


## Mobile Device Instructions


**Helpful Tip:** If your drop-down menus will not open, try turning your device horizontally (sideways) to the landscape orientation view.

### Parents / Guardians\*

#### Parent / Guardians new to *FIRST*<sup>®</sup> and registering their youth for the first time:

1. Visit [www.firstinspires.org](http://www.firstinspires.org) and click the three lines in the top-right corner
2. Select "Register" from the drop-down menu
3. Create an account with your name, date of birth, and email address (NOT your youth's information)
4. Once your account is created and activated, click the three lines in the top-right corner
5. Select "Log in" from the drop-down menu
6. Once you are logged into your account dashboard, Click the  icon
7. Click "Add Youth"
8. Enter your youth's profile information and click the blue "Next" button
9. Enter your youth's school information and click the blue "Next" button
10. Type in your name in the field and click the blue "Submit & Accept" button at the bottom of the Consent and Release Form
11. Select program and enter your youth's team number on the "Apply to Team" page – if you do not know your youth's team number, please contact the lead coach/mentors to request this information

#### Returning Parent / Guardians re-registering their youth:

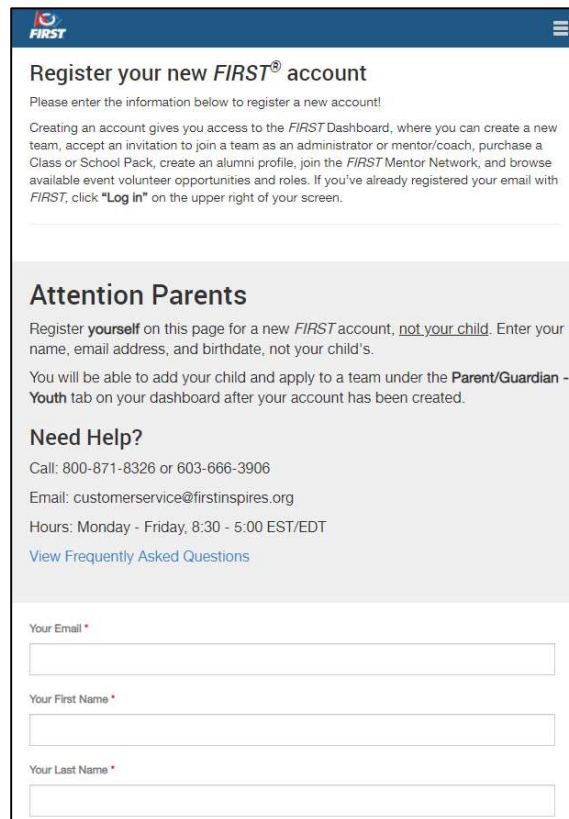
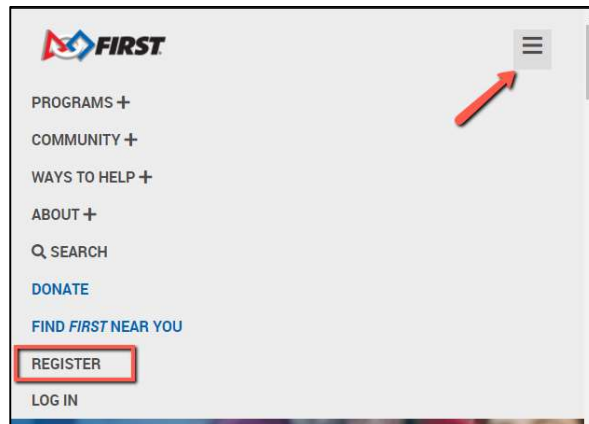
1. Visit [www.firstinspires.org](http://www.firstinspires.org) and click the three lines in the top-right corner
2. Select "Log in" from the drop-down menu
3. Once you are logged into your account dashboard, Click the  icon
4. Click the "Youth Options" drop-down next to your youth's name and select "Youth's Consent & Release"
5. Click anywhere on the "2023 *FIRST* Consent & Release" title to expand it.
6. When ready, type your name at the bottom of form
7. Click the blue "Accept & Submit" box
8. Click back to Dashboard
9. Select the "Youth Options" drop-down next to your youth's name and select "Apply to a Team"
10. Select the program and manually type in the team number.
11. Click "Apply"


# Mobile Device Instructions with Screenshots

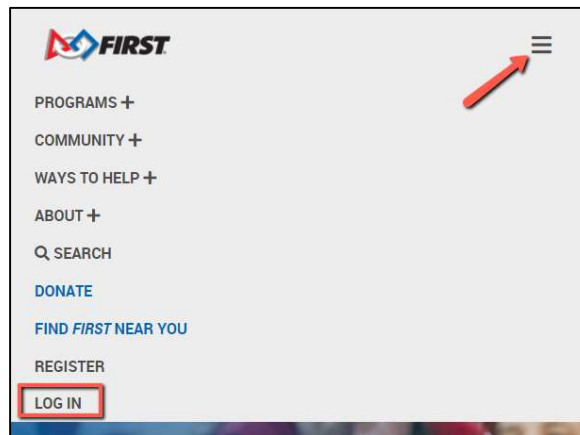
## Parents / Guardians

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6. Once you are logged into your account dashboard, Click the  icon



Welcome to your Dashboard!

