## **Finalist Registration Guidelines**

#### Virtual Texas Science & Engineering Fair (TXSEF) 2021

The virtual Texas Science & Engineering Fair (TXSEF) will follow guidelines set forth by the Society for Science at the Regeneron International Science and Engineering Fair (ISEF) to determine eligibility. The TXSEF team worked closely with the Scientific Review Committee (SRC) and Display & Safety (D&S) to establish how projects will be judged at the 2021 TXSEF. These guidelines are established to allow for remote judging through a digital medium.

#### Before registering as a TXSEF finalist:

- 1. Read these guidelines thoroughly.
- 2. Finalists, teachers and parents need to determine who is paying the finalist(s) participation fee.
- 3. Review the rubric in the guide to better understand how your virtual poster board will be judged.
- 4. Team Projects
  - If students are part of a team project, every team member must apply individually.
  - Team projects will need to designate one team member as the team lead. The team lead is in charge of submitting all required items (*virtual poster board and project overview video*). The team will need to decide who the team lead is <u>before</u> registering. All members will need to submit their own head shots.

#### **REQUIRED Items:**

- I. Scienteer
  - a. Finalists **MUST** log in to Scienteer within 24 hours of being advanced by their Regional Fair to confirm a category and make any changes to the information listed in Scienteer. *Once all information has been confirmed by the finalist or a teacher, no changes will be allowed.*
  - b. Finalists should log in to their Scienteer account daily to monitor status and check for any messages from the SRC. The final deadline for SRC approval in Scienteer is 5:00 p.m. (CST) on March 11, 2021. Finalists waiting until the last minute risk not being approved before the deadline which will automatically disqualify them from TXSEF participation.
- II. Application
  - a. Every finalist must officially register for TXSEF on the last page in Scienteer. Upon confirming information, prompts will guide you to the external TXSEF registration website.
  - b. When creating your TXSEF account you MUST use the same email address used in Scienteer. Finalists will not be able to create an account using any other email address.
  - c. Pay all fees to participate in TXSEF.
    - i. Finalists, teachers and parents will need to determine who is paying the finalist(s) participation fee because refunds will not be possible.
    - ii. The fee is \$25 per student, and personal checks will not be accepted.
    - iii. Any district or school paying on behalf of finalist(s) will need to contact TXSEF at txsef\_registration@tamu.edu to receive payment instructions after <u>all</u> students for whom they are paying have registered.

- iv. Registration is considered incomplete until payment is received.
- v. The fee must paid by March 12, 2021, to participate in TXSEF. Exceptions will be allowed for school districts making payments of behalf of students.

#### III. Submissions

- a. All submissions must be submitted during registration. Registration is considered incomplete until all required submissions are received.
- b. The submission deadline is March 11, 2021, 11:59 p.m. (CST). No extensions or exceptions will be allowed, no exceptions.
- c. After the submission deadline, projects will then be locked for <u>Display & Safety</u> inspection prior to competition. Projects that fail to submit revised paperwork in a timely manner will not be eligible for participation in TXSEF 2021.
- d. Finalists must submit a virtual poster board and project overview video and a high resolution (at least 300 dpi) head shot. Students are allowed to submit a limited number of lab notes, but it is optional.

#### Judges will evaluate the following:

- 1. Virtual Poster Board
  - The virtual poster board replaces the project poster used during in-person fairs.
  - Finalist are welcome to make the board look like one they would use during an in-person fair, but they must use the <u>TXSEF poster template</u>. This is an example project board template for students. Finalists may change colors, text box sizes, move panels, etc.
  - The template includes additional guidelines (note: students are not allowed to change the size of the template or add additional pages. Students are allowed three 48" x 36" slides).
  - The virtual poster board MUST include the Official SRC Approved Abstract from Scienteer as well as Form 1C (*Regulated Research Institutional/ Industrial Setting Form*) and Form 7 (*Continuation/ Research Progression Projects Form*), if required for project. These forms are found on the Scienteer Dashboard (left side of screen) and can be download as PDFs. Failure to include these required documents may result points being deducted during judging.
  - Many images found on the web are copyrighted. Only use images for which you have the express permission of the photographer/stock image company, and credit the image as required by copyright.
  - Virtual project boards are **not** allowed to have any:
    - Animations or active hyperlinks. Remember: NO hyperlinks!
    - References to an institution or mentor that supported the work or to any patents pending other than what is displayed on Form 1C on slide 3.
    - Personal information such as email address, home address or phone number.
  - Save your final poster board presentation as a PDF for submission.
  - All virtual project boards must conform to the same D&S rules as if placed on a physical poster for judges and the public. Passing a <u>Display & Safety</u> inspection will be required to compete.

