

[Go to p. 4 for teacher instructions. There is no registration fee for teachers]. **All students in a group, regardless of whether they are attending or not, must register and pay if the entry is competing.**

For students paying their \$20 registration fee:

Login to your account:

NHD NATIONAL HISTORY DAY Tennessee History Day

Home Register Contest Help Login

Welcome to the Tennessee History Day

General Student's Main Teacher's Main Judge's Main

Register

First Name

Last Name

Email

Register

Sign In Or Register Using

You are registering for the Tennessee History Day State Contest.
Please fill in all sections of this form.
Educator registration deadline: **Fri., Mar. 9, 2018, midnight**
Student/Entry registration deadline: **Fri., Mar. 16, 2018, midnight**
Your contest information:
Coordinator: Jennifer C. Core (historyday@tennesseehistory.org)
Contest Date: Sat., Apr. 7, 2018
Location: State Capitol Complex, Nashville, TN
Webpage: www.tennesseehistory.org/tennessee-history-day/thd-state-contest/

To pay your registration fee of \$20, navigate to the FEES tab from the Dashboard.

NHD NATIONAL HISTORY DAY Tennessee History Day

Home Contest Fees Help Skyler

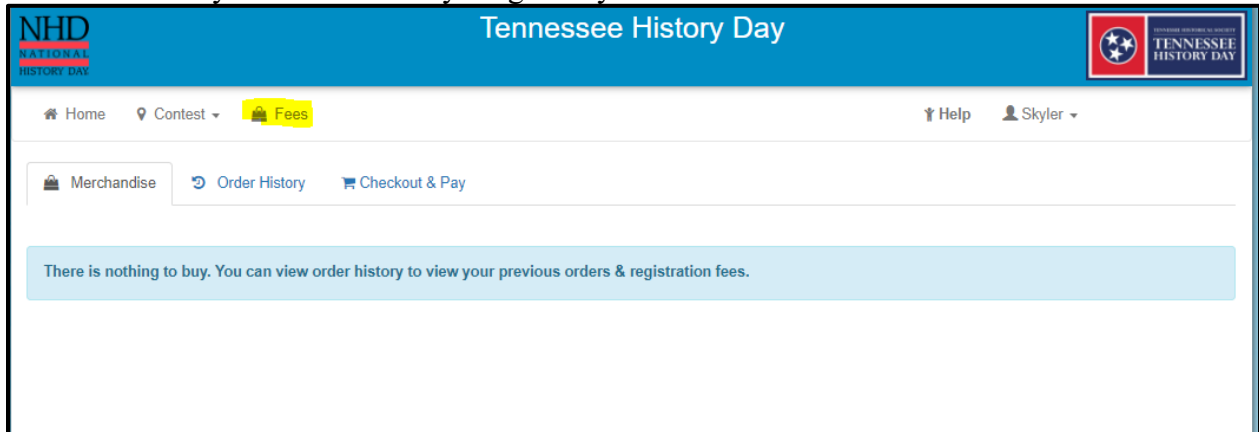
Welcome to the Tennessee History Day

General Student's Main Teacher's Main Judge's Main

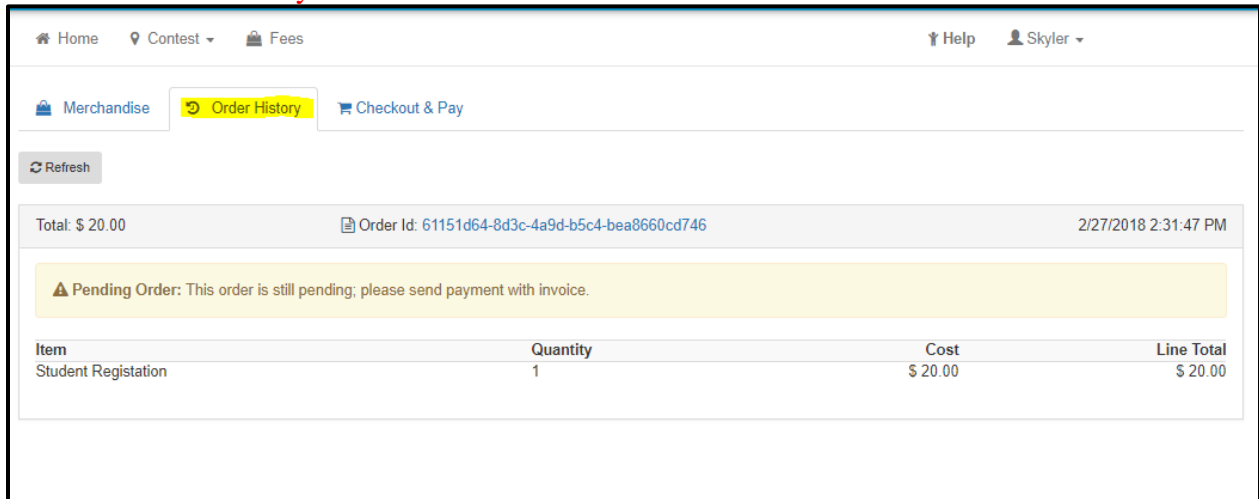
Register

You are registering for the Tennessee History Day State Contest.
Please fill in all sections of this form.
Educator registration deadline: **Fri., Mar. 9, 2018, midnight**
Student/Entry registration deadline: **Fri., Mar. 16, 2018, midnight**
All documentaries, websites, and papers must be submitted by **Fri., Mar. 16, 2018, midnight**.
Students, your teacher must register before you. You can start your registration without your teacher, but you cannot complete it until your teacher has entered his/her information.
Your contest information:
Coordinator: Jennifer C. Core (historyday@tennesseehistory.org)
Contest Date: Sat., Apr. 7, 2018
Location: State Capitol Complex, Nashville, TN
Webpage: www.tennesseehistory.org/tennessee-history-day/thd-state-contest/

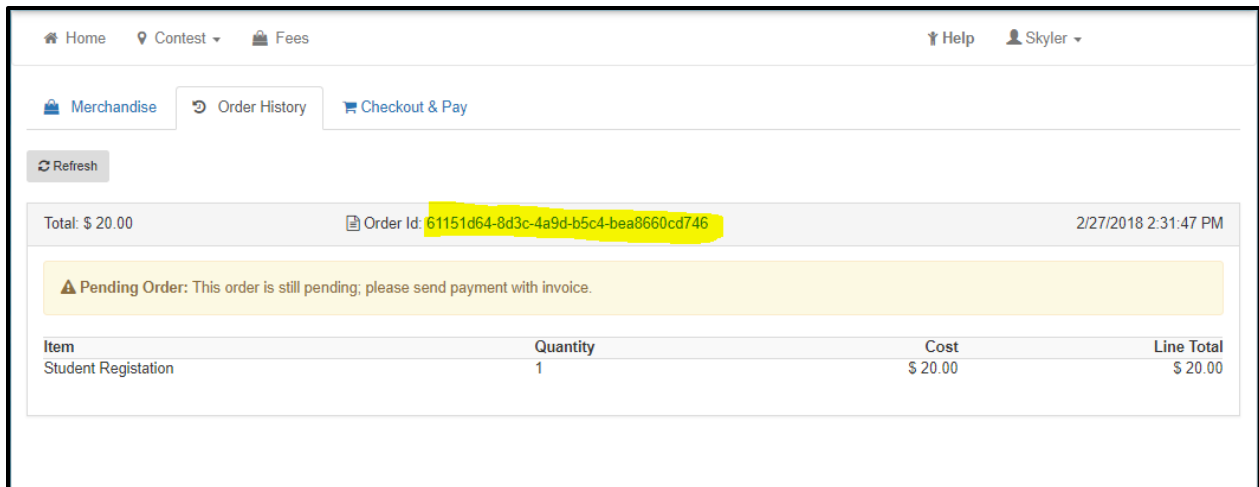
It will look like you don't have anything to buy.



