

Dear Science Fair Mentors,

Thank you for agreeing to be mentor for the 3rd annual Irvington PTSA Science Fair. These are suggested guidelines.

It is suggested that you help your Mentee follow the guidelines and meet the deadlines that the Science Fair Committee has put together.

Please be sure to document the goals that your mentee has in mind for their project as well as document the time you spent helping your mentee.

When designing and putting together a project for a science fair, the project must follow the scientific method. Please be sure that your mentee follows the procedure that is briefly described below for doing a project and also for setting up their poster board.

- name must be on the tri-fold 36" tall by 48" wide display board
- Follow the guidelines on how to set up your display board:
 - Title of Project:**
 - Question:** ask a question about the world around you or about a problem
 - Hypothesis:** an idea based on your question
 - Material/ Methods:** What do you need and what procedure did you use to carry out your experiment
 - Experiment:** prove or disprove your hypothesis by conducting an experiment
 - Results:** what did you observe during your experiment? (display graphs, pictures, statements)
 - Conclusions:** answer your question, prove/ disprove your hypothesis
 - Acknowledgments:** the people who helped you
- A poster board will fit 9 power point (landscape orientation) slides
- Projects done at school are allowed to be presented (do not re-invent the wheel.. projects found online, kits, done at school/ camp are a great place to start)
- The experiment and display should be child-led not parent led
- Projects may be individual or in a group of maximum 3 students

As we move closer to the Science Fair there are **important tasks and deadlines** that your mentee will need to address for a successful event. These dates will be posted once registration for the Science Fair is complete.

Your mentee or mentee's parents should have send an email to irvingtonsciencefair@gmail.com to confirm that they will still be participating in the science fair. It is very important that a confirmation is received. Upon confirmation of their participation he/ she will be assigned project number, a trifold project board and a designated space at the science fair.

When he/she replies they should include their name/ grade (as well as the names of anyone else working in their group if doing a group project), and if possible the title of the project and 2 sentences summarizing their STEM project. **Their project title and summary will be included in the Science Fair Program.**

On the day of the Science Fair at Gina Maher Gym at Irvington Middle/ High School Campus), all participants will be designated a table number where they can set up their tri-fold poster board. Participants should stand by their poster boards and explain their projects to visitors and other participants who stop by their poster board. Participants are not required to stay at their poster boards for the duration of the fair and are encouraged to visit the poster boards of the other participants. However, participants are required to clean up their stations after the Science Fair is over.

Please make sure that your mentee does not bring displays that are messy and may require clean-up. If their project requires a demonstration that may cause a mess please use a smart device to record the demonstration and they may then show the video at their designated station. If they need to bring a model please be sure that it fits within the dimensions of the poster board. Just a reminder, your mentee responsible for any electronic devices they choose to use. The Science Fair Committee will not be responsible in any way for electronic devices used at the Fair. Participants may get hungry during the fair. They may bring a packed lunch/ snacks/ drinks or money to purchase items from the PTSA concession tables.

**Warm wishes for a great Mentor experience,
PTSA Science Fair Committee**