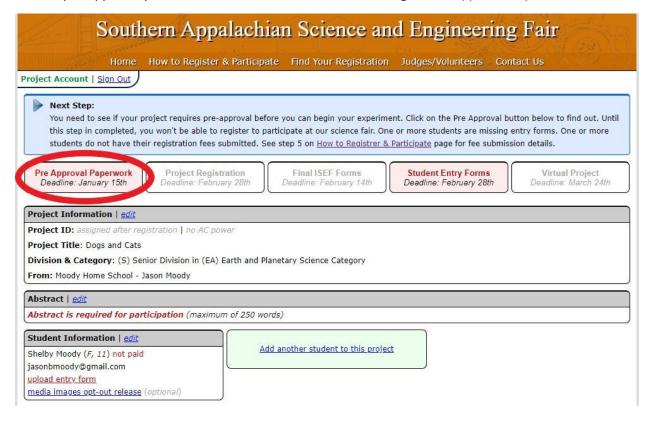
## **Step-by-Step Guide to Regsitering Your 2021 SASEF Project**

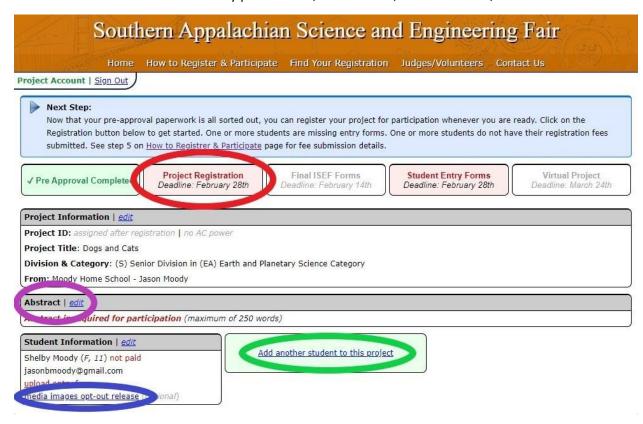
- 1) <u>Teacher registers online here</u>. Note: if your school/teacher is not participating, you can still register as a home school project. Use your last name as a "school name", and the student's parent/guardian as a "teacher".
- 2) Student creates a project account here. Click on the "create new account" button next to sign in. Each participating project must create an account. Once you have created your project account, if it is a team project, you can add additional students within the project account by clicking the green "add another student to this project" button.
- 3) Find out if your project requires pre-approval. Read more about how to find out on <a href="step 3">step 3</a> on <a href="this page here">this page here</a>. Projects that require pre-approval must submit necessary paperwork no later than January 15, 2021.
- 4) Click on Pre Approval Paperwork to submit the required forms. If your project does not require pre-approval you will be able to indicate this after clicking on Pre Approval Paperwork.



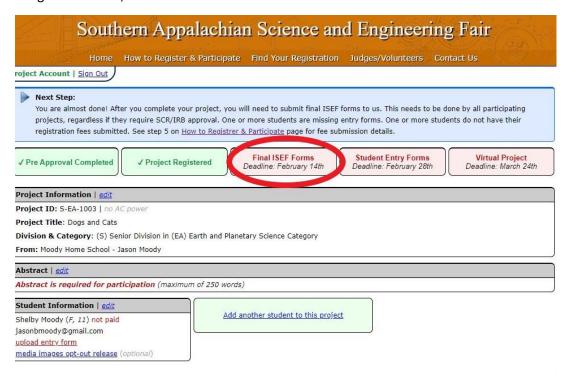
5) Once your pre-approval paperwork has been approved by SASEF you will see a green checkmark indicating it was approved.

Next, click on Project Registration to indicate your intent to compete in the 2021 Virtual SASEF. Complete the next steps required.

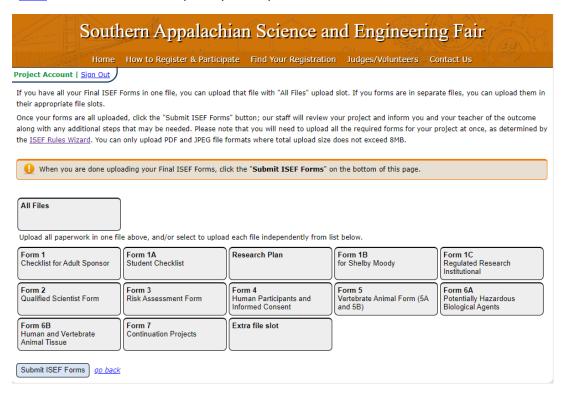
At this point you can click on Add another student to this project if it is a team project. Make sure to upload your Abstract before attempting to upload final ISEF forms. And you are also welcome to fill out the media images opt-out release if you do not wish for your photo or likeness to be included in any publications, social media, media releases, or other similar media.



