

Entry Checklist



1.	Have you saved the final version of your project ready to upload via Award Force portal?	
2.	Does your project: a. Support, facilitate, and/or enable sustainable and active travel modes to campus? b. Meet the criteria set out? For example, isit within the time frame, saved as the correct file type/format? c. Adhere to the Terms and Conditions outlined?	
3.	If you're submitting a poster summerising your project, will the judges get a clear picture of what was involved in your project from the overview to results and conclusion of your project. See Marking Rubric in your resource pack on www.smartertravelstudentawards.ie	
4.	If you're submitting a poster, did you use the template provided in the resource section on www.smartertravelstudentawards.ie and is it A3 in size?	
5.	Is your submission less than or equal to 10MB?	
6.	Is your submission referencing one of the supported travel modes (walking, cycling, public transport, carpooling) only? Please note: projects based on non-supported travel modes (e.g. E-scooters, skateboarding) will NOT be accepted.	
7.	Have you included details of all students involved in your project on Award Force portal?	
8.	Have you correctly uploaded your project on the Award Force, online entry portal?	
9.	Did you receive an email confirming your project has been received?	

*If you did not receive a confirmation email, please contact info@smartertravelcampus.ie