Does the Student use their same user account they had last year?

If possible it is best to use you previous user account.

If needed the Student can register again.

If the Student is a member of a Team Project then make sure the Student uses the newest UserID for their Team Project.
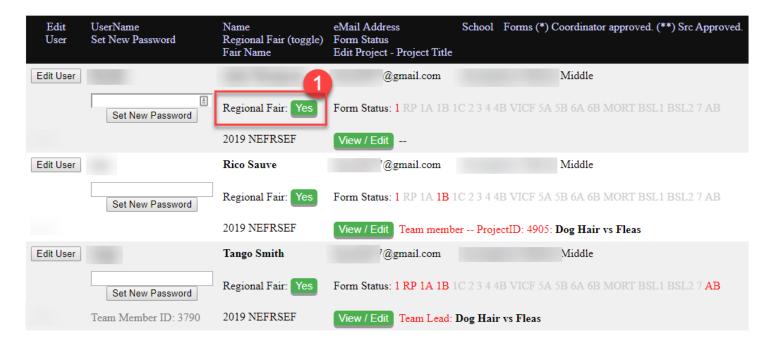
How to delete Students?

Students cannot be deleted or removed. However you can hide the student by clicking the "Regional Fair" button from "Yes" to "No" (see Bullet #1 below). Selecting "Regional Fair Only" (see Bullet #2 below) will show the Students with "Yes" for "Regional Fair" (see Bullet #1 below).

2019 NEFRSEF

Student Administration

Hello ▓▓▓▓▓

Roles: School Coordinator

[Done] Return to Previous Page

Search [_____] Use "Blank" For All

○ Students from All Fairs
● This Year's Projects Only
○ Regional Fair Only ← **2**

[Search] [Clear Search / Show All]

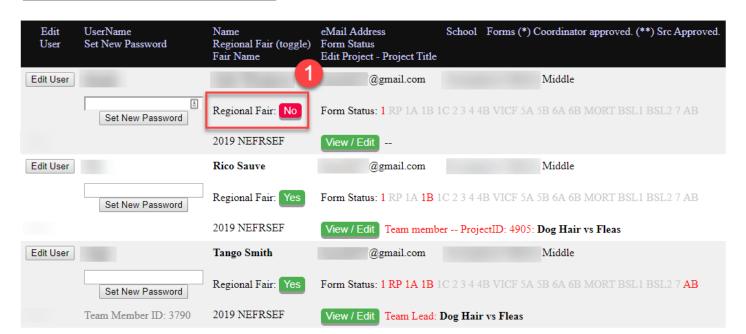| Edit User	UserName Set New Password	Name Regional Fair (toggle) Fair Name	eMail Address Form Status Edit Project - Project Title	School	Forms (*) Coordinator approved. (**) Src Approved.
[Edit User]	▓▓▓▓ [____] [Set New Password]	▓▓▓▓▓ Regional Fair: [Yes] **1** 2019 NEFRSEF	@gmail.com Form Status: 1 RP 1A 1B 1C 2 3 4 4B VICF 5A 5B 6A 6B MORT BSL1 BSL2 7 AB [View / Edit] --	▓▓▓▓▓	Middle
[Edit User]	▓▓ [____] [Set New Password] ▓▓	**Rico Sauve** Regional Fair: [Yes] 2019 NEFRSEF	'@gmail.com Form Status: 1 RP 1A 1B 1C 2 3 4 4B VICF 5A 5B 6A 6B MORT BSL1 BSL2 7 AB [View / Edit] Team member -- ProjectID: 4905: **Dog Hair vs Fleas**	▓▓▓▓▓	Middle
[Edit User]	▓▓ [____] [Set New Password] Team Member ID: 3790	**Tango Smith** Regional Fair: [Yes] 2019 NEFRSEF	'@gmail.com Form Status: 1 RP 1A 1B 1C 2 3 4 4B VICF 5A 5B 6A 6B MORT BSL1 BSL2 7 AB [View / Edit] Team Lead: **Dog Hair vs Fleas**	▓▓▓▓▓	Middle

How to delete Students?

The "Regional Fair" button will change from a green "Yes" to a red "No" (see Bullet #1 below).

