Student and Teacher Registration

Step by Step Instructions for Region V Registration and Form Submission

For Teachers and Students:
Go to our website: https://www.sciencefair.msstate.edu/
Click on 'Upper Fair (Grades 6 – 12)
For a direct link to our STEM Wizard program, use this link:
https://msstate.stemwizard.com/public_site/home/msstate

For Teachers:
Step 1: Make sure your school has been registered
- Early registration is October 27, 2023
- Registration deadline is November 17, 2023

Step 2: This step discusses forms and rules wizard (both of these are also on our new STEM Wizard program)

Step 3: You can print out 'Fillable Student Registration Form' to use <u>HOWEVER</u>, everyone will need to use the 'online form' to register for the science fair. Students can also use this fillable form BUT will need to register online, too. This video: https://www.loom.com/share/7df9a623bba64e6891c889b201a720fb will guide you through the registration process. As a teacher, you only need to register yourself. All other aspects of this video are specific to the students. However, it will give you an idea of what the students will use as they register. ** One aspect that has changed is the student milestones. This is not mentioned in the video but is discussed in this hand out. **

For Students:
Step 3: Students should click on 'online form STEM Wizard'. This will redirect you to our STEM Wizard program for registration.
Use this video: https://www.loom.com/share/7df9a623bba64e6891c889b201a720fb to guide you through the registration process.

Below are some basics from the video.

The first page will look like this:
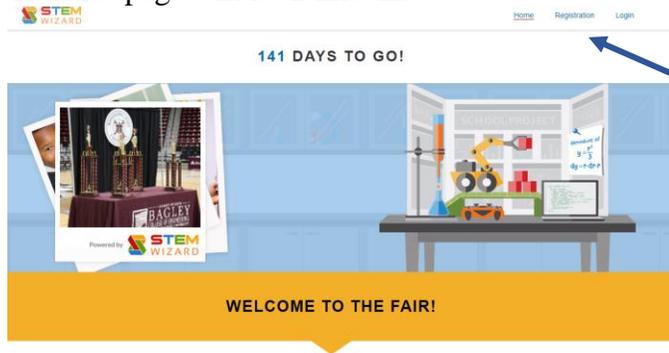
Click on Registration and register for our fair.

Useful links for 'suggested Research Plan template' and Directions to the Mill

When you click on the registration tab, you'll see this drop-down box (not all questions are seen in this picture)

On this page, Teachers and students will register. Once teachers are registered, this ends their part of the STEM Wizard process. However, next to the register box will be announcements for teachers to review.

Students will register as either an individual or team and answer the questions associated with their project. An announcement box will appear for students, too.

Once a student has registered, this page will appear:
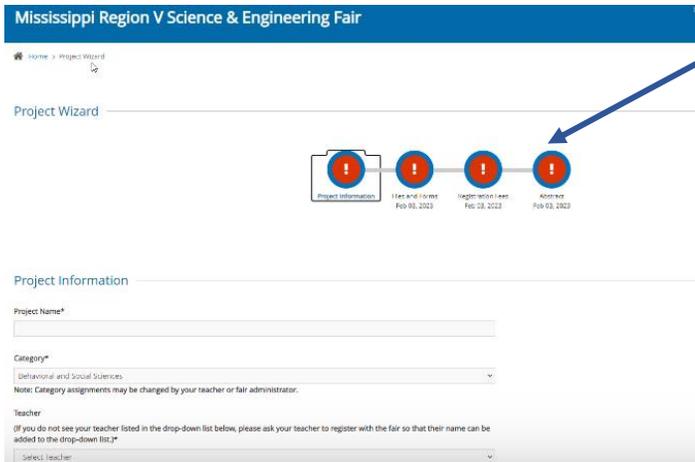
Students will click on each 'circle' to complete the task.
Milestone 1: Project Information
Milestone 2: Forms and Files
Milestone 3: Payment
Milestone 4: Abstract and Research Plan
Milestone 5: Registration Certification

