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TRI COUNTY SCIENCE & TECHNOLOGY FAIR
PUTNAM <>WESTCHESTER <> ROCKLAND
*Organized by **The Putnam Children's Discovery Center, Inc.***
A not for profit organization per 501 (c) 3
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TRI-COUNTY SCIENCE & TECHNOLOGY FAIR
2025 VIRTUAL FAIR
HIGH SCHOOL RULES AND REGULATIONS

Please note it is "assumed' that a Fair official, teacher, principal or department chair, is reading these rules even though they are made public.

Eligibility for the Tri County Science & Technology Fair
- The Tri-County Science and Technology Fair is open to all students in public and private schools as well as home schooled children grades K-8 and 9-12 located in Westchester, Rockland, and Putnam Counties. Students may reside outside of these counties as long as the school is physically within the county limits. Example: A student lives in Connecticut while attending a private school in New York. If you are looking for grades k-8 please visit www.discoveryctr.org, These are rules for grades 9-12.
- A limit of **Twenty-two** projects per high school (grades 9-12).
  - While we have increased the number of projects to 22, we have a limit of 2 projects per category. This may change in March to 3 per category or 3 in certain categories depending on judge requirement.
  - We will use the term "project" to represent an exhibit. A project can have 1, 2 or 3 students attending the same school and will have a single poster board regardless of number of contributors.
- *Judges referred by your school are required as follows: 1-5 projects = 1 judge; 6-11 = 2; 12-17 = 3 more than 18 projects = 4* Each project can have up to three contributors. Contributors do not increase the number of judges. Example: 6 projects with 2 contributors each is a total of 12 students and would generate the need to refer only 2 judges not 3.
- Students may present a research or demonstrative project in the following categories:

- Biology
- Chemistry
- Clinical/Social Psychology
- Earth/Space
- Engineering/Technology
- Environment
- Health & Nutrition
- Math/Computers
- Medicine and Medical Science & Technology
- Physics
- Physiological/Experimental Psychology

- Please note a demonstrative exhibit is not eligible to go on to NYS Science Congress although it is still eligible for all other awards.

How to register

1. A Teacher, Science Department Chair or Principal must fill out an "Intent to Participate" form before entering students. This is emailed in advance of the Fair to all schools who have participated in WESEF or Tri County in the previous year. Teachers who did not receive this email should email JNewman@DiscoveryCtr.org to join the list.
2. All entries are done online to avoid spelling errors and mistakes.
3. There are two types of registrations "**School Pays**" or "**Student Self Pays**"
4. When a "**School Pays**" the teacher will receive an invoice via email. Upon receipt of payment the teacher responsible for entering students will get a link to enter up to twenty-two projects.

Fees

- Fees are based, regardless of submitting as an individual or a team, on a <u>per student</u> basis.
    - The initial fee is $35 ending January 31.
    - February 1- February 28 $40
    - March 1-March 19 $47
    - March 20- March 22 $60
    - March 22 $110
    - After March 22 we reserve the right to no longer accept someone or to impose an additional $50 late fee. Example: An entry sent on or after March 22 is $60 plus an additional $50 for a $110 total per student.

School Pays:

1. Think carefully about who is interested as there are **no refunds.** However, if you pay for 10 students and 3 cannot participate, you can swap those 3 out when submitting your final list of students, as long as no one has officially been entered into the Fair.
    a. Once you have submitted a project it can be retracted, but without a refund.
    b. Once a submitted project has been removed your max number of 22 submissions will adjust.
    c. Example: You submitted and paid for 22 projects, but now two cannot participate, you can pay for 2 new projects at the current rate as your current number is 20, but there will not be a refund for the 2 projects that they are replacing.
2. Designate ONE teacher to avoid confusion. If this is not possible, designate a handful of teachers and allow them a set number of projects to enter. This will avoid billing for additional projects at the current rate.
3. Be mindful of your bill. Example: If you have paid for $350 for10 students and send 11 students, you will be billed for the extra student at the rate at the time of submitting the extra student.
4. It is best to have all information in front of you prior to entering students. WE DO NOT SHARE INFORMATION. You will need the following:
    a. Full name of each student
    b. Address for each student
    c. Cell phone for the student(s)
    d. Email for the student (we suggest not using a school email as they sometimes firewall if we are sending several students emails at the same time)
    e. The category (see list at the beginning)
    f. T shirt size of each student
    g. The correct project titles
    h. The name and email of the teacher directly responsible for this student. In the event you cannot be

reached, we will reach this teacher. If you are the only teacher, perhaps think about a second email.

5. Remember the rate is per student while the limit is in projects. Since you could have 22 projects with up to 3 students, your max is 66 students.

6. On the INTENT TO PARTICIPATE form you will be asked how many students you would like to send; this will be the amount you are billed at the current rate. Intents filled out in 2023 have until February 15th to get the invoice paid before it is considered late. Starting in January you have 30 days with no outstanding invoices past March 20th. In other words, if you are invoiced between February 15 and March 14th the invoice is due on March 20th regardless of the invoice date. We strongly suggest you do your INTENT form as soon as possible so your invoice is generated, and you can start the process of getting it paid as most public schools can have additional hurdles.

   It is your responsibility to shepherd the invoice through the district accounts payables until it is paid. We provide the W9 forms at the time of the bill, but sometimes there is a clog in the system, so this should be checked until you get a paid invoice from us.

7. You have a maximum of 22 projects and a set number of judges that correlate to what you are sending. Please remember to email JNewman@DiscoveryCtr.org which judges you wish to refer if you did not do it while filling out your Intent form.

