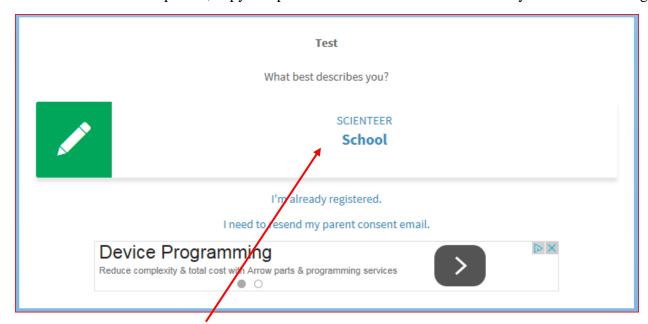
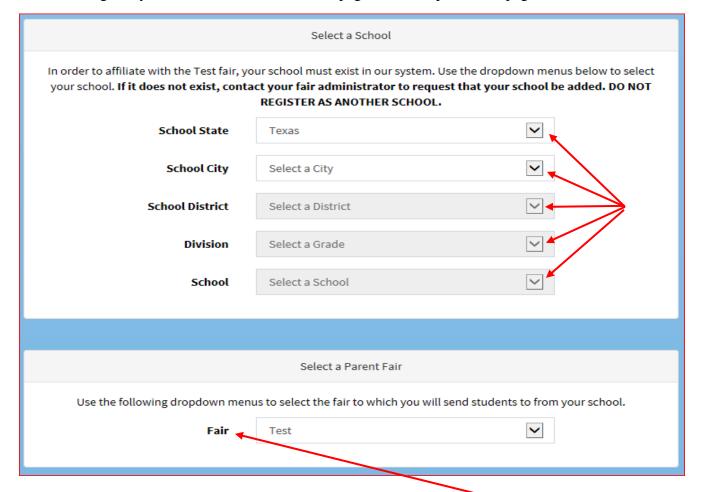
School Fair Administrator and Teacher Guide

The School Fair Administrator will receive a link from their District Fair Administrator. After receiving the link via email or in person, copy and paste it on a browser. It should direct you to the following page:



Click where it says "Scienteer School".

After clicking this you will be directed to another page. The first part of the page will look like this:



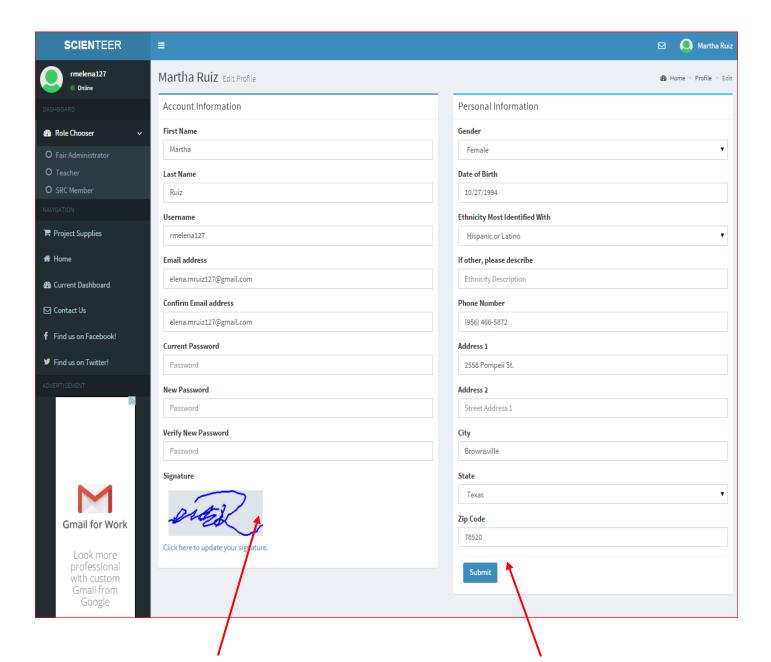
Select a School

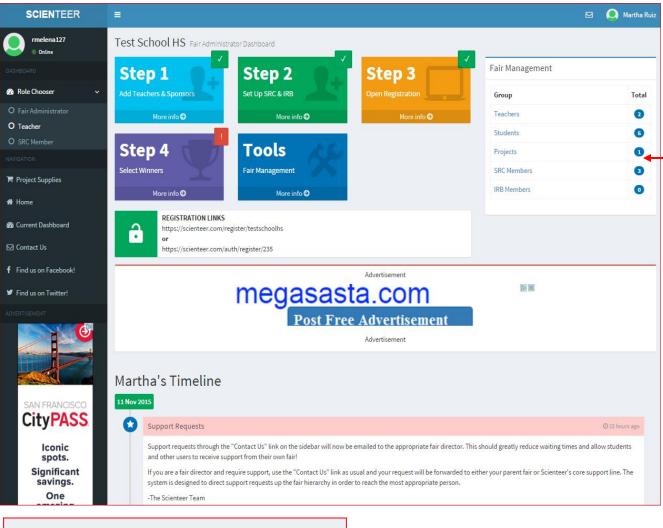
When selecting a school make sur	re you do the following (you can check the box	x as you go):
 Select the correct State Select the correct City Select the correct and corr Select the corresponding I Select the correct school • If multiple school team at (956)882- Select the fair that you with 	Division: Senior or Junior s of your school are showing up check with 5058	the Regional Science Fai
	Contact Information	
	ow will be used to create an account for managing your sch email address of the person who will be setting up your sch	
Contact First Name		
Contact Last Name		
Contact Email		
Confirm Contact Email		
Password		
Confirm Password		
Contact Phone	Phone Number	
Contact Fax		
Contact Information When inputting your contact info	rmation, make sure you do the following:	
☐ Input an email which you	check on a daily basis	
☐ Input a password that's ea	sy to remember.	
☐ Input a cellphone number comfortable with.	at which we could contact you on a daily basis	s or one you're most

