

Registration Details for Judges

There are two sets of instructions, depending if you were a judge in 2011 or not.

For new judges, please follow the instructions “**I am a new judge**”.

If you were a judge in 2011, please follow the instructions, “**I am a returning judge**”

I am a new judge

Click Login / Register on the left side of the screen:



This will take you to the Login/Register Introduction page. Please click “I am a new judge and would like to register to judge”



This will take you to the first time users Judge Login page:

Fill in your First Name and Last Name and an email address. Click Register



You are here: Judge Login » Judge Registration

Judge Registration

First Name:

Last Name:

Email:

Complete your First Name, Last Name and an email address and then click the “Register” button. A temporary password will be emailed to your email address in a few minutes. Please give the system up to 24 hours to respond, but if you have any problem, please contact judges@flasf.on.ca stating your problem.

Using the temporary password that is sent to you, go back to the web site and follow the login/register directions as above, but this time, click “If you were a Judge in 2011”.

After your first login, you will be asked to change your password:

You are here: Judge Registration » Judge - Change Password

Judge - Change Password

Your password has expired. You must choose a new password now.

Enter New Password:

Confirm New Password:

Passwords must be between 6 and 32 characters, and may NOT contain any quote or a backslash.

Type in a new password, then re-type it in the confirm box and then click “Change Password.

This will take you to the “Judge Home page and you should follow the instructions “I am a returning judge”, detailed below.

I am a returning judge

Click Login/Register on the left side of the screen:

Click here



- Home Page
- Important Dates
- Committee
- Winners
- Login/Register**
- English
- Contact Us

This will take you to the Login/Register Introduction page. Please click ‘I am a judge and I already have an account’:

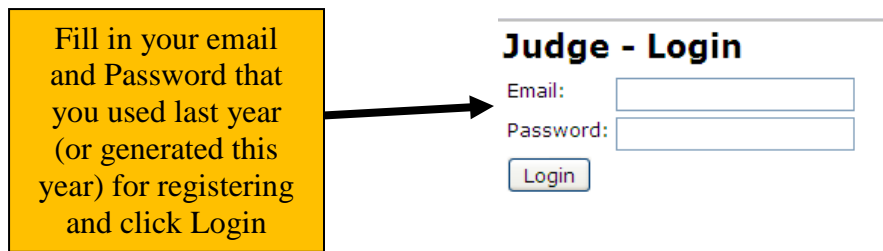


Login/Register
Please choose one of the following:

- Participant**
 - I am a participant
- Judge**
 - I am a judge and I already have an account
 - I am a new judge and would like to register to judge
- Sponsor**
 - I am an existing sponsor
 - I would like to become a sponsor
- Teacher/School**
 - I am a teacher or science fair coordinator at a school
- Committee**
 - I am a committee member

A yellow box labeled "Click here" has an arrow pointing to the "Judge" option.

This will take you to the Judge Login page:



Judge - Login

Email:
Password:

A yellow box contains the text: "Fill in your email and Password that you used last year (or generated this year) for registering and click Login". An arrow points from this box to the "Judge - Login" form.


Your Email and Password were included in the invitation sent to you to register this year.

If you have forgotten your password, you can recover your password as follows:

Judge - Login

Email:
Password:

If you have forgotten your password, click here and follow the instructions



If you have lost or forgotten your password, or have misplaced the email with your initial password, please [click here](#) to recover it.

After you click “Reset my password”, your password will be sent to your email address. If, for some reason, this does not work (please give the system up to 24 hours to reply), please send an email to judges@flasf.on.ca, explaining your situation.

Once logged in, you will be brought to the 'Judge Home' page.

If you were a judge in 2011, you will see this:

Judge Registration

Hello

Please use the checklist below to complete your data. Click on an item you have entered all information, the **Status** field will change to **Complete**

Item	Status
Contact Information	Complete
Other Information	Complete
Areas of Expertise	Complete
Time Availability	Incomplete
Overall Status	Incomplete

You will not be marked as an active judge until your "Overall Status" is Complete

Other Options and Things To Do:

- Check the Judging Schedule - Look at the judging team(s) you have judged.
- Change Password - Change your password
- Activate/Deactivate Role - Activate/Deactivate/Remove/Delete role
- To logout, use the [Logout] link in the upper-right of the page

If you are a new judge, you will see this:

Judge Registration

Hello

Please use the checklist below to complete your data. Click on an item you have entered all information, the **Status** field will change to **Complete**

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In sequence, complete or update the registration by clicking on the Item Name until all items and 'Overall Status' are marked "Complete"

You must now complete all Items to achieve "Complete" Status. For returning judges, please review the Completed Items to confirm accuracy and update as required.