2019 NEFRSEF

Student Administration

Hello

Roles: School Coordinator

| Done | Return to Previous Page

Search [_____] Use "Blank" For All

- ○ Students from All Fairs
- ● This Year's Projects Only
- ○ Regional Fair Only

[Search] [Clear Search / Show All]

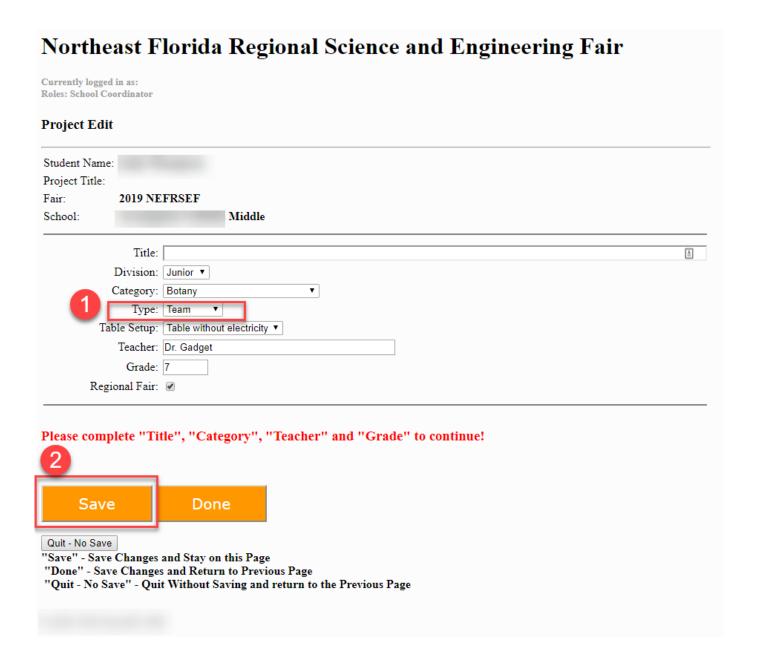| Edit User	UserName Set New Password	Name Regional Fair (toggle) Fair Name	eMail Address Form Status Edit Project - Project Title	School	Forms (*) Coordinator approved. (**) Src Approved.
Edit User		① @gmail.com		Middle	
	[_____] [+] [Set New Password]	Regional Fair: No	Form Status: 1 RP 1A 1B 1C 2 3 4 4B VICF 5A 5B 6A 6B MORT BSL1 BSL2 7 AB		
		2019 NEFRSEF	[View / Edit] --		
Edit User		**Rico Sauve** @gmail.com		Middle	
	[_____] [Set New Password]	Regional Fair: Yes	Form Status: 1 RP 1A 1B 1C 2 3 4 4B VICF 5A 5B 6A 6B MORT BSL1 BSL2 7 AB		
		2019 NEFRSEF	[View / Edit] Team member -- ProjectID: 4905: **Dog Hair vs Fleas**		
Edit User		**Tango Smith** @gmail.com		Middle	
	[_____] [Set New Password]	Regional Fair: Yes	Form Status: 1 RP 1A 1B 1C 2 3 4 4B VICF 5A 5B 6A 6B MORT BSL1 BSL2 7 AB		
	Team Member ID: 3790	2019 NEFRSEF	[View / Edit] Team Lead: **Dog Hair vs Fleas**		

How do I enter Team Projects?

