

# 2009 GSDSEF EXHIBITOR TIMELINE & CHECKLIST

## IMMEDIATELY UPON APPLICATION

- \_\_\_\_\_ Review ALL materials in this folder.
- \_\_\_\_\_ Read materials contained in "STUDENT PACKET" on the Fair's Website, [www.gsdsef.org](http://www.gsdsef.org).
- \_\_\_\_\_ Share all materials with parent(s)/guardian(s), teacher, other advisors.
- \_\_\_\_\_ Complete the 2009 *GSDSEF Application for Entrance* making sure:
  - 1 EVERY question has been answered, EVERY numbered item completed
  - 2 ALL signatures are in place and properly dated
  - 3 Project complies with ALL of the GSDSEF regulations (see 2009 GSDSEF Rules & Regulations at [www.gsdsef.org](http://www.gsdsef.org))
  - 4 Once you have submitted your 2009 *GSDSEF Application for Entrance* online, print the page shown in your browser. NOTES:
    - Your teacher can help you determine the best category for your project (category placement subject to GSDSEF review). See "Category Descriptions" at [www.gsdsef.org](http://www.gsdsef.org).
    - DO NOT APPLY IF UNABLE TO PARTICIPATE IN JUDGING ON APRIL 1. EXHIBITORS MUST BE PRESENT. NO EXCEPTIONS WILL BE MADE. (Notify Mary Domb Mikkelson, [mary@gsdsef.org](mailto:mary@gsdsef.org) or 619-265-2698, at once if you will not be applying.)

\_\_\_\_\_ Attach to your printed copy of the 2009 *GSDSEF Application for Entrance* (WITH A PAPER CLIP, NOT A STAPLE):

1. ALL related forms required for your project (with ALL questions answered in detail, ALL signatures in place and dated)
  - a. Certification of Humane Treatment of Live Vertebrate Animals (*GSDSEF-2, 2009*)
  - b. Certification of Compliance of Research Involving Humans (*GSDSEF-3, 2009*)
  - c. Certification of Hazards Control (*GSDSEF-4, 2009*)
  - d. Certification of Vertebrate Tissue Source and Safety (*GSDSEF-5, 2009*)
  - e. Supporting MSDSs and Safety Data, etc.
  
2. Your non-refundable application fee (check or money order made out to GSDSEF -- \$25.00; \$32.00 if you order lunch)

\_\_\_\_\_ Submit your completed 2009 *GSDSEF Application for Entrance*, related forms, & check to:



Mary Domb Mikkelson  
4558 Aragon Drive  
San Diego, CA 92115-4115

...within 10 days of your Screening Fair or February 15, 2009, whichever comes first!!!!

#### BETWEEN NOW AND FAIR TIME

\_\_\_\_\_ Obtain permission to be absent from school for GSDSEF activities.

\_\_\_\_\_ If asked to correct deficiencies in your project, do so at once. (Also, feel free to continue work on it.)

\_\_\_\_\_ be sure you have observed:

1. Size Limits (Maximum - 122cm wide, 76cm deep, 274cm high)
2. Animal, Human Subject, Hazard and Tissue regulations
3. All GSDSEF rules (See 2009 *GSDSEF Rules & Regulations* at [www.gsdsef.org](http://www.gsdsef.org))
4. All GSDSEF display restrictions - no live animals or plants, no liquids

(including water), no chemicals, no advertising/publicity materials, nothing that poses a potential danger to passers-by (think curious youngsters!) or the environment (check "*Rules and Regulations*" for complete list and additional information)

\_\_\_\_\_ Maintain and improve your project display.

- 1 Attach notebook(s) to board with chain(s) or cord(s).
- 2 Make a copy of notebook(s) to use in case of loss, damage or theft.

*(The GSDSEF cannot be held responsible for damage to or loss or theft of projects and/or their contents.)*

- 1 Check printed materials for clarity, grammar, and spelling.
- 2 Use photos (WITH PHOTOGRAPHER CREDITED!), drawings, charts, graphs, etc. to illustrate and explain your work  
(PHOTOS are especially valuable when the items used cannot be displayed)

TUESDAY, MARCH 31, 2009, 3:00 - 7:00 PM - PROJECT SETUP

THE BALBOA PARK ACTIVITIES CENTER

NE Corner of Park blvd. and Inspiration Point Way

WATCH FOR INFORMATION SIGNS IN FRONT OF  
AND IN THE BUILDING FOLLOW THE  
REGISTRATION PROCESS



**EXPLAINED TO YOU AT CHECK IN Note:** ➤ You will receive an ID button with your booth number on it (*do not lose it – replacements cost \$4.00!*). It must be worn when you are:

- at the Fair
  - on tours
  - visiting participating museums, etc. in balboa Park (to waive admission fees)
  - removing your project between 3 and 5 pm on Sunday, April 5
- If you ordered a lunch for judging day, be sure you are wearing your badge as it is color-coded to indicate the lunch you chose. (*again, do not lose it – you must have it to claim your lunch. Replacements cost \$4.00! remember, too, that lunch May be served outdoors – if rainy, come prepared!*)
- Set up your project in the space assigned, following instructions received at Registration.
- Check to be sure all GSDSEF rules, regulations and safety measures have been followed. Unsafe items will be removed, as will boards in violation of size restrictions or other GSDSEF rules. Removed items may be claimed at the Gift Shop starting on Thursday – badge required. Note: “Lost and Found” items, including forgotten lunch boxes, will also be in the Gift Shop.
- Sign-up for tours scheduled for April 2 -3 (see [www.gsdsef.org](http://www.gsdsef.org) listing).
- 1<sup>st</sup> come, 1<sup>st</sup> served
- A non-refundable fee will be applied to each tour.

**WEDNESDAY, APRIL 1, 2009**

**JUDGING – BALBOA PARK ACTIVITIES CENTER – 7:45 AM – 2:30 PM**

1. Exhibitors **MUST** be present.
2. No parents or teachers admitted.

**3. Schedule:**

- a. 7:45am – Student Meeting in Lower Parking Lot (in tent)
- b. 8:15 – 11:15am – Be at your project for the 1<sup>st</sup> judging Session
- c. 11:15am – Noon – Lunch (Tent in Lower Parking Lot)



d. Noon - 12:15 p.m. - Exhibitors Meeting (Note: Return to Fair only when group is dismissed)

e. 12:30 - 2:30pm - Be at your project for the 2<sup>nd</sup> judging Session

\_\_\_\_\_ Stay by your project throughout the two judging sessions. Please note that chairs will not be provided (unless you are physically challenged and have requested one in advance). If you wish to bring a chair, it must be a standard camp chair, plastic outdoor chair, or a folding chair with rubber tips and blunt edges. Chairs should be carried in by the exhibitor after the morning meeting and removed after judging. **IF A CHAIR IS USED, EXHIBITOR MUST STAND WHILE JUDGES ARE PRESENT.**

\_\_\_\_\_ Carefully observe code of conduct you accepted by applying to be an exhibitor.

- No radios, Walkman or similar devices, games (electronic or other), cellular/digital phones, etc. may be used during judging (In the event of an emergency, students may ask to use the Fair's phones.). Items in violation of this rule will be confiscated and may be re-claimed at the conclusion of judging. "Horseplay," running, etc., are also prohibited. Note: books may be enjoyed WHEN no judge is at your project.
- **NO FOOD OR DRINK** is permitted on the floor of the Balboa Park Activities Center at any time - with the exception of water in plastic, screw top bottles. These may be open only when drinking and great care must be exercised to make sure noliquid gets on the world-class sports competition floor.
- Courtesy - to judges, staff, other exhibitors and visitors - is expected of every student. **THIS INCLUDES STANDING WHEN A JUDGE APPROACHES AND REMAINING STANDING UNTIL HE/SHE LEAVES.**
- Neat, business-like attire is to be worn during judging.

\_\_\_\_\_ Be prepared to explain your project. This could include:

- giving a brief presentation (using graphs, pictures and models, if needed to explain more complicated aspects), when asked, "What did you do?" or requested to "Tell me about your project")
- answering a variety of questions about your work and accomplishments (Don't balk at questions you don't like or understand! If you don't know an answer, say so and ask the judge's advice!). Note: Many judges (especially those from Professional Societies) study student notebooks when exhibitors are not present.

**THURSDAY, APRIL 2 THROUGH SUNDAY, APRIL 5**

The Fair is open to the public during the following dates and times:

Thursday - 10:00 am - 3:00 pm

Friday - 10:00 am - 3:00 pm

Saturday - 9:00 am - 4:30 pm

(Family Day! Bring your friends and family for exciting activities and performances)

Sunday - 10:00 am - 3:00 pm



## AWARDS CEREMONY, COX ARENA, THURSDAY, APRIL 2

THURSDAY, APRIL 2, 5:00 – 8:30 PM (Doors Open at 5:00; Program Starts at 5:30) AWARDS CEREMONY, COX ARENA – FREE PARKING

\_\_\_\_\_ Guests are requested to remain until the end of the ceremony.

