How to register for your Regional STEM Fair

If you do not have a login with the portal you must first register than you can begin your project.

1. Go to **https://youthscience.ca/quinte/**

QRSTF Registration 2023

Welcome to the Registration page of the Quinte Regional Science and Technology Science Fair 2023. Please put a valid email in and follow the instructions.

Important Date: April 15, 2023.. **Registration closes Check out our registration page on www.qrstf.ca**

Handbook: **QRSTF Virtual Handbook**   **Permission form for QRSTF Fair**   **Special Awards Selection**   **Safety/Ethics Checklist**   **Judging Form**

Please complete the form below to start your registration process

Email

Enter your email

I am a student at a Canadian school

○ Yes   ○ No

Create account

Already have an account? **Login**

2. Log in or register with your email address.

If you already have an account, click "Login". If not, register with your email address.
Friendly reminders:

- Use an email address that can receive incoming emails (some school email addresses do not allow this).
- If you have a project partner, they need to register separately. Later, both accounts can be linked to the project.

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3. Confirm that you are a student at a Canadian school, and then click "Create account".

4. Check for the "Welcome" email and then click on the link.
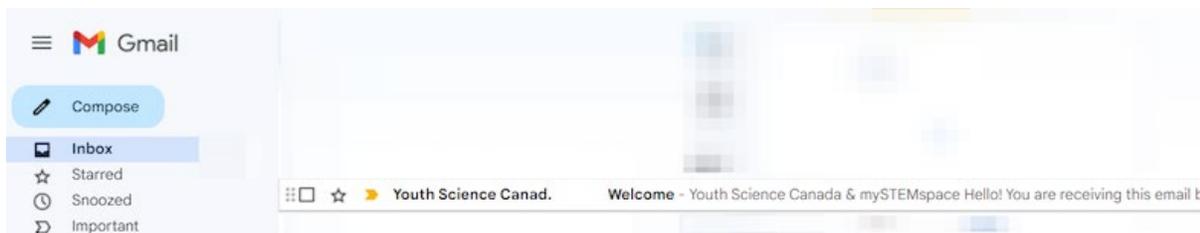
5. Enter the necessary information to create an account.

Welcome to Youth Science Canada's science fair portal!

First name

Mel|

Last name

6. Check "I am 13 years or older".

If you are a parent or guardian completing this on behalf of your child, please check **both** the "I am 13 years or older" and "I am a parent or guardian..."

Confirm password

••••••••••

☑ I am 13 years or older.

☐ I am a parent or guardian regis behalf of my child.

7. Check "I agree to the Terms of use." and "We are creating a trusted and safe place. I agree to be positive and productive, and do safe and ethical STEM." Then click "Continue".

9. You will be brought to the dashboard of your YSC Portal account.
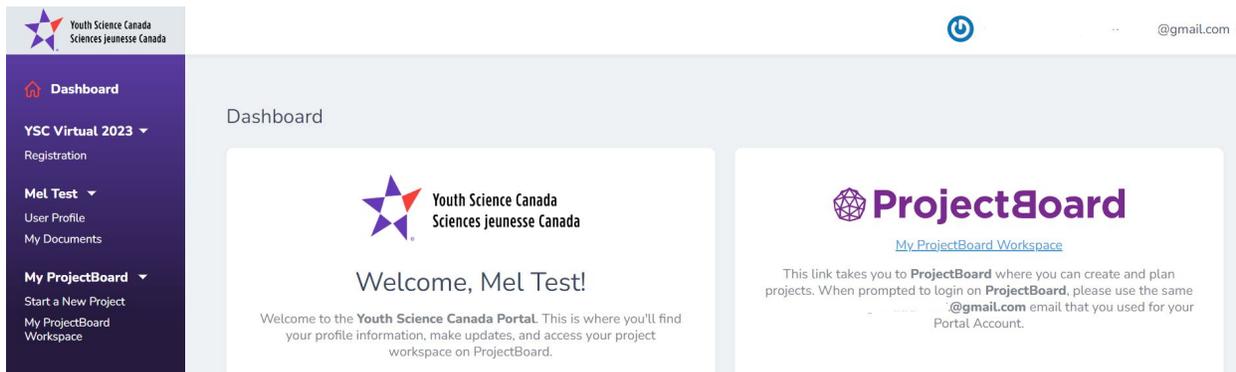
10. Now you can create your project! Click "My ProjectBoard Workspace"

