

Finding & Filling Forms

- Go to: <u>https://ga-hstem.zfairs.com/</u>
 - Note: there is no www.
 - Google Chrome is the preferred browser
- Log-in to your student account (you need to register if you are logging-in for the first time)
- Click on Project Dashboard (top left corner)
- In the Project Dashboard you will fill out the forms that are needed for your project
- The first thing you need to fill out is the Project/Research Plan 1A

Go to: <u>https://ga-hstem.zfairs.com/</u> select the correct fair and log in

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The Buttons Represent **ISEF** Forms you will need as determined by the questions you answered when you registered.

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A Fo Experi At Reg	rn inr rn		 This project is conducted at a Regulated Research Institution. (Such as a university, college, medical center, government lab, or correctional institution.) 	
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			This project includes the use of hazardous chemicals, activities, and/or devices. (electrical equipment 120 volts. 20 amps. lab grade chemicals. activities beyond those of normal everydav life	

Start Date must be after your Adult Sponsor, and possibly IRB/SRC, have read your research plan.

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The Adult Sponsor is the science teacher who will have close contact with the student researcher throughout the project. Your Adult Sponsor collects all of your science fair work.



You Must Type in Your Research Plan

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You can type or copy and paste your research plan directly in the text box. Remember to include your bibliography.

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When you put in the date and click "I approve" an electronic signature is generated.

Once you have Entered your Research Plan you can complete other forms and request signatures. NOTE, you will have different required forms based on the ISEF and SSEF rules for your project.





Once you have typed in your research plan, you can request signatures before you start your experimentation.



To Print your Hard Copies of your ISEF Forms You can follow your progress with getting signatures

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Or, you can use your printed copies

- Get original signatures in blue ink.
- Make sure the dates of signatures match the dates of approval.
- Make sure the dates of approval are before the dates of experimentation.
- Scan the signed forms
 - Save the signed forms as a PDF
 - Upload the signed forms to <u>https://ga-hstem.zfairs.com/</u>
 - See slides 25-28

The Following Slides are Post Experimentation documents required by the State Science and Engineering Fair for Projects involving human subjects or projects involving vertebrate animal research.

lfyour project requires Mortality **Report or** Verification of Informed Consent. Select Paperwork...

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If your project requires Mortality Reportor Verification of Informed Consent: Select the desired form...

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	ISEF Form 6A - Risk Assessment Form	
	ISEF Form 6B - Human & Vertebrate Animal Tiss	sue
	ISEF Form 7 - Continuation Projects	
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