

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.

Email

I am a student at a Canadian school

☐ Yes ☐ No

[Create account](#)

Already have an account? [Login](#)

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

Email

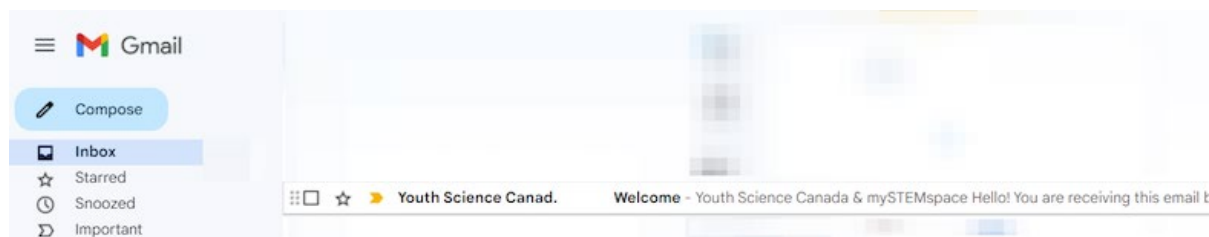
I am a student at a Canadian school

☒ Yes ☐ No

[Create account](#)

Already have an account? [Login](#)

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".

☒ I agree to the [Terms of use](#).

☒ We are creating a trusted and safe place. I agree to be positive and productive, and do safe and ethical STEM.

Continue

9. You will be brought to the dashboard of your YSC Portal account.

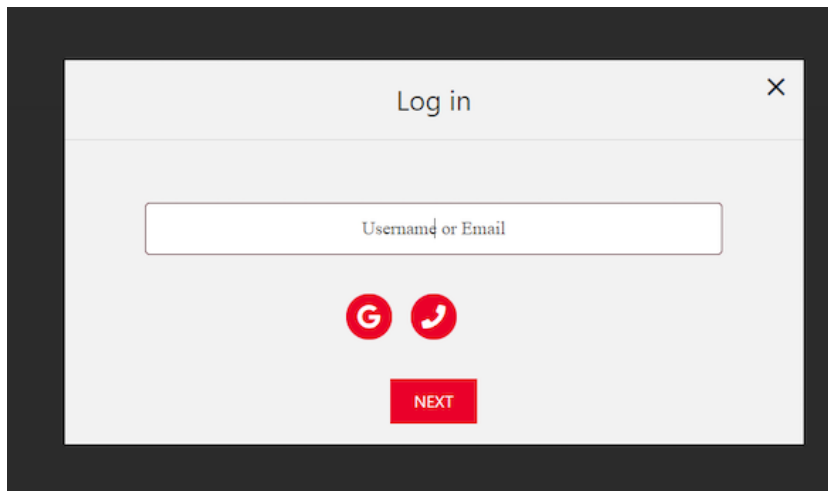
The screenshot shows the Youth Science Canada Portal dashboard. On the left is a purple sidebar with navigation links: Dashboard, YSC Virtual 2023, Registration, Mel Test (selected), User Profile, My Documents, My ProjectBoard, Start a New Project, and My ProjectBoard Workspace. The main content area has a header with the YSC logo and the user's name 'Mel Test'. Below the header, there are two main sections. The left section is titled 'Welcome, Mel Test!' and contains a welcome message: 'Welcome to the Youth Science Canada Portal. This is where you'll find your profile information, make updates, and access your project workspace on ProjectBoard.' The right section is titled 'ProjectBoard' and contains a link to 'My ProjectBoard Workspace' with a description: 'This link takes you to ProjectBoard where you can create and plan projects. When prompted to login on ProjectBoard, please use the same @gmail.com email that you used for your 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.