Remember: you must use the same email address to link your portal account and ProjectBoard account.
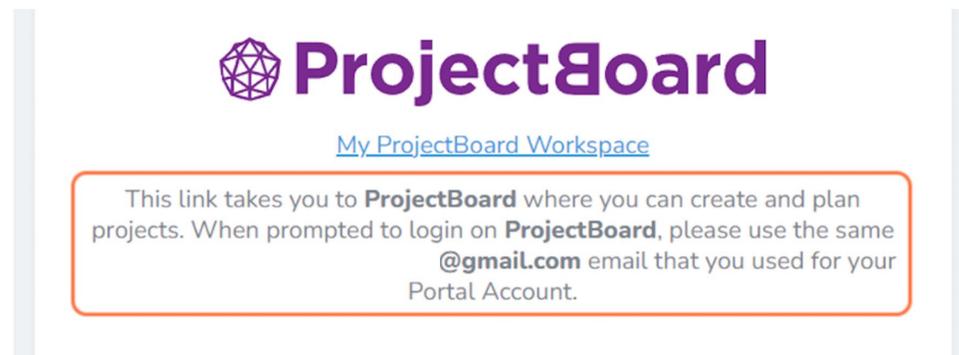
11. You will by taken to your "My Projects" page, but you need to log in first. Click "Log in" in the top right corner.
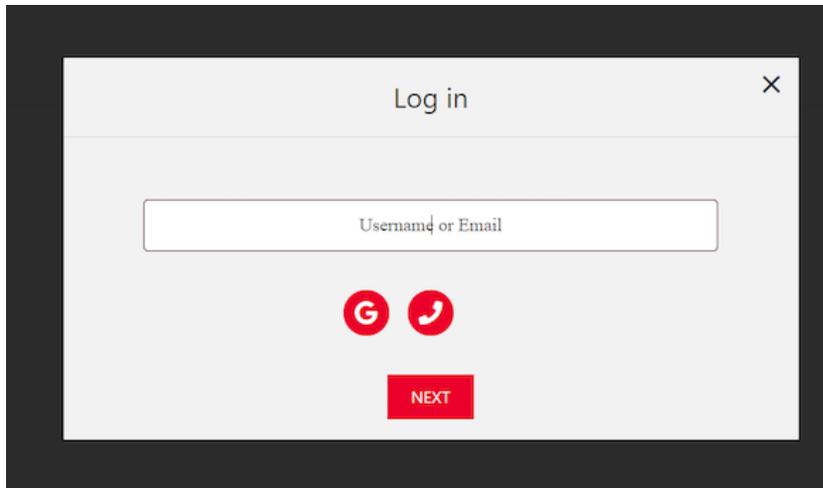
**12. Use the same email address you used to create your Portal account. Then click "Next".**

