> Earth/Space Science	<input type="checkbox"/> Civil/Electrical/Mechanical Engineering
<input type="checkbox"/> Environmental Science	<input type="checkbox"/> Energy & Transportation	<input type="checkbox"/> Materials and Bioengineering
<input type="checkbox"/> Medicine/Health	<input type="checkbox"/> Mathematics	<input type="checkbox"/> Robotics & Intelligent Machines
<input type="checkbox"/> Plant Science	<input type="checkbox"/> Physics & Astronomy	

Each SEFH Category is led by one or more Category Coordinators responsible for organizing the judging process. This person will be your primary point of contact with SEFH during preparation and on the day of the fair. Contact information for your Category Coordinator(s) is provided below. If you have any questions about SEFH or the judging process, please contact your judging coordinator. If, for any reason, you are unable to continue to serve as a judge, please notify your Category Coordinator as soon as possible. If you have any difficulty reaching your Category Coordinator, please contact Andrew Kapral at 713.743.4383 or e-mail judges@sefhouston.org.

Category Coordinator Information:

Name:
Email Address:
Phone:

Thank you for your willingness to serve. We look forward to seeing you.

Sincerely,

Jay Levy
Co-Chair of Judging

Andrew Kapral
Co-Chair of Judging

Appendix B: Judging Criteria

Beginning with the 2019 fair, SEFH has aligned its scoring criteria to match the Intel International Science & Engineering Fair. The criteria descriptions below are reproduced directly from ISEF to ensure alignment. ISEF Criteria are available at <https://student.societyforscience.org/judging-criteria-intel-isef>.

The following evaluation criteria are used for judging at the Intel ISEF. As shown below, science and engineering have different criteria, each with five sections as well as suggested scoring for each section. Each section includes key items to consider for evaluation both before and after the interview.

Students are encouraged to design their posters in a clear and informative manner to allow pre-interview evaluation and to enable the interview to become an in-depth discussion. Judges should examine the student notebook and, if present, any special forms such as Form 1C (Regulated Research Institution/Industrial Setting) and Form 7 (Continuation of Projects). Considerable emphasis is placed on two areas: *Creativity* and *Presentation*, especially in the *Interview* section, and are discussed in more detail below.

Creativity: A creative project demonstrates imagination and inventiveness. Such projects often offer different perspectives that open up new possibilities or new alternatives. Judges should place emphasis on research outcomes in evaluating creativity.

Presentation/Interview: The interview provides the opportunity to interact with the finalists and evaluate their understanding of the project's basic science, interpretation and limitations of the results and conclusions.

- If the project was done at a research or industrial facility, the Judge should determine the degree of independence of the finalist in conducting the project, which is documented on Form 1C.
- If the project was completed at home or in a school laboratory, the Judge should determine if the finalist received any mentoring or professional guidance.
- If the project is a multi-year effort, the interview should focus **ONLY** on the current year's work. Judges should review the project's abstract and Form 7 (Intel ISEF Continuation Projects) to clarify what progress was completed this year.
- Please note that both team and individual projects are judged together, and projects should be judged only on the basis of their quality. However, all team members should demonstrate significant contributions to and an understanding of the project.

Sample Judging Criteria – Quick Reference

Science	Engineering
<p>I. Research Question (10 pts)</p> <ul style="list-style-type: none"> • clear and focused purpose • identifies contribution to field of study • testable using scientific methods <p>II. Design and Methodology (15 pts)</p> <ul style="list-style-type: none"> • well designed plan and data collection methods • variables and controls defined, appropriate and complete <p>III. Execution: Data Collection, Analysis and Interpretation(20 pts)</p> <ul style="list-style-type: none"> • systematic data collection and analysis • reproducibility of results • appropriate application of mathematical and statistical methods • sufficient data collected to support interpretation and conclusions <p>IV. Creativity (20 pts)</p> <ul style="list-style-type: none"> • project demonstrates significant creativity in one or more of the above criteria <p>V.a. Presentation:Poster (10 pts)</p> <ul style="list-style-type: none"> • logical organization of material • clarity of graphics and legends • supporting documentation displayed <p>V.b. Presentation: Interview (25 pts)</p> <ul style="list-style-type: none"> • clear, concise, thoughtful responses to questions • understanding of basic science relevant to project • understanding interpretation and limitations of results and conclusions • degree of independence in conducting project • recognition of potential impact in science, society and/or economics • quality of ideas for further research • for team projects, contributions to and understanding of project by all members 	<p>I. Research Question (10 pts)</p> <ul style="list-style-type: none"> • description of a practical need or problem to be solved • definition of criteria for proposed solution • explanation of constraints <p>II. Design and Methodology (15 pts)</p> <ul style="list-style-type: none"> • exploration of alternatives to answer need or problem • identification of a solution • development of a prototype/model <p>III. Execution - Construction and Testing (20 pts)</p> <ul style="list-style-type: none"> • prototype demonstrates intended design • prototype has been tested in multiple conditions/trials • prototype demonstrates engineering skill and completeness <p>IV. Creativity</p> <ul style="list-style-type: none"> • project demonstrates significant creativity in one or more of the above criteria <p>V.a. Presentation: Poster (10 pts)</p> <ul style="list-style-type: none"> • logical organization of material • clarity of graphics and legends • supporting documentation displayed <p>V.b. Presentation: Interview (25 pts)</p> <ul style="list-style-type: none"> • clear, concise, thoughtful responses to questions • understanding of basic science relevant to project • understanding interpretation and limitations of results and conclusions • degree of independence in conducting project • recognition of potential impact in science, society and/or economics • quality of ideas for further research • for team projects, contributions to and understanding of