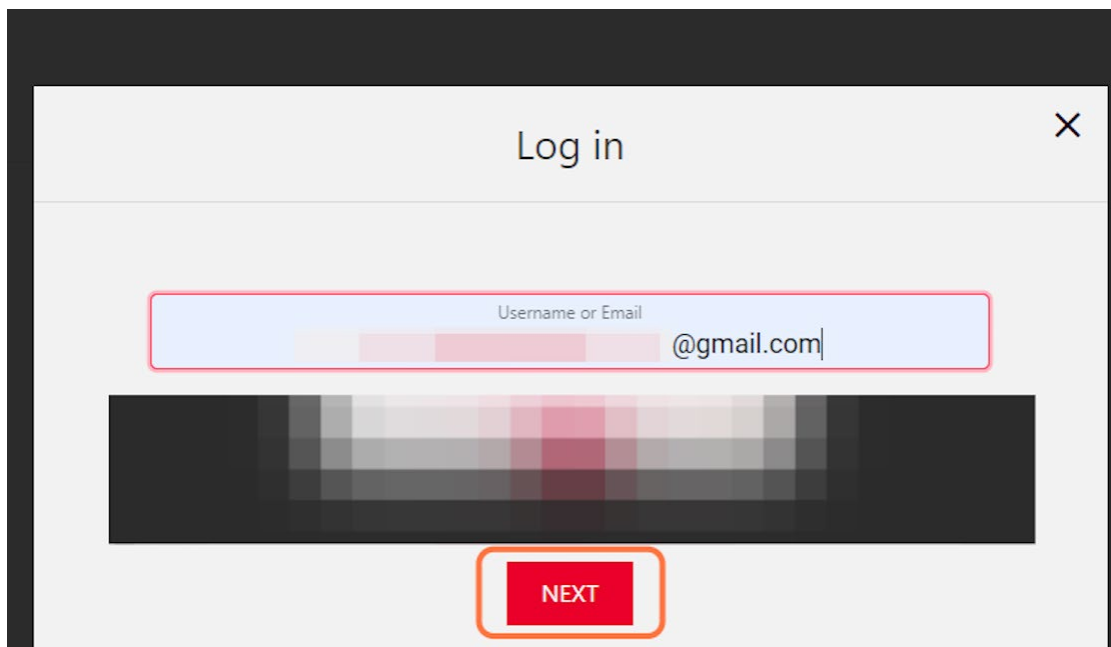
The screenshot shows the ProjectBoard workspace link page. At the top is the ProjectBoard logo. Below it is a link to 'My ProjectBoard Workspace'. A text box contains the following message: 'This link takes you to ProjectBoard where you can create and plan projects. When prompted to login on ProjectBoard, please use the same @gmail.com email that you used for your Portal Account.'