Remember: The email addresses much match, or your project won't be linked to your portal account.
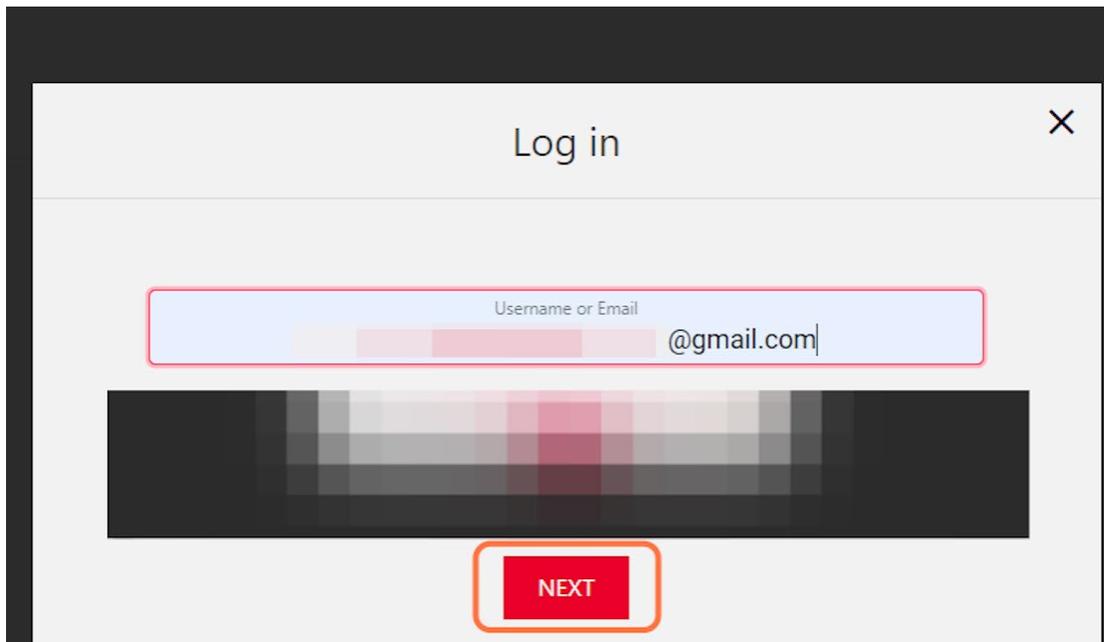
13. Check your email for the six-digit verification code and then enter the code you received.
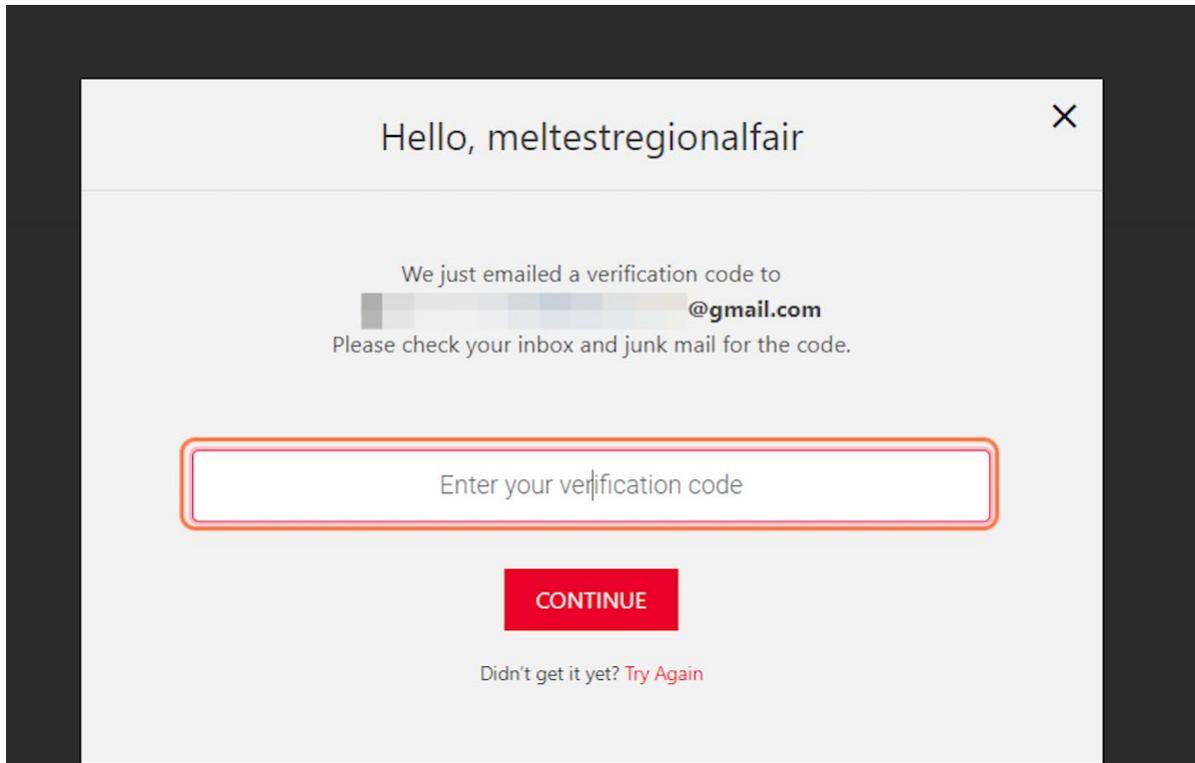
14. Set a password for your account, confirm it, and then click "Continue"
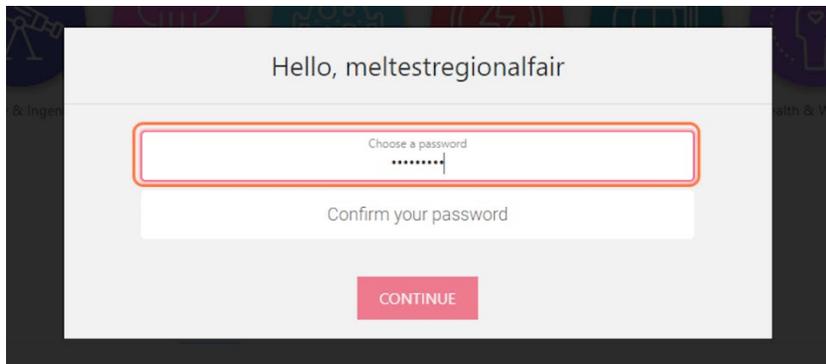
15. Now that you've created your account, you need to log in for the first time. Enter your email address - the same email address as before. Click "Next".
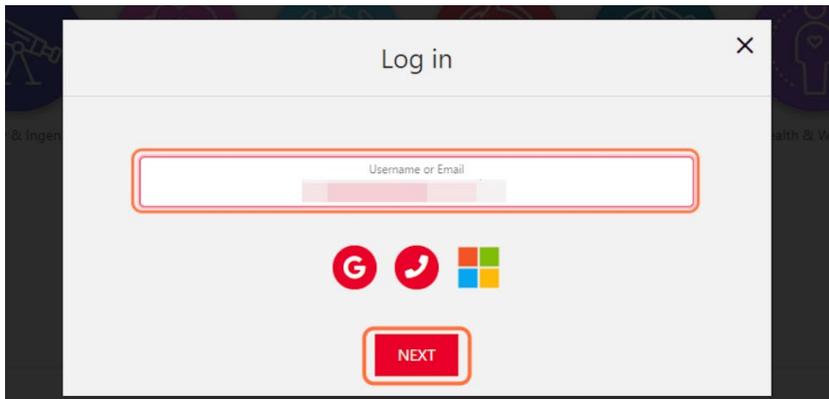
16. Enter your password.
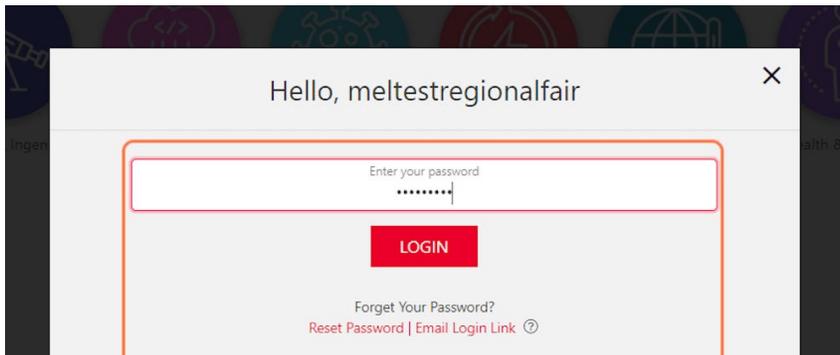
17. Select the language for your project, then click "Next".
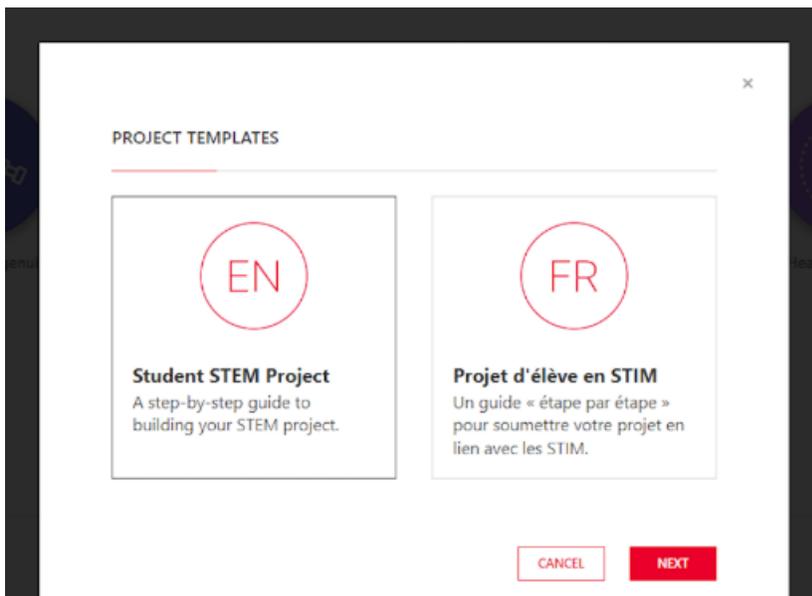
18. Confirm that your project is safe and ethical by reading through the checklist. Click on the "Safety and Ethics in STEM" link for more information. Then click "OK".