You can select the underlined links below to be automatically directed to that tab on your dashboard.

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**User Menu:**

The user menu is located in the top-right corner of the dashboard. View and respond to invites, update profile information, access acknowledgment forms, and log out from this user menu.

**Intent to Return for Teams/Accounts:**

This is an optional mechanism for teams to indicate their intent to participate before making payment to secure registration. Teams can change their intent to participate selection at any time. Indicating your intent to return does not impact your team's registration whatsoever; however, it provides *FIRST*<sup>®</sup> and local Program Delivery Partners with an overview of the number of teams planning to participate for the season.

**My Teams:**

**Lead Coach/Mentors:** Manage finances, update team information, manage youth roster (send invites, accept youth applications), invite other team contacts.  
**Team Administrators:** Manage and view team finances and update team information.  
**Other team contacts:** View teams they are associated with.

**Parent/Guardian - Youth:**

Add and manage your dependent youth applications. Actions include: add youth profiles, edit youth profiles, sign Consent and Release form(s), and apply youth to team(s).

**Volunteer Registration:**

Sign up as a *FIRST* volunteer in your region or for specific events. Edit your volunteer information and availability.

**FIRST Tech Challenge Scoring System:**

This cloud-based system gives coaches access to practice matches, remote events features including match scoring, upload of judging submissions and video judging sessions.

**My Class Pack:**

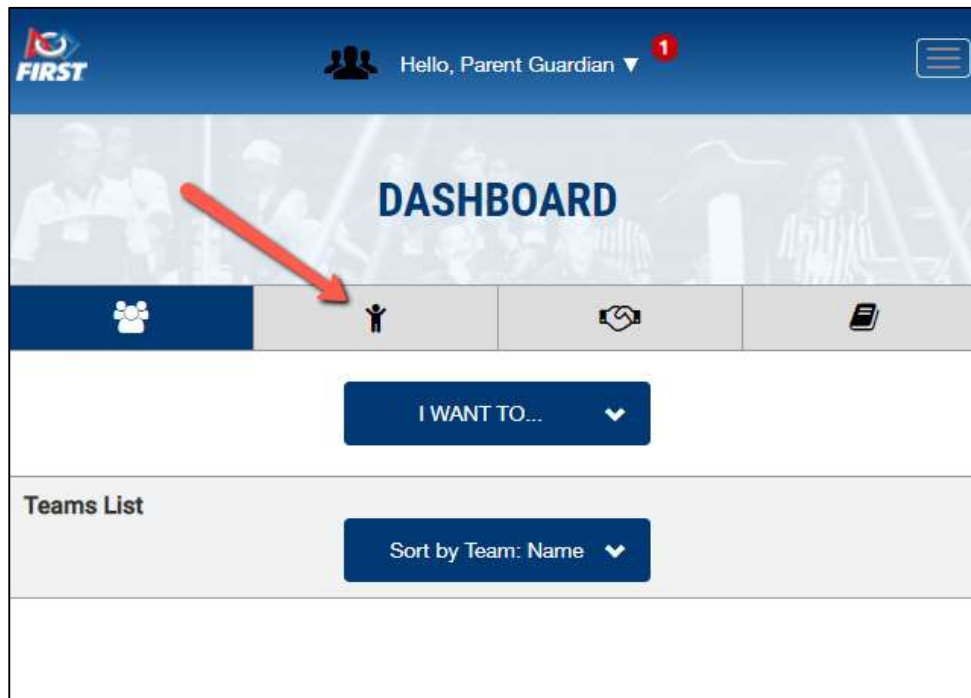
Flexible curricular option for classrooms or structured after-school programs.

Available in US/Canada:  
*FIRST*<sup>®</sup> LEGO<sup>®</sup> League Discover (8 students)  
*FIRST*<sup>®</sup> LEGO<sup>®</sup> League Explore (24 students)  
*FIRST*<sup>®</sup> LEGO<sup>®</sup> League Challenge (24 students)