11. You will be taken to your "My Projects" page, but you need to log in first. Click "Log in" in the top right corner.

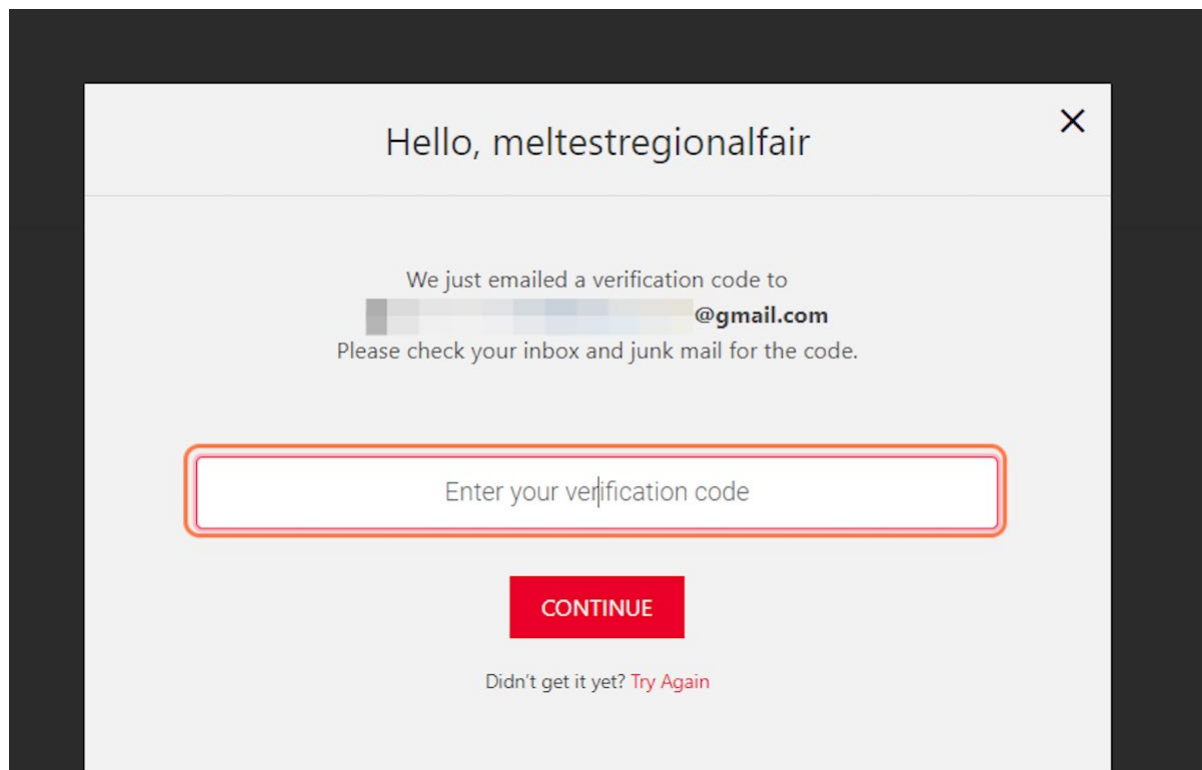


12. Use the same email address you used to create your Portal account. Then click "Next".

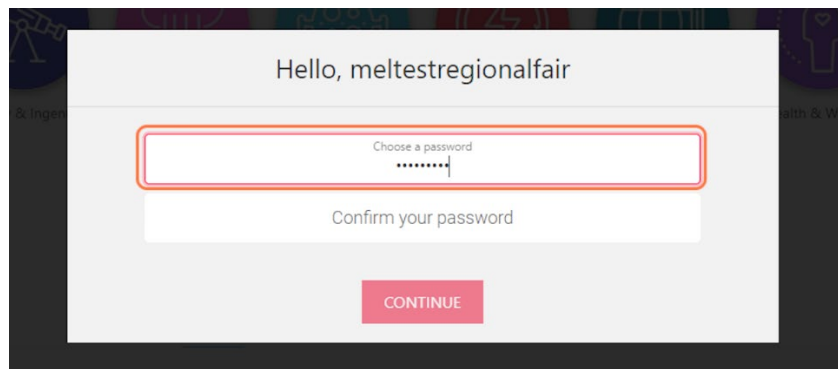
Remember: The email addresses must match, or your project won't be linked to your portal account.



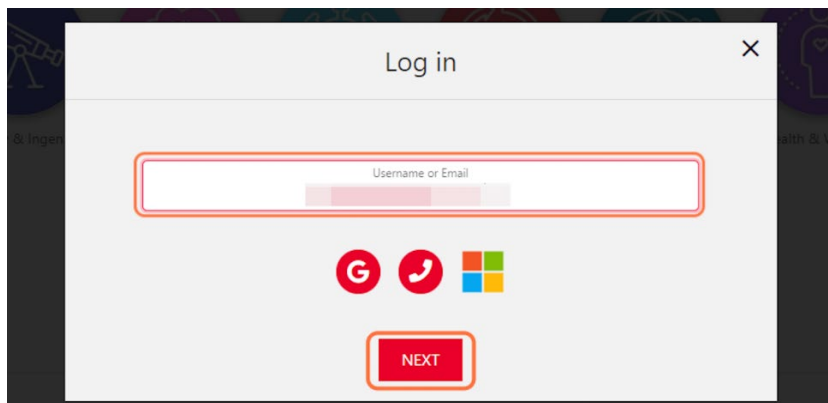
13. Check your email for the six-digit verification code and then enter the code you received.



