

2021 EDUCATOR REGISTRATION INSTRUCTIONS 1

EDUCATOR REGISTRATION INSTRUCTIONS 2021 TENNESSEE HISTORY DAY

DEADLINE: Mon., Mar. 19, 2021, midnight ET

Registration Process

You will use the same username and password to register for the state contest. Your information should already be in the system. All you need to do is agree to the permissions/waivers again. You can also monitor your students' account and progress from your account. **It is your responsibility to ensure that they do not create duplicate accounts.**

Go to:

<https://tennesseehistory.org/tennessee-history-day/state-contest/>

Navigate to: REGISTRATION button

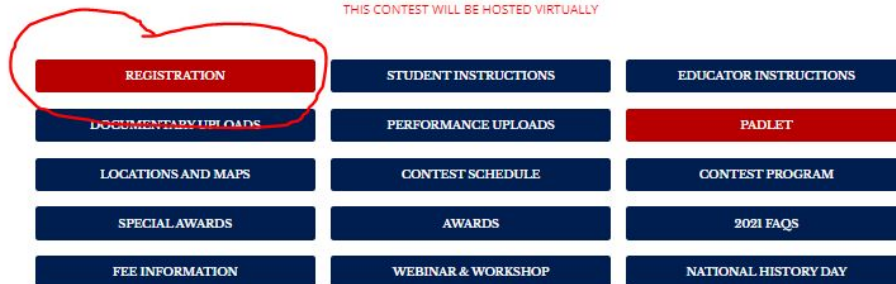


2021 STATE CONTEST

Registration Deadline: Friday, March 19, 2021, 10:59 PM CT/11:59 PM ET

Contest Date and Location: Saturday, April 10, 2021

THIS CONTEST WILL BE HOSTED VIRTUALLY



Follow us on social media! #thd2021

2021 EDUCATOR REGISTRATION INSTRUCTIONS 2

The screenshot shows the Tennessee History Day website registration page. At the top, there is a blue header with the NHD logo on the left, the text "Tennessee History Day" in the center, and the Tennessee Historical Society logo on the right. Below the header is a navigation bar with links for Home, Create Account, Contest, Help, and Login. The main content area is titled "Welcome to the Tennessee History Day" and features a navigation menu with "General", "Student's Main", "Teacher's Main", and "Judge's Main". On the left, there is a large Tennessee History Day logo and a registration form. The form includes fields for Username (historyday@tennesseet) and Password (masked with dots), a Login button, and social media login options for Google, Windows, and Facebook. Below the login form is a "Create Account" section with fields for First Name, Last Name, and Email Address, and a "Create Account" button. The footer of the page includes the Tennessee Historical Society logo, the text "Powered by: ZFairs.com | Privacy | Terms of Use", and the phone number 4.1.6911.21239.

Agree to the permissions/waivers:

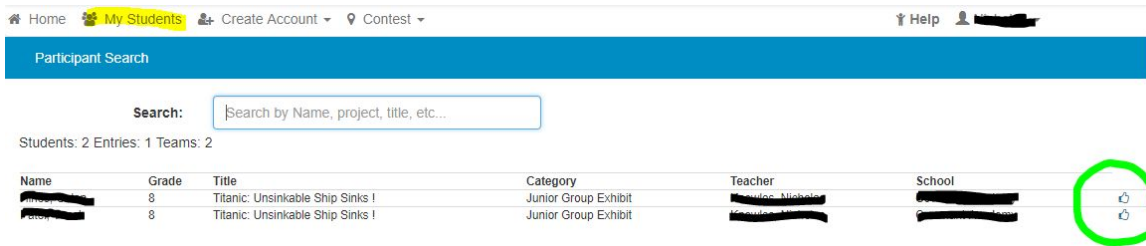
The screenshot shows the "Permissions and Waivers" form. It begins with a heading "Permissions and Waivers" and a paragraph explaining that users must submit authorizations to complete online registration and compete at National History Day contests. Below this, there is a paragraph stating that by indicating yes below, the user agrees to indemnify and hold harmless National History Day, Inc., its affiliate programs, and its staff, trustees and sponsors, for any personal injuries or property damages arising out of their participation in the National History Day Contest. A radio button labeled "Yes, I agree" is selected. The form then contains a detailed paragraph of terms and conditions regarding the use of the user's voice and image for publicity and education materials. At the bottom, there is a dropdown menu with "Yes, I agree" selected.

