



CES Science Fair 2010



TOTALING OFFICIAL'S BRIEFING

Dear Totaling Official,

Welcome to the Calvary Episcopal School Science Fair-2010! You are about to have a profound effect upon many young lives. There will be tension, nervousness, and nothing less than High Drama for many of these students.

It's going to be a long, hard day's work, but it's going to be an experience that they'll always remember. So, let's roll-up our sleeves and give it to them!

Location:

CES gymnasium or adjoining room. Though if in gym, not in the immediate vicinity of the Judges and Recording Official, as deemed appropriate by the Fair Director.

Support:

We will provide you snacks, drinks and lunch as you need. If you have ANY need whatsoever, please approach the Fair Director (David Haven), or the School Director (Malcolm Smith). At least one of them will be present and will take care of any need you may have as promptly as possible.

Procedure:

Judging Forms marked by Judges will be brought to the Totaling Official. At no time will the Totaling Official go to the Judges. If you have a question for a Judge regarding a Judging Form, please contact the Fair Director to act upon your behalf. Once totaled, the Judging Forms will be delivered to the Recording Official for computer entry.

Marking:

The Totaling Official will total and sign all Judging Forms in GREEN ink, with pens provided by the Fair Director.

After totaling, the totaled Score Sheet goes to the Recording Official (preferably by Runner) for entry into the Fair computer.

That's all there is to it...happy totaling!!!

D. David Haven Jr.
Science Fair Director