#### Beware these common mistakes on the virtual poster board:

- Student name on the first slide
- Clickable links or hyperlinked URLs
- Adding more pages than allowed

- Pictures of log book pages
- Only using links to credit sources
- 2. Project Overview Video (MUST not exceed 4 minutes)
  - Video should summarize the project at a high level and still be understood by a general core audience.
  - While judges will have access to this video, it will not be the focus of their project review. Therefore, the video should not include key information not already included in other submitted items.
  - If a project is best explained by showing a demonstration, you may include this in the project overview video. This video must meet all <u>Display & Safety</u> regulations.
  - Physical poster boards are not necessary in videos because all judges will have access to the virtual poster board.
  - Only MP4, MPG, MPEG, MOV, and WMV video files are accepted. MP4 or MOV files are recommended.

#### Project Overview Video Tips

Review the <u>Regeneron Science Talent Search finalist videos on the Society for Science</u> <u>website as a guide for the TXSEF video</u>. The video DOES NOT NEED a physical poster board because judges will have access to virtual poster boards.

Review the rubrics included in this guide to become familiar with how project overview videos will be judged. Additional suggestions include:

- **Introduce Yourself**: State your full name, your city and your school. Rather than reciting your project title, consider explaining your project in a single sentence.
- Explain Your Project by Key Points:
  - > What did you do?
  - > What did you find?
  - > What conclusions did you draw?
- Any props or visuals used must follow <u>Display & Safety</u> guidelines.
- Only student researchers of the project are allowed in the video. Parents are not allowed!

#### **Best Practices for Filming:**

Videos will not be edited after submission. To ensure videos are the best representation of the work, keep these best practices in mind:

- > Dress nicely, as if being interviewed by a judge.
- Film in a well-lit and non-distracting environment so the viewer's focus stays on you and your work.
- > For best results, film horizontally (landscape).
- > Keep the camera still and in place during filming.
- Speak clearly and loudly.
- Avoid long pauses.
- Watch the video before submitting to ensure the lighting is appropriate and the audio is clear and does not have excessive background noise.

- 3. Lab Notes (OPTIONAL)
  - TXSEF does not require any project to submit a laboratory notebook. However, a finalist may upload a maximum of four individual pages (saved as four separate PDF files; one page = one PDF file) from a lab notebook to provide evidence of its use.
  - All judges will have access to these optional lab notes, just as they would at a finalists' booth during an in-person fair. However, key information must be provided in the required materials as previously outlined since lab notes are supplemental. A maximum of four pages is allowed in order to protect your intellectual property.
- 4. Payment
  - a. Finalists/teachers/regional directors/parents need to determine who is responsible for the \$25 finalist(s) participation fees.
  - b. Individuals paying for themselves must pay online via credit card. Personal checks and cash will **<u>not</u>** be accepted.
  - c. Any district, school or regional fair paying on behalf of finalist(s) will need to contact TXSEF at txsef\_registration@tamu.edu to receive payment instructions. Please be aware if you are paying on behalf of a student they must register FIRST before payment can be accepted.

