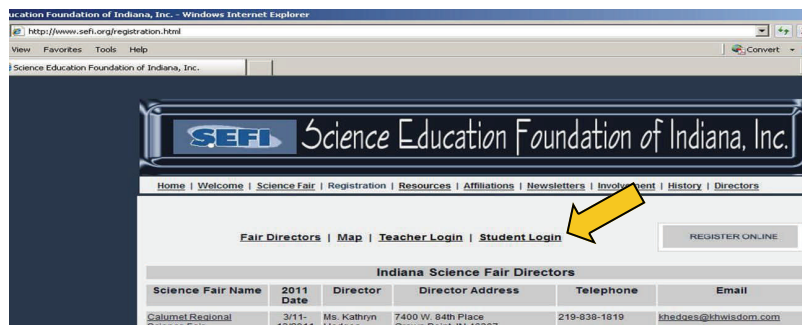


STUDENT LOGIN:

Go to <http://www.sefi.org/registration.html> and click on Student Login.

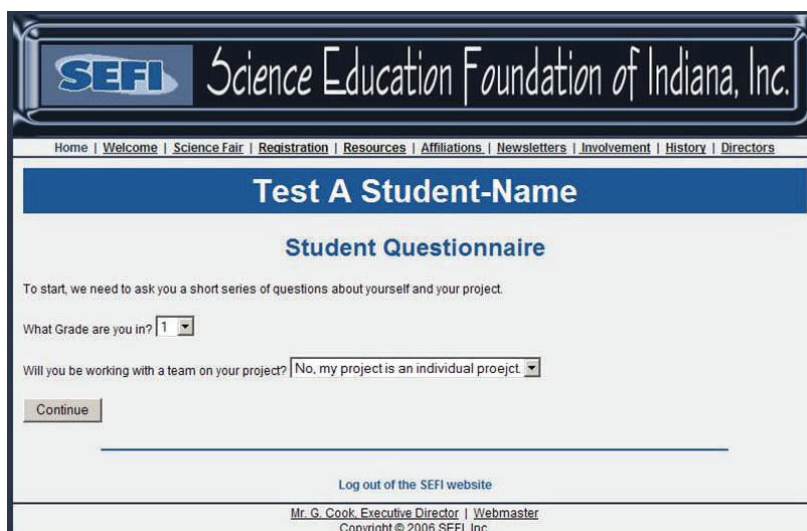


The screenshot shows the 'Student Login' page. It has a blue header with the SEFI logo and navigation links. Below the header, there is a section titled 'Student Login' with a light blue background. It contains two input fields: 'Username:' and 'Password:'. Below these fields is a 'Submit' button. At the bottom of the section, there is a link 'Forget Your Password?' and a note: 'If you have lost your password, please contact your teacher to recover it.' At the very bottom, there is a footer with contact information for Mr. G. Cook, Executive Director, and a copyright notice for SEFI, Inc.

Enter the user name and password provided by your teacher.

The screenshot shows the 'Student Login' page after clicking the 'Forget Your Password?' link. It has a blue header with the SEFI logo and navigation links. Below the header, there is a section titled 'Student Login' with a light blue background. At the top of this section, there is a green box with the text: 'You must agree to our privacy policy the first time you log in.' Below this, there are two input fields: 'Username:' and 'Password:'. Below these fields, there is a checkbox labeled 'Have you read and do you agree to the privacy agreement below?' with the text 'Yes, I agree.' and 'No, I do not agree.' Below the checkbox, there is a section titled 'Privacy Agreement:' with a scrollable text area containing the following text: '-- What information do we collect? --
We collect information from you when you register on our site, subscribe to our newsletter or fill out a form.
When registering on our site, as appropriate, you may be asked to enter your: name, e-mail address, ...'. Below the scrollable text area, there is a link: 'You may read a full page version of the privacy agreement here.' At the bottom of the section, there is a 'Submit' button.

Enter the user name and password again. Read and agree to the privacy statement. Submit.



SEFI Science Education Foundation of Indiana, Inc.