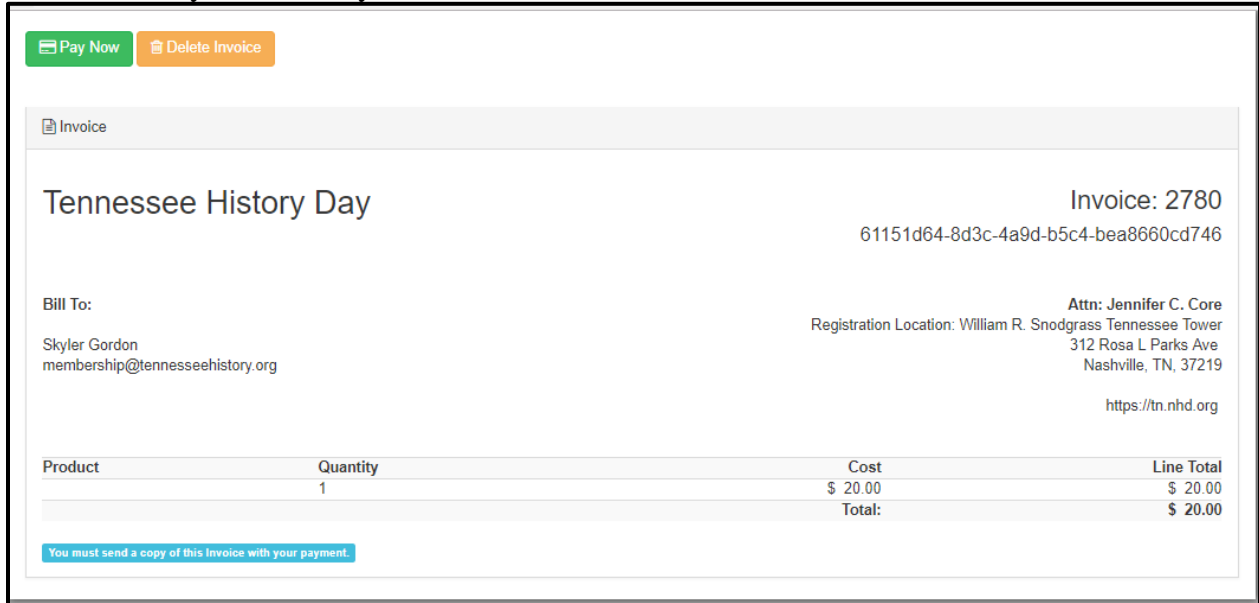
Go to the **Order History** tab:



Select the Order ID:



This will take you to the Payment Screen:



Invoice

Tennessee History Day Invoice: 2780
61151d64-8d3c-4a9d-b5c4-bea8660cd746

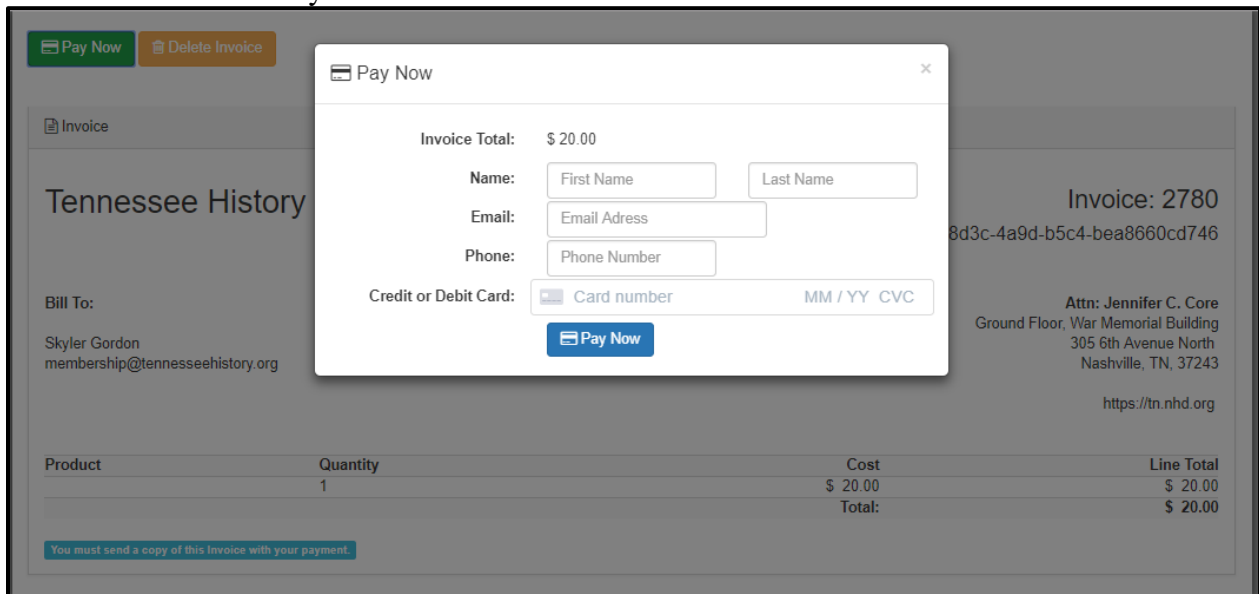
Bill To:
Skyler Gordon
membership@tennesseehistory.org

Registration Location: William R. Snodgrass Tennessee Tower
312 Rosa L Parks Ave
Nashville, TN, 37219
Attn: Jennifer C. Core
<https://tn.nhd.org>

Product	Quantity	Cost	Line Total
	1	\$ 20.00	\$ 20.00
		Total:	\$ 20.00

You must send a copy of this Invoice with your payment.

