



2018 National Invention Convention & Entrepreneurship Expo

REGISTRATION DETAILS

Registration Opens: April 6, 2018

Questions: nicee@stemie.org

Registration Closes: May 7, 2018

PLEASE FOLLOW THESE GUIDELINES FOR A SUCCESSFUL REGISTRATION:

WHO SHOULD COMPLETE THE REGISTRATION FORM: Teachers, coordinators and affiliates can begin the registration; however, ideally, the inventor's parent/guardian would complete the registration form, with assistance from their student on the invention related questions.

WHAT YOU WILL NEED TO KNOW/HAVE TO COMPLETE A REGISTRATION:

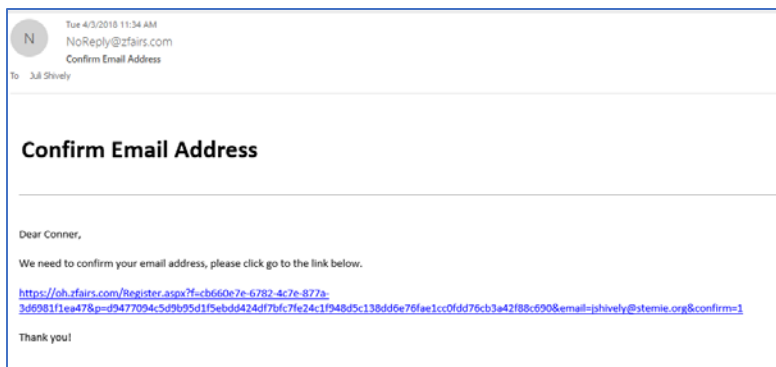
- Student name
- Gender/Ethnicity
- Home address, phone, parent's email address
- You will need to know if this is a team project or an individual project. If you are registering the first team member, you will receive an email that you can forward to other the team member(s) with the project (invention) number they should use to register.
- Profile image (Picture of student, shoulders up. If you are registering a team, all team members should be in the picture.)
- Invention name (title)
- Category (industry) your invention impacts
- Project (invention) Description
- 3 Project Images:
 - inventor's prototype
 - inventor's trifold
 - front cover of inventor's logbook or journal.
- The problem the invention solves
- How the invention solves the problem
- Whether this is a working or non-working model
- Patent status
- Technologies used
- You will need the YouTube link for the video pitch
- Name of School, Teacher, Grade
- Affiliate program the inventor competed at prior to registering for NICEE
- Age of Inventor
- Number of years inventor has participated in Invention Convention
- Primary language, other languages spoken
- T-shirt size
- Number of attendees in party 0-3 years old
- Estimated date of arrival at the event
- Travel information:
 - estimated arrival date
 - how you plan to get there
 - which orientation you plan to attend
 - dates you plan to book a room at the Edward Hotel, etc.)
- Special accommodations needed and food allergies

GUIDE FOR REGISTERING AN INVENTOR:

- 1) Registration Link: [Click Here to Begin Registration](#)
- 2) To begin the application, you will *enter your inventor's name and parent's email address*.
- 3) Go to your email, find the registration confirmation email from "noreply@zfairs.com" and click on the link to confirm your email address. If you did not receive the email, please check your junk mail or spam.
- 4) Complete the *student and parent information* and make note of your username and password, as you will need it to log in to your account again. Enter parent's email a second time.
- 5) Team or Individual:
 - o Select [Create A New Project] if you are an individual inventor or the first member of a team to sign up.
 - o Select [Link /Join Existing Team Project] ONLY if you are a member of a team and you are NOT the first team member to register.

Note: If you are the first person on your team to register, once you complete your registration you will receive onscreen (and via email) a project (invention) number, which you can copy and paste to provide to your teammate(s).

- 6) Enter the *invention name(title)*.
- 7) If you are a member of a team, check the [Will this be a Team Project] box.

A screenshot of a web form titled "Creating New Project". The form has several fields: "Title" with the text "Taxi Radar Stop", a checkbox labeled "Will this be a Team Project?" which is checked, "Category" with a dropdown menu, and "Description" with a text area containing "Project description". Below these is a section for "Project Images" with instructions: "For the other three images, please upload a picture of your trifold, a picture of your prototype and a picture of the front of your logbook or journal." and "To upload images, click on [Project Picture], [Browse], select the image from your computer, then [Upload]. To add another image, select [Project Picture] again." At the bottom, there are three camera icons in boxes, each with a "Project Picture" button below it.

- 8) Select the *Industry Category* that is most impacted by your invention.
- 9) Enter a description of the project (invention).
- 10) Upload the three project photos 1) *prototype*, 2) *tri-fold* and 3) *image of the cover of your journal or logbook*.

- 11) Answer the *additional questions* about your invention and the technologies used.
- 12) Enter the YouTube link for your [4-minute video pitch](#).
- 13) Select *your school* or select “not listed” and enter the *name of your school*.
- 14) Select *your teacher* or select “not listed” and enter the *name of your teacher*.
- 15) Select *your grade* (or closest equivalent grade).
- 16) Answer the *additional project questions* and student questions.
- 17) Answer the *questions regarding your attendance* at NICEE.
- 18) Verify your account information is correct.
- 19) Click that *you agree with the Policies listed and registration fees*.
- 20) Click [Add to Cart] and complete the *relationship, name and age range* for each attendee in your party age 4 and up.
- 21) Select the [Registration Fee Payment Method] and [Pay Now – Credit or Debit Card] and *enter your credit card information* or click [Pay Online] to make your credit card payment.
- 22) That’s it! If you have completed all required fields, entered your photos, videos and payment - You are finished!

WHAT’S NEXT?

- Registration closes May 7, 2018.
- Once your registration is complete, it will be forwarded to judges to be reviewed and scored. These scores will be added to your onsite NICEE scores.

Questions? Write to nicee@stemie.org