#### **Judging Rubric**

#### Science

#### I. Research Question (10 pts)

- clear and focused purpose
- identifies contribution to field of study
- testable using scientific methods

#### II. Design and Methodology (15 pts)

- well designed plan and data collection methods
- variables and controls defined, appropriate and complete

#### III. Execution: Data Collection, Analysis and Interpretation (20 pts)

- systematic data collection and analysis
- reproducibility of results
- appropriate application of mathematical and statistical methods
- sufficient data collected to support interpretation and conclusions

#### IV. Creativity (20 pts)

 project demonstrates significant creativity in one or more of the above criteria

#### V.a. Presentation: Digital Poster Board (10 pts)

- key information provided on board
- clarity of graphics and legends

#### supporting documentation displayed

#### V.b. Presentation: Student Video (25 pts)

- clear, concise, thoughtful description of project
- 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

#### Engineering

#### I. Research Problem (10 pts)

- description of a practical need or problem to be solved
- definition of criteria for proposed solution
- explanation of constraints
- II. Design and Methodology (15 pts)
- exploration of alternatives to answer need or problem
- identification of a solution
- development of a prototype/model

## III. Execution: Construction and Testing (20 pts)

- prototype demonstrates intended design
- prototype has been tested in multiple conditions/trials
- prototype demonstrates engineering skill and completeness

#### IV. Creativity (20 pts)

 project demonstrates significant creativity in one or more of the above criteria

#### V.a. Presentation: Digital Poster Board (10 pts)

- key information provided on board
- clarity of graphics and legends
- supporting documentation displayed

#### V.b. Presentation: Student Video (25 pts)

- clear, concise, thoughtful description of project
- 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

#### Scientific Review Committee (SRC)

The State Science Review Committee (SRC) reviews each project for eligibility. Each project must be cleared by the SRC prior to TXSEF participation. The volunteer-based SRC includes at least one biomedical scientist, one science educator, and one other member. Members of the SRC are knowledgeable about research subject matter and regulations, review required forms for entries, and address any problems before competition. The SRC looks for "red flags" that may require additional forms or project eligibility. The goal of the SRC is to ensure all projects are safe and meet the guidelines set by ISEF.

#### What are common SRC red flags?

- o Human Subjects
  - If you used human subjects, a consent form for each subject must be obtained and available upon request.
- Vertebrate Animals
  - If you used vertebrate animals, the vertebrate animal form must be completed.
- Hazardous Materials
- Certified Laboratories
  - Experimentation involving the culturing of potentially hazardous biological agents, even BSL-1 organisms, is prohibited in a home environment. However, specimens may be collected at home as long as they are immediately transported to a laboratory with the BSL containment determined by the affiliated fair SRC. For more information about Potentially Hazardous Biological Agents Rules please review <u>ISEF rules</u>.
- The following types of studies involve BSL-1 organisms and are exempt from prior SRC review and require no additional forms:
  - Studies involving baker's yeast and brewer's yeast, except in rDNA studies.
  - Studies involving Lactobacillus, Bacillus thuringiensis, nitrogen-fixing, oil-eating bacteria, and algae-eating bacteria introduced into their natural environment. (Not exempt if cultured in a petri dish environment.)
  - Studies involving water or soil microbes not concentrated in media conducive to their microbial growth.
  - Studies of mold growth on food items if the experiment is terminated at the first evidence of mold.
  - Studies of slime molds and edible mushrooms.
  - Studies involving E. coli k-12 (and other strains of E. coli used solely as a food source for C. elegans) that are performed at school and are not subject to additional rules for recombinant DNA studies or use of anitbiotic resistant organisms.

#### Is data collection after Regional Fair allowed?

Yes. However, finalists cannot add any new procedures involving human subjects, bacteria, vertebrate animals, or anything else that would require approval and that was not approved earlier.

#### Display & Safety (D&S)

Display & Safety inspections include a review of all submitted materials and enforcement of the display guidelines as published in the <u>International Rules and Guidelines</u>. This includes meeting all of the format and size requirements, providing appropriate credits for photographs, graphs and other visuals and in having any permissions of individuals depicted in any project materials (on the board or in the project overview video) available.