Select the green PAY NOW button to pay from within the registration system using a credit/debit card. Enter your contact and card info.



Invoice

Tennessee History Invoice: 2780
8d3c-4a9d-b5c4-bea8660cd746

Bill To:
Skyler Gordon
membership@tennesseehistory.org

Registration Location: William R. Snodgrass Tennessee Tower
312 Rosa L Parks Ave
Nashville, TN, 37219
Attn: Jennifer C. Core
Ground Floor, War Memorial Building
305 6th Avenue North
Nashville, TN, 37243
<https://tn.nhd.org>

Product	Quantity	Cost	Line Total
	1	\$ 20.00	\$ 20.00
		Total:	\$ 20.00

You must send a copy of this Invoice with your payment.

If you are paying by check, PRINT this invoice and mail with the check to:

Jennifer C. Core, State Coordinator, Tennessee History Day
Tennessee Historical Society
Ground Floor, War Memorial Building
305 6th Avenue North
Nashville, TN 37243

For teachers paying with a school credit card for all students or who need an invoice for a check:

Login to your account:

From the Dashboard, navigate to the STORE:

Select the STUDENTS tab:

The screenshot shows the top navigation bar with the NHD logo on the left and the Tennessee History Day logo on the right. The main navigation menu includes Home, My Students, Register, Contest, and Store. A user profile for Jennifer is visible. Below the navigation, there are tabs for Merchandise, Students (highlighted in yellow), Order History, and Checkout & Pay. The main content area is titled 'Student Registration Fees' and includes a 'Refresh' button. Below this, there is a section for 'Students' with a table listing two students: Ann Toplovich and Skyler Gordon, both from Bearden High School, with a \$20.00 fee each. An 'Add Selected Fees To Cart' button is located at the bottom left.

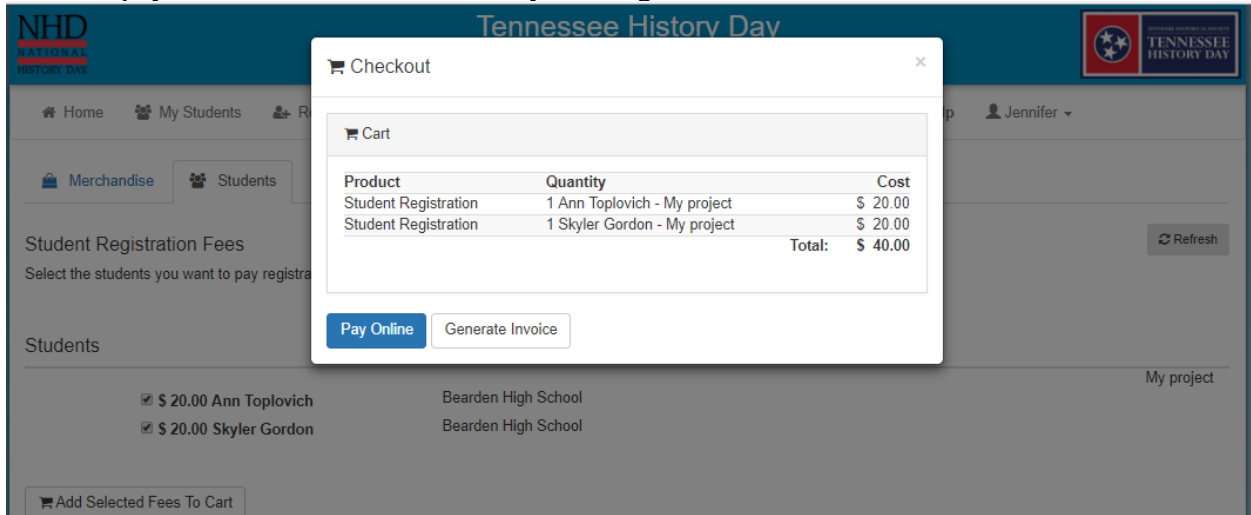
Add your Students to your cart. **Your students must be registered before you can pay for them.**

This screenshot is identical to the previous one, but the checkboxes next to the student names in the 'Students' table are now checked. The 'Add Selected Fees To Cart' button is highlighted in yellow.