14. Set a password for your account, confirm it, and then click "Continue"

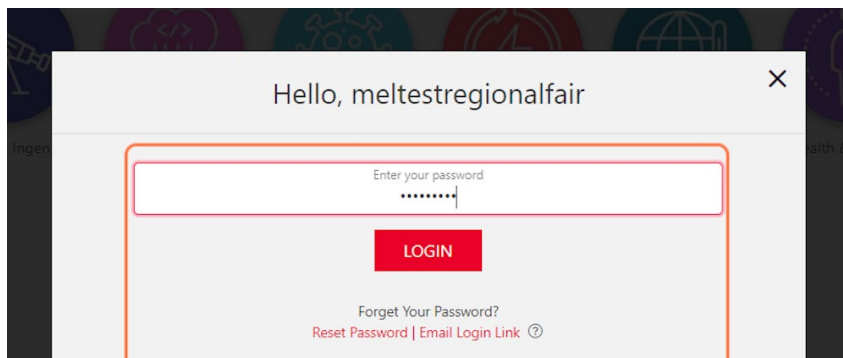


15. Now that you've created your account, you need to log in for the first time. Enter your email address - the same email address as before. Click "Next".



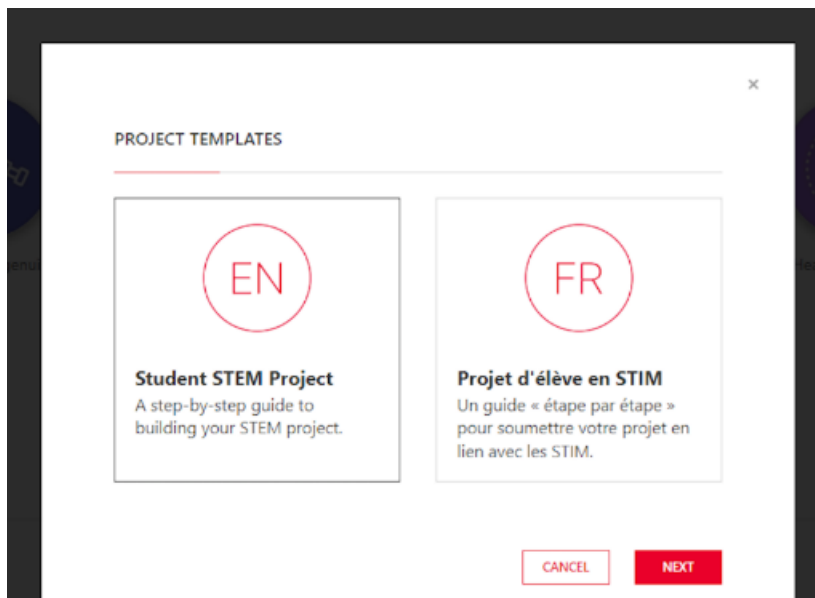
A screenshot of a 'Log in' dialog box. At the top, it says 'Log in' with a close button (X). Below is a text input field labeled 'Username or Email'. Underneath the field are three circular icons: a red 'G' (Google), a red phone icon, and a Windows logo. At the bottom is a red button labeled 'NEXT'.

16. Enter your password.



A screenshot of a 'Hello, meltestregionalfair' dialog box. At the top, it says 'Hello, meltestregionalfair' with a close button (X). Below is a text input field labeled 'Enter your password' with a password mask (dots). Underneath the field is a red button labeled 'LOGIN'. At the bottom, there is a link 'Forget Your Password?' and a link 'Reset Password | Email Login Link' with a help icon.

17. Select the language for your project, then click "Next".



A screenshot of a 'PROJECT TEMPLATES' dialog box. At the top, it says 'PROJECT TEMPLATES' with a close button (X). Below are two options, each in a box. The first option is 'EN' (English) with the text 'Student STEM Project' and 'A step-by-step guide to building your STEM project.' The second option is 'FR' (French) with the text 'Projet d'élève en STIM' and 'Un guide « étape par étape » pour soumettre votre projet en lien avec les STIM.' At the bottom are two buttons: 'CANCEL' and '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

SAFETY AND ETHICS CHECK

Before starting, you need to check that your project will be safe and ethical. Here's a quick checklist:

- Are you planning to observe, survey or test any people – including students, family, or friends?
- Are you planning to observe or test any kind of animal, or use animal/human tissues?
- Are you planning to use any equipment, materials or organisms that may be hazardous?