Remember: if your project involves humans (including yourself) or animals, or if you are wondering whether your project is safe, talk to an adult about your idea. Get more information on doing safe and ethical STEM on mySTEMspace: mystemspace.ca/start-a-project/safety-and-ethics
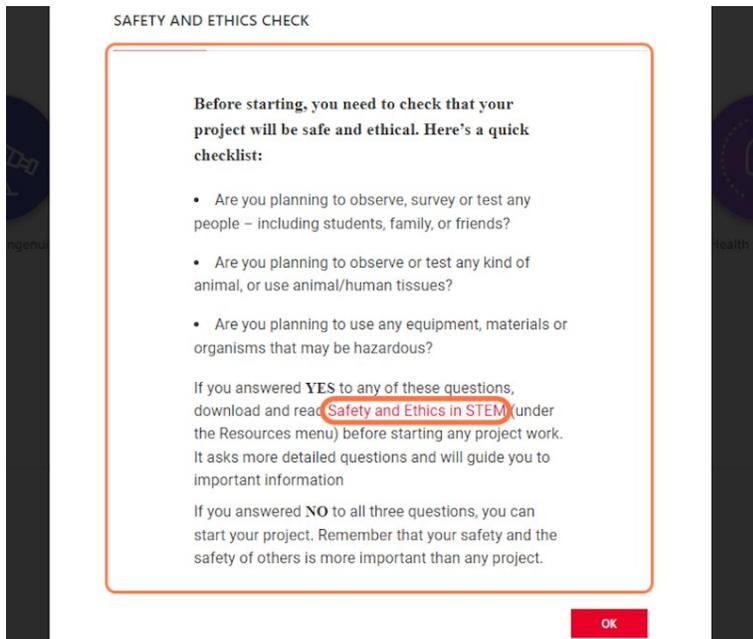
19. Select the challenge that best describes your project. Then click "Apply".