Appendix C: Sample Project Scoring Sheet

Place Award Judge's Scoresheet



Category: _____

Criteria

- I. Research Question
- II. Design and Methodology
- III. Execution
- VI. Creativity
- V(a) Presentation: Poster
- V(b) Presentation: Interview

Division: _____

Project Number	Project Title	Score each project relative to total points listed.						
		I.	II.	III.	VI.	V.(a)	V.(b)	Total
1		10	15	20	20	10	25	
Comments:								
2		10	15	20	20	10	25	
Comments:								
3		10	15	20	20	10	25	
Comments:								
4		10	15	20	20	10	25	
Comments:								
5		10	15	20	20	10	25	
Comments:								

Appendix D: GRB Directions & Parking



I-45 SOUTH Coming from Dallas, Conroe, The Woodlands, Bush Intercontinental Airport

Take I-45 South > to I-10 East > to US-59 South (exit #770A) > exit Downtown Destinations- Hamilton Street > right on Capitol Street > left on Avenida de las Americas

I-45 NORTH Coming from Galveston, NASA, Clear Lake, Houston Hobby Airport

Take I-45 North > exit Downtown Destinations (exit #45) > exit Pease Street > right on Chartres Street > left on Capitol > left on Avenida de las Americas

US-59 SOUTH Coming from Kingwood, Humble, Bush Intercontinental Airport

Take US-59 South > exit Downtown Destinations-Jackson Street > left on Franklin Street > right on Hamilton Street > right on Capitol Street > left on Avenida de las Americas

US-59 NORTH Coming from the Galleria, Missouri City, First Colony, Sugar Land

Take US-59 North > exit Downtown Destinations-Polk Street > continue on Chartres Street > left on Capitol > left on Avenida de las Americas

I-10 WEST Coming from Baytown, Channelview, New Orleans

Take I-10 West > to US-59 South (exit #770A) > exit Downtown Destinations-Hamilton Street > right on Capitol Street > left on Avenida de las Americas

I-10 EAST Coming from Katy, San Antonio

Take I-10 East > to 59 South (exit #770A) > exit Downtown Destinations-Hamilton Street > right on Capitol Street > left on Avenida de las Americas

SH-288 NORTH Coming from Pearland, South Loop, Reliant Park

Take SH-288 North > to US-59 North > exit Downtown Destinations-Polk Street > continue on Chartres Street > left on Capitol > left on Avenida de las Americas

SH-290 EAST Coming from Austin, Copperfield

Take SH-290 East > to Loop 610 South > to I-10 East > to US-59 South (exit #770A) > exit Downtown Destinations-Hamilton Street > right on Capitol Street > left on Avenida de las Americ

GRB Directions & Parking



AVENIDA NORTH GARAGE

- ▶ 701 Avenida de las Americas (entrances on Rusk and Capitol)
- ▶ 1,846 parking spaces
- ▶ Located at Partnership Tower and connected to the George R. Brown Convention Center and Marriott Marquis Hotel via skybridge
- ▶ Max daily rate: \$24

AVENIDA CENTRAL GARAGE

- ▶ 1002 Avenida de las Americas
- ▶ 663 parking spaces
- ▶ Located under Discovery Green Park, directly across from the George R. Brown Convention Center
- ▶ Max daily rate: \$18

AVENIDA SOUTH GARAGE

- ▶ 1710 Polk Street
- ▶ 1,425 parking spaces
- ▶ Connected to Hilton Americas Hotel and George R. Brown Convention Center via skybridge
- ▶ Max daily rate: \$24

TUNDRA GARAGE

- ▶ 1506 Jackson Street
- ▶ 2,478 parking spaces
- ▶ Connected to the Toyota Center
- ▶ Non-game/concert max daily rate: \$10

No cashier on duty. Please take ticket with you.

