

**SPECIAL AWARDING AGENCY**

**Judge's Manual**

**2021**

## Contents

Introduction .....	3
Benefits of being a Special Awarding Agency at Science & Engineering Fair of Houston .....	4
What are Special Awards? .....	4
Registration of a Special Awarding Agency.....	4
Special Awarding Agency Judging Procedures.....	5
Judge Recruitment.....	5
Project Abstracts.....	5
Judging Procedures:.....	5
Steps to successfully judge projects for the virtual Science Fair are listed below: .....	6
Judging Criteria .....	6
Judges.....	7
Student Participants/Judge Interaction .....	7
Fair Project Categories .....	7
Award Ceremony/Post Fair Follow-up.....	8
Special Awarding Timeline of Events .....	8
2021 Schedule.....	8
Helpful Links.....	8
Appendix A.....	9
Appendix B .....	10
Appendix C .....	13
Appendix D.....	18
Notes.....	19

## Introduction

**Due to the ongoing COVID-19 pandemic, the Science and Engineering Fair of Houston has chosen to go virtual for 2021. This manual aims to outline foreseen changes up until this point. However, please know that changes may be made at any time.**

Each year more than 50 professional organizations affiliate with Science and Engineering Fair of Houston (SEFH) as Special Award Agency Sponsors. These organizations, representing government, industry, and educational institutes vary across a wide variety of scientific disciplines and provide awards to the nearly 1,000 students attending SEFH.

Special awards may take many forms, including certificates, cash, trips, equipment, internships and work fellowships. The criteria for the special awards are determined by the sponsoring Special Awarding Agency (SAA).

The purpose of Science and Engineering Fair of Houston is threefold:

- To stimulate in young people an active interest in science and engineering
- To provide an educational experience through exposure to the judges and to the public
- To give public recognition to talented students for the work that they have done

The success of this science fair depends to a large extent on the quality of your judging. The information and guidelines here will make your task easier and more enjoyable. This fair is a competition based upon the quality of the projects and experiments done by students. You are judging the results.

Fairs range in scope from the local level, which may involve one class, one school, or one district, to city, county, state, or even national levels. Science and engineering fairs operate on a step basis. Students who have won in small fairs advance to larger fairs as representatives of the fairs in which they have won. Thus, an individual might participate in a local fair, move on to a city fair, then to a regional fair and there be chosen to represent that fair in the International Science and Engineering Fair (ISEF).

## **Benefits of being a Special Awarding Agency at Science & Engineering Fair of Houston**

- Joining an exclusive group of corporations, associations, academic institutions and other organizations that provide more than \$50,000 annually in awards, scientific trips, internships, and scholarships
- Unique one-on-one interaction with the top 1,000 young scientists and researchers in the Houston area and its surrounding counties as your employees or members serve as SEFH judges and participate in this highly-regarded and rewarding process
- Launch point for long-term relationship with designated awardees, who can become life-long members, employees and/or supporters of your organization
- PR opportunities for your organization to showcase its support of science education, including media exposure through print, online, and on social media
- Exposure and acknowledgement on SEFH SAA website, social media, and in materials publicizing the participation and awards of your organization to the attendees, parents, and guardians of SEFH
- Interaction and networking opportunities with 50 estimated SAAs, including leading members of industry and academia
- On-site and SEFH specific benefits including: registration for SAA judges; inclusion in promotional materials; designated meeting area and lunch for on-site judges; inclusion in award ceremony photography

## **What are Special Awards?**

Special Awards are given for work in a variety of disciplines by organizations ranging from American Industrial Hygiene to the Women Engineers Society. Special Awards categories are determined by the organizations giving the awards and may consist of a single category or of several categories. Each participating organization determines the students eligible for its awards and, from among the eligible students, the winners. Awards may consist of cash, scholarships, certificate or plaque, trips to a laboratory or to professional meetings, subscriptions to professional journals, books, equipment, internships, etc.