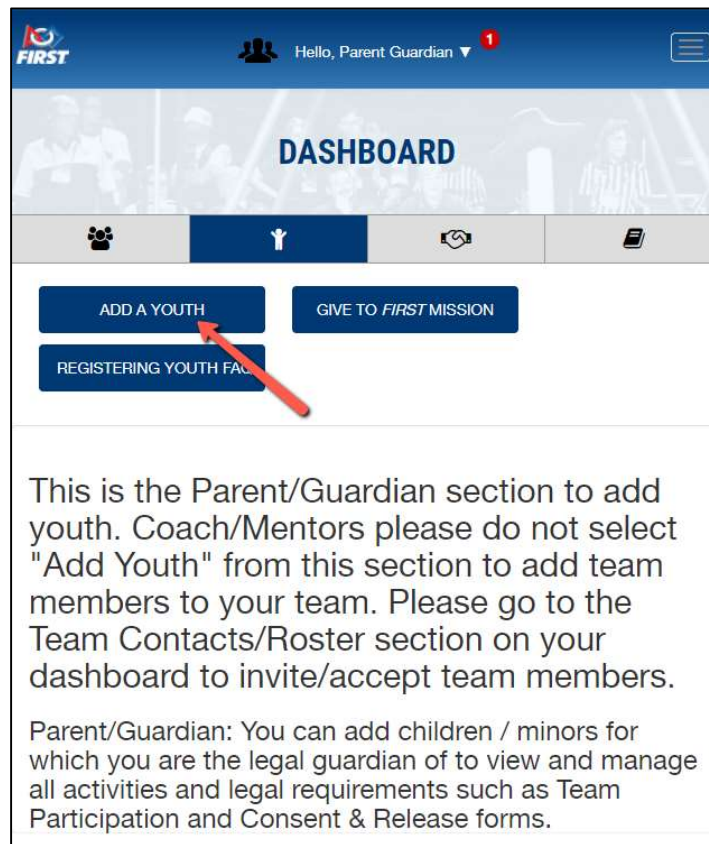
Available in North America, Greece, and Australia:  
*FIRST*<sup>®</sup> Tech Challenge (24 students)

Don't show this message for the rest of the season

[CONTINUE](#)



7. Click "Add Youth"
8. Enter your youth's profile information and click the blue "Next" button
9. Enter your youth's school information and click the blue "Next" button



**FIRST** Log off

## YOUTH PROFILE

1 2 3 4

### MY INFORMATION

**Youth Member Information**

The information being asked on this screen is for the child that will be on the team.

All fields are required (unless otherwise indicated)

Youth Member's First Name i

Youth Member's Last Name

Address Line 1\*

Use parent/Guardian Address

Address Line 2

## YOUTH PROFILE

1 2 3 4

**Successfully saved!**

### School

SCHOOL


CURRENT GRADE IN SCHOOL (As of September 1<sup>st</sup>)?

ELIGIBLE FOR THE SCHOOL FREE OR REDUCED LUNCH PROGRAM?

Revised June 1, 2022


10. Type your name and click the blue “Accept & Submit” button at the bottom of the *FIRST* Consent and Release Form
11. Select program and enter your youth’s team number on the “Apply to Team” page – if you do not know your youth’s team number, please contact the lead coach/mentors to request this information

 Log off

## CONSENT RELEASE

For Inspiration & Recognition of Science and Technology (*FIRST*)  
CONSENT AND RELEASE AGREEMENT

English   
Spanish

  
**FIRST**  
FOR INSPIRATION AND RECOGNITION OF SCIENCE AND TECHNOLOGY (*FIRST*)  
CONSENT AND RELEASE AGREEMENT

The Participant identified below (“Participant”) desires to participate (as a team member, coach, mentor, judge, volunteer, trainee, or in some other manner) in the *FIRST*® Robotics Competition, *FIRST*® Tech Challenge, *FIRST*® LEGO® League, *FIRST*® Professional Development, or another *FIRST*® program (a “Program” or together the “Programs”). For detailed information about *FIRST*’s Programs and *FIRST*’s Youth Protection Program, visit [FIRST.org](#)

## YOUTH PROFILE

You have signed consent and release form

You should have received an email invitation containing your team number. Enter that number below to apply to the team.

If not, please contact your Coach/Mentor or Team Admin to obtain this information.

**Step 1: Please select the program.**  
(Once selected box will highlight program color.)

FIRST LEGO League Explore - ages 6-10	FIRST LEGO League (Challenge - ages 9-14)
FIRST® Tech Challenge (Suggested ages 12-18) Status : Not Eligible	FIRST® Robotics Competition (Suggested ages 14-18)

**Step 2: Please enter the team number.**  
(Team number can be found in the invitation email).

To enter team number, please select program

Revised June 1, 2022

Your Dashboard will now show "Application Pending" until the team's lead coach/mentor has accepted the youth application. Repeat process for additional students.

The screenshot shows a dashboard for a student named "Test Student". At the top, it displays "Age: 15" and "D.O.B: 1/1/2002". Below this, the "Team Membership" section shows the student is part of the "Batman and Robin" team, ID "11682", competing in the "FIRST Tech Challenge".

On the right side, there is a "YOUTH OPTIONS" dropdown menu with the following items: "Apply to a Team", "Youth's Profile", "Youth's School", and "Youth's Consent and Release".

The main dashboard area is divided into three columns:

- Team Options:** Includes "Team Information", "Certificates & Awards", and a prominent "Withdraw Application" button.
- Team Finances:** Includes "Funds & Grants" with a note: "This team's season has made possible by the generosity of others. Let them know of your appreciation."
- Team Contacts/Roster:** Includes "Primary Contacts" (2 Youth Members, 5 Other Contacts), "Contact Options", and "Event Options".

A large, semi-transparent watermark reading "Application Pending" is overlaid across the center of the dashboard.