

Atlanta Public Schools

Checklist for a Completed Social Studies Fair Project

Before coming to the district fair, check off each of the following to make sure that you are in compliance with regional and state regulations

	Yes	No
I have identified a Social Studies research topic that is well-defined (neither too limited or too broad)		
Research/Summary Paper		
1. Is the paper typed? If the student did not type the paper, the verification statement is included on the first page of the paper.		
2. Is the paper between 4-5 typed pages in length?		
3. Is the paper double spaced?		
4. Is the paper in Times New Roman font?		
5. Does the topic of the paper clearly state the question being explored?		
6. Are all words spelled correctly?		
7. Is my paper free of grammatical errors?		
8. Is my paper clear and concise?		
9. Does my paper include the following:		
a. Cover/Title Page (name of the project, student name(s), school, grade, discipline, and teacher)		
b. Verification page (if applicable - only if someone typed your paper)		
c. Statement of research question/problem being explored (purpose)		
d. Methodology (how was data collected and analyzed)		
e. Research Findings		
f. Conclusion - (answers the question being explored)		
g. Bibliography/References - (MLA documentation style)		
10. Is my summary paper bound in a folder?		
Abstract (present to judges during interview)		
11. Is my abstract on a 3x5 index card?		
12. Does my abstract include the following:		
a. Project Title		
b. Name(s) of students		
c. Statement of the Problem/Question		
d. Methodology		
e. Conclusion		

Visual Presentation		
13. Is the backboard for the visual display no more than:		
a. 30 inches front to back (depth)		
b. 48 inches in width (when opened)		
c. 60 inches in height		
14. Does my backboard include the following:		
a. Clear statement of the research question/problem being explored (stated as: hypothesis, question, or purpose)		
b. Methodology		
c. Evidence of Research		
d. Visuals that illustrate or enhance the research findings		
e. Conclusion(s)		
15. Is my project durable and easily movable?		
16. Do the components of my project meet the criteria of the Judge's scoring sheet?		
17. If my project requires special operations, the instructions are clearly worded for the judges?		
18. Does my project require any equipment such as extension cords, bulbs, projectors, recorders, monitors? All equipment must be furnished by the student.		
19. If an audio or visual recording is used, is it less than 10 minutes?		
20. Are the materials (models) provided in the display student made?		
21. Does the student name(s) appear on both the visual display and written report?		
22. Is my overall exhibit visually attractive?		
23. Have I gained knowledge as a result of my research?		
Forms		
24. I have completed the following forms for my project:		
a. Entry Form (student name(s), grade, class designation, Social Studies Discipline)		
b. Social Studies Fair Contract/Timeline (signed by student/parent)		
c. Social Studies Research Contract (signed by student/parent)		