



## Exhibit Guidelines

### Display Design and Evaluation

- **The exhibit must not exceed dimensions of 61 cm (24") front to back and 107 cm (40") from side to side. Build the exhibit no higher than 152 cm (60")** No overhang is allowed. If the scientific apparatus exceeds the height limit, use photographs to show what has been done. No part of the project may be placed on the floor.
- Construct your own exhibit; teachers and parents are to provide only the necessary guidance, encouragement, and constructive criticism.
- Keep the title of your project brief, captivating, and prominently visible on the exhibit. **It may contain no more than 45 characters and spaces.** Titles in excess of 45 characters will be shortened to fit into available space on the entry form.
- Determine the best way to present the research. The presentation may include graphs, charts, and demonstration of design apparatus only (must meet safety inspection guidelines). **Attach a copy of your Abstract, Safety Sheet, and Endorsement(s) (if necessary) to the front of your display board.** These documents must be part of your display board and cannot be attached to the board with clips, block the view of posted information on the display board or overhang on any side of the display board. The Abstract and Safety Sheet can be reduced to one half of a page, 8.5 inches (vertical) x 5.5 inches (horizontal). Less than 75% reduction is not acceptable..
- No apparatus for Experimental or Design projects will be allowed to be displayed. You may only bring your display board and computer. Pictures, drawings, diagrams and video footage of experiment should replace equipment. Computers may be used to enhance the presentation, **but media presentations, such as, Power-Point, Prezi or Google Slides, are not acceptable.**
- Exhibits must conform to size limitations. No easels or tripods are allowed on the floor around the exhibit. Floor-mounted exhibits will not be considered for competition.
- Exhibits must be constructed so that wall space is not required. All exhibits must be freestanding. Objects may not be attached to draperies or the exhibitor identification sign. No lighting of any type may be used to illuminate the exhibit. No items may be stored under the exhibit table.
- The City Science Fair Exhibits Committee will provide space on a table, a table covering, and a identification sign. The student must provide all other needs of his/her exhibit (for example, tape, staples...). The exhibit space can only accommodate a display of the following dimensions: 61 cm deep, 107 cm wide, and 152 cm high. No exceptions are made.
- All equipment and materials brought into the exhibit area during the exhibition is at the risk of the exhibitor. The Science Fair Exhibits Committee, the CPS Student Science Fair, Inc., and the Illinois Institute of Technology assume no responsibility for loss or damage to such equipment and materials.
- Normal wear and tear on exhibits is to be expected during the time the exhibition is open to the public. For this reason, each exhibitor is advised to protect his/her project as completely as possible. Valuable equipment should be secured to prevent its removal and should be safely stored and guarded when the exhibitor is away from his/her project.

### Presentation Tips

The exhibitor's personal appearance adds to the attractiveness of the exhibit. Students should dress neatly and appropriately for the occasion.

- Be well versed in as many aspects of the project as possible.
- Be enthusiastic about the project.
- Prepare not only for direct questions pertinent to the research but also for related questions.
- The Research Summary paper must be in English. Students who require a language interpreter or sign language interpreter are encouraged to seek the assistance of their sponsoring teacher to make arrangements to have one available during the judging session. The following resources are available: Language Line, (800) 752-6096, contact person is Tom Costello; Sign Language Interpreter, CPS Office of Diverse Learner Support & Services, (773) 553-1880.