

SUGGESTED RESEARCH FAIR PROCEDURES

A research project is a great learning experience for all students. Students integrate many of their skills together such as reading, writing, speaking, comprehension, research and critical thinking. Students become more knowledgeable in an area they are interested in.

STEP 1 - Select a topic

1. Choose a topic that interests you and stick with it.
 - Your topic may include any subject area: Art, Health, Language Arts, Music, Phys-ed, Social Studies, Geography
 - Do you have a hobby that you want to learn more about such as Beanie Babies, dolls, coins, cars, airplanes, Lego?
 - Do you have specific topic of interest? ex: sculptures, dog sledding, a country or city
 - Are you interested in famous people? ex: Leonardo de Vinci (artist), Alexander Fleming (inventor of penicillin), Roald Dahl (author), Amadeus Mozart (music),
2. Make sure there is enough information in libraries, and on the internet about your topic.
3. Make sure your topic is not too broad such as “Animals” -- choose rather a specific animal (the fox) or a family of animals (bears)

STEP 2 - Start a journal or logbook -- You will get marks for this!

- Record information from books, magazines, interviews, computer or television in the journal.
- Don't forget to record the source.
- Maintain detailed records of your where you got your information.
- Maintain tables or charts in your logbook.
- Keep all your rough copies and jot notes.

STEP 3 - Plan your project

Start your project in enough time to allow yourself time to complete all aspects of it.

Set up a time line (similar to this):

- Jan. & Feb. - Hand- in registration form and discuss plans with your teacher/parent
- Early Feb. - have all research materials and information for the project ready for use
- Mar. 7 - have all of your research completed
- Mar. 8 - bring the project to school to be corrected by homeroom teacher – **if it is in French!**
- Mar. 10 - prepare the backboard
- Mar. 18 - have your presentation ready and be ready to answer questions
- Mar. 20 – bring project to school for judging

STEP 4 - Do the research

- Look for information in your school and public library
- Contact places for information
- Set up an interview with a knowledgeable person.
- Keep all your notes in your logbook.
- For a research project you should have at least 3 sources and keep track of where they come from.

STEP 5 - Set up the project

A. Written report

- The report and project background may be typed or handwritten.
- The written report should include: title page, table of contents, research question, written information, diagrams, pictures, graphs, charts, tables, glossary (if necessary), and bibliography

B. Backboard

Remember to include the following:

- title in large letters
- diagrams, pictures, maps, etc.
- rationale - why did you choose this topic?
- interesting information or facts.
- Name & grade level
- Acknowledgements - List any person or company that helped you

STEP 6 - Plan your exhibit

- Remember your backboard is not your project -- it is only the means by which you will tell everyone what you have done
- Be prepared to tell the judge about your project.
- Build your backboard to the specifications or buy a Project Fair Backboard for \$1.75 from the school. Be sure to include all of the important information in your display. **The backboard should not exceed the dimensions of: 1m high, by 2m wide by 1m deep!**
- Don't forget to include your logbook, models, display items and other materials.

Judging Form – Research

<u>Research & Planning</u>	<u>Marks - 25</u>	<u>Total</u>
• Text: written in own words	1 2 3 4 5	
• Content: accurate & detailed	1 2 3 4 5	
• Organisation of materials	1 2 3 4 5	
• Bibliography (variety of reference sources)	1 2 3 4 5	
• Logbook – details & rough notes	1 2 3 4 5 (K-2 - No logbook required)	

<u>Knowledge and presentation</u>	<u>Marks - 15</u>	<u>Total</u>
• Able to explain the project	1 2 3 4 5	
• Able to answer questions	1 2 3 4 5	
• Has an opinion about the topic	1 2 3 4 5	

<u>General Appearance</u>	<u>Marks - 10</u>	<u>Total</u>
• Backboard: appearance (charts,, diagrams, pictures)	1 2 3 4 5	
• Display materials	1 2 3 4 5	

Total Score: _____

50

Judge`s name: _____