You can get more information about each challenge by clicking the information "i" symbol.
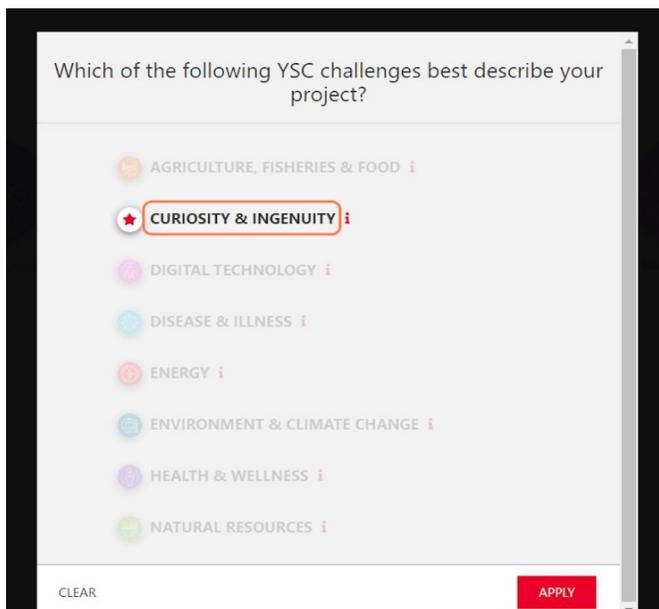
20. Start working on your project! At the very least, you need to enter a new title and change the Summary section before clicking "Save".

