

Display and Safety Guidelines for All Projects
Adapted from <http://www.societyforscience.org/page.aspx?pid=314>

General Requirements

The HSEF Display and Safety Committee is the final authority on display and safety issues for projects approved by the SRC to compete in the HSEF. Occasionally, the HSEF Display and Safety Committee may require students to make revisions in their display to conform to display and safety regulations.

Maximum Size of Project

Depth (front to back): 30 inches or 76 centimeters **Width** (side to side): 48 inches or 122 centimeters **Height** (floor to top): 108 inches or 274 centimeters

At the HSEF, fair-provided tables will not exceed a height of 36 inches (91 centimeters).

Maximum project sizes include all project materials, supports, and demonstrations for public and judges. If a table is used, it becomes part of the project and must not itself exceed the allowed dimensions nor may the table plus any part of the project exceed the allowed dimensions.

At the HSEF, any project with a component that will be demonstrated by the student must be demonstrated only within the confines of the student's booth. When not being demonstrated, the component plus the project must not exceed allowed dimensions. Water is no longer permitted in demonstrations.

All forms required to be displayed at booths must be vertically displayed.

Forms required at all projects:

- Original of official Abstract and Certification as approved and stamped/embossed by the HSEF Scientific Review Committee.
- Completed HSEF Project Set-up Approval Form SRC/DS2 (Received on-site at the Fair)

Forms required when applicable:

- Regulated Research Institutional/Industrial Setting Form(1C)
- Continuation Projects Form (7)

DO NOT BRING AN ABSTRACT FOR YOUR DISPLAY OR COPIES TO HAND OUT. WE WILL PROVIDE ONE OFFICIAL COPY IN A PLASTIC SLEEVE TO BE HUNG ON THE EDGE OF THE TABLE.

Not Allowed at Project or in Booth

1. Living organisms, including plants
2. Soil, sand, rock and/or waste samples even if permanently encased in a slab of plastic
3. Taxidermy specimens or parts
4. Preserved vertebrate or invertebrate animals
5. Human or animal food
6. Human/animal parts or body fluids (for example, blood, urine)
7. Plant materials (living, dead, or preserved) that are in their raw, unprocessed, or non-manufactured state (Exception: manufactured construction materials used in building the project or display)
8. All chemicals including water (Exceptions: water integral to an enclosed, sealed apparatus.)
9. All hazardous substances or devices [for example, poisons, drugs, firearms, weapons, ammunition, reloading devices, and lasers (as indicated in item 5 in the section of these rules entitled "Allowed at Project or in Booth BUT with the Restrictions Indicated")]
10. Dry ice or other sublimating solids
11. Sharp items (for example, syringes, needles, pipettes, knives)
12. Flames or highly flammable materials
13. Batteries with open-top cells
14. **Awards, medals, business cards, flags, logos, CD's, DVDs, flash drives, brochures, booklets, nor endorsements, and/or acknowledgments** (graphic or written) unless the item(s) are an integral part of the project (Exception: HSEF medal(s) may be worn at all times.)
15. Photographs or other visual presentations depicting vertebrate animals in surgical techniques, dissections, necropsies, or other lab procedures
16. Postal addresses, world wide web and email addresses, telephone and fax numbers of Students
17. Active Internet or e-mail connections as part of displaying or operating the project at the HSEF
18. Prior years' written material or visual depictions on the vertical display board. [Exception: the project title displayed in the Student's booth may mention years or which year the project is (for example, "Year Two of an Ongoing Study").]

Display and Safety Guidelines for All Projects

Adapted from <http://www.societyforscience.org/page.aspx?pid=314>

Continuation projects must have the Continuation Project Form (7) vertically displayed.

19. Glass or glass objects unless deemed by the Display and Safety Committee to be an integral and necessary part of the project (Exception: glass that is an integral part of a commercial product such as a computer screen)
20. Any apparatus deemed unsafe by the Scientific Review Committee, the Display and Safety Committee, or Society for Science & the Public (for example, large vacuum tubes or dangerous ray- generating devices, empty tanks that previously contained combustible liquids or gases, pressurized tanks, etc.)