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Test A Student-Name

Student Questionnaire

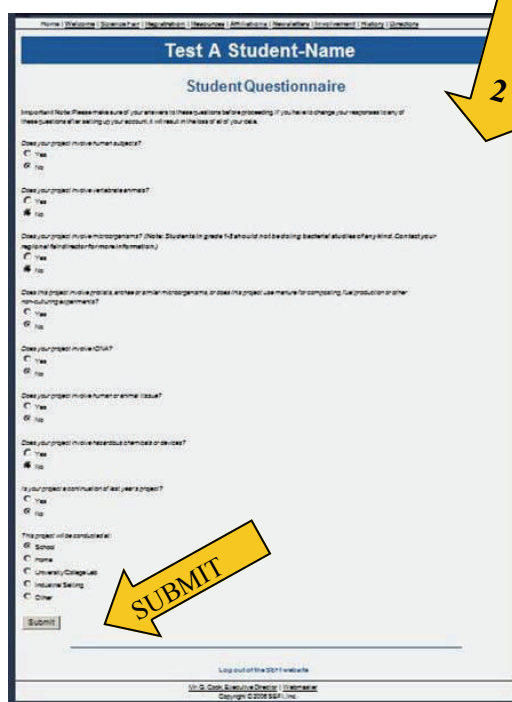
To start, we need to ask you a short series of questions about yourself and your project.

What Grade are you in?

Will you be working with a team on your project?

Log out of the SEFI website

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Test A Student-Name

Student Questionnaire

Important Note: Please make sure of your answers to these questions before proceeding. If you have to change your responses to any of these questions after setting up your account, it will result in the loss of all of your data.

Does your project involve human subjects?
☐ Yes
☒ No

Does your project involve vertebrate animals?
☐ Yes
☒ No

Does your project involve microorganisms? (Note: Students in grade 4-8 should not be doing bacterial studies of any kind. Contact your regional fair director for more information.)
☐ Yes
☒ No

Does this project involve protists, archaea or similar microorganisms, or does this project use manure for composting, fuel production or other non-culturing experiments?
☐ Yes
☒ No

Does your project involve DNA?
☐ Yes
☒ No

Does your project involve human or animal tissue?
☐ Yes
☒ No

Does your project involve hazardous chemicals or devices?
☐ Yes
☒ No

Is your project a continuation of last year's project?
☐ Yes
☒ No

This project will be conducted at:
☐ School
☐ Home
☐ University/College
☐ Insurance Setting
☐ Other

Log out of the SEFI website

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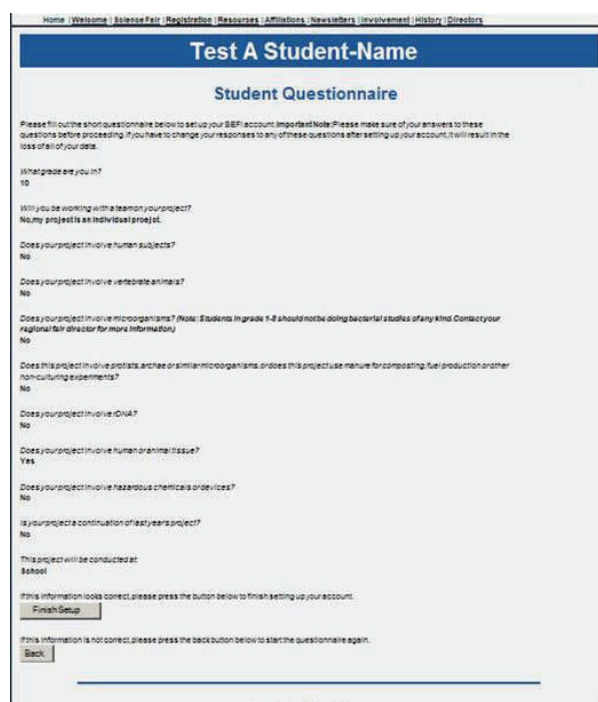
1) STUDENT QUESTIONNAIRE: Enter grade level and answer the questions regarding experiment.

2) All questions default to "NO" so you must change answers that apply to your project.

This important step determines if your project requires pre-experimentation review and generates which forms you will need.

3) REVIEW ANSWERS. If an answer needs to be corrected, go BACK. If answers are OK, **FINISH SET UP.**

3



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Test A Student-Name

Student Questionnaire

Please fill out the short questionnaire below to setup your SEFI account. Important Note: Please make sure of your answers to these questions before proceeding. If you have to change your responses to any of these questions after setting up your account, it will result in the loss of all of your data.