If you answered **YES** to any of these questions, download and read **Safety and Ethics in STEM** (under the Resources menu) before starting any project work. It asks more detailed questions and will guide you to important information

If you answered **NO** to all three questions, you can start your project. Remember that your safety and the safety of others is more important than any project.

OK

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.

Which of the following YSC challenges best describe your project?

- AGRICULTURE, FISHERIES & FOOD i
- **CURIOSITY & INGENUITY** i
- DIGITAL TECHNOLOGY i
- DISEASE & ILLNESS i
- ENERGY i
- ENVIRONMENT & CLIMATE CHANGE i
- HEALTH & WELLNESS i
- NATURAL RESOURCES i

CLEAR APPLY

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](#).

IRS **RESOURCES** MORE ▾

BACK PRIVATE MODE SAVE

Communicate
Summary

Upload
Remove Attachment
Youth Science Canada
Sciences jeunesse Canada

My New Project
86 characters remaining

DESCRIPTION

SUMMARY - REPLACE THIS TEXT WITH YOUR OWN PROJECT TEXT
Enter/update your project title (100 characters max.)
Click the Upload button to add an image that represents your project.
(Give credit for images that are not your own in the References section.)
Summary
This is the first text people will read, but it should be written last. Tell the story of your project to encourage people to read more. The summary should be written for a middle school (age 11-13) audience – avoid scientific jargon and acronyms. Keep it brief. Ask a family member or friend to read it.

Mei Test
@meitestregionalfair
0 1 0

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.

BACK PUBLIC MODE SAVE

Communicate
Summary

Upload
Remove Attachment
Youth Science Canada
Sciences jeunesse Canada

My New Project
86 characters remaining

DESCRIPTION

Test test test test test

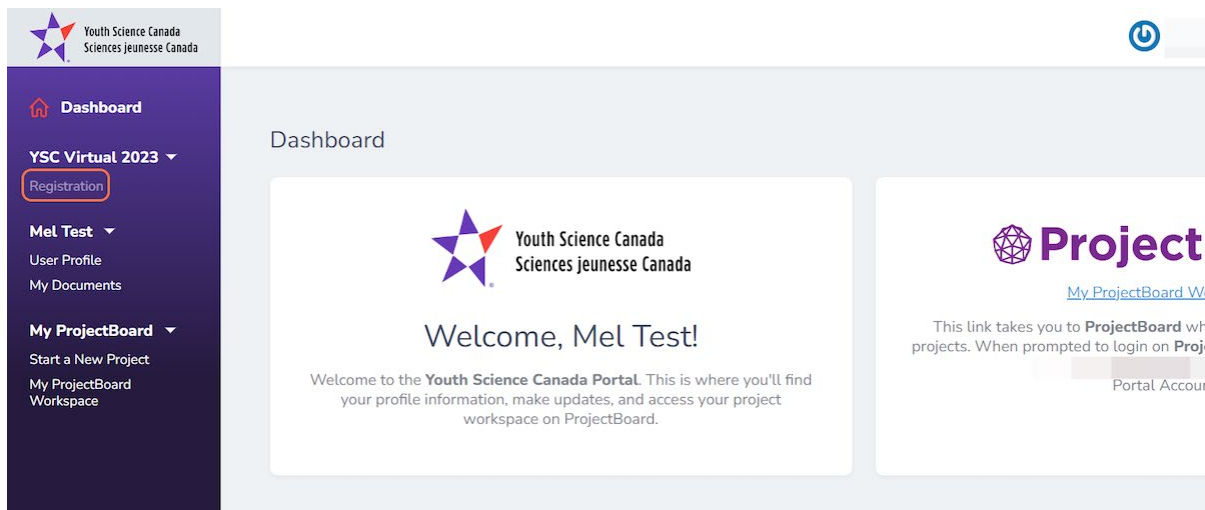
TEAM

Confirm Publish
Are you sure you want to publish this Project?

