

PROJECT INSPECTION CHECKLIST



Students' displays are inspected after set up and prior to judging. All projects must satisfy certain inspection requirements before they are cleared for judging. The following is a checklist used by PRSEF inspectors and is provided here, FOR REFERENCE PURPOSES ONLY, to assist students/teachers in double-checking their project displays before PRSEF day. DO NOT COMPLETE THIS FORM, DO NOT MAIL OR BRING THIS FORM TO PRSEF – FOR REFERENCE ONLY.

1. Is the project # displayed on the top center of the student's board presentation?
 yes, go to #2 no, move it to the center
2. Is the project # on the back of this form the same as the project number on the student's presentation?
 yes, go to #3 no, send student to Information Hub
3. Is the name of the student, school, teacher, or advisor/mentor anywhere on the project or in the report?
 yes, have the student no, go to #4
cover it up with a black marker or labels
4. Size SHOULD NOT exceed:
Table top display - 36" w (122 cm) x 30" d (76 cm) x 78" h (198 cm)
Floor display - 36" w (122 cm) x 30" d (76 cm) x 108" h (274 cm)
5. Project SHOULD NOT contain the following:
 living organisms (plants, animals, microbes, bacteria)
 dried plants (living/ dead/preserved) which are in their raw or unprocessed or unmanufactured state
 taxidermy specimens or parts (stuffed or mounted skins of dead animals)
 preserved vertebrate (having a backbone or spinal column) or invertebrate animals
 human or animal food
 human/ animal parts or body fluids; exceptions: teeth, hair, nails, dried animal bones, histological dry mount sections and wet mounts properly acquired.
 soil or waste samples unless permanently encased in a slab of acrylic
 liquids of any kind (laboratory chemicals and WATER)
 poisons, drugs, controlled substances, hazardous substances or devices (firearms, weapons, ammunition, reloading devices)
 dry ice or other sublimating solids (i.e., solids which vaporize to a gas without passing through a liquid phase)
 "loose" sharp objects (pins, tacks, knives, scalpels, needles, syringes, etc.) unless firmly intact on the project
 empty tanks that have previously contained combustible liquids or gases, unless purged with carbon dioxide
 open top cell batteries (i.e., batteries with a removable cap/can see acid inside if removed)
 breakable objects (beakers, test tubes, slides, etc.) unless they are firmly attached to the project
 electrical or hot apparatus that is not properly insulated (must be UL approved electrical materials, i.e., extension cords/surge suppressors)
 photographs or other visual presentations depicting vertebrate animals in other than normal conditions (i.e., surgical techniques, dissections, necropsies or other lab techniques)
 photographs ARE PERMITTED if credit lines of their origins are attached (such as "Photograph taken by..."). These labels can be found at the Information Hub. Photographs from the internet, magazines should also have credit lines. Photographs of the Finalist are permitted. Photographs of human subjects are permitted if photo release form is completed.
 active internet or email connections as part of displaying/operating project.
 prior year's written or visual depictions on display board (Exception: the project title may mention year or years in the title ie. "Year Two of an Ongoing Study").