Enter a project title (this can be changed later) and a short description of your project in the "Summary" section. If you have a partner, click the "+" button under "Team" and search for your partner's ProjectBoard user name. Add them as a "Co-owner".

Complete the sections below: Video, Why?, How?, What?, So What?, What's next?, Thanks, References. There are instructions in each section, or you can follow the Project Entry Guide under Resources.
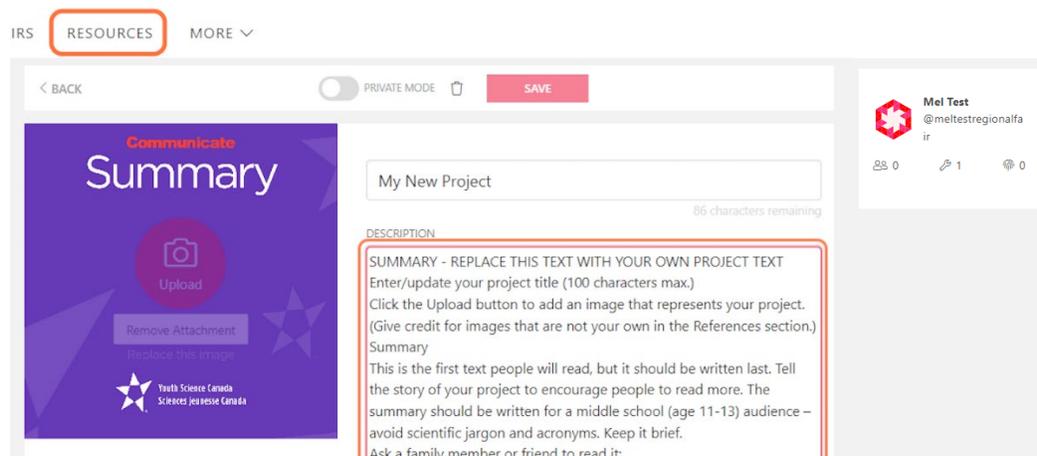
21. When you are ready to share your project or submit it to your regional STEM fair, switch it from "Private Mode" to "Public".