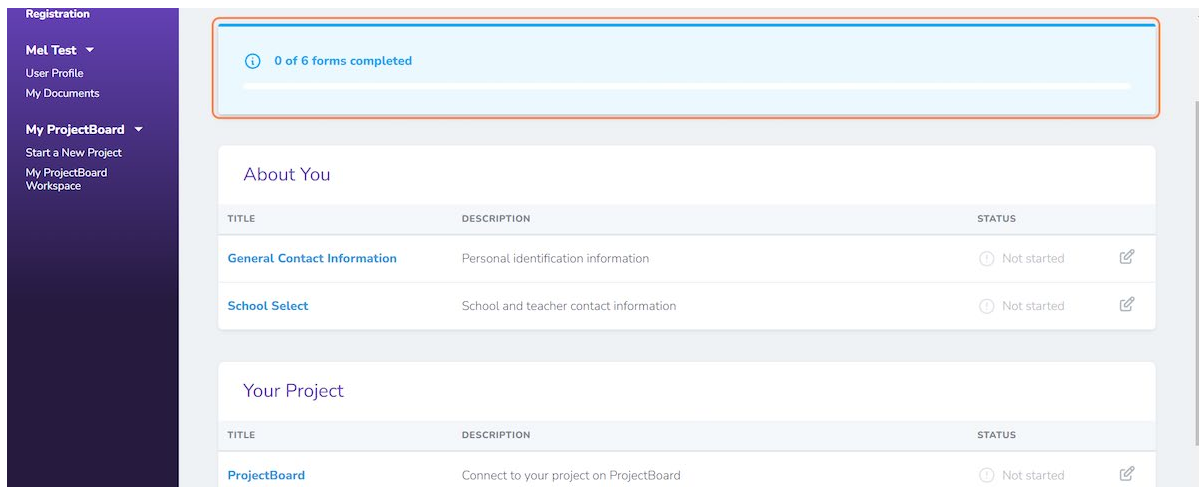
Publish Cancel

LIST VIEW GRID VIEW TEAM CHAT LIVE CHAT

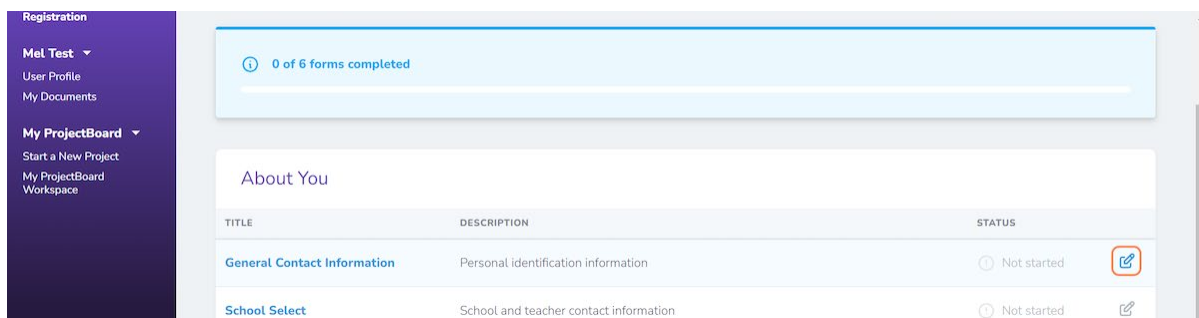
22. When your project is complete, head back to your Portal account to complete your regional fair registration. It will be at the top left. Click on “Registration”.



