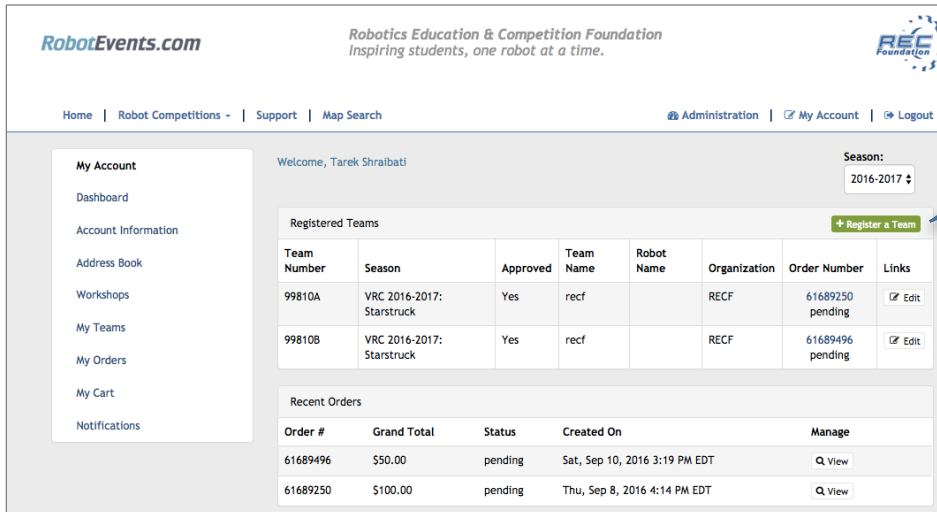


Registering Additional Teams On RobotEvents.com

Use the following steps to register an additional team on RobotEvents.com:

1. Log in to RobotEvents.com to access your team's account.
2. Your dashboard should appear:



RobotEvents.com
Robotics Education & Competition Foundation
Inspiring students, one robot at a time.

Home | Robot Competitions - | Support | Map Search Administration | My Account | Logout

Welcome, Tarek Shraibati Season: 2016-2017

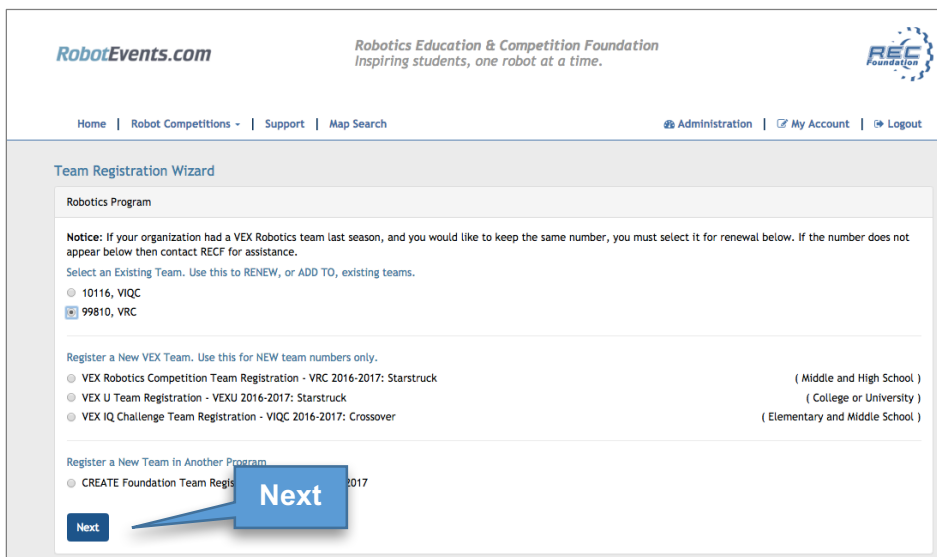
Registered Teams + Register a Team

Team Number	Season	Approved	Team Name	Robot Name	Organization	Order Number	Links
99810A	VRC 2016-2017: Starstruck	Yes	recf		RECF	61689250 pending	Edit
99810B	VRC 2016-2017: Starstruck	Yes	recf		RECF	61689496 pending	Edit

Recent Orders

Order #	Grand Total	Status	Created On	Manage
61689496	\$50.00	pending	Sat, Sep 10, 2016 3:19 PM EDT	View
61689250	\$100.00	pending	Thu, Sep 8, 2016 4:14 PM EDT	View

3. Select "Register a team." This opens the Team Registration Wizard:



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Team Registration Wizard

Robotics Program

Notice: If your organization had a VEX Robotics team last season, and you would like to keep the same number, you must select it for renewal below. If the number does not appear below then contact RECF for assistance.

Select an Existing Team. Use this to RENEW, or ADD TO, existing teams.

10116, VIQC

99810, VRC

Register a New VEX Team. Use this for NEW team numbers only.

VEX Robotics Competition Team Registration - VRC 2016-2017: Starstruck (Middle and High School)

VEX U Team Registration - VEXU 2016-2017: Starstruck (College or University)

VEX IQ Challenge Team Registration - VIQC 2016-2017: Crossover (Elementary and Middle School)

Register a New Team in Another Program

CREATE Foundation Team Registration 2017

Next

4. Locate the "Select Existing team" option in the "Robotics Program" window. Your team number(s) will be listed showing the team number and program (VEX IQ, VRC, VEX U). Use the button to select the team number you wish to add another team onto.
5. Press the "Next" button at the bottom of the screen.

Team Name *
recf

Robot Name

Event Day Emergency Phone Number *
2147710975

Primary Contact Name *
tarek

Phone *
2147710975

Email Address *
tarek@roboticseducation.org

Alternate Phone
2147710975

Alternate Email Address

Secondary Contact Name

Phone

Email Address

Alternate Phone

Alternate Email Address

Financial Contact Name *
tarek

Phone *
2147710975

Email Address *
tarek@roboticseducation.org

Alternate Email Address

Add Another Team

If you are requesting a new number, please explain why this number.

6. Scroll down the page to the “**TEAM Information**” window and click on “**Add Another Team**”.

Make sure this number is not your school's phone number. Event partner's will use this number if need to contact you the day of an event.

Team Number & Letter *
99810 B

Team Name *
recf

Robot Name

Event Day Emergency Phone Number *
2147710975

Primary Contact Name *
tarek

Phone *
2147710975

Email Address *
tarek@roboticseducation.org

Alternate Phone
2147710975

Alternate Email Address

Secondary Contact Name

Phone

Email Address

Alternate Phone

Alternate Email Address

Financial Contact Name *
tarek

Phone *
2147710975

Email Address *
tarek@roboticseducation.org

Alternate Email Address

Add Another Team

If you are requesting a new number, please explain why this number.

Register Cancel

7. A new number and Letter will appear below your existing team number. You may use the default letter that appears or choose a different letter. Make sure you fill out the team information for the additional team correctly.
8. At this point you may choose to add additional teams by selecting the “**Add another team**” and repeating Step 7. You may also simply register the team you have just created by selecting the “**Register**” button at the bottom of the page.
9. This will take you to your shopping cart.
10. You **MUST** Check Out to complete the registration process. Select “**Proceed to Checkout**”.
11. Complete all of the information regarding billing and shipping. Choose a payment type. **NOTE:** If you select PO as an option you **MUST** send in a copy of the PO to accounting@roboticseducation.org. Review your order and select “**Place Order**” to complete your registration.
12. Print a copy of your invoice from your dashboard.
13. Finish and logout.