This will publish your project, but only people with the URL will be able to see it so don't worry if you're not done yet! Your project must be set to public to be visible on the Portal, which is where you will complete your regional STEM fair registration.
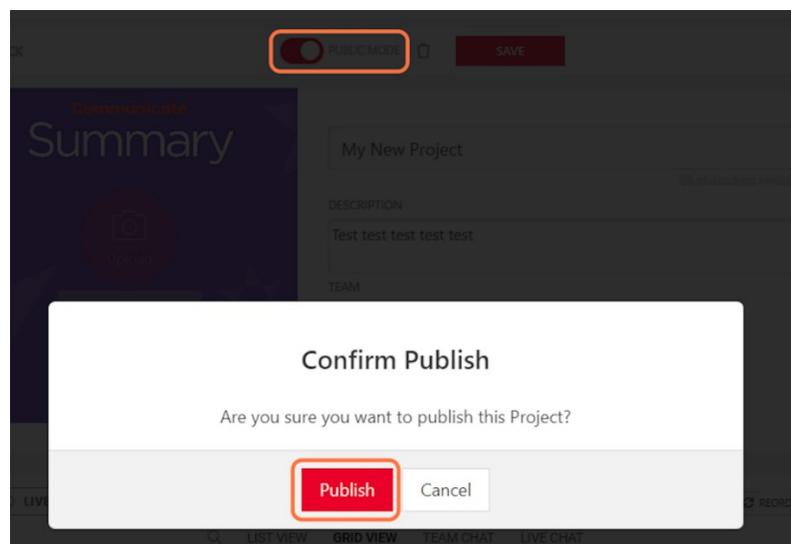
22. When your project is complete, head back to your Portal account to complete your regional fair registration. It will be at the top left. Click on "Registration".
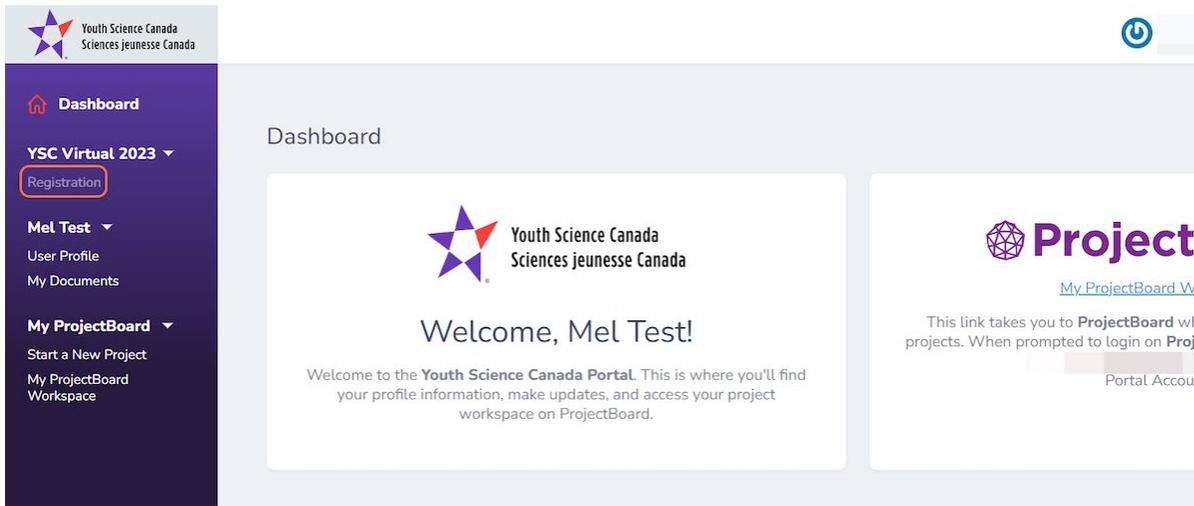

