

# EDUCATOR REGISTRATION INSTRUCTIONS 2023-24

## TENNESSEE HISTORY DAY

### DISTRICT 1 and 2 CONTESTS

Educator and Student Registration Opens: **Monday, October 2, 2023**

Registration Deadline: **Friday, October 27, 2023, 11:59 PM ET**

### Registration Process

Educators should begin the entire registration process by creating their **teacher accounts** first. Once they have done so, they will instruct their students to create their own student accounts. During student registration, students will select their teacher from a drop-down menu. This will connect their accounts and give the teacher access to their students' registration information.

### Entry Registration

Students will add the information for their entry when they register. Students will either create an independent entry or will link to a group project that their teammate has already created using a special code called a **Project Key/Team Key**. (These terms are used interchangeably in the registration system.)

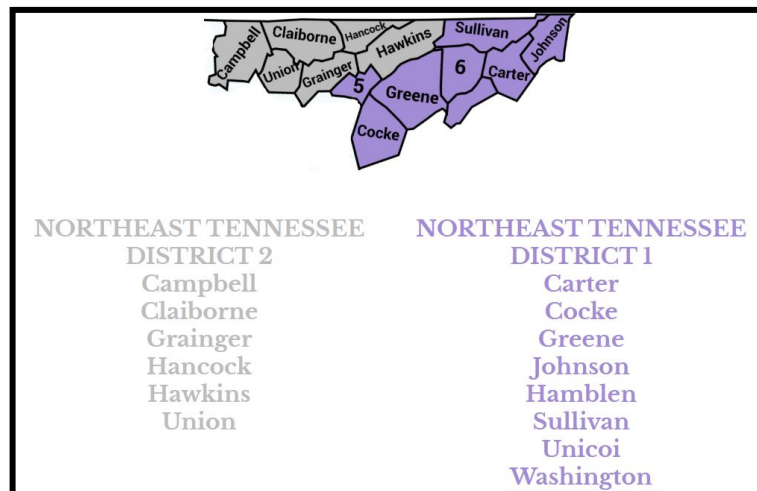
\*For a group project, have **one student** create the entry by registering *completely* first. When that information is saved, the entry is given a **Project Key/Team Key**, which is a unique number code. That student will then share the **Project Key/Team Key** with the other group members. Then, the remaining group members will create a student account and enter that same **Project Key/Team Key** for their entry when prompted. Doing so will bring up the title and description for their entry that added by the first group member. Additional group members confirm and are then linked to the entry.

Go to:

<https://www.tennesseehistory.org/district-contests/>

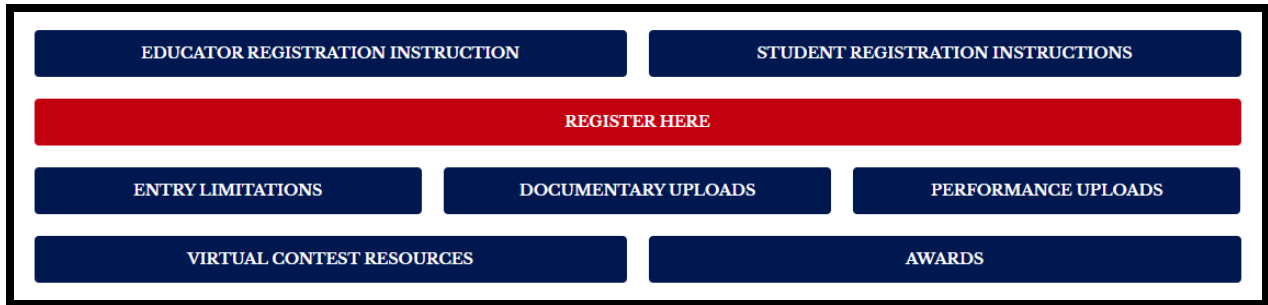
Navigate to:

**YOUR DISTRICT CONTEST**



# EDUCATOR REGISTRATION INSTRUCTIONS 2023-24 TENNESSEE HISTORY DAY DISTRICT 1 and 2 CONTESTS

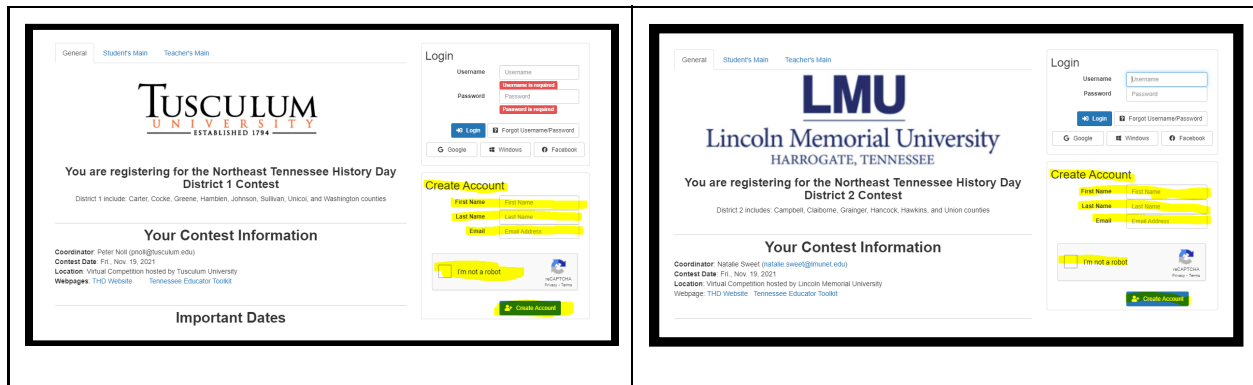
First, read the registration instructions for both educators and students



When you are ready to begin registration, select the red **REGISTER HERE** button:

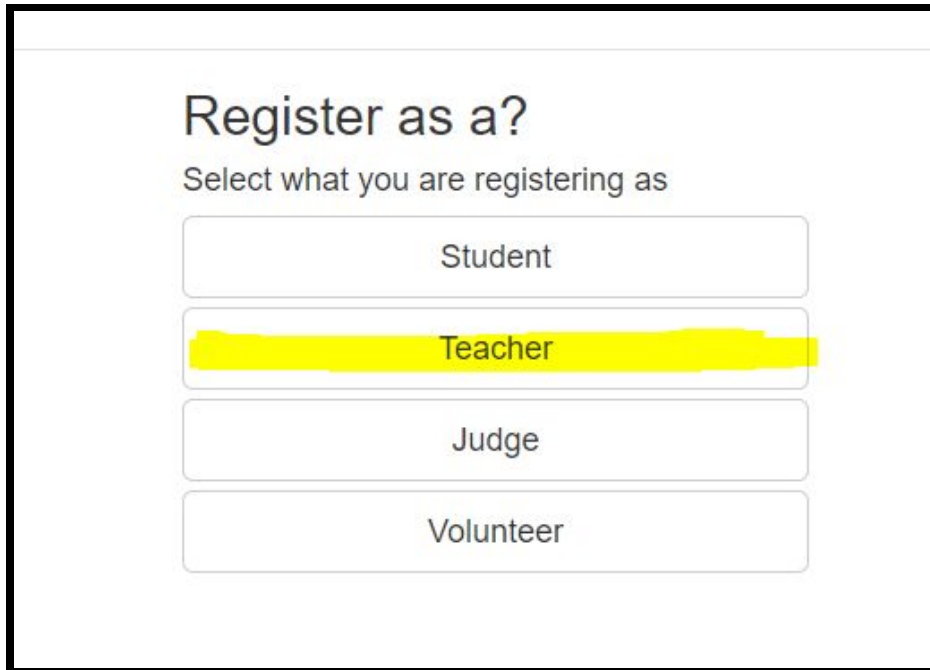


Create an account. Make sure the logo matches the location of your district contest (either Tusculum College or Lincoln Memorial University):



**EDUCATOR REGISTRATION  
INSTRUCTIONS 2023-24 TENNESSEE  
HISTORY DAY DISTRICT 1 and 2 CONTESTS**

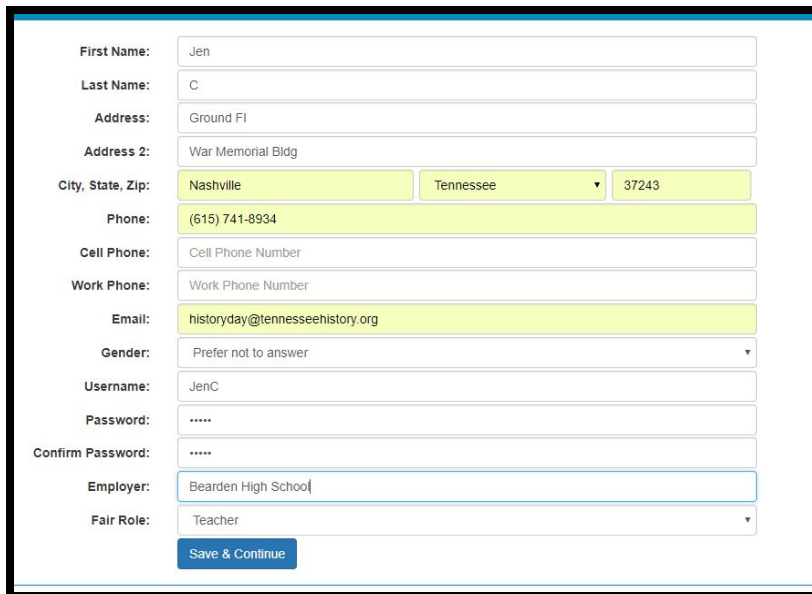
You are registering as a **TEACHER**:



The image shows a registration form titled "Register as a?". Below the title is the instruction "Select what you are registering as". There are four buttons: "Student", "Teacher", "Judge", and "Volunteer". The "Teacher" button is highlighted in yellow.