Student Self Pay:
1. Use this option if your school is not paying.
2. Once your school is registered you will receive a link to give to your students. Be mindful of how many students receive it. You have a maximum of 22 projects and a set number of judges that correlate to what you are sending.
3. Each entry is timestamped. Ergo, any third exhibit in a category will be denied unless we have increased that category to 3.
4. On projects with 2 or 3 contributors be sure that only ONE student fills out the link. Best to do with the other contributor so their information is accurate.
5. Self-Pay students will need to use a debit or credit card.

Fair Rules / What Students Need to Do

Exhibit Disclosures & Expectations
- ☐ If you have participated in WESEF or ISEF you are good to go.
- ☐ If you are a WESEF student, check the participated in WESEF box on registration form
- ☐ If you are not a WESEF or ISEF participant, the person sending you to Tri County (i.e. your teacher or principal) will have to attest that proper protocol consistent with WESEF / ISEF was in place, i.e. No cruelty to animals and any research requiring special permission was sought out and granted. Example: Potentially hazardous biological agents require prior approval by SRC, IACUC or Institutional Biosafety Committee. You are expected to have the paperwork that describes all the precautions and lab procedures that you followed.
  At the end of their video presentation, they need to show that their project is in compliance with an IACUC or IRB protocol based on whether the project involves any living creature or human.
- ❖ **In the event that improper procedures are discovered your student will be disqualified**

Advise students of the following Three Components:

POSTER BOARD:

1. Please create the poster board using a Free PowerPoint Templates for Posters - Science Fair. While we are not advertising this site, this is one of the places we found. http://posters4research.com/templates.php . They should choose a poster board with 3-4 columns, and this should be 72 inches tall and can be 36-48 inches wide, (36 inches = 3 columns and 48 inches = 4 columns.) They will be required to turn the Poster Board into a **PDF**. You may also upload it in the original format. If choosing the latter, then BOTH the pdf and original format need to be uploaded.

2. A picture of a poster board will not be acceptable this year.

VIDEO:

1. They need a 12–15-minute presentation using YOUTUBE. IT MUST BE "UNLISTED" so that only people with the link can see it. They can narrate this without being seen if that is their preference. They may have a PowerPoint presentation with slides, but these must go into the YouTube video. **If showing anything from another competition, they must crop out any awards received.**

2. FREE Video Editing Sources: VSDC (Windows) iMovie (Mac) have been recommended to us although we have never used them.

3. If you are on a team and unable to merge videos that were made separately, please note there is an area for up to three team-member videos to be placed on the entry form. Each team-member should pick an aspect of the project to address. They may divide the 15-minute video into whatever combination they would like.

WRITTEN RESPONSES

1. They should be able to collaborate with their partner(s) on this so that only one person is in charge of entering the answers to the questions.
2. They have a unique opportunity to select their own question and answer it. This gives them an opportunity to question their strongest point and make it.
3. They will be allowed up to 350 words to summarize their project.
4. **All answers are final once you hit send** so we suggest that they write answers in word or other reviewable format and then cut and paste those answers into the appropriate boxes.

GENERAL RULES & CRITERIA

1. All students are entered online either through the **Student Self Pays** system or **School Pays** system

2. Each exhibit will be judged three times.

3. Exhibits will be judged on the following criteria: See "Judging Criteria" on last page.

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35%	Scientific Thought
20%	Creative Ability
20%	Thoroughness
15%	Clarity
10%	Skill

Students should contact their teacher or Science Department Chair with any questions relating to the Fair.

If the teacher does not have the answer, please ask them to email Janice Newman.
Email: JNewman@DiscoveryCtr.org with any questions about the rules. Due to the volume of exhibits, only the high school teachers should email questions. We use email so everyone has a copy of exactly what was said.

FAIR TIMELINE

- **Now through March 24** students should develop their poster boards and videos.
- **March 26** registration ends. Either a teacher has entered the student, or the student has paid to enter.
- On or about **March 27** students will receive an email from the Fair with a link to upload video, posterboard and answer questions for judges. Please make sure JNewman@DiscoveryCtr.org is "friendly" so it does not end up in spam.
- **11:59 Eastern Standard Time on March 31st** is the deadline to complete the link for the judging process to begin.
- **On or about April 19th** winners will be announced on YouTube and by email. We reserve the right to announce winners as late as April 30th
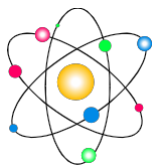
Judging Criteria

A. Creative Ability

Is this an original idea or an original approach to a new idea? Both are good. Did you show the ingenuity in the materials, apparatus & techniques or did you just buy a kit? Did you demonstrate the ability to improvise and adapt? Is the project a collection, or is it a purposeful one?

B. Scientific Thought

Does your exhibit show organized procedures, accurate observations, controlled experiments, cause & effect reasoning, theories, analysis, and synthesis? Weight is given to the likely amount of real study and effort represented in the exhibit. The project cannot be just a demonstration or an attractive display.

C. Thoroughness

How completely have you explored or studied the problem? You should record evidence you have gathered as data in notebooks, journals, or logbooks. Include bibliographies, charts, tables and graphs. Be sure to identify experimental organisms and/or apparatus.

D. Skill

Is your workmanship good? Do you show evidence of mastery of scientific and mathematical techniques? Did you construct your own apparatus? Overall construction and "look" of the project should be neat, organized, easy to read, sturdy, and self-supporting.

E. Clarity

Does the display clearly explain what you did? A neatly written, well-organized poster board that is easy to follow provides clarity. Things which ensure clarity are labels, guide marks, well written descriptions, emphasis on important items, labeled graphs, labeled tables, legends underneath graphs and tables. Which of these does your display have?