\_\_\_\_\_ Bring your family. See your name on the Big Screen! Collect your award(s).

### Notes:

1. Exhibitors are encouraged to sit with their schoolmates on the ground level. First place winners will be re-seated (in special sections facing the audience) to await the Sweepstakes announcements.
2. This is a great time to dress up!
3. Applause and cheering are encouraged! Shrieking is not.
4. Be on your best behavior – no running about or other horseplay, please!

\_\_\_\_\_ Sweepstakes winners and runners-up only – Plan now to meet with media at 10 am tomorrow! See information under “Friday, April 3.”

## TOURS – THURSDAY, APRIL 2 AND FRIDAY, APRIL 3

If you signed up for a tour during Registration on Tuesday:

\_\_\_\_\_ Meet tour bus and escort In front of the balboa Park Activities Center -- alongside the passenger drop-off semi-circle 15 minutes prior to departure time.

\_\_\_\_\_ Wear GSDSEF ID badge

\_\_\_\_\_ Arrange for transportation home at end of tour Notes:

- Tours return to departure point.
- No one may leave tour at tour site.
- Courteous behavior is expected of all students taking tours.

## OPTIONAL ACTIVITIES – THURS., APRIL 2 – SUN., APRIL 5

\_\_\_\_\_ The Zoo, Fleet Space Theater Science Center and most of the museums in Balboa Park (check posted list) are open FREE to exhibitors wearing their ID badges.

- Note: Courteous behavior is expected of students taking advantage of this opportunity.

\_\_\_\_\_ be at your project to discuss your work with visitors

## FRIDAY, APRIL 3

MEDIA DAY – FOR SWEEPSTAKES WINNERS AND RUNNERS UP



\_\_\_\_\_ Meet with media at 10 am – sign in at Information Center at the Fair and wait by your project for reporters and photographers. Note: Other students are occasionally interviewed at this time.

### ATTENTION, FIRST PLACE WINNERS

\_\_\_\_\_ Starting at noon, Friday, April 3, 2009, you may check the list (posted at the Information Center) of those 1<sup>st</sup> place winners named to participate in the California State Science Fair (CSSF). If you are listed, GO IMMEDIATELY TO <http://www.usc.edu/CSSF/> TO APPLY FOR ADMISSION TO THE CSSF. FOLLOW ALL CSSF RULES AND REGULATIONS WHEN APPLYING.

\_\_\_\_\_ The California State Fair determines the number of entrants we are allowed to send. Selection is made by assignment of points, e.g.,

Sweepstakes Winners and Runners-up – 100 points

Recommended for Sweepstakes – 50 points

Recommended for State Fair – 10 points

Special and Professional Society Awards – 1 point each

The next 10 1st place winners go onto the Alternate List. Only those students on the “Confirmed List” and these 10 “Alternates” may apply to the CSSF. If openings occur later, students after the cut-off point on the list, in order of listing, will be contacted and offered the chance to apply.

**SUNDAY, APRIL 5 - 3:00 - 5:00 PM - PROJECT TEARDOWN**

\_\_\_\_\_ **PICK UP PROJECT (WEAR YOUR ID BADGE!)**

#### NOTES:

- **NO PROJECT MAY BE REMOVED BEFORE THE “CLOSING TIME” ANNOUNCEMENT AT 3 PM ON SUNDAY, APRIL 5**
  - **WHEN YOU APPLIED TO ENTER THE GSDSEF, YOU AND YOUR PARENT(S)/GUARDIAN(S) AGREED TO LEAVE YOUR PROJECT ON DISPLAY UNTIL 3:00 PM, SUNDAY, APRIL 6. THERE ARE NO EXCEPTIONS TO THIS AGREEMENT!**



- **YOU (OR YOUR REPRESENTATIVE) ARE RESPONSIBLE FOR PROJECT SECURITY AND REMOVAL.**
- **PROJECTS NOT REMOVED BY 5:00 PM ON SUNDAY, APRIL 5 WILL BE DISCARDED THAT EVENING. NOTEBOOKS WILL BE EMPTIED OF THEIR CONTENTS AND DISTRIBUTED TO SCHOOLS FOR RE-USE.**
  - **IF YOU CAN'T PICK YOUR PROJECT UP, ARRANGE FOR SOMEONE ELSE TO DO SO. GIVE THAT PERSON YOUR BADGE AND A NOTE AUTHORIZING REMOVAL.**