Complete your profile. **Use your school address.**

Next, you will create a password. You are automatically issued a username. You may change it if you wish. **Save this information.**



The image shows a profile completion form with the following fields:

First Name:	Jen
Last Name:	C
Address:	Ground Fl
Address 2:	War Memorial Bldg
City, State, Zip:	Nashville Tennessee 37243
Phone:	(615) 741-8934
Cell Phone:	Cell Phone Number
Work Phone:	Work Phone Number
Email:	historyday@tennesseehistory.org
Gender:	Prefer not to answer
Username:	JenC
Password:	.....
Confirm Password:	.....
Employer:	Bearden High School
Fair Role:	Teacher

**EDUCATOR REGISTRATION  
INSTRUCTIONS 2023-24 TENNESSEE  
HISTORY DAY DISTRICT 1 and 2 CONTESTS**

Select your **school** here. You may select more than one school by holding down the [ctrl] key. To search for your school, hit [ctrl] F (on a PC) or [command] F (on a Mac):

**Schools I Teach At:**

- A. Maceo Walker Middle School (Memphis)
- Adamsville Elementary (Adamsville)
- Adamsville Junior / Senior High School (Adamsville)
- Alamo Elementary (Alamo)
- Alcoa High School (Alcoa)
- Alcoa Middle School (Alcoa)
- Algood Middle School (Cookeville)
- Allardt Elementary (Allardt)
- Allons Elementary (Allons)
- Alvin C. York Institute (Jamestown)
- American Way Middle (Memphis)

\*Select multiple schools by holding down the [ctrl] key as you select your schools.

[Save & Continue](#)

**\*\*Can't find your school? Contact your **district or regional** coordinator and ask for it to be added.**

Answer the required additional questions.

Years of Experience with NHD:\*

Number of students participating in National History Day curriculum at classroom/club level AT YOUR SCHOOL. (Please include all students schoolwide, even if they did not complete their projects or advance to compete at the next level):\*

Estimate the number of students that YOU will bring to the district contest:\*

Estimate the total number of entries that YOU will bring to the district contest:\*

[Save & Continue](#)

## EDUCATOR REGISTRATION INSTRUCTIONS 2023-24 TENNESSEE HISTORY DAY DISTRICT 1 and 2 CONTESTS

Agree to the permissions/waivers:

### Permissions and Waivers

Please note that you must submit the following authorizations in order to complete online registration and compete at National History Day contests at all levels. If you have further questions, please contact your contest coordinator.

Yes, I agree

By indicating yes below, I agree 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 my participation in the National History Day Contest. We acknowledge the applicability of the Federal Torts Claim Act to this waiver, notwithstanding the foregoing.

Yes, I agree


I give National History Day, Inc., its affiliate programs, and its partners the unlimited right to use the voice, image, and/or name of me and/or my child for publicity, and/or in documentaries, or other education materials and media, including online. I also give National History Day, Inc., and its affiliate programs the right to use images of my/my child's project for teaching and example purposes, including online. If I choose "No," I acknowledge that NHD contest coordinators will do their best to ensure that I and/or my child is not photographed. However, due to the number of participants at the contest, this cannot be guaranteed. I am aware that I must remove myself and/or my child from group photography situations, and if necessary, speak to the photographer/media to request that I and/or my child not be photographed.

If no, why?

Educator Statement of Student Originality: I affirm that the entries submitted for competition were researched and developed during this school year. I have read the National History Day rules and policies governing student behavior and will enforce these rules. I understand that violation of these rules may result in the disqualification of entries. I acknowledge that plagiarism, tampering with another's entry, and reuse of material from previous years can result in disqualification. I accept the decision of the judges and coordinator(s) as final.

[Save And Continue](#)

You have completed registration. **Make a note of your Username and Password.** You should receive a confirmation email to the address you gave during registration. If you do not receive this email within several hours of registration, you will need to check your Spam filter, as it is important you receive emails updating you on student progress and contest information from the registration system. **It will come from "NoReply."** Important registration directions will also be displayed on the final screen.

 Account Created for: [REDACTED]

Congratulations [REDACTED] your account has been created. Please read this page as additional items or tasks may be required.

Account Information

Name: [REDACTED]

Email: [REDACTED]

Username: [REDACTED]