## **Registration of a Special Awarding Agency**

To register as a SAA, please visit the SAA registration site at <https://aitracq.com/specialawardsagency.php>.

**You must complete the registration of your SAA before recruiting judges.**

\*\*\* Due to the nature of the Virtual Fair for 2021, all SAAs must be registered before the fair date in order to judge projects. Any SAA not registered will not be allowed to judge the Virtual Fair!

## Special Awarding Agency Judging Procedures

### Judge Recruitment

SAA's must recruit their own judges to choose the winners of their awards. Please note that a judge cannot serve as both a special award judge and a place award judge. All Special Awarding Judges must register their attendance before judging projects. Special Awards Judges must register at <https://www.aitracq.com/specialawardsjudge.php>

The sponsoring organization, through its designated judging leader, is responsible for establishing final assignments of their judges. It is recommended that each SAA provide a minimum of three (3) judges, although the number of judges per organization varies with the scope of the awards to be given and the number of projects to be reviewed.

### Project Abstracts

The SEFH abstract directory serves as the initial source of topics, titles of all projects cleared to compete at the fair. Prior to judging projects, we recommend SAA's conduct a pre-judging phase through the review of student abstracts and decide which projects they would like to further review. Beginning February 13, 2021, all judges may access the Abstract portal [here](https://aitracq.com/sefh_projects.php) or copy and paste this link into a web browser of your choice: [https://aitracq.com/sefh\\_projects.php](https://aitracq.com/sefh_projects.php)

### Judging Procedures:

Due to the effects of COVID-19, SEFH has transitioned to a virtual platform. Unfortunately, due to logistical considerations and conflicts, SAA's will conduct asynchronous judging by reviewing student project submissions that include the following:

- Official Abstract
- Presentation – In lieu of traditional boards, participants have created a presentation using PowerPoint or various sister programs. The presentation includes the same components as would be visible on a traditional fair project board.
- Video Presentation – The video presentation will be a voiceover recording of the student(s) project presentation much like a student's interview presentation.
- Notebook (optional)
- Form 1(c) – if needed. If work was conducted in a regulated research institution, industrial setting or any work site other than home, school or field at any time during the current SEFH project year.
- Form 7 – if needed. If a study is a continuation/research progression, the Continuation/Research Progression Projects will be completed.

Prior to judging projects, we recommend SAA's conduct a pre-judging phase through the review of student abstracts and decide which projects they would like to further review.

SAA's will be able to officially review projects beginning February 13 through February 27. During this time, SAA's will have the opportunity to access the online judging platform, RocketJudge, to review projects at their leisure. SAA's may print any student material that is available through the online platform for purposes such as recording notes.

Prior to the official start of SAA judging, each SAA Team Leader will be emailed a link and instructions on how to access the online judging platform.

**Steps to successfully judge projects for the virtual Science Fair are listed below:**

**STEP 1: Abstract Review – beginning February 13, 2021**

All SAAs are encouraged to conduct a preliminary review of student abstracts through the [SEFH portal](#). Each SAA will have access to all project materials for both Senior and Junior divisions, however, it is encouraged that each SAA filter through and review abstracts to create a list of projects that they would like to further review prior to accessing the judging platform (RocketJudge.com). SAAs may choose to use this [sample spreadsheet \(Abstract Review List\)](#) to assist in narrowing their list of projects for further review (Appendix A).

Links to the abstract database will be emailed to all organization Lead Judges on February 13, 2021.

Instructions on how to access and navigate the SEFH Abstract Database are found in Appendix B.

**STEP 2: Asynchronous review of projects on the Online Judging Platform – beginning February 13, 2021**

A unique link for your organization to access the online Judging Portal will be emailed to all organization Lead Judges for dispersal to all organization judges. Judges will then be able to access the online platform to review their assigned projects asynchronously as determined by the organization Lead Judge.

It is encouraged that judges work in teams to review sets of projects. If an organization choose to do so, the organization's Lead judges will be responsible for organizing any synchronous online (e.g. zoom, google meet, MS Teams) caucus meeting to discuss and select award winners.

