

## **Play your part! - The Big Bang Fair 2018**

The Big Bang UK Young Scientists and Engineers Fair 2018 will take place at the NEC, Birmingham from 14<sup>th</sup> – 17<sup>th</sup> March 2018.

The Big Bang Fair is a free event for all 7-19 year olds, their teachers and families - with school groups invited on Wednesday 14<sup>th</sup>, Thursday 15<sup>th</sup> and Friday 16<sup>th</sup> and the public welcomed on Saturday 17<sup>th</sup>.

Following the success of The Big Bang Fair 2017 - which attracted more than 80,000 people - The Big Bang Fair 2018 will provide another excellent opportunity for the science, technology, engineering and mathematics (STEM) community to come together to enthuse and inspire young people about careers in STEM.

The Fair will also celebrate the achievement of young people by featuring the finals of The Big Bang Competition and its awards ceremony - where the UK Young Scientist/s of the Year and UK Young Engineer/s of the Year will be crowned.

In addition to the UK Fair, we have several Big Bang Near Me events happening around the UK throughout the year. If you are interested in hosting an activity at any of these, please indicate the ones you are interested in on the online form.

## **Help us inspire & enthuse our future scientists & engineers.**

Through exciting stands, workshops or shows - your organisation has the chance to engage with around 60,000 young people, their teachers and parents – during four fun-filled days. Visitors will come from a diverse range of ethnic and socio-economic backgrounds - and include those who have never considered a career in STEM before as well as those who are already engaged.

### **Style & tone:**

Interactive and engaging are the key requirements for all activities. We ask that all activities are pitched to appeal to 7-19 year olds on Wednesday, Thursday and Friday and that activities on all stands are adaptable so that they appeal to the widest range of ages possible. Activities on the Saturday should appeal to a broader audience of 5-19s and their families.

### **Next Steps:**

If your organisation would like to participate as an activity provider in The Big Bang Fair 2018, please submit your application via <https://www.thebigbangfair.co.uk/Activities/>

To help you provide as much relevant detail as possible, assist us in the selection process, and provide us with the information to market your activity on our website if successful, please make sure you read the activity submission guidelines carefully prior to submitting your activity. These can be found on the following pages.

## **Selection for the UK Fair 2018:**

Play your part will be open for the UK Fair until midnight on Sunday 3<sup>rd</sup> September 2017.

The review of applications and selection of activities will take place in the w/c Monday 4<sup>th</sup> September and you will be notified of the outcome of your submission by the end of September.

Funding is available for sole traders however the budget is limited so please offer your best rates. All charities and not-for-profits will be required to pay for space and the cost is subject to income and space required.

Should you have any immediate questions, please do not hesitate to contact [activities@thebigbangfair.co.uk](mailto:activities@thebigbangfair.co.uk)

We look forward to hearing from you.

***The Big Bang Team***

## Activity Submission Guidelines

This document is designed to provide more detail on the different activities you can do at The Big Bang Fair and any requirements or restrictions.

For any further enquiries please contact [activities@thebigbangfair.co.uk](mailto:activities@thebigbangfair.co.uk) or call 020 3206 0412

### Describing and selling your activity

The way you describe your activity - and the images you provide - work in a number of ways...

- It sells your activity to us, the organisers of The Fair – so we will pick you.
- It sells it to teachers who are bringing their students along - so they will visit you.
- It also sells it to parents and children - so they will visit you.

This information will form the basis of whether we think you are 'right' for The Fair, both in terms of the activity itself and in your ability to communicate your passion for it to the general public. It will also be used for the marketing of your activity on The Big Bang website and other materials.

### **Key things to remember for your marketing descriptions**

- Write the copy for teachers, parents and students (the words will be public facing)
- Don't be overly technical and don't use jargon as your audience will probably be intimidated and turned off. Describe the activity as best you can, using simple, everyday language.
- Think about what you're competing with. Not only do you want to appear attractive on the day on a large show floor, but you also form part of the reason why people will come to the event in the first place. Why would a teacher want to come? Why would a parent? Why would a child or young adult?
- Remember, this is your activity, you know all about it. Please don't take for granted that other people do.

To help us assess your activity, we strongly suggest you submit supporting photos of your activity and any links to videos or websites to give us more context around your activity. You must have permission to use these images and by submitting them in this application grant The Big Bang have the right to use these images in the marketing and promotion of your activity should it be selected for The Fair.