The Team Leader will fill out the project information. After selecting project type as "Team" (see Bullet #1 below) then click "Save" (see Bullet #2 below).
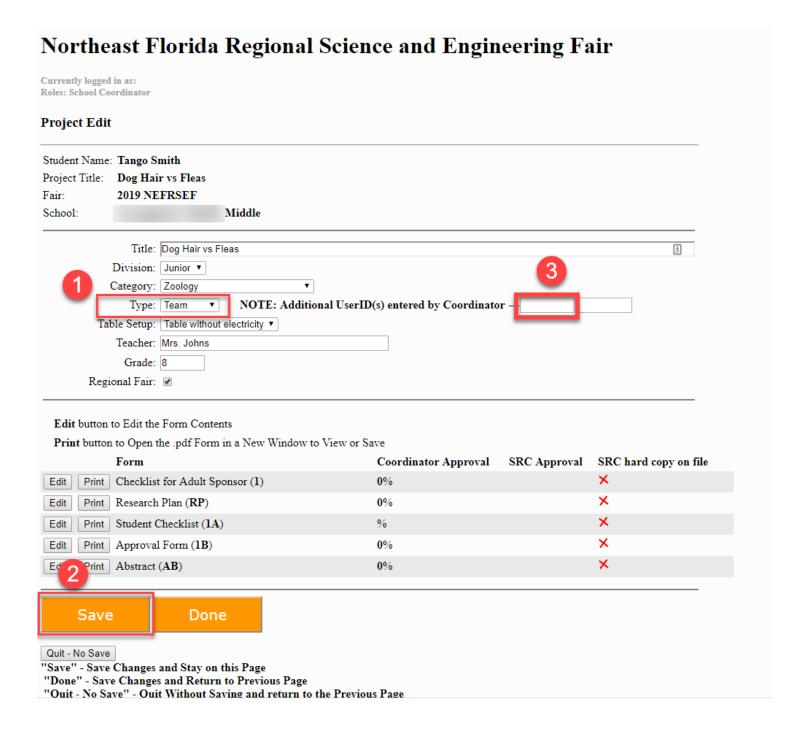
The Team Member will need to register to obtain a User ID to enter in the next step. This member does not need to enter any project information.

NOTE: Team Projects can only have TWO students.

How do I enter Team Projects?

After clicking "Save" (Bullet #2) then "NOTE" will appear. You can enter the Team Member's UserID in the first box (Bullet #3) then click "Save" (Bullet #2). Go the next step for the Team Member's paperwork.

Northeast Florida Regional Science and Engineering Fair

Currently logged in as:
Roles: School Coordinator

Project Edit

Student Name: **Tango Smith**
Project Title: **Dog Hair vs Fleas**
Fair: **2019 NEFRSEF**
School: **Middle**

Title: Dog Hair vs Fleas
Division: Junior ▾
Category: Zoology ▾
Type: Team ▾   **NOTE: Additional UserID(s) entered by Coordinator** –
Table Setup: Table without electricity ▾
Teacher: Mrs. Johns
Grade: 8
Regional Fair: ☑

Edit button to Edit the Form Contents
Print button to Open the .pdf Form in a New Window to View or Save

		Form	Coordinator Approval	SRC Approval	SRC hard copy on file
Edit	Print	Checklist for Adult Sponsor (**1**)	0%		✗
Edit	Print	Research Plan (**RP**)	0%		✗
Edit	Print	Student Checklist (**1A**)	%		✗
Edit	Print	Approval Form (**1B**)	0%		✗
Edit	Print	Abstract (**AB**)	0%		✗

Save	Done

Quit - No Save
"Save" - Save Changes and Stay on this Page
"Done" - Save Changes and Return to Previous Page
"Quit - No Save" - Quit Without Saving and return to the Previous Page

How do I enter Team Projects?

Have the Team Member log into their user account. They should see "Team Project Member…" (Bullet #1) and complete their Form 1B (Bullet #2). After finishing the form then click "Done" (Bullet #3).

Northeast Florida Regional Science and Engineering Fair

Currently logged in as: **Rico Sauve**
Roles: Student

Project Edit

Team project member .... Only Approval Form 1B is required.

Student Name: **Rico Sauve**
Project Title: **Dog Hair vs Fleas**
Fair: **2019 NEFRSEF**
School: ██████████ **Middle**

Title: Dog Hair vs Fleas
Teacher: Mrs. Johns
Grade: 8

Edit button to Edit the Form Contents
Print button to Open the .pdf Form in ew Window to View or Save

Form	Coordinator Approval	SRC Approval	SRC hard copy on file
[Edit] [Print] Approval Form (1B)	0%		✗

Save   **Done**

[Quit - No Save]

"Save" – Save Changes and Stay on this Page
"Done" – Save Changes and Return to Previous Page
"Quit - No Save" – Quit Without Saving and return to the Previous Page