Each page must be completed, as follows:

Contact Information:

Personal Information Incomplete

First Name: * Last Name: *

Email Address: *

Address 1: City:

Address 2: Province:

Postal Code:

Phone (Home): * Phone (Cell):

Organization: * Phone (Work):

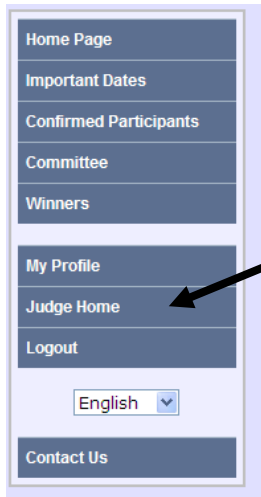
Gender:

Preferred Lang:

Starred inputs are mandatory to complete the registration

After completing, click "Save Personal Information"

Click "Judge Home" which will allow you to complete the next page of your registration



Click "Judge Home" to go back to your registration page. Do this after completing each of the registration pages

Go through each of the other pages:

Other Information

Other Information
Other Information Incomplete

I can judge in the following languages *:
 English
 Français

I am a judge for a specific special award: Click this box if you are Special Award Preference

Years of judging experience at a School level:
Years of judging experience at a Regional level:
Years of judging experience at a National level:
I am willing to be the lead for my judging team
Highest post-secondary degree:

Will you be having supper on Thursday evening? Yes No

Category Judges: Do not click this box

Special Awards Judges: Click this box if you have been invited to be a special awards judge by the science fair committee or by your organization

Don't forget to click "Save Information" before going to "Judge Home"

Areas of Expertise:

Category and Division Preferences

Divisional Judging Information Incomplete

Age Category Preferences

Primary (Grades 5-6): Choose
Junior (Grades 7-8): Choose
Intermediate (Grades 9-10): Choose
Senior (Grades 11-12): Choose

Division Expertise

Please rank the following divisions according to the amount of knowledge you are very knowledgeable of the subject

Once you save, any division that you specified as 3 or more might offer

	Novice			Expert	
	1	2	3	4	5
Computing and Engineering	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Human Health	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Life and Earth	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Physical and Math	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other Areas of Expertise not listed above

Save Judging Preferences

David: You might include a text box stating that this screen is not accessible to Special Awards Judges

Don't forget to click "Save Judging Preferences" before going to "Judge Home"

Time Availability

Time Availability

Please Note, you will be scheduled to judge in ALL (not just one) judging timeslots you select.

2012-04-08 09:00 - 11:00

Friday, Friday

2012-04-07 18:00 - 21:00

Thursday night, Thursday night

Save Time Availability Preferences

Category Judges: You must click Thursday night as this is when all of the Category Judging takes place. If you also click Friday, you will be considered as a judge for 'Best of Fair' and any unassigned Special Awards.

Special Award Judges: If possible, click Thursday as there will only be limited judging time for Special Awards on Friday.

Don't forget to click "Save Time Availability Preferences" before going to "Judge Home" Once you go to 'Judge Home', this item will show as "Complete"

Special Award Judges should also complete the Special Awards Page. Category Judges will not have access to this page.

Special Awards

Special Award Preferences Incomplete

Please select the special award you are supposed to judge.

- Canadian Obesity Network Award (Canadian Obesity Network)
- City of Kingston Best Environmental Project Award (City of Kingston)
- CMC Microsystems Award (CMC Microsystems)
- Hydro One Networks Energy Ambassador Award (Hydro One Networks Inc and Youth S
- Kingston Field Naturalists Award (Kingston Field Naturalists)
- Le Prix Michel-Sarrazin (Association canadienne-française de l'Ontario) (Association
- Leo Enright Memorial Award (Royal Astronomical Society of Canada) (Royal Astronom
- Museum of Health Care at Kingston Award (Museum of Health Care at Kingston)
- Nipissing University Regional Science Fair Award (Nipissing University)
- Novellis Sandra Davison Award (Novelis Global Technology Centre)
- Ontario Association of Certified Engineering Technicians and Technologists Award (C
Technologists)

Don't forget to click "Save" before going to "Judge Home"

Your Judge Home page should now look like this:

You are here: Judge Registration

Judge Registration

Hello

Please use the checklist below to complete
Status field will change to **Complete**

Item	Status
Contact Information	Complete
Other Information	Complete
Areas of Expertise	Complete
Time Availability	Complete
Overall Status	Complete

If the 'Overall Status' says 'Complete', then you have successfully completed your registration. Congratulations! You can now log off.