

## TENTATIVE TIMELINE FOR SCIENCE AND ENGINEERING PROJECT COMPLETION

(TEACHER RESOURCE)

Use this rough guideline to facilitate successful completion of student projects.

Determine your school and district policies on Science and Engineering Fairs. Consider being the coordinator or mentor for student projects. Work with your district coordinator or your school admin.

Help your students start their journals. Work with them on IRB/SRC paperwork (assistance is available). Facilitate support by asking for a list of chemicals and materials they will need. Make a master list with names and materials (to be purchased by the school, parents, or guardians).

Identify local school or district Science Fairs. Work with your district personnel to disseminate information to your student and parent group. First-place winners in each category are eligible to go to the state Fair (AzSEF).

Check in with students to ensure they are working on their presentations and confirm project requirements at azsef.org. Your School Fair should be happening during this time to identify who is moving forward to the District, Regional, or State Fair.

Support your students by attending the Fair. They love having you there!

**JUL-AUG** 

**AUG-SEPT** 

**SEPT-OCT** 

**OCT-NOV** 

**NOV-DEC** 

**DEC-JAN** 

**JAN-FEB** 

FEB-MAR

MAR-APR

Create a student signup form for Science Fair participation. Collect student and parent email addresses (example available upon request). Encourage students to start working on their ideas. Keep track of student progress. Make sure any and all IRB/SRC paperwork is completed. Encourage them to identify the category they want to compete in by going to <a href="https://www.azsef.org">www.azsef.org</a>.

Plan for a school event in late January or early February (this does not need to be large, you are the decision-maker). Provide awards for hard work completed. Registration for AzSEF begins in early February and goes through early March. Check the website for exact dates. Many schools choose to pay the registration fees—work with your admin and district personnel on this.

QUESTIONS? CONTACT JENNIFER PETERSEN AT PETERSENJ@AZSCIENCE.ORG