**Image sizes** - Images should be circa 1 mb in size and should not exceed 2 mb. Please submit as a Jpg or Gif

### Activity Type

#### **Theatre show:**

At The Big Bang Fair 2018 we will have six theatres across the show floor which will range from 200-800 audience capacity. To ensure that your audience is as full as possible we are aiming to schedule as many shows as we can into the 10.30 – 14.30 window. This will mean there will only be 20mins between shows.

- All shows must be maximum 45mins in length
- Two performances a day will be required (unless otherwise agreed)
- Basic staging, AV, sound and lighting equipment will be provided for the performance space. The costs for any additional, show specific requirements will need to be met by the show provider. (unless otherwise agreed)

#### **Workshop:**

All workshops will take place on the show floor and if running scheduled sessions for a set number of students these last no more than 45mins.

- Average space provided for a workshop is 8m x 5m, and this space accommodates on average 30-40 students at any one time.
- If running scheduled slots for set numbers The Big Bang will provide crowd barrier around the perimeter of the space to enable you to run a private session.
- Basic furniture is provided per workshop space, as standard this is four round tables and forty chairs.

### Interactive stand:

We expect all exhibition stands at The Big Bang Fairs to be interactive and engaging – pitched at 7-19 year olds.

- Space is available dependant on requirements. The space you request must relate to any specific permanent structure formed as part of your stand. Following previous events, we strongly recommend that you consider how to manage crowds and queuing if you think your activity may be extremely popular.
- Standard stand sizes available include: 5m x 5m, 4m x 4m, 3m x 3m. (Other sizes **can** be accommodated)
- **Selection of 2 days or 4 days** – we are, in the most part, looking for activities to exhibit on all 4 days, however, we have additional space available for Friday and Saturday and can accommodate activities on these days as well. Due to the scheduling of other activities at The Fair we are unable to offer a 2-day activity space for Wednesday and Thursday only.
- We encourage all stand providers to enable 360 degree access to the stand (i.e. allow visitors to access from all sides of the stand space) and to design their activities accordingly.
- Stands are required to be staffed and resourced on all 4 days of the event – i.e. 14<sup>th</sup>- 17<sup>th</sup> March 2018 inclusive during show floor opening hours and are expected to have a minimum of 2 members of staff.
- Set up will be on Tuesday 13<sup>th</sup> March 2018.
- **The activity provider will cover all costs for, construction, maintenance and delivery of their stand. Power will be subject to contractual agreements.**

### Busking:

A 'busking-style' short interactive presentation roaming the show floor occupying busking pads or picnic areas are great ways of keeping the buzz alive at the Fairs

- Duration of the presentation: 10-20 minutes
- Buskers can attend on any days they wish but these must be confirmed if writing at the point of agreement of attendance.
- Due to the nature of the activity, minimal props are recommended or props that are easily transportable by hand.

### Start-up Pods:

- We are offering a limited number of spaces for Tech/STEM related Start-ups to showcase their innovations in an interactive way at The Big Bang Fair 2018 on Friday 16<sup>th</sup> and Saturday 17<sup>th</sup> March.
- This is the first year that we have offered this opportunity to Start-ups, and successful applicants will be able to avail of the Free of Charge Start-ups Package for one year only.
- A stand structure will be provided with average floor space measuring 3sqm including walls, power, and display board with company name.
- We expect all exhibition start-up pods to have interactive and engaging displays – pitched at 7-19 year olds.
- Set up will be on Thursday 15<sup>th</sup> March 2018; from 8pm – 10pm.
- Activity providers should be able to cover their own travel, staffing and accommodation costs.

### Competitions:

Are you running a STEM competition and would like to host your finals or present your prizes at The Big Bang Fair 2018? The Big Bang Fair is the perfect place to reward young talent in STEM, with opportunities for them to meet STEM businesses and get hands-on.

- Infrastructure is available on Friday or Saturday to display competition entries.
- Individual small ceremonies or a combined larger ceremony could be accommodated subject to costs
- Suites / rooms are available for use as judging or moderation rooms and subject to availability.

The main show floor will be divided into new areas which will include interactive stands and 'busking style' floor shows delivered by a combination of sponsoring companies and STEM organisations, plus competitor finalists from The Big Bang Competition. The Big Bang activities team will allocate successful applicants space in the most appropriate location based on the information you provide.

# Thank you!

We hope that the above information will provide some assistance in your initial planning for The Big Bang Fair 2018. If you become a confirmed exhibitor at the event you will receive access to an online portal which will provide you with everything you need to know about exhibiting at The Big Bang Fair along with advice, support and a useful checklist.

For any further enquiries please contact [activities@thebigbangfair.co.uk](mailto:activities@thebigbangfair.co.uk) or call 020 3206 0412.