Science Fair Binder Requirements

- The Science Fair binder should be 1” in size and dark blue or black in color.
- Each page in the binder should be in a plastic page protector.
- There should be only one piece of paper in each page protector.
  - When you open the binder and flip through the pages, the left side should be blank.
- Each category of your project should have its own page. E.g., page 2 - Problem, page 3 - Hypothesis, etc.
- Your pages should be numbered, beginning with the Table of Contents being page 1 and so on.

  - Go to the “insert” click at the top of the Word page and click.
  - Click on “page numbers”
  - Make sure that “bottom of page” is selected in the position box.
  - Make sure that “center” is selected in the alignment box
  - Unclick where it says “show number on 1st page”
  - Click on “format”
  - Click on “start at” under “page numbering” and put a “2” in the box
  - Click on “OK”

- Size 12 font should be used throughout the binder.
- Font should be “Times New Roman”
- Categories should be all that is bold typed.
- The category on each page should be bold printed and center aligned at the top.
- The information for each category should start on the left margin with a capital letter.
- The first page should be a title page. You can use your problem statement from your experiment or the title of your model project.
- The second page will be your Table of Contents.
- The categories in your Table of Contents should be capitalized and aligned to the left.
- The page numbers for the categories can be a range of numbers (i.e. materials page 3-5) or just the page number for the first page of the category.
- See “Science Binder Checklist” for the remainder of the sequence.