An SAA may choose to score projects based on criteria set forth by their organization. We also offer a scoring criterion, [accessible here](#), as suggestions to aid in your judging process. (Appendix D.)

**STEP 3: Certification of Awards – Due February 27, 2021**

Upon completion of judging, SAAs will need to report and certify any award winners. SAAs are required to complete the reporting form online. Each Lead Judge will be emailed a unique link to report all award winners. All results should be entered no later than February 27 by 3:00 pm. Read through Appendix C for more instructions.

### **Judging Criteria**

Special Award Judges receive criteria and coordination instruction through the organization they are representing and its designated judging Team Leader. This Team Leader is responsible for establishing final assignments of their judges.

An SAA may choose to score projects based on criteria set forth by their organization. We also offer a scoring criterion, [accessible here](#), as suggestions to aid in your judging process. The judging sheet may be of value to you and your judges as they review projects (Appendix D).

## **Judges**

Watch the student's video submission to examine the quality of the student's work, and how well the student understands their project and area of study. Listen for evidence of laboratory, field, or theoretical work, not just library research or gadgeteering.

Students may have worked on a research project for more than one year. However, for judging, ONLY research conducted within the current year is to be evaluated. Although previous work is important, it should not unduly impact the judging of this year's project. See Form 7 for detail on previous work.

Keep in mind, participants are students. Avoid scrutinizing projects to the same degree used when evaluating work conducted by your co-workers and peers. Compare projects only with those competing at this Fair and not with projects seen in other competitions or scholastic events.

It is important in the evaluation of a project to determine how much guidance was provided to the student in the design and implementation of their research. When research is conducted in an industrial or institutional setting, the student should have documentation, most often the Intel ISEF Form 1C, that provides a forum for the mentor or supervisor to discuss the project. Judges should review this information in detail when evaluating research.

## **Student Participants/Judge Interaction**

Due to the effects of COVID-19, SEFH SAA judging will be conducted virtually through the review of various project components such as their Presentation and Voiceover presentation.

If there is a Participant that you would like to connect with about further research opportunities or questions about their project, send an email to [info@sefhouston.org](mailto:info@sefhouston.org) with the Participant's name and/or project ID. SEFH will facilitate communication between yourself and the Participants. At no time should an SAA judge attempt to contact a student through any means not limited to social media platforms (Facebook, Twitter, Instagram, etc.).

## **Fair Project Categories**

The categories listed below are those that will be used at SEFH. Many projects could easily fit into more than one SEFH category. We highly recommend that your organization review abstracts from similar categories to determine what categories and projects to judge. For definitions of each category, visit <https://sefhouston.org/for-participants/#Project-Categories>.

Animal Science	Energy & Transportation	Mathematics
Behavioral & Social Sciences	Environmental Sciences	Medicine & Health
Biochemistry & Microbiology	Engineering: Aerospace	Physics & Astronomy
Chemistry	Engineering: Chemical	Plant Sciences
Computer Sciences	Engineering: Civil/ Electrical & Mechanical	Robotics & Intelligent Machines
Earth & Space Sciences	Engineering: Materials & Bioengineering	

## **Award Ceremony/Post Fair Follow-up**

The Awards Ceremony will be held virtually on March 03, 2021. Winners of all awards are notified of their achievement in the days leading up to the Award Ceremony.

This year, all SAAs are encouraged to participate in the ceremony by submitting a short clip of a representative introducing the SAA and a description of the award being presented. This is will done in place of having an SEFH representative reading of the Agency Description during the ceremony.

If your SAA is interested in submitting a clip, the clip may not exceed 1-minute. The video will be played prior to the announcement of the award recipients names. Video clips must be submitted to SEFH no later than February 12, 2021.

As we are not having an in-person Awards Ceremony, each SAA is responsible for mailing awardees any and all material to be awarded (e.g. certificates, gift cards, monetary gifts, award letters, etc.) It is the responsibility of each organization to contact and make arrangements with Awardees. SEFH will not be responsible for mailing any awards for 2021.