23. Before you begin, you'll see that no forms are completed. This will track your progress as you go.
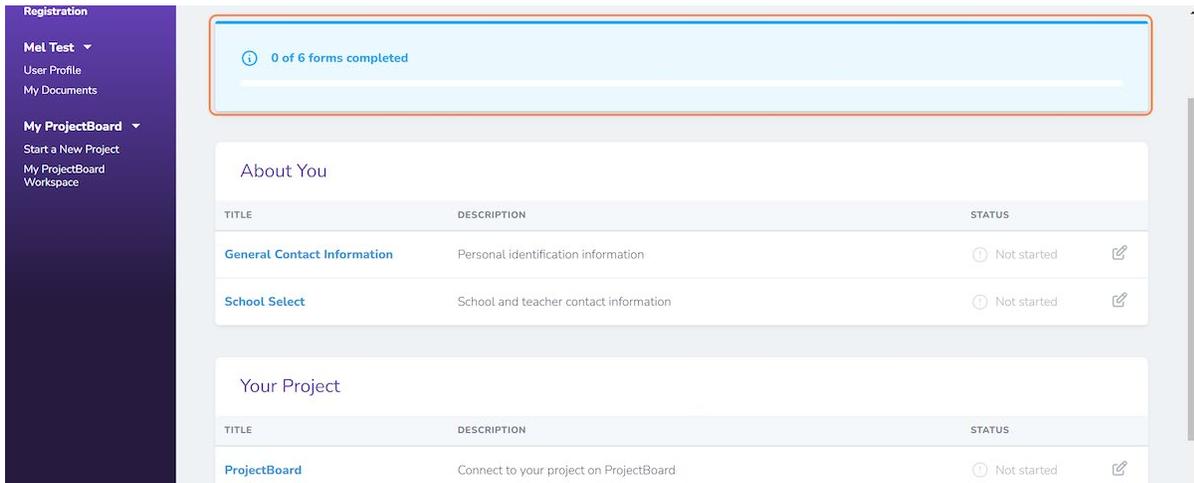
24. Start by completing the General Contact Information form. Most of it will already be filled out with the information you shared when creating your account.
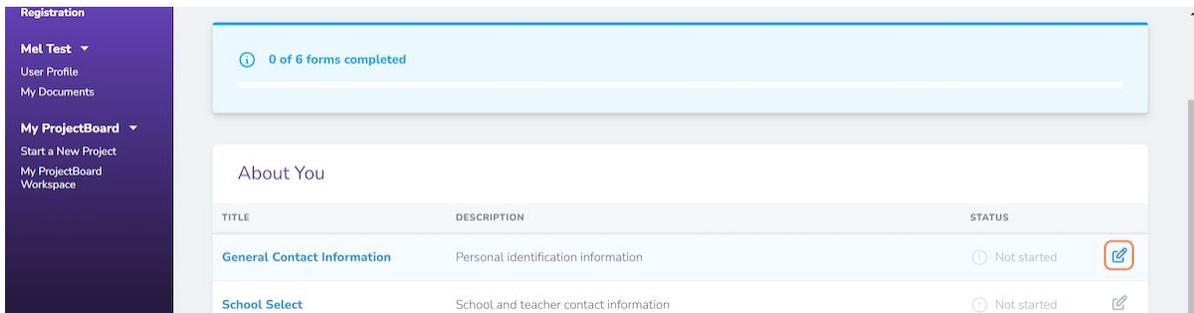
25. Complete the required information in the General Contact Information form and then click "Submit". You can also click "Save changes" and come back to it later.

26. You will see a notice that the form was successfully submitted, the status will change to "Completed" and the tracker will show one form completed. If you click "Save changes" instead, the status will show as "Pending", but the tracker won't change until the form is submitted.
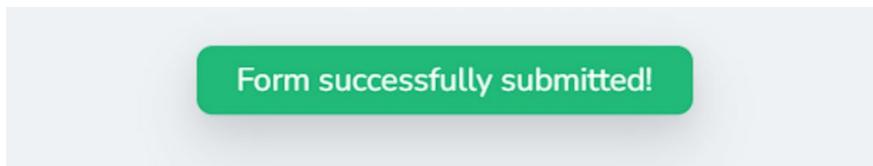
27. Next, complete School Select. Start entering your school's full name. You can also select "I am home schooled".

Make sure you spell it correctly or you won't find a match in our database (e.g., instead of PCVS you may need to search for "Peterborough Collegiate and Vocational School").

28. You can also search for a key word in your school's name (e.g., "Thomas") and then scroll through the schools in the dropdown to find your school.

29. Confirm your grade and then click "Submit".

30. Next, link to your project on ProjectBoard.

31. Click "Select" to link to your project. When you're done, click "Submit".

Any of your projects set to "Public" will appear here. Remember: if you don't see your project here, it's probably because your project isn't set to "Public" on ProjectBoard.

32. Next, complete your Project Information.

You won't be able to complete this section until after you link your project.

33. Enter the information about your project. Then click "Submit".

The summary of your project can be the same as on ProjectBoard.

34. Your region may ask more questions under "Additional Information". Complete these and then click "Submit".

If this section doesn't appear it's because your region doesn't have any additional questions.

35. Finally, click on "Registration Confirmation" to submit your regional STEM fair registration.

36. Check the confirmation statement, and then click "Submit".

37. You're all done! The tracking bar will be green, and the status of all forms will be "Completed". You are now registered on the Portal.