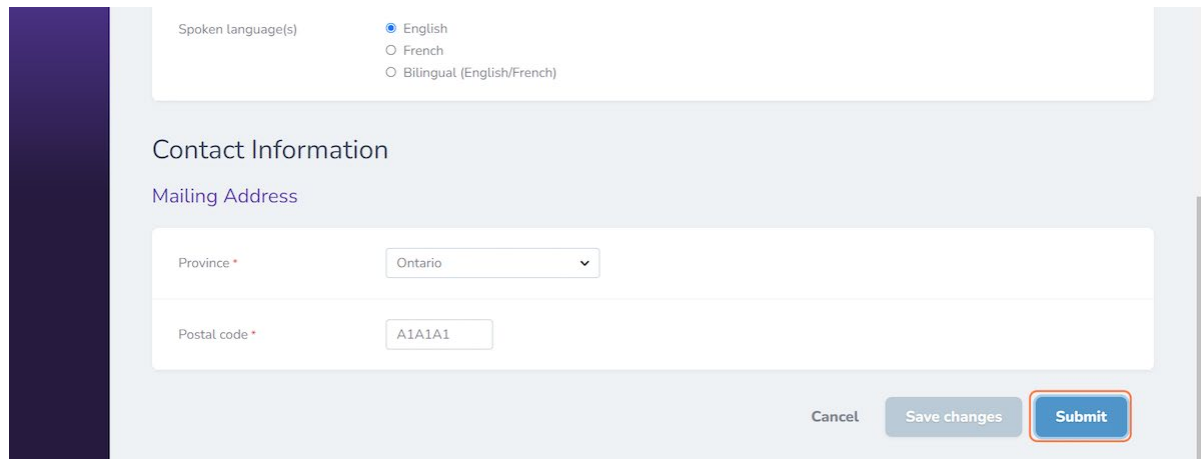
23. Before you begin, you'll see that no forms are completed. This will track your progress as you go.



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.

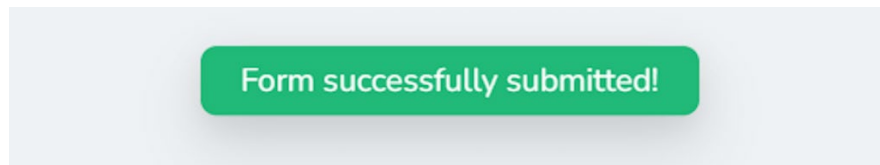


25. Complete the required information in the General Contact Information form and then click "Submit". You can also click "Save changes" and come back to it later.



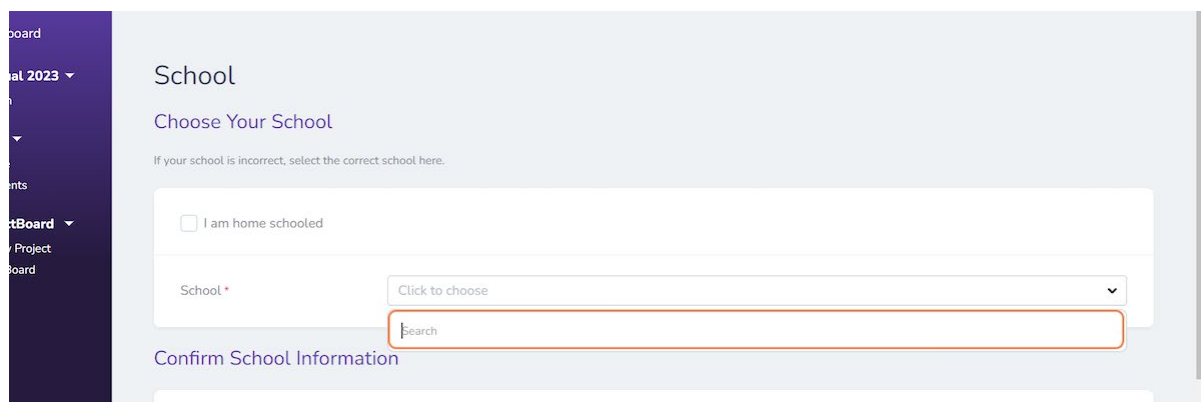
The screenshot shows a web form titled "General Contact Information". At the top, there is a section for "Spoken language(s)" with three radio button options: "English" (selected), "French", and "Bilingual (English/French)". Below this is the "Contact Information" section, specifically the "Mailing Address" part. It contains two input fields: "Province" with a dropdown menu showing "Ontario", and "Postal code" with the text "A1A1A1". At the bottom right of the form are three buttons: "Cancel", "Save changes", and "Submit" (which is highlighted with a red border).

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").



The screenshot shows a web form titled "School Select". It has a section "Choose Your School" with a sub-header "If your school is incorrect, select the correct school here." Below this is a checkbox labeled "I am home schooled". Underneath is a "School" input field with a dropdown menu showing "Click to choose". Below the dropdown is a search bar with the placeholder text "Search". At the bottom of the form is a link that says "Confirm School Information".