Navigate to the Checkout and Pay tab:

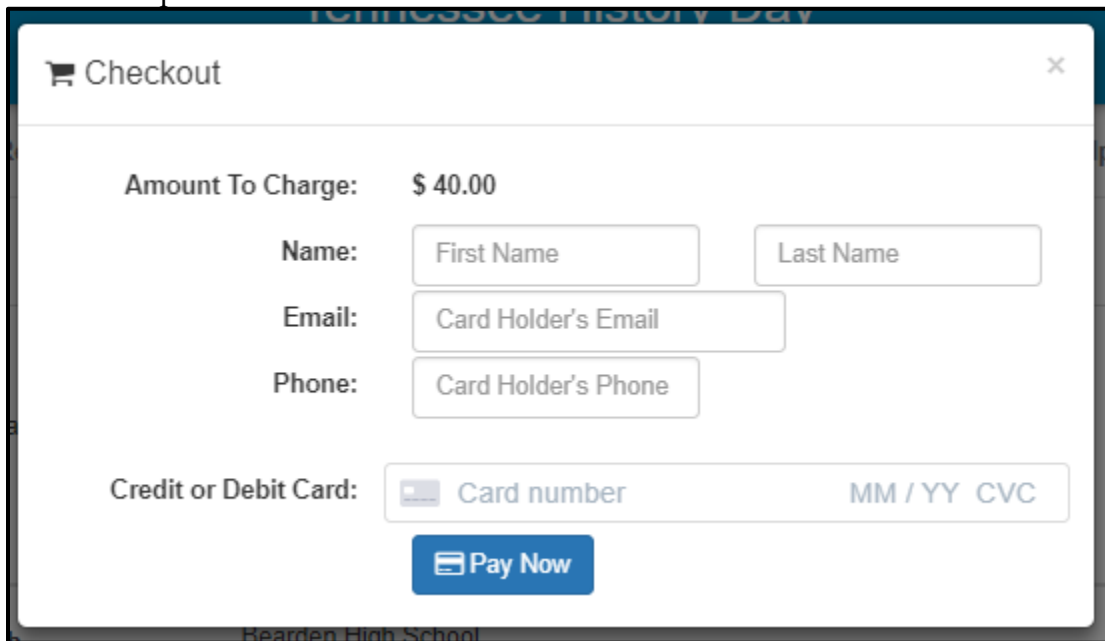
The screenshot shows the same website interface, but the 'Checkout & Pay' tab is now highlighted in yellow. The 'Students' table remains visible with the checkboxes still checked, and the 'Add Selected Fees To Cart' button is still present.

You can pay online with a credit card or you can generate an invoice to mail with a check:

