**Budgeting Your Time Worksheet**

This worksheet will help you plan the time you need to get through all the steps outlined in the Science Fair Wizard. Get a calendar! Science Fair projects are due in early December; so consider how long it will take to complete each step of your project and give yourself deadlines to follow.

1. Today’s date is: ______________ The date of the science fair is: ______________

I have _______ weeks to complete my science fair project.

<table>
<thead>
<tr>
<th>Planning</th>
<th>Experimenting</th>
<th>Presenting</th>
</tr>
</thead>
</table>
| 1. Pick a topic  
2. Determine a problem  
3. Investigate your problem  
4. Formulate a hypothesis | 5. Design an experiment  
6. Test your hypothesis  
7. Compile your data | 8. Write your research paper  
9. Construct your exhibit  
10. Prepare your presentation  
11. Pre-science fair checklist  
12. Submit your paperwork |

<table>
<thead>
<tr>
<th>Completion date:</th>
<th>Completion date:</th>
<th>Completion date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>(estimate 2–4 weeks*)</td>
<td>(estimate 4–6 weeks)</td>
<td>(DUE IN EARLY DECEMBER!)</td>
</tr>
</tbody>
</table>

The amount of time you have to plan your science fair project may be longer or shorter, depending on your teacher or when your school year begins. To help budget your time, imagine that the Planning phase will take 4 weeks.

* You may already have a topic in mind and are ready to come up with your research question, or you may have a good question already and are ready to move ahead. Steps Determine a problem and Investigate your problem require research, and research takes time.

When you design your experiment, especially when you write up your procedure, pay attention to how much time you will need to carry it out. Your actual experiment may be carried out over a period of days or weeks.

Make sure you give yourself enough time after carrying out the experiment to analyze your data and think about ways to compile it. You can revisit your schedule for the Planning Phase and adjust it if you realize you will need more time than you expected for the Experimenting Phase.

You should plan to write your paper first. The worksheets you use along the way will supply much of the information you need to put your paper together. Everything that you include on your exhibit board will be taken from your paper, but the presentation of the results will be highly visual. Make sure you allow yourself enough time to obtain the materials to put your board together. If possible, try out your presentation on friends and family who are not familiar with your experiment.