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.

The screenshot shows a web form for selecting a school. A dropdown menu is open, displaying a list of schools. The search term 'Thomas' is entered in the search bar. The dropdown list includes the following schools:

- Thomas
- Thomas A Blakelock High School – Oakville, ON
- Thomas A Stewart Secondary School – Peterborough, ON
- Thomas B. Riley Junior High School – Calgary, AB
- Thomas D'Arcy Mcgee Catholic School – Gloucester, ON
- Thomas Fiddler Memorial Elementary School – Sandy Lake, ON

The school 'Thomas B. Riley Junior High School – Calgary, AB' is highlighted with a red border.

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

The screenshot shows a web form for selecting a grade. The form has a label 'Choose Your Grade' and a dropdown menu. The dropdown menu is open, showing the selected grade 'Grade 7/Secondary I'. There is a 'Cancel' button and a blue button with three dots.

30. Next, link to your project on ProjectBoard.

The screenshot shows the ProjectBoard interface. At the top, a progress bar indicates '2 of 6 forms completed'. A green button says 'Form successfully submitted!'. Below this, there are two sections: 'About You' and 'Your Project'. Each section contains a table with columns for 'TITLE', 'DESCRIPTION', and 'STATUS'.

TITLE	DESCRIPTION	STATUS
General Contact Information	Personal identification information	Completed
School Select	School and teacher contact information	Completed



TITLE	DESCRIPTION	STATUS
ProjectBoard	Connect to your project on ProjectBoard	Not started
Project Information	Project information	Not started

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.

ProjectBoard Information

Projects

PROJECT NAME	SELECT	LINK
My New Project		





[Cancel](#) [Submit](#)

32. Next, complete your Project Information.





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

About You

Form successfully submitted!

TITLE	DESCRIPTION	
General Contact Information	Personal identification information	 Completed 
School Select	School and teacher contact information	 Completed 

Your Project

TITLE	DESCRIPTION	STATUS	
ProjectBoard	Connect to your project on ProjectBoard	 Completed 	
Project Information	Project information	 Not started 	

Additional Information

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

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

Provide us with some additional project details.

Title	<input type="text" value="My New Project"/>
Grade category	<input type="text" value="Junior (7 - 8)"/>
Event Project Number	4744
Project members	<input type="text" value="Mel Test"/>
Project language	<input type="text" value="Choose an option"/>
Project type *	<input type="text" value="Choose an option"/>

Challenge

Please pick the Challenge or topic that best applies to your Project according to the fair's project submission requirements.

Challenge	<input type="text" value="Choose an option"/>
-----------	---

↑

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.

General Contact Information	Personal identification information	✓ Completed
School Select	School and teacher contact information	✓ Completed Form successfully submitted!

Your Project

TITLE	DESCRIPTION	STATUS
ProjectBoard	Connect to your project on ProjectBoard	✓ Completed
Project Information	Project information	✓ Completed

Additional Information

TITLE	DESCRIPTION	STATUS
Additional Information	Information needed to complete your registration	⌚ Not started
Registration Confirmation	Confirm your regional fair registration	⌚ Not started

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

Your Project

TITLE	DESCRIPTION	STATUS
ProjectBoard	Connect to your project on ProjectBoard	✓ Completed
Project Information	Project information	✓ Completed

Additional Information

TITLE	DESCRIPTION	STATUS
Additional Information	Information needed to complete your registration	✓ Completed
Registration Confirmation	Confirm your regional fair registration	⌚ Not started

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

Registration Confirmation

☒ I confirm that I am completing my registration for the following regional fair: YSC Virtual RSF *

Cancel

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.

Dashboard

Virtual 2023 ▾

Registration

Test ▾

Profile

Documents

ProjectBoard ▾

Create a New Project

ProjectBoard Workspace

Form successfully submitted!

Participant Registration

① 6 of 6 forms completed

About You

TITLE	DESCRIPTION	STATUS
General Contact Information	Personal identification information	✓ Completed
School Select	School and teacher contact information	✓ Completed