



CWSF Project Report

Policy Number:	3.1.2.4
Policy Section:	3.1.2 Programs – Science Fairs – CWSF Participation
Approved By:	Board
Date Approved:	December 13 2003
Date Effective:	Immediately
Date Last Amended:	
Date of Next Review:	On or before December 13 2006
Related Policies:	
Contact:	National Judge-in-Chief

1 Introduction

- 1.1 The project report requires the finalist(s) to write a concise summary of the project using a scientific style of reporting. Finalists are required to select only what is important, and state it in a concise way. Graphs, diagrams and charts may be included, but not their raw data or observations. The report is submitted online as part of the registration process.

2 Contents

- 2.1 A complete project report includes:
- i) Background, Purpose and Hypothesis: Why the project was done and what was hoped to be achieved.
 - ii) Procedure: A very brief outline of the significant materials and methods used.
 - iii) Results/Observations and Conclusions: A summary of the results and an explanation of how and why they are important.
 - iv) Acknowledgements: Recognition of those individuals, institutions and businesses that provided significant assistance in the form of guidance, materials, financial support or facilities.
 - v) References: Key references used in the development of the project. Quotations and sources cited within the report must be listed.
 - vi) Proof of requirements, when specified by YSF Canada regulations.
 - vii) If an earlier version of the project was submitted in another year, the finalist must highlight the changes or modifications made.
 - viii) A bibliography, to be included as an appendix, is mandatory: Significant sources consulted must be mentioned (volumes, articles, audio-visual, documents, web sites, interviews, etc.). Quotations and sources within the report must be clearly identified.

3 Format

- 3.1 The project report has a maximum of five letter-sized (8.5" x 11") pages in an approved digital format. Appendices beyond the 5-page limit, other than the mandatory bibliography, are not acceptable and will not be distributed to judges.
- 3.2 Text shall be in 12 point Times, Arial or equivalent type, double-spaced with margins of 1 inch (2.5 cm) all around.
- 3.3 Page 1 shall have the Project Title and finalist name(s) at the top.
- 3.4 A footer in 8 point type that appears on each page listing the date, finalist name(s) and project title as well as the page number (e.g., 26 April 2003 John Doe: The Generic Project Page 1 of 5) is required.