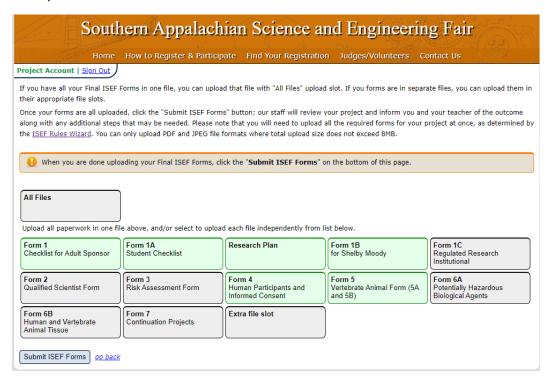
6) Once you have completed the step above you will see a green checkmark appear next to Project Registered. Next, click on Final ISEF Forms.



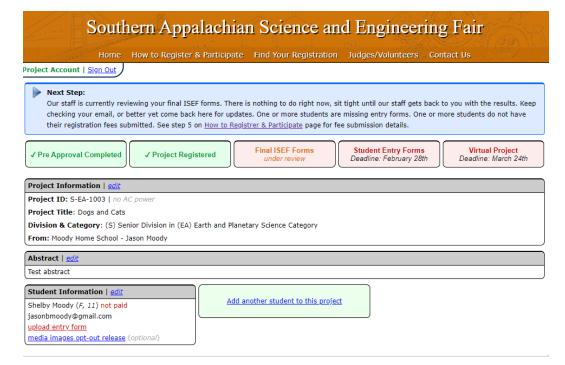
7) You will now be brought to this page here. Remember, if you aren't sure what forms are required use the <u>ISEF Rules Wizard</u>. To find blank copies of each of these forms <u>visit this site</u> <u>here</u>. Click on each box to upload your required forms.



8) As you upload forms boxes will turn green based on the forms you have uploaded. In the example below this project was required to submit Forms 1, 1A, 1B, 4, 5, and a Research Plan. Once you are finished click "Submit ISEF Forms".

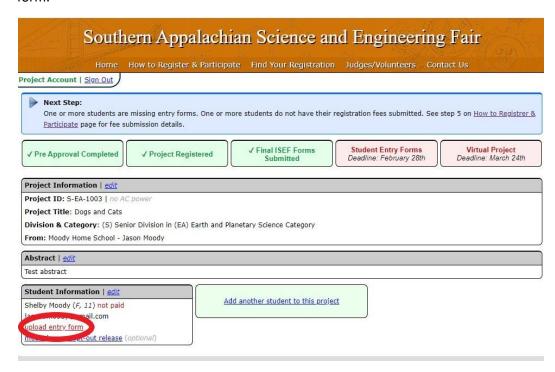


9) Your ISEF Forms are now under review by SASEF.

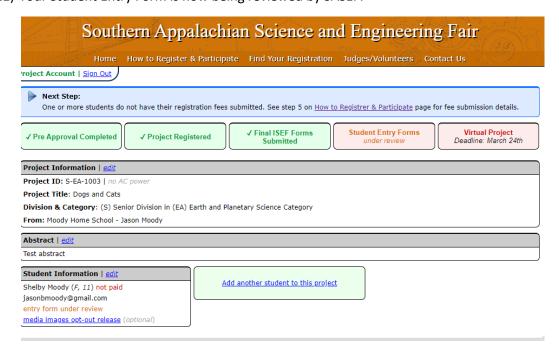


10) Once your forms have been approved by SASEF you will see a green check next to "Final ISEF Forms Submitted"

Next, you can click on upload entry form and follow the directions to complete your SASEF entry form.

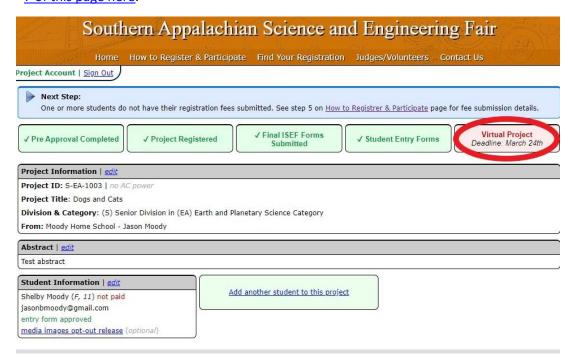


11) Your Student Entry Form is now being reviewed by SASEF.



12) Once your entry form has been approved by SASEF you will see a green check next to "Student Entry Forms"

Next, click on Virtual Project to upload your YouTube video (optional), project presentation (required), and quad chart (required). Learn more about the virtual project requirements on <a href="mailto:step">step</a> 7 of this page here.



13) Your project is ready to compete in the 2021 Southern Appalachian Science & Engineering Fair!