Nearby privately-owned surface parking lots and garages rates vary from \$10 to \$40 per day.



Appendix E: Project Inspection Sheet

LEAVE THIS PROJECT INSPECTION SHEET STAPLED TO YOUR PROJECT DISPLAY TABLE.

SEFH PROJECT INSPECTION SHEET

Both boxes must have appropriate documentation before project is approved for judging

<p>SCIENCE REVIEW COMMITTEE PLACE APPROVAL LABEL HERE</p> <p>Peel off the stamped label from the Project ID card and firmly stick the label down in this space.</p>	<p>DISPLAY AND SAFETY (D&S) PLACE APPROVAL STAMP HERE</p>
--	--

EXHIBITOR INSTRUCTIONS

1. **Begin Registration:** Pick up your SEFH Exhibitor badge at the Registration table and wear at ALL times. If you lose your badge, you will have to purchase a replacement at \$2.00. If you have any registration problems, please go to the Problem Desk. If you require assistance in setting up your project, go to the Exhibitor Assistance booth. Emergency medical personnel will be on duty at all times during the fair.
2. **Check Project Location:** THIS IS VERY IMPORTANT: Before you set up your project, check to be sure the number on your Project Identification Card matches exactly the number stapled on the front edge of your project table. If not, you are at the wrong location.
3. **SRC Paperwork:** Your project was reviewed by SRC. If for any reasons the SRC needs to review your project submission please visit the Registration Desk.
4. **SRC Stamp of Approval:** Your Project received a SRC Stamp of Approval for your project to be presented at SEFH.
5. **Displaying the SRC Approval Label:** Carefully remove the Approval Label from the Project ID Card and stick the label on this sheet in the SRC space (see above).
6. **Rules and Safety Committee Approval:** After attaching the stamped SRC approval label to this sheet, remain at your project until a member of the Rules and Safety Committee arrives to review your project. Once they approve your project, you will receive a D&S stamp in the box above. Neither your name, nor the name of your school district, or teacher, should be visible at your project site.
7. **Forms required to be visible and vertically displayed at your project:**
 - Official/Stamped Abstract
 - Form 1C if research institutional/industrial setting used
 - Form 7 if a continuation project
8. **Equipment:** You may check-in valuable equipment for storage on Friday evening.
9. **Judging:** The project display area will open at 8:00 AM for exhibit preparation; judging will start promptly at 9:00 AM, but *students must be at their project 15 minutes before judging begins.*
10. **Remember:** Dress and groom yourself in an appropriate manner. You may want to bring a folding type chair (not a recliner) to keep at your display site because you must STAY with your project during all judging times. You will be dismissed for lunch around noon. Food and beverage services will be available on Judging Day. You cannot use a laser-type pointer for your project presentations. DO NOT LEAVE any purses, wallets, or other valuables unattended at your display site as SEFH is not liable for your belongings.
11. **Disqualification:** Your project must be inspected and approved by both the Science Review Committee and the Display and Safety Committee. It will be disqualified if you leave without getting approval from both entities. All disqualified projects must be removed from the exhibition hall prior to Judging Day.
12. **Project Removal:** Projects may begin to be removed starting at 6:30 PM on Saturday, February 23, 2019 and if any projects remain they will be disposed of appropriately. Please make every effort to obtain your project during this time.

SEFH

Appendix F: Continuation Project Form

Continuation/Research Progression Projects Form (7)

Required for projects that are a continuation/progression in the same field of study as a previous project.
This form must be accompanied by the previous year's abstract and Research Plan/Project Summary.

Student's Name(s) _____

To be completed by Student Researcher: List all components of the current project that make it new and different from previous research. The information must be on the form; use an additional form for 2016–2017 and earlier projects.

Components	Current Research Project (2018-2019)	Previous Research Project Year:
1. Title		
2. Change in goal/ purpose/objective		
3. Changes in methodology		
4. Variable studied		
5. Additional changes		

Attached are:

2017–2018 Abstract and Research Plan/Project Summary

I hereby certify that the above information is correct and that the current year Abstract & Certification and project display board properly reflect work done only in the current year.

Student's Printed Name(s)

Signature

Date of Signature (mm/dd/yy)

