Oliphant Science Awards 2022
A How-to Guide to Online Project Submission

KEY DATES TO REMEMBER:

10 June to 1 July 2022
Multimedia*, Science Writing and Scientific Inquiry projects along with reports for Programming, Apps and Robotics.

25 – 29 July 2022
Models & Inventions and Crystal Investigation reports / risk assessments MUST be submitted online. Electronic games or supporting videos* for Games may also be submitted online.

Please note: mp4 / video files will no longer be accepted due to the size and difficulty uploading to the website. All videos will need to be uploaded to YouTube (they can be uploaded as an unlisted video if preferred) and link provided.

REQUIREMENTS:
- Access to the unique upload code on your Project Cover Sheet (if you are submitting projects in different categories, there will be a different label and keycode for each project). Only School Coordinators can download these via their Coordinator's Login.
- Access to the Internet to upload the file from 10 June and 1 July and or 25 to 29 July 2022, depending up on the category.

DOCUMENTS TO BE UPLOADED:
The following documents will need to be uploaded for your project depending on which category is being entered:

Please ensure each document you plan to upload has a different file name, otherwise it will overwrite the file with the same name.

Multimedia:
The following files will need to be uploaded:
- Cover sheet
- Multimedia project (PPT or URL to an unlisted YouTube video or website)
- Electronic copy of your written report (PDF or Word Document)

Science Writing:
The following files will need to be uploaded:
- Cover sheet
- Electronic copy of your Science Writing entry (PDF or Word Document)

Scientific Inquiry:
The following files will need to be uploaded:
- Cover sheet
- Electronic copy of your Scientific Inquiry entry (PDF, Word Document or .jpeg)
- Completed & signed risk assessment form
- Electronic copy of your journal / logbook

Crystal Investigation:

The following files will need to be uploaded:

- Cover sheet
- Electronic copy of your Crystal Investigation Journal/Logbook (PDF or Word Document)

Models & Inventions:

The following files will need to be uploaded:

- Cover sheet
- Electronic copy of your Models & Inventions Report (PDF or Word Document)
- Completed & signed risk assessment form

You may also want to consider a video submission of your project in action / explanation for inclusion on the Virtual Open Day page if your project is a winning entry

- Videos can only be submitted as a URL to an unlisted YouTube video
- Videos should run no longer than 5 minutes

Games (electronic):
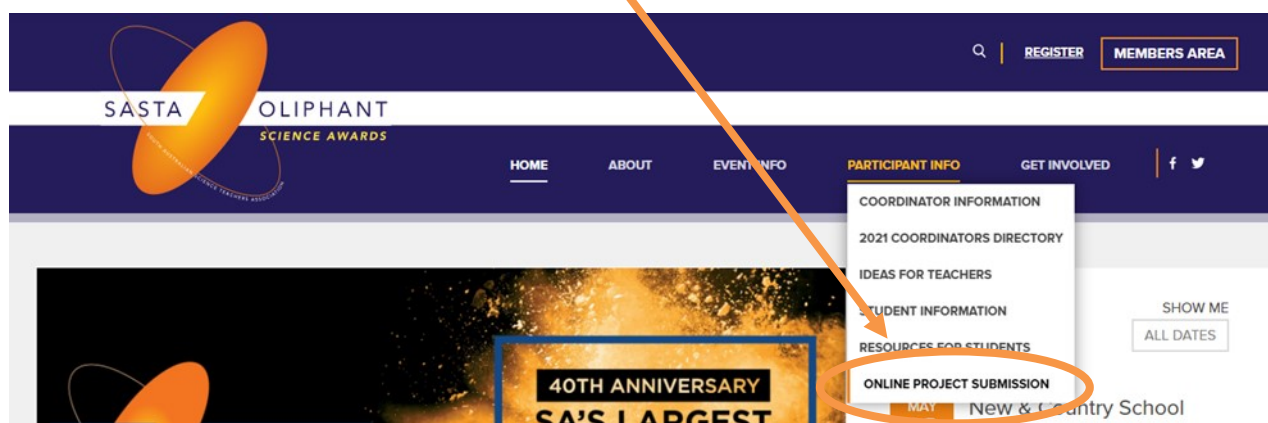
The following files will need to be uploaded:

- Cover sheet
- Electronic copy of details about how to access and play your game

If you are submitting a board game, you may want to consider uploading an electronic copy of the rules of your game and a short video demonstrating your game for inclusion on the Virtual Open Day page if your project is a winning entry.

- *Videos can only be submitted as a URL to an unlisted YouTube video*

UPLOADING THE PROJECT:

1. Head to www.oliphantsciencewards.com.au
2. Hover your mouse over the "**Participant Info**" tab and click on the "**Online Project Submission**" page.

3. Enter your (child's) last name and the unique keycode found on your (child's) cover sheet. If it is a group project that you are uploading, please use the *last* name of the <u>first</u> student listed on the cover sheet.

4. Click "login".
5. Using the drop-down list, select the category you are entering and then click the "choose file" button to locate and select your file. Then, simply click "upload".

Project: TEST

Category:	- Select - ⌄	Required
Document:	Choose File No file chosen	Required

upload

finish

6. Once this document has been uploaded (it can take a while, so patience is key!), your page will refresh, and you will see that "Upload complete" will appear in the section above the "upload" button.

Project: TEST

Category:	Science Writing ⌄	Required
Document:	Choose File TEST.docx	Required

Upload complete.

upload

7. Repeat this process for any further documents you need to upload for this same project (refer to the lists above), ensuring that the filenames are unique – if the file name is the same, the upload process will overwrite the previous file with the same name.

8. Check that all files you need to upload have been uploaded. Once checked, click "finish" which will take you back to the generic online submission screen. If you have another (student's) project to upload, simply repeat the process, using the details from that project's cover sheet (remember that <u>each project has a unique keycode</u>).

Project: TEST

Category:	- select - ⌄	Required
Document:	Choose File No file chosen	Required

upload

Uploaded files for this project

File name	Category	Date
TEST.docx	Science Writing	2021-03-04 15:17:09

finish