

# Models & Inventions Project Checklist

## Elements of your project

- ☐ **Completed and signed Risk Assessment form**
- ☐ Model or invention is no larger than **75cm x 75cm x 75cm** and does not weigh more than 8kg
- ☐ Must not require the use of mains power or include live animals or plants
- ☐ Although the use of liquids is not encouraged, if using liquids, the liquid must be contained in a container which is clearly labelled with what kind of liquid is in the container in case of leaks.  
Short written report including:
  - The scientific principle demonstrated by your model or used in your invention
- ☐
  - How the entry was made
  - Any problems that occurred and how you overcame the problems
  - How to operate your model or invention
  - Adheres to the report length requirements
    - Year R–2: less than 100 words
    - Year 3–4 and 5–6: approximately 250 words;
    - Year 7–8, 9–10, 11–12: do not exceed 500 words.
- ☐ Acknowledgment of assistance received.
- ☐ Acknowledgment of AI tools used

**You must submit your report or risk assessment in EITHER the Online Submission or the Onsite Delivery**

## Online submission (optional)

- ☐ Electronic copy of your report (PDF or Word document)
- ☐ Electronic copy of your signed risk assessment
- ☐ Cover sheet (given to you by your coordinator)
- ☐ **(OPTIONAL)** A short video of your project – uploaded as an unlisted video on YouTube and shared via URL or QR code on your report

**Project submitted online:** between Monday 27 July – Sunday 2 August

## Onsite delivery

- ☐ Identification Label attached to your entry (given to you by your coordinator)
- ☐ Hard copy of your report
- ☐ Hard copy of your signed risk assessment
- ☐ All loose parts labelled.
- ☐ No valuables attached.

**Project delivered onsite:** Wednesday 5 August