Each SAA will receive their list of winners which includes the students name, teacher name, parent name and email. Due to FERPA and COPPA rules and regulations, SEFH will not send out student personal information.

## **Special Awarding Timeline of Events**

### **2021 Schedule**

SAA Registration Opens: December 5, 2020

SAA Judge Registration Opens: December 5, 2020

SAA Video Introduction Clip Due (Optional): February 12, 2021

SAA Abstract Review: February 13 – 27, 2021

SAA Judging Begins: February 13, 2021

SAA Winner Certification Due: February 27, 2021

Award Ceremony: March 3, 2021

More information available [here](#).

## **Helpful Links**

Fair main website: <http://www.sefhouston.org>

Special Awarding Agency Registration: <https://aitracq.com/specialawardsagency.php>

Special Awards Judge Registration: <https://aitracq.com/specialawardsjudge.php>

Contact SEFH: [info@sefhouston.com](mailto:info@sefhouston.com)

Special Award Checklist:

[https://sefhouston.org/wpcontent/uploads/assets/2021\\_SpecialAwardingAgency\\_CheckList.pdf](https://sefhouston.org/wpcontent/uploads/assets/2021_SpecialAwardingAgency_CheckList.pdf)



## Appendix B

### Guide: Searching for Projects

Please read through the following information carefully. If you have any questions, do not hesitate to contact us at [info@sefhouston.org](mailto:info@sefhouston.org).

1. On the *Project Abstracts* page, you may search and filter through projects by:

The screenshot shows the SEFH 2021 Project Abstracts page. At the top, there is a search bar and a dropdown menu set to '5 entries'. Below this is a table with columns: #, ProjectID, ProjectTitle, Category, Division, Grade, and AbstractText. A red box highlights the search filters above the table: a dropdown menu with 'S', and five search input fields labeled 'a.', 'b.', 'c.', 'd.', and 'e.'. A red arrow points from the 'ProjectTitle' column header to the 'b.' search field.

#	ProjectID	ProjectTitle	Category	Division	Grade	AbstractText
297	3001	At what concentration does aluminum sulfate decrease algae growth, and maximize the zooplankton alive?	Animal Sciences	S	9	Algae blooms are a big issue in this world. And there are plenty of resolutions to fix algae blooms, but when reading about this interesting topic, none of the articles I read talked about how the animals were affected by any of the methods used to get rid of algae blooms. For the project, I put different amounts of aluminum sulfate into 4 jars, not including the control jar, and added equal amounts of liquid nitrogen and phosphorus into all 5 jars. Leaving all the jars undisturbed for 12 hours. After I put equal amounts of brine shrimp eggs and algae into all 5 jars, leaving them undisturbed for 5 days I then came back to record all my data. I did these 9 more times for 10 trials. The hypothesis for this project was "If the aluminum sulfate decreases the algae production then at 2 grams of aluminum sulfate the algae production will decrease the most and also have the most brine shrimp alive." Which was supported by the data received from this experiment.
298	3002	Analyzing the Spatial Distortion of Non-ionizing Radiation Imaging Modalities for Modeling the Anatomical Mandibular	Animal Sciences	S	12	In the field of medical imaging, geometric distortion remains a critical problem for effectively utilizing non-ionizing medical imaging modalities such as MRIs. Although slight distortions often have no consequences, significant geometric distortions could affect the applications of MRIs. The goal of this project is specifically aimed towards quantifying these distortions in the mandible across different MRI sequences as compared to the non-distorted CT scan. A porcine phantom was an ideal model for the purpose of this project because of its close anatomical resemblance to the mandibular structure in humans. In this experiment, thirteen MRI scans were taken of the porcine phantom, but only four were used for analysis (T1, T2, diffusion, and black-bone). Additionally, a CT scan of the phantom was also captured to quantify the distortion amongst the four MRI sequences. The image sets from each of the different scans were segmented in the application VelocityAI where they then underwent rigid co-registration. This process superimposed the MRI image sets on top of the CT scan which was set as the primary image volume so that

A close-up of the search filters from the screenshot. It shows a dropdown menu with 'S' and five search input fields labeled 'a.', 'b.', 'c.', 'd.', and 'e.'. Below these are the column headers: #, ProjectID, ProjectTitle, Category, Division, and Grade.