What grade are you in?
10

Will you be working with a team on your project?
No, my project is an individual project.

Does your project involve human subjects?
No

Does your project involve vertebrate animals?
No

Does your project involve microorganisms? (Note: Students in grade 4-8 should not be doing bacterial studies of any kind. Contact your regional fair director for more information.)
No

Does this project involve protists, archaea or similar microorganisms, or does this project use manure for composting, fuel production or other non-culturing experiments?
No

Does your project involve DNA?
No

Does your project involve human or animal tissue?
Yes

Does your project involve hazardous chemicals or devices?
No

Is your project a continuation of last year's project?
No

This project will be conducted at:
School

If this information looks correct, please press the button below to finish setting up your account.

If this information is not correct, please press the back button below to start the questionnaire again.

About Me

Personal Information

* - Required

No personal information will be sold or released to any agency outside of the regional fair system.

First Name:	Test
Middle Name:	A
Last Name:	Student-Name
E-Mail Address:	None
Address:	
City:	
State:	Indiana
Zip Code:	
Phone:	
Date of Birth:	
Gender:	- CHOOSE ONE -
Ethnicity:	- CHOOSE ONE -
Entry Type:	Individual Entry

Save Personal Information

Use the form above to modify your personal information. When you have finished making any changes, be sure to hit the Save Personal Information button to finalize your changes.

About My Project

4) PERSONAL INFORMATION

Complete all required fields and SAVE.

About My Project

Project Information

Use the form below to provide information about your project. When you are finished making all entries be sure to hit the Save Changes button to save them.

When your project is complete and you want to enter your abstract, click here.

CONTRIBUTOR PROJECT INFORMATION	
Project Title:	
Category:	- CHOOSE ONE -
Division:	- CHOOSE ONE -
Electronics?	NO, this project DOES NOT need electronics
RESEARCH PLAN	
Research Question:	
Hypothesis:	
Experimental Method/Experimental Design:	
Abstract:	

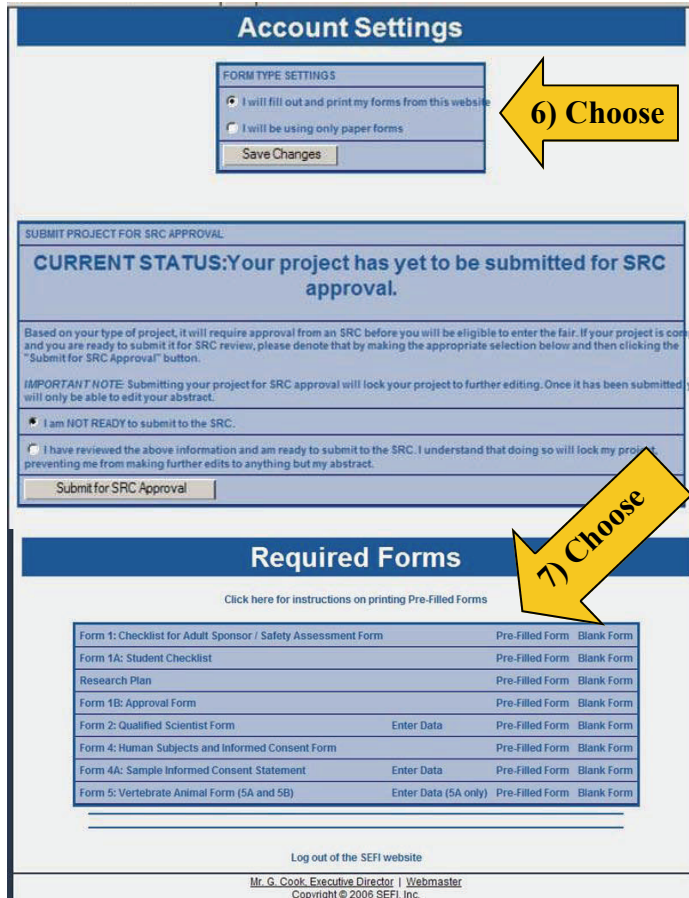
Save Changes

Account Settings

5) ABOUT MY PROJECT: Enter project information and SAVE. The easiest way is to copy and paste from research plan.

