Thank you for volunteering to serve as a judge for our Region 7 Science Fair, to be held at the Tad Smith Coliseum on Monday and Wednesday, March 24 and 26. This year we shall have about 910 student participants from elementary and high schools in our regional fair.

PLEASE TAKE A FEW MINUTES TO READ OVER THE FOLLOWING SO AS TO FAMILIARIZE YOURSELF WITH THE PROCEDURE AND TO UNDERSTAND THE JUDGING CRITERIA.

There will be a “Judges/Information Table” or “Hub” on the Coliseum floor we can check you in and give you additional instructions and information. If you have never served as a science fair judge or you would like to receive a “refresher” on some of the important judging criteria, please plan to attend the judges meeting at 9:00 A.M. in the guest women’s locker room at the coliseum. If you do plan to attend this meeting, please arrive by 8:45 to receive your packet and score sheets first. Please bring this form with you and present it at the table.

If you do not plan to attend the judges meeting, please try to arrive at the Coliseum a few minutes prior to 9:30 A.M. to receive your packet and begin judging shortly thereafter.

We need for you to judge the following classes and categories (see enclosed material for the code).

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<tr>
<th>Class</th>
<th>Category</th>
<th>Monday March 24</th>
<th>Wednesday March 26</th>
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Given the number of projects, we estimate judging the lower classes may take about 40 minutes; but the upper classes, as much as an hour. Try to “pace” yourself accordingly to allot the students an equitable share of your time.

**IF YOU ABSOLUTELY CANNOT COME AT THE SCHEDULED TIME OR CANNOT ALLOT SUFFICIENT TIME**, please (1) find a substitute and (2) have him/her bring this sheet to identify the above class/category. We are all busy and sometimes we just can’t make appointments, but please try to find a substitute.

Refreshments will be available for you in the Judges’ Conference Room.

Enclosed is a copy of the judges scoring sheet and some guidelines for judging. There will be two judges for each project, so you will not be alone. You should judge individually, not as a team. You will turn in individual score sheets, which will then be averaged with the others. As you can see, there is not much room for writing comments on the judging forms, but you can still do so on the lower half or back.

Other activities open to the public during the fair are included on the enclosed Schedule of Events and judges are welcome and encouraged to attend all events.

We hope that the students and teachers leave with the impression that they have been judged fairly. If you have children, you may have heard people say that the Science Fair judging is better at one place than at another (whatever “better” means). We hope they will say that the judging at Ole Miss is the fairest and most professional. Remember that this is a big deal to these kids. Please encourage them to keep up their good work.

**Judges’ General Information**

- Score card must have score for each criterion. Calculating a total is not necessary. We have to verify all totals anyway so do not bother to add your scores.
- All student’s “Judge Check-off Form” must be initialized by each judge.
- Each student must be judged by two (2) judges. Two people judging together is considered one (1) judge.
- Each student will be allowed a maximum of 10 minutes each to present their project.
- If a student is not present, write “NO SHOW” on his line.
- If you are available to judge more projects, please let us know at the Hub.
Students may have worked on a research project for more than one year. However, for the purpose of judging, ONLY research conducted since the last MSEF is to be evaluated. Although the previous work is important, it is not to be considered as part of this year’s MSEF project.

Examine the quality of the student’s work, and how well the student understands his or her project and area of study. The physical display is secondary to the student’s knowledge of the subject.

When research is conducted in an industrial setting, the student is required to include MSEF Form 1C when evaluating research conducted in an industrial or institutional setting.

Look for evidence of laboratory, field or theoretical work, not just library research.

Compare projects only with those competing in Region 7 Science Fair and not with projects seen in other competitions or scholastic events.

Judges should keep in mind that the Science Fair is not only a competition, but an educational and motivating experience for students. The high point of the fair experience for many students is their judging interviews.

As a general rule, judges represent professional authority to students. For this reason, judges should use an encouraging tone when asking questions, offering suggestions or giving constructive criticism. Judges should not criticize, treat lightly, or display boredom toward projects they personally consider unimportant. Always give credit to the student for completing a challenging task and/or for their success in previous competition.

Please be discreet when discussing winners or making critical comments as students or adult escorts might overhear. Results are confidential until announced at the awards sessions.

Again, we on the Science Fair Committee thank you for your support in making our Fair a success!

Enclosures
Judging Criteria
Sample Score Sheet
Fair Schedule (s)