- a. *Project ID*: This is a specific number ID assigned to each project.
- b. *Project Title*: This is a student-given and unique for each project.
- c. *Category*: The project categories are:
  - i. Life Science: Animal Science, Behavioral/Social Science, Biochemistry/Microbiology, Medicine and Health, Plant Science, Environmental Science
  - ii. Physical Science: Chemistry, Computer Science, Earth/Space Science, Mathematics, Physics & Astronomy, Energy & Transportation
  - iii. Engineering: Aerospace Engineering, Chemical Engineering, Civil/Electrical/Mechanical Engineering, Materials and Bioengineering, Robotics & Intelligent Machines

**NOTE:** To search for projects by category, please type the specific name of the category in the search bar. For example, if you would like to view Aerospace Engineering projects, you must type "Aerospace Engineering" in the search bar. "Engineering" will **NOT** suffice.

Engineering	Aerospace
Category ↑↓	Category ↑↓
Engineering: Chemical	Engineering: Aerospace

- d. *Division*: There are two divisions:
- Junior Division: Grades 6-8, denoted by a “J” in the system.
  - Senior Division: Grades 9-12, denoted by an “S” in the system.

**NOTE:** If you would like to filter projects by division, you must use the one-letter codes “J” for Junior Division, and “S” for Senior Division. Searching “Junior” or “Senior” will **NOT** work.

h:	Search:	Senior
Title ↑↓	Category ↑↓	Division ↓↑
No matching records found		

	Search:	S	Search	Search:
Title ↑↓	Category ↑↓	Division ↓↑	Grade ↑↓	AbstractText
ation nium	Animal Sciences	S	9	Algae blooms are a big issue in this world. An about this interesting topic, none of the article methods used to get rid of algae blooms. For including the control jar, and added equal am jars undisturbed for 12 hours. After I put equa undisturbed for 5 days I then came back to re for this project was "If the aluminum sulfate d algae production will decrease the most and received from this experiment.
the	Animal Sciences	S	12	In the field of medical imaging, geometric dist medical imaging modalities such as MRIs. All geometric distortions could affect the applicat

- e. *Grade*: To search for projects in grades 6-12, simply type the number in the search bar. Do not use other forms, such as “9<sup>th</sup>” or “Ninth;” these will **NOT** work.
- 2. You may apply multiple filters at once, but remember to clear all applied filters before every new search and as deemed necessary.
  - a. Example: If you would like to search for 8<sup>th</sup> grade Biochemistry/Microbiology projects, type “Biochemistry” in the *Category* search bar and “8” in the *Grade* search bar.

# ↑↓	ProjectID ↑↓	ProjectTitle ↑↓	Category ↑↓	Division ↓↑	Grade ↑↓	AbstractText
41	1041	ANT-ibiotics	Biochemistry & Microbiology	J	8	Antibiotic commonly us up a defense largely ignor bacterium/fur evolving bact harvester ant tubes in it. Th bacteria/fung where the an harvester ant support the h

- 3. You may filter projects by ID, Title, Category, Division, and Grade, but remember that you will need to report winners by *Project ID*, so remember to take note of this information.

## Appendix C

### Guide: Inputting Winners

1. Lead judges will be given their own unique entry link. You will use this link to input winners. Once you receive and click on this link, you will open the following page:

Award Description				Details			
#	Award	Title of the Award	No. of Winners	Type of the Award	Monetary Amount	Other/Multiple Types	Winners
1	Award 1	Senior Division 1st Place	1	OtherTypes	50.00	Gift card	Not Assigned
2	Award 2	Senior Division 2nd Place	1	OtherTypes	25.00	Gift card	Not Assigned
3	Award 3	Junior Division 1st Place	1	OtherTypes	50.00	Gift card	Not Assigned
4	Award 4	Junior Division 2nd Place	1	OtherTypes	25.00	Gift card	Not Assigned

Yes, I accept the [Terms of Service](#)

2. Read the “Terms of Service,” and then when you are ready, click “Yes, I accept the Terms of Service.” Select “Let me Assign Winners” to move to the next page.