Allowed at Project or in Booth BUT with the Restrictions Indicated

1. Any photograph/visual image/chart/table and/or graph if:
 - a. It is not deemed offensive or inappropriate by the Scientific Review Committee, the Display and Safety Committee, or SEFI. This includes, but is not limited to, visually offensive photographs or visual depictions of invertebrate or vertebrate animals, including humans. The decision by any one of the groups mentioned above is final.
 - b. It has a credit line of origin ("Photograph taken by..." or "Image taken from..." or "Graph/chart/table taken from..."). (If all images being displayed were taken by the Student or are from the same source, one credit line prominently and vertically displayed is sufficient.)
 - c. It is from the Internet, magazines, newspapers, journals, etc., and credit lines are attached. (If all photographs, etc. are from the same source, one credit prominently and vertically displayed is sufficient.)
 - d. It is a photograph or visual depiction of the Student.
 - e. It is a photograph or visual depiction for which signed consent forms are at the project or in the booth.
2. Any apparatus with unshielded belts, pulleys, chains, or moving parts with tension or pinch points **if for display only and not operated.**
3. Any demonstration for judges or the public must be performed within the maximum size of the project permitted, an area 30"(Depth) by 48"(Width) by 108" (Height)
4. Class II lasers if:
 - a. The output energy is <1 mW and is operated only by the Student
 - b. Operated only during the Display and Safety inspection and during judging
 - c. Labeled with a sign reading "**Laser Radiation: Do Not Look into Beam**"
 - d. Enclosed in protective housing that prevents physical and visual access to beam
 - e. Disconnected when not operating

Note: Class II lasers are found in laser pointers and in aiming and range-finding devices. They pose a risk if the beam is directly viewed over a long period of time.

5. Class III and IV lasers if for display only and not operated (*See the description of Class III and Class IV lasers in the Radiation section of the Hazardous Chemicals, Activities, or Devices, p. 27.*)
6. Any apparatus producing temperatures that will cause physical burns if adequately insulated
7. The only items that may be displayed on the front of the provided tables are the forms listed in the section of these rules entitled "Required to be Visible and Vertically Displayed at the HSEF"

Electrical Regulations at the HSEF

1. Students requiring 120 or 220 Volt A.C. electrical circuits must provide a **UL-listed 3-wire extension cord** which is appropriate for the load and equipment.
2. Electrical power supplied to projects and, therefore, the maximums allowed for projects is **120 or 220 Volt, A.C., single phase, 60 cycle**. Maximum circuit amperage/wattage available is determined by the electrical circuit capacities of the exhibit hall and may be adjusted on-site by the Display and Safety Committee. For all electrical regulations, "**120 Volt A.C.**" or "**220 Volt A.C.**" is intended to encompass the corresponding range of voltage as supplied by the facility in which the HSEF is being held.
3. All electrical work must conform to the National Electrical Code or exhibit hall regulations. The guidelines presented here are general ones, and other rules may apply to specific configurations. The on-site electrician may review electrical work on any project.
4. All electrical connectors, wiring, switches, extension cords, fuses, etc. must be **UL-listed** and must be appropriate for the load and equipment. Connections must be soldered or made with **UL-listed** connectors. Wiring, switches, and metal parts must have adequate insulation and over-current safety devices (such as fuses) and must be inaccessible to anyone other than the Student. Exposed electrical equipment or metal that possibly may be energized must be shielded with a non-conducting material or with a grounded metal box to prevent accidental contact.
5. Wiring not part of a commercially available **UL-listed** appliance or piece of equipment must have a clearly visible fuse or circuit breaker on the supply side of the power source and prior to any project equipment.
6. There must be an accessible, clearly visible on/off switch or other means of disconnect from the **120 or 220 Volt** power source.

