

Student Project and Safety Checklist (Adopted from IJAS website)

<p>Abstract</p> <ul style="list-style-type: none"> <input type="checkbox"/> First page of paper. <input type="checkbox"/> Three paragraphs with proper headings: Purpose, Procedure, and Conclusion. <input type="checkbox"/> Typed single-spaced. <input type="checkbox"/> 200 words or less. 	<p>Safety Sheet</p> <ul style="list-style-type: none"> <input type="checkbox"/> Second page of paper. <input type="checkbox"/> Hazards listed, precautions described. <input type="checkbox"/> Signed by sponsor.
<p>Endorsement(s)/required documents, if applicable</p> <ul style="list-style-type: none"> <input type="checkbox"/> Third page of paper; subsequent pages, as needed. <input type="checkbox"/> Signed by student and sponsor; proper documentation is attached, if necessary. 	<p>Title Page</p> <ul style="list-style-type: none"> <input type="checkbox"/> Clear and concise. <p>Table of Contents</p> <ul style="list-style-type: none"> <input type="checkbox"/> Pagination is accurate.
<p>Purpose and Hypothesis</p> <ul style="list-style-type: none"> <input type="checkbox"/> States precisely what the investigation or design was attempting to discover or solve. <input type="checkbox"/> States a definite question or problem. <input type="checkbox"/> Hypothesis is present. 	<p>Acknowledgments</p> <ul style="list-style-type: none"> <input type="checkbox"/> Credit is given to those who have helped. <p>Background Research</p> <ul style="list-style-type: none"> <input type="checkbox"/> Consistent voice is evident. <input type="checkbox"/> Logical and/or related grouping of information. <input type="checkbox"/> Accuracy in calculations, spelling, grammar, and quotations. <input type="checkbox"/> Typed double-spaced, one inch margins; may be double-sided. <input type="checkbox"/> Parenthetically cited.
<p>Materials and Methods of Procedure</p> <ul style="list-style-type: none"> <input type="checkbox"/> Apparatus and materials are listed, or incorporated into the written procedures. <input type="checkbox"/> Drawings and photographs are present if they enhance and clarify the apparatus. <input type="checkbox"/> Step-by-step, chronological procedures are present; or procedures are written in past tense narrative. <input type="checkbox"/> Number of test groups is adequate and the number of trials within each test group is adequate. <input type="checkbox"/> The control of variables is evident. 	<p>Results</p> <ul style="list-style-type: none"> <input type="checkbox"/> Data is organized into tables or charts with accompanying graphs, if appropriate. <input type="checkbox"/> Data is quantitative and correct units of measurement (metric) are used. <input type="checkbox"/> Data is clear and accurate. <input type="checkbox"/> The effect of experimental error was estimated and considered. <input type="checkbox"/> The data has been analyzed and discussed.
<p>Conclusions</p> <ul style="list-style-type: none"> <input type="checkbox"/> Evaluation and interpretation of data is present. <input type="checkbox"/> Refers back to purpose and hypothesis; answers the original question. <input type="checkbox"/> Is valid and limited to the results of the experiment. 	<p>Reference List</p> <ul style="list-style-type: none"> <input type="checkbox"/> References come from a variety of sources. <input type="checkbox"/> References are current. <input type="checkbox"/> Reference list is alphabetical. <input type="checkbox"/> Proper format is used for all references.
<p>Experimental and Design Safety</p> <p>The following procedures were followed:</p> <ul style="list-style-type: none"> <input type="checkbox"/> No cultures were obtained from humans, except those from supply houses. <input type="checkbox"/> Quantities of food and non-alcoholic beverages were limited to normal serving sizes, and consumed in a reasonable amount of time. <input type="checkbox"/> Blood was not drawn exclusively for the science project. <input type="checkbox"/> Projects involving exercise have a valid normal physical examination on file and exercise was not carried to the extreme. <input type="checkbox"/> No cultures were obtained from warm-blooded animals. <input type="checkbox"/> No intrusive techniques were used. <input type="checkbox"/> No extreme changes were made in the organism's normal environment. <input type="checkbox"/> Food or water was not withheld for a period that would cause undue stress based on the animal's metabolic rate. <input type="checkbox"/> Animals were properly cared for with adequate ventilation, food, and water. <input type="checkbox"/> Chicken or other bird embryo treatment was discontinued at or before 72 hours before hatching. <input type="checkbox"/> All microorganisms were destroyed by autoclaving or with NaOCl (bleach) solution. <input type="checkbox"/> All safety guidelines (chemical, electrical, mechanical, fire, radiation, biological) were followed and documented. <p>Miscellaneous</p> <ul style="list-style-type: none"> <input type="checkbox"/> Three copies of the complete research paper for Project Session participants. <input type="checkbox"/> Display board - Reminder: no chairs or table covers are allowed. <input type="checkbox"/> Entry Tag Ribbon – worn by the presenter. <input type="checkbox"/> A copy of the Abstract, Safety Sheet, and Endorsements (if applicable) are displayed on the front of the display board. <input type="checkbox"/> Friday night banquet tickets - see sponsor for information. 	