Award Description				Details			
#	Award	Title of the Award	No. of Winners	Type of the Award	Monetary Amount	Other/Multiple Types	Winners
1	Award 1	Senior Division 1st Place	1	OtherTypes	50.00	Gift card	Not Assigned
2	Award 2	Senior Division 2nd Place	1	OtherTypes	25.00	Gift card	Not Assigned
3	Award 3	Junior Division 1st Place	1	OtherTypes	50.00	Gift card	Not Assigned
4	Award 4	Junior Division 2nd Place	1	OtherTypes	25.00	Gift card	Not Assigned

**1.**  Yes, I accept the [Terms of Service](#)

**2.**

3. You will see the following information on the next page. You may input:

Please Note : This table shows currently assigned winners list and will be overwritten / updated once you submit.

**Special Award Judges:**

- Please use this form to enter special award winners for your category.
- Enter the name and description of each award along with the four-digit project ID for the award winner.
- Please enter only the four-digit ID associated with each winning project.

Delete Awards: To Delete an existing Award, please enter numeric '0' in respective Award\_Active field.

#	Award_Name (as in SAA Registration form)	Award_Description (Max 100 Characters)	Award_Winner	Award_Active
1	Senior Division 1st Place	Gift card	Enter Project ID - 01	0 or 1
2	Senior Division 2nd Place <b>a.</b>	Gift card <b>b.</b>	Enter Project ID - 02 <b>c.</b>	0 or 1 <b>d.</b>
3	Junior Division 1st Place	Gift card	Enter Project ID - 03	0 or 1
4	Junior Division 2nd Place	Gift card	Enter Project ID - 04	0 or 1

Yes, I accept the [Terms of Service](#)

+ Add Award Clear All Q Search

- a. *Award Name*: You may select and change the award name.  
 i. Example:

#	Award_Name (as in SAA Registration form)	Award_Description (Max 100 Characters)	Award_Winner	Award_Active
1	12th Grade 1st Place Award	Gift card	Enter Project ID - 01	0 or 1
2	Senior Division 2nd Place	Gift card	Enter Project ID - 02	0 or 1
3	Junior Division 1st Place	Gift card	Enter Project ID - 03	0 or 1
4	Junior Division 2nd Place	Gift card	Enter Project ID - 04	0 or 1

Yes, I accept the [Terms of Service](#)

+ Add Award Clear All Q Search

- b. *Award Description*: You may select and change the award description.  
 i. Example:

#	Award_Name (as in SAA Registration form)	Award_Description (Max 100 Characters)	Award_Winner	Award_Active
1	12th Grade 1st Place Award	Gift card - \$50	Enter Project ID - 01	0 or 1
2	Senior Division 2nd Place	Gift card	Enter Project ID - 02	0 or 1
3	Junior Division 1st Place	Gift card	Enter Project ID - 03	0 or 1
4	Junior Division 2nd Place	Gift card	Enter Project ID - 04	0 or 1

Yes, I accept the [Terms of Service](#)

+ Add Award Clear All Q Search

- c. *Award Winner*: To assign an award winner, you must input the winner's *Project ID*. Please make sure you are inputting the correct ID number. However, if you do make an error, you will be able to change this information later.

