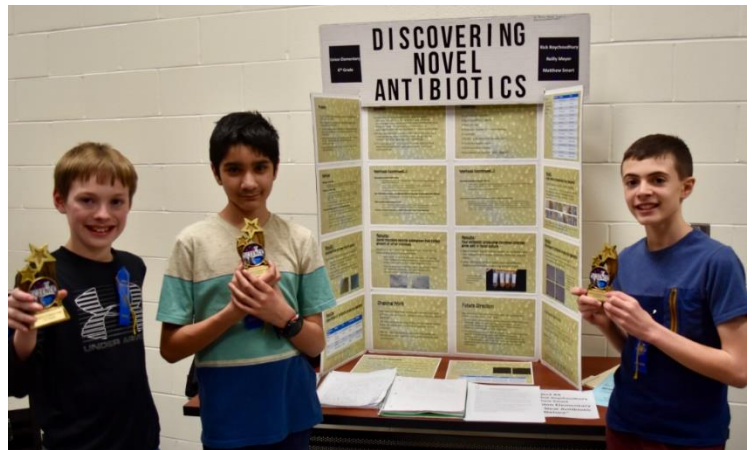




We previously mentioned keeping a project notebook, so hopefully you have already started that. Here is some more information about why you need those records and how to keep good notes.

WHY – There are several reasons you should keep good notes as you do your project:

- 1) The steps and data you record in your notebook are a record of your work.
- 2) You can display your project notebook with your project to show the judges your process during your presentation.
- 3) You can refer to your project notebook and review your notes when you write your project report and presentation. (Note: written project reports are now optional for the Lakota fair but required for projects that advance to regionals.)



A GOOD NOTEBOOK -

- 1) This is your “raw” work, so it does not have to look perfect, but make sure it is accurate and complete. You can pick out the most important information and make it neat in your final written report.
- 2) Put the date at the top of each page.
- 3) The notebook should include your initial research, ideas, problem statement, design, and hypothesis.
- 4) Record any resources you use in your notebook, including experts you talk to about your project.
- 5) Record your timeline and list of materials.
- 6) Detailed notes are essential during the process of setting up the experiment, the conditions, variables, observations, measurements, calculations, graphing results, discussion of conclusions and implications.
- 7) If you make changes to your design, don’t cross out your original notes. Just make new notes and explain why you made changes.
- 8) Include any other records such as photographs and discussion notes from your meetings with your coach (if you have one).

PICTURES – You may want to take pictures as you go to document your progress. Pictures can make a great addition to your project display.

Having trouble? E-mail us your question at LakotaScienceFair@gmail.com!

NEXT STEP: 6 - How’s It Going?