#### Judging Rounds

- Round 1 and Round 2 will take place from March 15, 2021 to March 27, 2021. Finalists will not be present.
- Round 3 will take place on Saturday, April 10, 2021 from 1:30 5:00 p.m. (CST). TXSEF officials will contact Round 3 finalists by email no later than March 31, 2021. The email will include the assigned interview time with the judges. Round 3 interviews will take place via Zoom:
  - Download Zoom to your computer prior to the scheduled interview. TXSEF recommends testing Zoom before the interview to ensure there are no firewall concerns or other issues.
  - Use a Zoom background that is professional and not distracting.
  - Remember: this is a live virtual interview, so please dress appropriately.
  - Be careful not to talk over team members or other judges as questions are asked.
  - Do not include anyone in your video interview other than yourself and team members (*if applicable*). Parents and/or guardians are not allowed in the same room as you. If a parent is in the same room as you during your live interview, you will be disqualified.

#### Awards

TXSEF will award first through third place winners in all 21 categories in both divisions. There will be a limited number of special awards and scholarships available to select projects. A number of students from the senior division will be selected to attend the Governor's Science and Technology Champions Academy and Broadcom Masters finalists will be selected from the junior division. Best in the State for Life Science and Physical Sciences will be awarded to both divisions, plus an honorable mention for each award. Twelve projects will be selected from the senior division to advance to ISEF. Those selected for ISEF will be required to attend a **mandatory meeting** at a time to be announced later.

#### Important Dates for TXSEF

- March 11, 2021, at 5 p.m. (CST) Final SRC approval deadline
- March 11, 2021, at 11:59 p.m. (CST) Student registration and all submissions deadline. NO LATE SUBMISSIONS WILL BE ACCEPTED.
- March 12, 2021, at 11:59 p.m. (CST) Participation payment deadline
- April 10, 2021, from 1:30 5 p.m. (CST) Round 3 live virtual judging
- April 11, 2021 TXSEF virtual Awards Ceremony

#### Important Dates for ISEF and Broadcom MASTERS

- April 18, 2021 ISEF paperwork submission deadline
- April 19, 2021 ISEF final abstract rewrites and virtual booth deadline
- April 21, 2021 ISEF final submission of presentation materials
- April 24, 2021 ISEF SRC rolling phone/video conference Interviews deadline
- April 28, 2021 ISEF Display & Safety inspections of presentation materials deadline
- May 3-6, 2021 ISEF Judging will occur via Z-Fairs video conferencing
- May 16-21, 2021 ISEF 2021
- June 9, 2021 Broadcom MASTERS application deadline at 7 p.m. (CST)

#### **Registration Assistance**

For any questions about TXSEF registration that is **NOT** related to payment or Scienteer, use the live chat feature. The chat box is located in the bottom right hand corner of the registration website. Representatives are available to answer questions Monday - Friday from 8 a.m. – 5 p.m. (CST). Finalists waiting until the last minute to register risk not completing registration before the deadline, which will automatically disqualify their TXSEF participation.

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	Student Contact Number *         Please list a phone number that will be answered during TXSEF in case advance or TXSEF has any questions for you.         •• (555) 555-5555         Home Mailing Address *         Street Address         [         Line 2	We run on Intercom

For other TXSEF inquiries, contact the appropriate division below:

Payment Process: txsef\_registration@tamu.edu

General Information: txsef@tamu.edu

Display & Safety: txsef\_ds@tamu.edu

Scientific Review Committee: txsef\_src@tamu.edu

For Scienteer, your **TEACHER** must contact: support@scienteer.com

#### Step-by-Step Registration Process

The images below are a helpful guide to the registration process. Finalists are able to return and make changes or add submissions before the March 11 deadline at 11:59 p.m. (CST). Once finalists submit their registration, no additional changes are allowed.