Display and Safety Guidelines for All Projects

Adapted from <http://www.societyforscience.org/page.aspx?pid=314>

7. Any lighting that generates considerable and excessive amounts of heat (high-intensity lamps, halogen lights, etc.) must be turned off when the Student is not present.

IF YOUR PROJECT DISPLAY NEEDS ELECTRICITY FOR A COMPUTER OR OTHER DEVICE, YOU ARE EXPECTED TO BRING YOUR OWN POWER CORD/POWER STRIP. WE WILL HAVE ELECTRICITY NEARBY BUT CANNOT GUARANTEE THAT ELECTRICITY WILL BE AT EACH BOOTH SPACE. NO BOOTH LIGHTING WILL BE NECESSARY.

Other HSEF Information and Requirements

1. Students must be present at their projects for the Display and Safety inspection. The inspection is a process that takes place between the Student and inspector; therefore, no other persons should be present representing the Student except for an interpreter if necessary.
2. Returning items that have been removed through a violation and/or adding items that are not permitted after final clearance by the Display and Safety Committee and the Scientific Review Committee is prohibited.
3. HSEF Staff, the Scientific Review Committee, and/or the Display and Safety Committee reserve the right to remove any project for safety reasons or to protect the integrity of the HSEF and its rules and regulations.
4. A project data book and research paper are not required but are highly recommended.
5. *Display of photographs other than that of the Student must have a photo release signed by the subject, and if under 18 years of age, also by the guardian of the subject. Sample consent text: "I consent to the use of visual images (photos, videos, etc.) involving my participation/my child's participation in this research."*
6. Students using audio-visual or multi-media presentations (for example, 35mm slides; videotapes; images, graphics, animations, etc., displayed on computer monitors; or other non-print presentation methods) must be prepared to show the entire presentation to the Display and Safety inspectors before the project is approved.
7. If a project fails to qualify and is not removed by the Student, HSEF staff will remove the project in the safest manner possible but is not responsible for damage to the project.
8. Any disks, CDs, printed materials, etc. (including unofficial abstracts) designed to be distributed to judges or the public will be confiscated by the Display and Safety Committee and will be discarded immediately.
9. Project sounds, lights, odors, or any other display items must not be distracting.
10. No food or drinks, except small containers of bottled water for personal consumption, are allowed in the Exhibit Hall.

HIGH SCHOOL PROJECTS PAPERWORK REQUIREMENTS...

Required to Be Visible and Vertically Displayed at the HSEF

- Original of official Abstract as approved HSEF Scientific Review Committee
- Regulated Research Institutional/Industrial Setting Form (1C) — when applicable
- Continuation Projects Form (7) — when applicable
- Photograph /graph/ image credits statement

Required to Be at the Project but Not Displayed at the HSEF

Official Forms including, but not limited to **Checklist for Adult Sponsor (1), Student Checklist (1A), Research Plan, Approval Form (1B), which are required for the project** or for Scientific Review Committee approval do not have to be displayed as part of the project but must be available in the booth in case asked for by a judge or other HSEF officials. Informed consents are confidential and must not be displayed. A photograph/video release form signed by the human participants is required for visual images of humans (other than the Student) displayed as part of the project.

Handouts/Official Abstract and Certification at the HSEF

The HSEF Scientific Review Committee defines the “official abstract and certification” as an **UNALTERED** original abstract and certification by the HSEF Scientific Review Committee. If the Scientific Review Committee requires a Student to make changes to the abstract and certification submitted with registration papers, the revised version will replace the earlier version, and will become the Student’s official abstract.

The only abstract allowed anywhere at a project is the official abstract. The term “abstract” may not be used as a title or reference for any information on a Student’s display or in a Student’s materials at the project except as part of displaying the official abstract.

An original official abstract must appear on the display board or in a vertical position at the project. Handouts to judges and to the public must be limited to **UNALTERED photocopies** of the official abstract and certification.

ALL OTHER HANDOUTS WILL BE CONFISCATED AND NOT RETURNED TO THE STUDENT