TECHNOLOGY STUDENT ASSOCIATION PLAN OF WORK
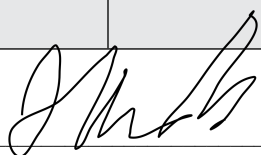
Date	Task	Time involved	Team member responsible (student initials)	Comments
1.				
2.				
3.				
4.				
5.				
6.				

Advisor signature _____

STUDENT COPYRIGHT CHECKLIST *(for students to complete and advisors to verify)*

STUDENT: Answer question 1 below.

1) Does your solution to the competitive event integrate any type of music and/or sound? ☐ YES ☐ NO
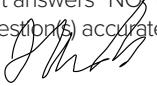
    If NO, go to question 2.

    If YES, is the music and/or sound copyrighted? ☐ YES ☐ NO

    If YES, move to question 1A. If NO, move to question 1B.

    1A) Have you asked for author permission to use the music and/or sound in your solution and included that permission (letter/form) in your documentation? If YES, move to question 2. If NO, ask for permission and if permission is granted, include the permission in your documentation.

    1B) Is the music/sound royalty free, or did you create the music/sound yourself? If YES, cite the royalty free music/sound OR your original music/sound properly in your documentation.

CHAPTER ADVISOR: Sign below regarding your student's answer(s) to the use of music/sound in his/her competitive event solution. Even if your student answers "NO" to question 1, please sign below noting that you have evaluated the competitive event solution and the student answered the question(s) accurately.

I, _____ (chapter advisor), have checked my student's solution and confirm that any use of music/sound is done so with proper permission and is cited correctly in the student's documentation and/or the solution has been found to have no music/sound included.

STUDENT: Answer question 2 below.

2) Does your solution to the competitive event integrate any graphics/videos? ☐ YES ☐ NO
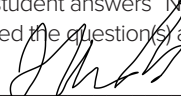
    If NO, go to question 3.

    If YES, is(are) the graphics/videos copyrighted, registered and/or trademarked? ☐ YES ☐ NO

    If YES, move to question 2A. If NO, move to question 2B.

    2A) Have you asked for author permission to use the graphics and/or videos in your solution and included a permission (letter/form) in your documentation for graphic/video used? If YES, move to question 3. If NO, ask for permission and if permission is granted, include the permission in your documentation.

    2B) Is(are) the graphics/videos royalty free, or did you create your own graphic? If YES, cite the royalty free graphics/videos OR your own original graphics/videos properly in your documentation.

CHAPTER ADVISOR: Sign below regarding your student's answer(s) to the use of graphics/videos in his/her competitive event solution. Even if your student answers "NO" to question 2, please sign below noting that you have evaluated the competitive event solution and the student answered the question(s) accurately.

I, _____ (chapter advisor), have checked my student's solution and confirm that the use of graphics/videos with proper permission and is cited correctly in the student's documentation and/or the solution has been found to have no graphics/videos included.
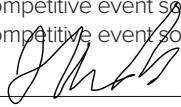
STUDENT: Answer question 3 below.

3) Does your solution to the competitive event use another's thoughts or research? ☐ YES ☐ NO
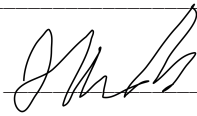
    If NO, this is the end of the checklist.

    If YES, have you properly cited other's thoughts or research in your documentation? ☐ YES ☐ NO

    CHAPTER ADVISOR: Sign below regarding your student's answer(s) to having integrated any thoughts/research of others in his/her competitive event solution. Even if your student answers "NO" to question 3, please sign below noting that you have evaluated the competitive event solution and the student answered the question(s) accurately.

    I, _____ (chapter advisor), have checked my student's solution and confirm that the use of the thoughts/research of others is done so with proper permission and is cited correctly in the student's documentation and/or the solution has been found to have all original thought with no use of other's thoughts/research.

Student Name: _____

Chapter Advisor Signature: _____