STUDENT TIME LINE

Name: _____ **Advisor/Teacher:** _____

Week (Date)	Check When Completed	
_____	_____	**1.** Choose an area that interests **YOU.** Identify a problem or Specific topic to investigate within that area.
_____	_____	**2.** Complete the project entry form and submit it to your advisor/teacher for approval. If you are experimenting with vertebrate animals, humans or animal tissues or organs you must have your project approved by the school's Institutional Review Board.

Once your Advisor/Teacher has approved and signed your proposal, you may begin to work on your project. Exception—When IRB approval is needed.

_____	_____	**3 a.** Research your topic thoroughly. Sources include science books, technical journals, interviews with people in your field of study and even an Internet Search.
_____	_____	**b.** Organize everything you plan to do.
_____	_____	**c.** Write out your procedure.
_____	_____	**d.** Propose a hypothesis. This is an educated guess concerning the outcome of your experiment.
_____	_____	**e.** Gather all necessary materials.
_____	_____	**f.** Perform your experiment. Remember to include a control, if applicable, properly manage all variables, maintain an adequate sample size and collect your data in metric units when possible.
_____	_____	**g.** Analyze your results. Use tables or graphs to show important relationships.
_____	_____	**h.** From your results, formulate your conclusions. Was your original hypothesis correct? Must you perform any additional experiments to prove or support your conclusion?
_____	_____	**4.** Begin work on your display. Present the information you collected in easy-to-read graphs or tables. Reserve special areas on your display for your Problem, Hypothesis, Procedure, Results and Conclusion. If you plan to use photographs allow enough time to have them developed. Include a project report (notebook) and secure it to the backboard with a chain or cord. Also, prepare a 200--250 word project summary (abstract) describing the problem, procedures, results and conclusions (this is important in the judging process).
_____	_____	**5.** Be prepared to give a 3--5 minute presentation that describes your project (this can simply be a presentation of your problem, how you went about solving it and what you discovered).
_____	_____	**6.** Bring your project to school or to the science fair location.