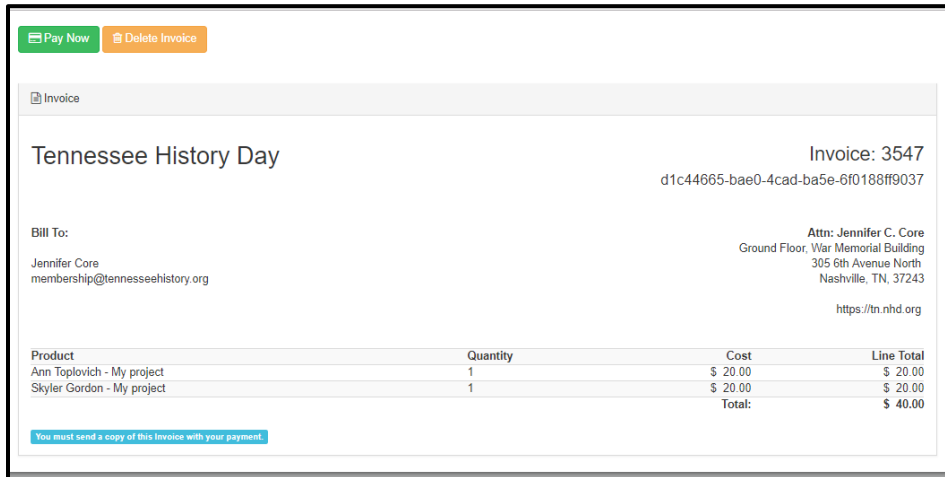
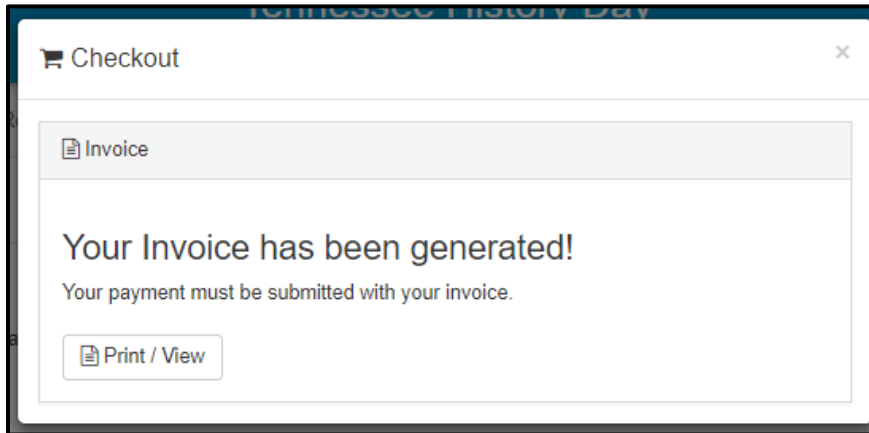
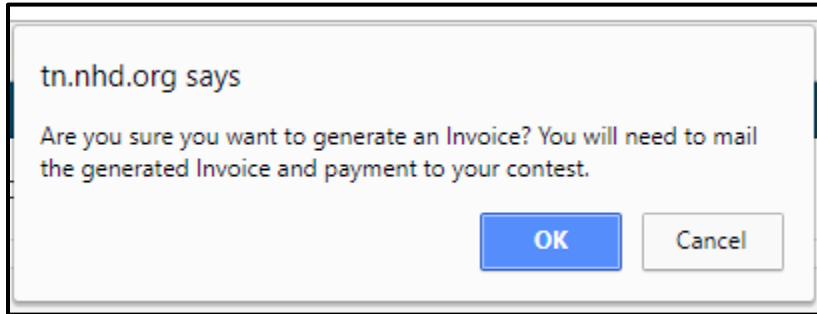


Pay Online:

Enter the contact and card info here. If you are using a school card, it may be in your principal's or accounts person's name:



Generate Invoice:



If you need an invoice for school records, navigate to the Order History tab:

Home My Students Register Contest Store Help Jennifer

Merchandise Students **Order History** Checkout & Pay

Refresh

Total: \$ 40.00 Order Id: d1c44665-bae0-4cad-ba5e-6f0188ff9037 3/8/2018 2:04:00 PM

⚠ Pending Order: This order is still pending, please send payment with invoice.

Item		Quantity	Cost	Line Total
Student Registration	Ann Toplovich - My project	1	\$ 20.00	\$ 20.00
Student Registration	Skyler Gordon - My project	1	\$ 20.00	\$ 20.00

Total: \$ 20.00 Order Id: d9005d07-b584-4c9f-ab4d-c89c2c635285 3/8/2018 11:30:03 AM

⚠ Pending Order: This order is still pending, please send payment with invoice.

Item		Quantity	Cost	Line Total
Student Registration	Skyler Gordon - Ida Bae Wells	1	\$ 20.00	\$ 20.00

Total: \$ 20.00 Order Id: b1019ae6-1f8d-4b10-a6f6-2ea533c99903 3/8/2018 11:27:38 AM

⚠ Pending Order: This order is still pending, please send payment with invoice.

Item		Quantity	Cost	Line Total
Student Registration	Skyler Gordon - Ida Bae Wells	1	\$ 20.00	\$ 20.00

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Pay Now Delete Invoice

Invoice

Tennessee History Day Invoice: 3530
d9005d07-b584-4c9f-ab4d-c89c2c635285

Bill To:
Jennifer Core
membership@tennesseehistory.org

Attn: Jennifer C. Core
Ground Floor, War Memorial Building
305 6th Avenue North
Nashville, TN, 37243
<https://tn.nhd.org>

Product	Quantity	Cost	Line Total
Skyler Gordon - Ida Bae Wells	1	\$ 20.00	\$ 20.00
		Total:	\$ 20.00

You must send a copy of this Invoice with your payment.