Files and Forms page will look like this:
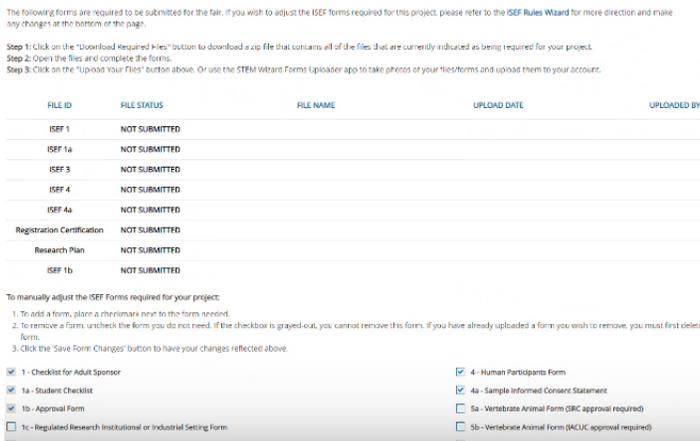
As files (registration certification) and forms
   (ISEF) are uploaded, the red circle will remain
   until all forms are completed.

As tasks are completed, the circle will turn 'green' and show a check mark (see below)

Abstracts and research plan can be copied and pasted, or uploaded to the program.

Since payment will be sent in, simply click on the method of payment. Any message we need to see can be written below the payment type:
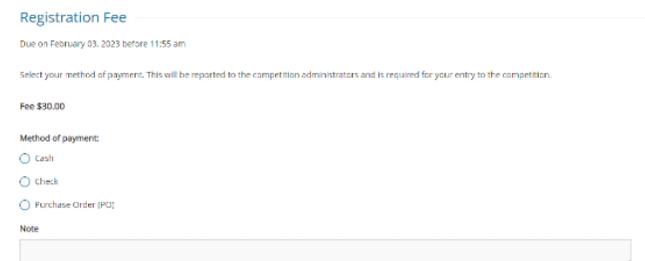
We added a new milestone this year to alleviate the confusion around the registration certification (required by Mississippi State University).
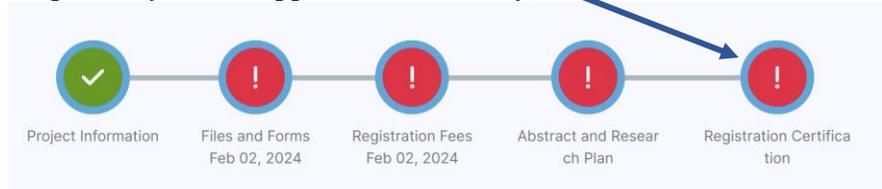
This is a drop-down box that must be checked that states the information below. Simply check 'yes' if you agree with this information.

Parent Certification: Signature required for ALL Exhibitors. This is to certify that as the parent or legal guardian of the above-indicated student, I give my permission for his/her participation in the Mississippi Science and Engineering Fair program. I further certify that I release any and every liability, claim, right of action of any kind or nature, which my child or legal representative may have for any and all bodily or personal injuries or property damages or any other damages resulting therefrom, whether caused by negligence or other acts or missions or releases or otherwise which might occur during participation in the MSEF programs, any host institution(s), any regional or state fair sponsor(s), or the representative(s) thereof, and the management or owner(s) of any physical facility in which any fair is conducted.

Students can use the STEM Wizard form uploader app to upload forms. This will convert all forms into a pdf format for easier reading.

On the Dashboard page, there is a message box for students to send Region V questions.

The video covers all of the above information, as well as how to fill out a Research Plan template and use the website, Citation Machine for their Works Cited/Bibliography aspect of their plan.

Keep in mind that your abstract, form uploads, and files can be revised/edited until February 16, 2024.

Any questions you may have can be sent to msefregionv@gmail.com