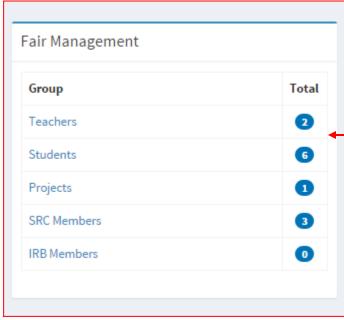
	School Information
Principal First Name	
Principal Last Name	
Principal Email	
School Address	
School County	
School Zip Code	
	Register
School Information	
This is the last thing you should see in t following:	he page. When filling out the school information, make sure you do the
☐ Input the principal's first name	
☐ Input the principal's last name	
☐ Input the principal's school ema	il
☐ Input your corresponding school	l address
☐ Input your corresponding Count	у
☐ Input your corresponding Zip C	ode

After you have filled in ALL the information, click Register.

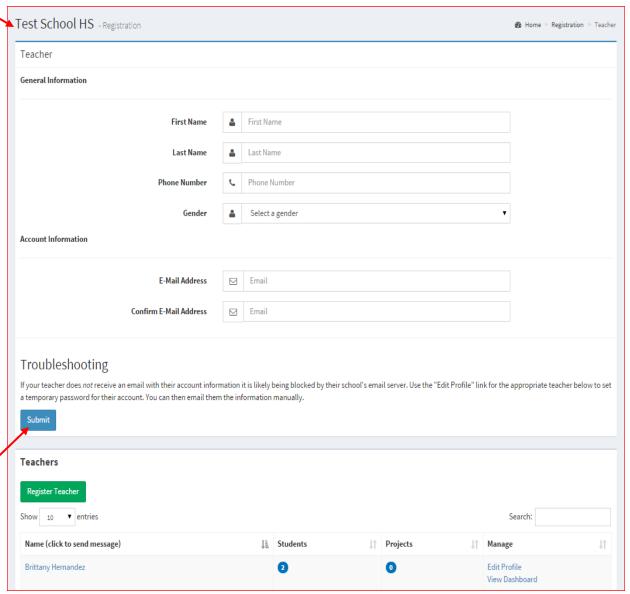
After registering you will be directed to the home page of your Scienteer Account.



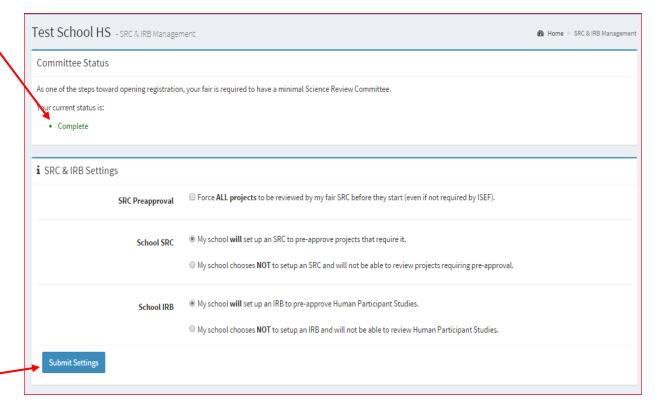












SRC Members

Troubleshooting

If your SRC member does not receive an email with their account information it is likely being blocked by their email server. Use the "Edit Profile" link for the appropriate user below to set a temporary password for their account. You can then email them the information manually.

Add SRC Member

Name (click to send message)	Manage	SRC Chair	SRC Committee Role	Delete
Milton Hernandez	Edit Profile	•	Educator ▼	
Brittany Hernandez	Edit Profile		Bio-Medical/Bio-Hazard Expert ▼	
SchoolAdmin Test	Edit Profile		Reviewer •	

Submit

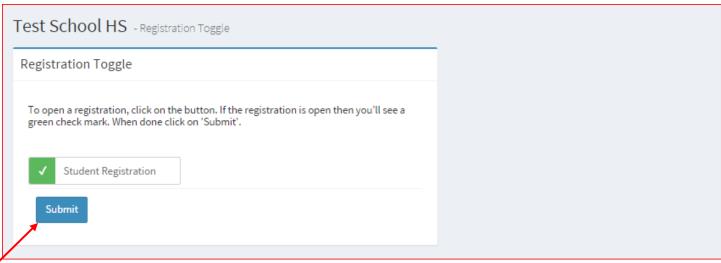
IRB Members

Troubleshooting

If your IRB member does not receive an email with their account information it is likely being blocked by their email server. Use the "Edit Profile" link for the appropriate user below to set a temporary password for their account. You can then email them the information manually.

Add IRB Member







This link will be provided to the STUDENTS. It can either be shown to them in person, emailed to the teachers so they can give it to the students or just email it to students.