

Balloon Fest Planning Priorities

1. Plan to get good useful data.
 - a. Setup all of the equipment.
 - b. Do several dry-runs.
 - c. Predict what you expect to see and explain exactly why.
 - d. Analyze the data you expect to get.
 - e. Be prepared to test or explain any discrepancies from your prediction.
 - f. Prepare a detailed, well thought out, and tested checklist and procedure.
2. Have everything you will possibly need.
 - a. Make a checklist and kit all of your equipment, spare materials and analysis resources.
 - b. Bring your own laptop with all the appropriate software (PowerPoint, Logger Pro 3.1, ...) and files loaded on it or have all of your experiment and PowerPoint files on a CD ready to go.
3. Plan your analysis and presentation.
 - a. How will you use your data and pictures?
 - b. How will you get them into your PowerPoint file?
 - c. Use your predicted data file to practice this process.
 - d. Make a checklist and procedure to help you later.
4. Anticipate any other variables that you might need to check in order to account for any discrepancies between your data and your prediction.
 - a. Add any other items that might later be significant to your experiment log.
 - b. Try very hard to avoid citing “maybe this discrepancy was caused by ... but we don’t remember if that happened” in your presentation.