

MSEF Sample Timelines

Regional and State deadlines listed below are examples.

Please review deadlines for local, regional and State Fair participation and adjust accordingly. Regional Timelines determine participation in the State Fair. High School Regional Fairs occur in early march. Middle School Regional Fairs occur between early March and late April.

Adjust deliverables for Engineering projects as needed.

Example #1

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Steps	Due Date/ Suggested Pacing	Resources and Instructions
Decide Topic/ Possible question	Week 1	
Turn in list of 10 sources in APA format in science fair notebook	Week 2	easybib.com citationmachine.com Make note of questions you have from the sources to ask a teacher, mentor, other adult or peer.
Final Research Question	Week 3	Should be testable with the materials you have available.
Hypothesis	Week 4	"If"... "then"... statement
Experiment Design (material/procedure) *If a project requires pre-approval from Regional Scientific Review Committee (SRC), submit paperwork for review. See manual for details	Week 5	1. List of materials with amounts in metric units 2. Step-by-step procedure 3. Identify independent and dependent variables and controls
Initial Results - Table	Week 6	Try your procedure once and report your first set of results
Final Results – Table/graph	Week 7	Redo all the steps at least 3-5 times and report your results in table and graph
First draft of report including: 1.Cover page (Title/Question, name of student, date of fair)	Week 8	

2. Abstract 3. Introduction 4. Question 5. Hypothesis 6. Experimental (Material, procedure, tables of results, graphs) 7. Explanation of results and possible sources of errors 6. Conclusion - restate your hypothesis and explain if it was correct or not. 7. Bibliography - All resources in APA format.		
Final Draft of paper with corrections	Week 10	
Deadline for Regional Fair entry SRC Forms Due	Mid-January	
Final Powerpoint presentation/slides, notebook due	Week 13	
Practice presentation with peers, family and/or mentors. <i>(If virtual: Upload presentation with voice recording)</i>	Week 15	
<i>Date of local science fair</i>	Early to Mid-February	
Deadline for Regional Exhibit Entry Form	Early to Mid February	
Date of Regional Science Fair	Early March	

Example #2

Steps	Suggested Pacing	Resources and Instructions
Pre-work to inspire creativity and question generation		Check out guidance in the Project Ideation Activities guide
Decide Topic/ Possible problem to solve	Week 1	Teacher account creation in zFairs.
In notebook: Students complete background research and turn in list of 5-10 sources in APA format. They should generate a list of questions for teachers, other sources.	Week 2	easybib.com citationmachine.com Guidance for notebook here .

Final Research Question/Engineering Problem	Week 3	Consider feasibility with time and materials available.
Hypothesis/Possible solutions	Week 4	For example, "If"... "then"... statement
Experiment or Engineering Design (material/procedure) -create an acct and upload paperwork -include project summary	Week 5	With a completed plan, create a student zFairs account and upload paperwork for approval.
Waiting for approval - gather materials, further research, lesson on data analysis, practicing mock presentations.	Week 6	Reviewer may ask for more information before approval is granted. Watch for emails and zFairs system.
Experimentation and testing: Initial Results - Table	Week 7	Try your procedure once and report your first set of results
Final Results – Table/graph	Week 8	Redo all the steps at least 3-5 times and report your results in table and graph
Data analysis	Week 9	Explore this guide from 826 Boston
First draft of project report	Week 10	
Final Draft of project report with corrections	Week 11	
Final poster board, notebook complete	Week 13	Poster board suggestions
Practice presentation with peers, family and/or mentors.	Week 14	Presentation Prep guidance
<i>Date of local science fair</i>	3-4 weeks before regional fair	Can be a showcase or a competitive fair. Schools can typically send 10 projects to the regional fair
Submit student/project list to regional fair for participation	Approximately 3 weeks before fair.	
Regional Fair	varies	Consult your regional zFairs site
State Fair participation based on performance at Regional Fair, plus direct entry per school	Mid May	Students can use time between fairs for additional practice and improving materials but not changing experiment.