



Tips for Exhibiting your Project at SciFest

1. Project Report Book

Note

Type up your report in font 12 or 14. Using a larger font does not look well, means there is very little information on each page and the judge has to turn over page after page to read your report. A report should contain the following:

*SciFest is a Gaisce
The President's Award'
Challenge Partner*

Title Page or Cover Page

- You must have the following written clearly on the title page:
(1) Project Title, (2) Name/s of student/s and (3) Name of school



Contents Page

Meet the Team

- (Optional but adds an extra touch and helps show you worked as a team. You want your project to catch the judge's eye.)

Summary/Abstract

- This is a very important part of your Project Report. Ideally it should be about two pages long. The summary/abstract should contain brief details about your project. What were you trying to do? What were your main results and conclusions? It should be a short summary of your study. You cannot do this until you have finished your project.

Introduction

- Why did you do the project and what did you hope to achieve? Refer to experiments, surveys, etc. and the part they played in your project. Make sure you refer to previous research in this area.

Background Research

- Information on the subject you have chosen. Remember you cannot download big chunks of information from the Internet. Everything should be written in your own words. Check that the websites you are using are reliable and write down every reference (see paragraph 12 - References).

Experimental Methods

- These are the experiments that you yourself carried out. They should be written up like any experiment you do in science class. Even if you carried out a survey you still have to describe how you did it, e.g. how many students were involved, how you sourced them, the pilot survey, etc.

Results/Data

- Results should be clear and put in a table when possible. It is worth planning out a table beforehand. A graph is a good way to illustrate your results. Results should never be written in essay format. The judge will not have time to wade through an essay. Graphs or bar charts using Excel should also be drawn where appropriate.

- Remember to record ALL measurements, etc. Even trial runs should be recorded. NEVER JUST GIVE THE AVERAGE WITHOUT SHOWING WHERE YOU GOT IT FROM. The judge should be able to see clearly that you did the experiment a number of times and then calculated the average.
- Try to do a statistical analysis if you have done a survey. Remember there will be many projects with surveys at the event but only a few students will do proper statistics. **You want your project to be better than the rest.** Also remember that you must have a proper sample size and that just family members is not a suitable sample.
- If you have carried out a survey make sure to include the questions with the results.

Conclusions and Recommendations

- You should comment on your results. How does your work compare with existing theories? How accurate do you think your results are? What were the strong and weak points of your method?
- How might your work be extended and improved? Does your project contribute to scientific knowledge and research?

Acknowledgements

- Anybody that helped you. Your parents, teacher, librarian, doctor, university, company, etc.

Appendices

- Letters and emails. Anything you wrote or received. Some extra information or a report you came across, etc.

References

- **Very important.** The more you have the better; include books and websites. **Again, you want to impress the judges with the amount of work you have done.**

REMEMBER TO CHECK THE GRAMMAR AND SPELLING

2. Visual Display

As well as writing your results in a report book you also have to set up a visual display. Before you decide what to include in your display check out the size and shape of the display board that is available. The size and shape may vary from one Institute of Technology to another.

Remember: You cannot include everything in the display. It has to be thorough, but not too crowded, so keep it simple. It is important when designing your presentation board to keep in mind several design principles. Attention to the principles of graphic design will make your presentation more enticing and easier for others to use. Good design should attract viewers' attention to your project and then guide their understanding of the information you wish to convey.

REMEMBER TO CHECK THE GRAMMAR AND SPELLING

3. Talking to the Judges

- ✓ Present as a team – don't have one person doing all the talking.
- ✓ Make eye contact with the judge.
- ✓ Speak slowly and clearly.
- ✓ Make sure you can talk without notes – don't read from pieces of paper.