

# Florida State Science and Engineering Fair

## Project Set-Up/ Display and Safety Approval Steps

### STEP 1: SET UP PROJECT

- a. If your chaperone has given you your project certification card set up your project. *If you did not receive your project certification card you will need to report directly to SRC.*
- b. Set up your project **referring to the back of your certification card** to ensure that you are complying with all Display and Safety Rules.
- c. Make sure that you display the *official abstract* given to you by your chaperone. If the abstract is checked that the project was done at a research institute you must display Form 1C. If the abstract is checked that the project was a continuation you must display Form 7.

### STEP 2: PRELIMINARY APPROVAL

- a. **Track down a Display and Safety Inspection Person** (wearing a ribbon) to inspect your project.
- b. **If your project is in compliance:**
  - The Display and Safety Inspector will sign your certification card on the bottom right.
  - **LEAVE THE SIGNED CARD AT YOUR PROJECT.**

**OR**

**If your project does not meet all of the requirements:**

- The Display and Safety Inspector will check what needs to be corrected.
  - Make those corrections and *leave the unsigned card at your project.*
  - Repeat step 2a. **DO NOT LEAVE UNTIL YOUR PROJECT HAS BEEN APPROVED AND THE CARD HAS BEEN SIGNED.**
  - **Remember to leave the signed card at your project.**
- c. Have the Display and Safety Inspector place a sticker on any item that you do not feel comfortable leaving and plan on bringing back in for judging. Research logs do not need to be stickered. **All display items brought in on judging day MUST have been approved by Display & Safety upon certification of project.**

### STEP 3: FINAL APPROVAL

- a. **On Wednesday evening the Display and Safety Chair Committee will make a final determination of project approval.**
- b. **Listen at the end of the Opening Ceremony when projects with violations are called.** If your project number is called you will need to return to the exhibit hall to make corrections. *All violations must be cleared by Midnight on Wednesday, or the project will not be judged.*

*Continual inspections will be made throughout the fair. Any display or safety violation at any time may result in removal.*

**Remember that no personal electronic devices will be allowed during judging.**