For those attending the regional fair, access the Abstract form from this screen (see step 9 on next page).

LINK FOR ABSTRACT See Step 9



Account Settings

FORM TYPE SETTINGS

☒ I will fill out and print my forms from this website

☐ I will be using only paper forms

Save Changes

6) Choose

SUBMIT PROJECT FOR SRC APPROVAL

CURRENT STATUS: Your project has yet to be submitted for SRC approval.

Based on your type of project, it will require approval from an SRC before you will be eligible to enter the fair. If your project is complete and you are ready to submit it for SRC review, please denote that by making the appropriate selection below and then clicking the "Submit for SRC Approval" button.

IMPORTANT NOTE: Submitting your project for SRC approval will lock your project for further editing. Once it has been submitted you will only be able to edit your abstract.

☒ I am NOT READY to submit to the SRC.

☐ I have reviewed the above information and am ready to submit to the SRC. I understand that doing so will lock my project, preventing me from making further edits to anything but my abstract.

Submit for SRC Approval

Required Forms

Click here for instructions on printing Pre-Filled Forms

Form 1: Checklist for Adult Sponsor / Safety Assessment Form	Pre-Filled Form	Blank Form
Form 1A: Student Checklist	Pre-Filled Form	Blank Form
Research Plan	Pre-Filled Form	Blank Form
Form 1B: Approval Form	Pre-Filled Form	Blank Form
Form 2: Qualified Scientist Form	Enter Data	Pre-Filled Form
Form 4: Human Subjects and Informed Consent Form	Pre-Filled Form	Blank Form
Form 4A: Sample Informed Consent Statement	Enter Data	Pre-Filled Form
Form 5: Vertebrate Animal Form (5A and 5B)	Enter Data (5A only)	Pre-Filled Form

7) Choose

Log out of the SEFI website

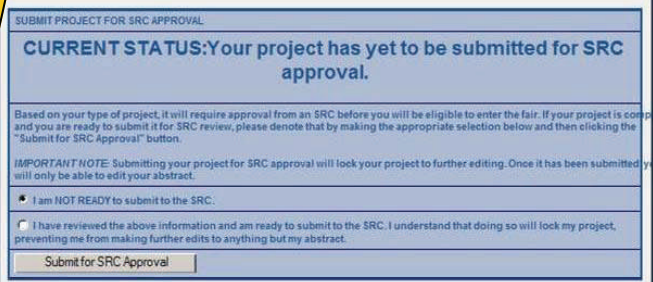
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6) ACCOUNT SETTINGS:

Check "I will fill out and print forms from this website" SAVE. Go to REQUIRED FORMS.

7) REQUIRED FORMS: Choose the *pre-filled* method or the *blank method*. Both methods allow for editing and **saving**. If using pre-filled, *follow the directions* given for saving file as fdf. Pre-filled saves you time by inserting information you have entered earlier.

8) SUBMIT FOR SRC APPROVAL: If you chose "I will fill out and print forms from this website" submit online by Jan. 28 at 5 PM. **A hard copy with signatures must also be submitted to IPFW by mail (postmarked by Jan. 28),** hand deliver, fax, or scan and email by deadline. Make a copy and keep your original set.



SUBMIT PROJECT FOR SRC APPROVAL

CURRENT STATUS: Your project has yet to be submitted for SRC approval.

Based on your type of project, it will require approval from an SRC before you will be eligible to enter the fair. If your project is complete and you are ready to submit it for SRC review, please denote that by making the appropriate selection below and then clicking the "Submit for SRC Approval" button.

IMPORTANT NOTE: Submitting your project for SRC approval will lock your project for further editing. Once it has been submitted you will only be able to edit your abstract.

☒ I am NOT READY to submit to the SRC.

☐ I have reviewed the above information and am ready to submit to the SRC. I understand that doing so will lock my project, preventing me from making further edits to anything but my abstract.

Submit for SRC Approval

If your project does NOT require pre-experimentation review, submit your forms to IPFW by Friday, March 4, 2011 for POST-review.

9) ABSTRACT: All POST-review projects will also require an abstract. The link to the Abstract is under Project Information (Step 5).