#	Award_Name (as in SAA Registration form)	Award_Description (Max 100 Characters)	Award_Winner	Award_Active
1	12th Grade 1st Place Award	Gift card - \$50	1013	0 or 1
2	Senior Division 2nd Place	Gift card	Enter Project ID - 02	0 or 1
3	Junior Division 1st Place	Gift card	Enter Project ID - 03	0 or 1
4	Junior Division 2nd Place	Gift card	Enter Project ID - 04	0 or 1

Yes, I accept the [Terms of Service](#)

+ Add Award Clear All Search

d. *Award Active:* To activate an award, please input a “1” in the “Award\_Active” column. A small green check mark should appear in top right corner of the box. Repeat this information for the rest of the rows. If you would like to delete an award, type in “0.”

#	Award_Name (as in SAA Registration form)	Award_Description (Max 100 Characters)	Award_Winner	Award_Active
1	12th Grade 1st Place Award	Gift card - \$50	1013	1
2	Senior Division 2nd Place	Gift card	Enter Project ID - 02	0 or 1
3	Junior Division 1st Place	Gift card	Enter Project ID - 03	0 or 1
4	Junior Division 2nd Place	Gift card	Enter Project ID - 04	0 or 1

Yes, I accept the [Terms of Service](#)

+ Add Award Clear All Search

2. Once you are ready to save your inputted information, click “Yes, I accept the Terms of Service,” and then click “Search” at the bottom left corner. You will be lead to the following page:

#	Award Name	Award Description	Division	Category	ProjectID	ProjectTitle	TeamOf	Student Names	School Name
1	12th Grade 1st Place Award	Gift card - \$50	Junior	Behavioral and Social Sciences	1013	Knowledge in Motion	1	Eva Haneveld	SEABROOK INTERMEDIATE
2	Senior Division 2nd Place	Gift card	Junior	Behavioral and Social Sciences	1023	The surprising truth of blue light.	1	Neel Kura	MCCULLOUGH JUNIOR HIGH SCHOOL
3	Junior Division 1st Place	Gift card	Junior	Behavioral and Social Sciences	1024	Representative Response Rates	1	Megan Nguyen	KNOX JUNIOR HIGH SCHOOL
4	Junior Division 2nd Place	Gift card	Junior	Behavioral and Social Sciences	1025	How Music Affects Memory Formation	1	Fiona Sammer	KNOX JUNIOR HIGH SCHOOL

**Project IDs match, You may proceed...**

Yes, I agree and confirm to Assign these Winners for the Special Awards selected.

Start Again Submit

Now, if the information is correct, click “Yes, I agree and confirm,” and then click “Submit” at the bottom right corner. If you would like to edit the information, click “Start Again.”

**NOTE:** You may receive the following error. If so, you can only update the information partially, or you may start again to fix the error.

#	Award Name	Award Description	Division	Category	ProjectID	ProjectTitle	TeamOf	Student Names	School Name
1	Senior Division 1st Place	Gift card	Junior	Physics and Astronomy	1234	Magnets and Liquids	2	Benjamin Guo, Justin Tai	Spring Branch Academic Institute MS
2	Senior Division 2nd Place	Gift card							
3	Junior Division 1st Place	Gift card	Junior	Energy and Transportation	1110	Rotazione	1	Victor Nguyen	KILLOUGH MIDDLE SCHOOL
4	Junior Division 2nd Place	Gift card	Junior	Physics and Astronomy	1243	Temperature of Tennis Ball Affecting its Bounce	1	Raquel Fuentes	ALIEF MIDDLE SCHOOL

Some Project IDs does not match, You may proceed to update partially or Start Again!.

Yes, I agree and confirm to Assign these Winners for the Special Awards selected.

3. To delete an award, input a “0.” To replace an award, input a “0,” then click “Add Award” to input updated information.

#	Award_Name (as in SAA Registration form)	Award_Description (Max 100 Characters)	Award_Winner	Award_Active
1	Senior Division 1st Place	Gift card	1234	1 ✓
2	Senior Division 2nd Place	Gift card	4321	0 ✓
3	Junior Division 1st Place	Gift card	1245	1 ✓
4	Junior Division 2nd Place	Gift card	1204	1 ✓

Yes, I accept the [Terms of Service](#)

Add the correct information. Be sure to input a “1” in the *Award\_Active* column to activate the award.

