

# Register a new project

<http://parkcity.illuminatingsoftware.com/>

## Step 1

Park City School District  
Jeremy Ranch Science & Engineering Fair 2017

Home Register Fair Exit Fair

Student Register

- Student
- Teacher
- Volunteer
- Judge

Registration

First Name:

Last Name:

E-Mail:

Next

Use an address that is checked frequently, science fair info will be sent to this address

Be sure you selected the correct school

## Step 2

Park City School District  
Jeremy Ranch Science & Engineering Fair 2016

Home Register Fair Exit Fair

Fair Registration - Personal Information

First Name:

Last Name:

Phone Number:

E-Mail:

Gender:

Username:

Password:

Confirm Password:

Save & Continue

Provide a phone number and email address, in case you need to be contacted

Select a password you will remember (ex: school password)

# Register a new project

## Step 3 / 4

Park City School  
Jeremy Ranch Science & En

Home Register Fair Exit Fair

Fair Registration: Project

Create A New Project Link / Join Existing Team Project

If you are in a team and your teammate has already registered please select "Link/Join Existing Team Project" and type in the Project ID or team key

**Select if a new project OR 1<sup>st</sup> person to register team project**

Creating New Project

**If a team project, only the 1<sup>st</sup> team member checks**

Title: Project Title

Will this be a Team Project?

Will your display need an electrical outlet?

Category: 1st Grade - Observation

Description: Project description (optional)

## Step 5

Fair Registration: School & Teacher

Please select your school, teacher, and your grade. If your School and/or Teacher is not listed please have them register; you will be able to continue the registration process once your school and teacher have registered. Thank you.

School: Jeremy Ranch Elementary

Teacher: Hoots, Kent

Grade: 3rd Grade

Save & Continue

# Register a new project

## Step 6

Fair Registration Step 5:

Please review and verify that all of your information is correct.

**First Name:** Drew

**Last Name:** Hoots

**Phone Number:** Phone number

**E-Mail:** kshlove2travel@gmail.com

**Gender:** Male

**Username:** DrewHoots

**Password:** xxxx

**School:** Jeremy Ranch Elementary

**Teacher:** Berry, Nancy

**Grade:** 4th Grade

**Project Title:** Registration Test

**Team Project**

**Electrical Outlet**

**Category:** 4th Grade - Science Experiment

**Description:** Registration Test

My Information Is Correct

Edit

Confirm information is correct, if not, click Edit

## Step 7, Individual (see next page for Team Project)

Fair Guidelines

### Project Information

Please write down & SAVE your Project ID, Username and Password as you may need it later to make any changes.

**Project ID:** JR-4SE-001

**Username:** DrewHoots

**Password:** xxxx

Go To Main Page

Register Another Student

\*Please note that all of the above information will be emailed to the provided address. - If you do not see your email after 1 hour please check for it in your spam or junk folders.

# Team Project Registration

**First** person to register from a team should follow Step 1-6. You will need to click “Team Project” on the “Create New Project” screen. You will receive a slightly different registration confirmation, below.

## Step 7, Team

Fair Guidelines

### Project Information

Please write down & SAVE your Project ID, Username and Password as you may need it later to make any changes.

Project ID: JR-4SE-003  
Username: Kent roots  
Password: xxxx

If your team members can't register at the same time, give them the Project ID

Register Next Team Member

If team members are with you at registration, click this button to add them to the project.

**2<sup>nd</sup> & 3<sup>rd</sup>** team members should perform the following instructions.

See Step 1 & 2 (page 1)

### Step 3, Team (2<sup>nd</sup>/3<sup>rd</sup> Person Registering)

Fair Registration: Project

Create A New Project

Link / Join Existing Team Project

If you are in a team and your teammate has already registered please select "Link/Join Existing Team Project" and type in the Project ID or team key

Join Existing Team / Project

Team Key: JR-4SE-003

Enter the Project ID provided by your team mate

Link

\*If you are not linking / joining an existing team project; create a new project.

See Step 4, 5, 6 (pages 2-3)