

**San Antonio Junior Agricultural Mechanics (JAM) Project Show**  
**Documentation (Research) Check Sheet– Special Rule 16 -**  
 (Not for Tractor Restoration)  
 Reference Only

**Documentation influences Showmanship.** A Project not having any documentation will be disqualified. A project not having **all** required components (a through d) will be lowered in classification.

**OVERALL QUALITY OF RESEARCH PACKAGE** \_\_\_\_\_ For Excellent Overall Quality – All Documents, including suggested items - should be easy to read and arranged neatly in a tabbed notebook with table of contents and pages numbered. This Check Sheet may be used by Showmanship Judges.

	<b>Research Portfolio</b>		<b>Meets Requirements</b>	<b>Quality</b> (If Yes)
<b>A</b>	<b>Drawing</b> – Evident that project was constructed from plans. Drawn to scale with proper lettering & dimensioning. Scale must be identified. May include in addition to multiviews, pictorials (Isometric and/or Oblique)	<b>Required</b>  <b>Suggested</b>	Yes _____  No _____	Excellent Good Fair Poor
<b>B</b>	<b>Bill of Materials (BOM)</b> list of materials including 1)Item #, 2)description,3)size, 4)quantity, 5)unit, 6)costs per item 7)extended costs and 8)Total Costs. Values of OC* items, if used, should be shown. <u>Trailer projects must identify axle wt. capacity and hub face dimensions in description. See also (d) below.</u> May include: Consumable items, vendors, dates PO/invoice number. BOM <i>Developed using Excel spread sheet is encouraged.</i>	<b>Required</b>  <b>Suggested</b>	Yes _____  No _____	Excellent Good Fair Poor
<b>C</b>	<b>Photographs</b> – Maximum Number 24 – Should have 2 with no more than 4 per page. Pictures sequenced, labeled & good quality depicting proper safety procedures. <u>Most pictures to have exhibitor/s in them.</u> Must include pictures of CAE/AST leader supervising (during both phases of project – planning & construction.) <b>Recommend to not</b> put documents in plastic sleeves.	<b>Required</b>	Yes _____  No _____	Excellent Good Fair Poor
<b>D</b>	<b>Research</b> – <u>ASABE Standards</u> –Rule 19 -PTO and/or Three Point Hitch.  <u>Codes</u> –Rule 18 - Trailer Project, must include relevant DOT Codes including Federal Lighting Table . <u>MSDS and/or PI Sheets</u> -Rule 16 - Incl. trailer undercarriage specifications +	<b>Required</b> (Those Attaching to Tractors)  (Pulled on Hwy. Incl. Trailers )  (All projects )	<b>PTO</b> <u>Y</u> or <u>N</u> <b>Three Point</b> Y or N <b>DOT</b> – <u>Y</u> or <u>N</u>  <b>MSDS or PI</b> Y or N	

\*Opportunity Costs (OC) - value of salvaged (used) materials and/or those on hand and not purchased. May also incl. consumable item costs – electrodes and oxy-acetylene, etc.  
 + Material Safety Data Sheet (MSDS) and/or Product Information (PI) or Technical Bulletin (TB) – Examples: Paint, Hydraulic Cylinders, Trailer undercarriages incl. Axle loads including hub spacing, spring and wheel descriptions.