#	Award_Name (as in SAA Registration form)	Award_Description (Max 100 Characters)	Award_Winner	Award_Active	
1	Senior Division 1st Place	Gift card	1234	1	✓
2	Senior Division 2nd Place	Gift card	4321	0	✓
3	Junior Division 1st Place	Gift card	1245	1	✓
4	Junior Division 2nd Place	Gift card	1204	1	✓
6	Senior Division 2nd Place	Gift card	3031	1	✓

Yes, I accept the [Terms of Service](#)

+ Add Award Clear All Search 6

To delete the added award, click the red trash can icon.

#	Award_Name (as in SAA Registration form)	Award_Description (Max 100 Characters)	Award_Winner	Award_Active	
1	Senior Division 1st Place	Gift card	1234	1	✓
2	Senior Division 2nd Place	Gift card	4321	0	✓
3	Junior Division 1st Place	Gift card	1245	1	✓
4	Junior Division 2nd Place	Gift card	1204	1	✓
6	Senior Division 2nd Place	Gift card	3031	1	✓

Yes, I accept the [Terms of Service](#)

+ Add Award Clear All Search 6

## Appendix D

### Score Sheet and Criterion



#### Special Awarding Agency Judge's Scoresheet - 2021

Organization: \_\_\_\_\_

#### Criteria

- I. Research Question
- II. Design and Methodology
- III.
- VI. Creativity
- V(a) Presentation

Project Number	Project Title	Score each project relative to total points listed.						Total
		I.	II.	III.	VI.	V.(a)	V.(b)	
1		10	15	20	20	10	25	
Comments:								
2		10	15	20	20	10	25	
Comments:								
3		10	15	20	20	10	25	
Comments:								
4		10	15	20	20	10	25	
Comments:								
5		10	15	20	20	10	25	
Comments:								

#### JUDGING CRITERIA FOR PROJECTS

##### Science

- I. Research Question (10 pts)**
  - clear and focused purpose
  - identifies contribution to field of study
  - testable using scientific methods
- II. Design and Methodology (15 pts)**
  - well designed plan and data collection methods
  - variables and controls defined, appropriate and complete
- III. Execution: Data Collection, Analysis and Interpretation(20 pts)**
  - systematic data collection and analysis
  - reproducibility of results
  - appropriate application of mathematical and statistical methods
  - sufficient data collected to support interpretation and conclusions
- IV. Creativity (20 pts)**
  - project demonstrates significant creativity in one or more of the above criteria
- V.a. Presentation (10 pts)**
  - logical organization of material
  - clarity of graphics and legends
  - supporting documentation displayed
- V.b. Presentation: Video (25 pts)**
  - clear and concise
  - understanding of basic science relevant to project
  - understanding interpretation and limitations of results and conclusions
  - degree of independence in conducting project
  - recognition of potential impact in science, society and/or economics
  - quality of ideas for further research

##### Engineering

- I. Research Question (10 pts)**
  - description of a practical need or problem to be solved
  - definition of criteria for proposed solution
  - explanation of constraints
- II. Design and Methodology (15 pts)**
  - exploration of alternatives to answer need or problem
  - identification of a solution
  - development of a prototype/model
- III. Execution - Construction and Testing (20 pts)**
  - prototype demonstrates intended design
  - prototype has been tested in multiple conditions/trials
  - prototype demonstrates engineering skill and completeness
- IV. Creativity**
  - project demonstrates significant creativity in one or more of the above criteria
- V.a. Presentation (10 pts)**
  - logical organization of material
  - clarity of graphics and legends
  - supporting documentation displayed
- V.b. Presentation: Video (25 pts)**
  - clear and concise
  - understanding of basic science relevant to project
  - understanding interpretation and limitations of results and conclusions
  - degree of independence in conducting project
  - recognition of potential impact in science, society and/or economics
  - quality of ideas for further research
  - for team projects, contributions to and understanding of