You have completed registration.

The screenshot shows a confirmation message in a white box with a black border. The text reads: "Thank you Jen C for your registration. Below is listed your username." followed by "Username: JenC".

2021 EDUCATOR REGISTRATION INSTRUCTIONS 3

From your Teacher account, you can track your students' progress on registration. **The thumbs up icon means the student has completed all the permissions/waivers.**



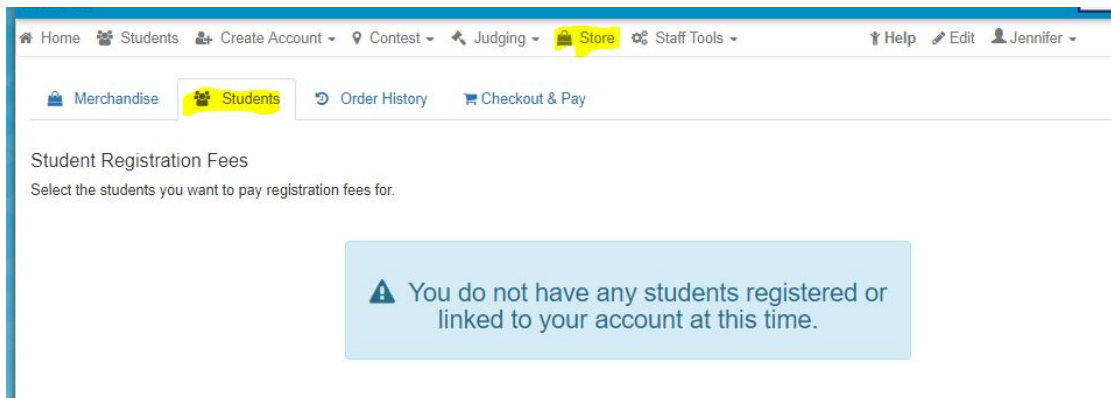
Participant Search

Search:

Students: 2 Entries: 1 Teams: 2

Name	Grade	Title	Category	Teacher	School
[REDACTED]	8	Titanic: Unsinkable Ship Sinks I	Junior Group Exhibit	[REDACTED]	[REDACTED]
[REDACTED]	8	Titanic: Unsinkable Ship Sinks I	Junior Group Exhibit	[REDACTED]	[REDACTED]

Your students can pay the \$20 registration fee from their accounts. If the school is paying, you can pay all of their fees at once from your account. Click on the “Store” tab. Click on the “Students” tab. All of your students (who qualified for the state contest) will appear in the list. You will check the box next to the student(s) for whom you are paying. Add the fees to the cart. Click the blue “Checkout & Pay” button. If you are paying by credit card, select “Pay Online.” Complete the required fields. Click “Pay Now.” **All students who are associated with a group project must each pay \$20, even if they are not attending the contest in person.**



Home Students Create Account Contest Judging Store Staff Tools Help Edit Jennifer

Merchandise Students Order History Checkout & Pay

Student Registration Fees

Select the students you want to pay registration fees for.

⚠ You do not have any students registered or linked to your account at this time.

If you are paying by check, select “Generate Invoice.” Confirm the information is accurate and print this invoice. Present this invoice to the school or paying organization’s finance office to create a purchase order and cut the check.

Mail check payment AND invoice to:

Nikki Ward, State Coordinator, Tennessee History Day
Tennessee Historical Society
Ground Floor, War Memorial Building
305 6th Avenue North
Nashville, TN 37243

This must be postmarked by March 15, 2021 to ensure receipt before the deadline.

If the students are responsible for their own registration fees, you do not need to make any payments from your account.