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	Student Contact Number *
	Please list a phone number that will be answered during TXSEF in case advance or TXSEF has any questions for you.
	(201) 555-0123



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Parent Phone Number
• (555) 555-5555

Teacher First Name

Bev Teacher Last Name

Molly

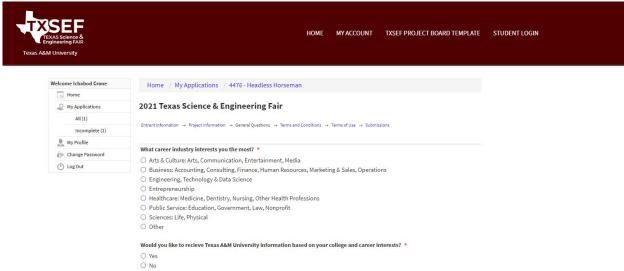
Teacher Email

bev@gggkkkrrr.com

# Please check any of the following extra-curricular activities you participate in on a regular basis. Please check any of the following extra-curricul: Academic Societies and Competitions Pre-Professional and Vocational Groups Sports StDM Club/Activities Arts and Drama Music Media and Journalism Government, Politics, and Social Activism Community and Volunteer Work Part-time Job Summer Camps Other

Are you eligible for 504 accomodations? 
This data will not be connected to individual students or shared with judges. We are collecting the data to have a better understanding of the student population we serve.
O Yes
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Media Consent Form

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Are you a high school student? (9-12th Grade) \*

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#### 2021 Texas Science & Engineering Fair

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Registration payment is due by Friday, March 12, 2021 before being allowed to participate in the Texas Science & Engineering Fair. I understand that payment is required and no personal checks or cash will be accepted. \*

I give permission for my research to be shared with Judges and relevant TXSEF team members for the purpose of evaluating the project. •

Home / My Applications / 4476 - Headless Horseman

Lunderstand that participation in a competition of this nature allows for and permits a certain amount of subjectivity in these decisions.

I understand

I will not contest in any manner decisions made by the TXSEF staff or judges. st

🗌 l agree

I agree and understand that judges must evaluate certain aspects of my research that are objective, and they also evaluate interpretive aspects of my entry which are qualitative in nature. \*

□ I agree and understand



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I understand that participation in a competition of this nature allows for and permits a certain amount of subjectivity in these decisions I understand

I will not contest in any manner decisions made by the TXSEF staff or judges. \*

□ I agree

I agree and understand that judges must evaluate certain aspects of my research that are objective, and they also evaluate interpretive aspects of my entry which are qualitative in nature. \*

I agree and understand



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#### Ethics Statement \*

Student researchers, as well as adults who have a role in their projects, are expected to maintain the highest ethical standards. These include, but are not limited to:

Integrity. Honesty, objectivity, and avoidance of conflicts of interest are expected during every phase of the research. The project should
reflect independent research done by the student(s), and represent only one year's work.

Legality. Compliance with all federal, country, state and local laws is essential. All projects must be approved by a Scientific Review Committee (SRC), and when necessary must also be approved by an Institutional Review Board (IRB), Institutional Animal Care and Use Committee (RCC), and/or institutional Biosafety Committee (BCC).

Respect for Confidentiality and Intellectual Property. Confidential communications, as well as patents, copyrights, and other forms of intellectual property must be honored. Unpublished data, methods, or results may not be used without permission, and credit must be given to all contributions to research.

Stewardship of the Environment. It is the responsibility of the researcher(s) and the adults involved to protect the environment and its
organisms from harm. All projects involve some amount of risk. Everyone is expected to recognize the hazards, assess the risks, minimize
them, and prepare for emergencies.

- Animal Care. Proper care and respect must be given to vertebrate animals. The guiding principles for the use of animals in research includes the following "Four R's": Replace, Reduce, Refine, Respect.

- Human Participant Protection. The highest priority is the health and well-being of the student researcher(s) and human participants.

Potentially Hazardous Biological Agents (PHBAs). It is the responsibility of the student and adults involved in the project to conduct and document a risk assessment, and to safely handle and dispose of organisms and materials.

- Scientific fraud and misconduct are not condoned at any level of research or competition. Plagiarism, use or presentation of other researchers work for one's own, and fabrication or falsification of data will not be tolerated. Fraudulent projects will be automatically disqualified.

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#### 2021 Texas Science & Engineering Fair

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