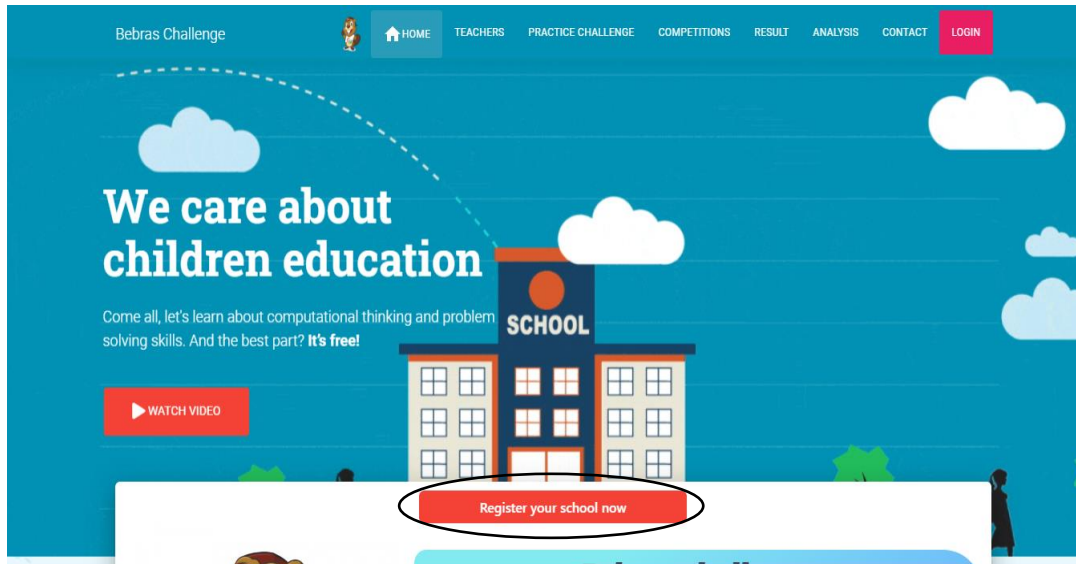


TEACHER PORTAL AND REGISTRATIONS

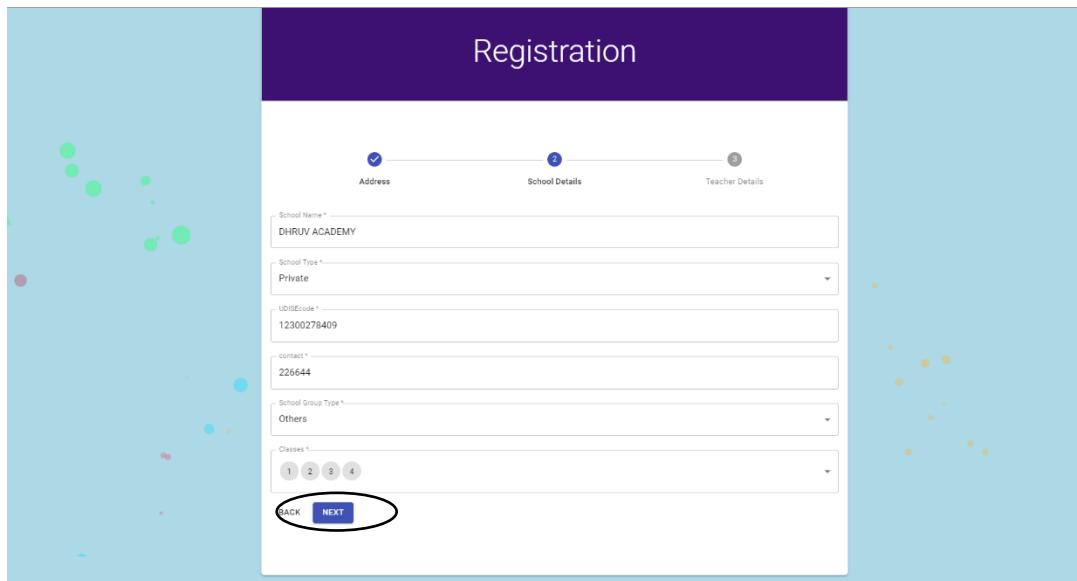
1. Teacher and School Registration



When you[teacher] want to register for the first time you will have to register the school first. You will find the button on the homepage or the link on login page as shown above.

The image shows a registration form titled "Registration". The form is divided into three steps: 1. Address, 2. School Details, and 3. Teacher Details. The first step, "Address", is currently active. It contains several input fields: "Country" (selected as India), "State" (selected as MAHARASHTRA), "District" (selected as Ahmednagar), "Address *" (SANGAM HOUSING SOCIETY), "Address *" (SHIVTIRTHANAGAR), "City *" (AT/PO GHULEWADI TALUKA SANGAMNER), and "Pincode *" (422608). At the bottom of the form, there is a "NEXT" button which is circled in black.

Select the country, state, district and fill in the address and pin code and click NEXT.

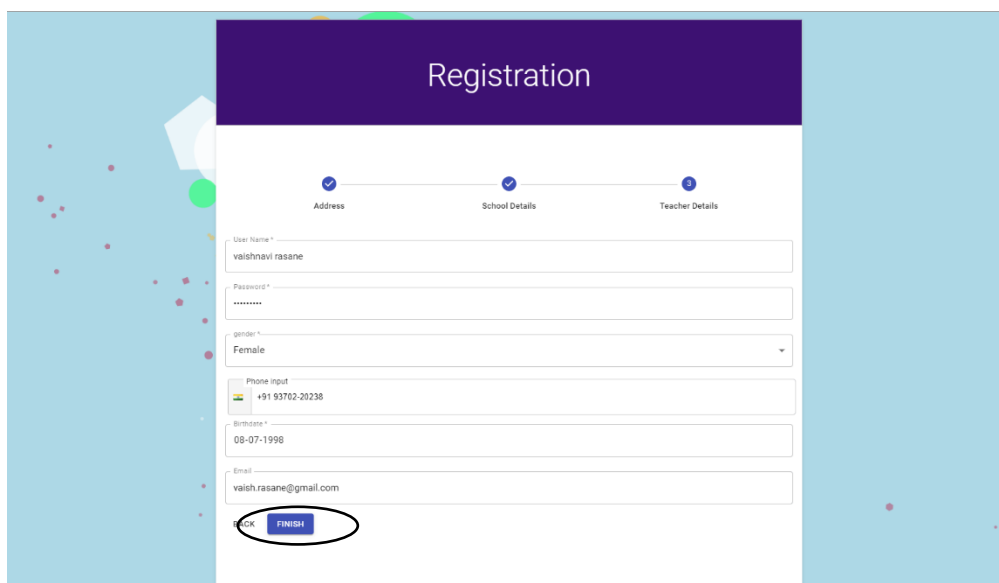


The image shows a registration form titled "Registration" with a purple header. Below the header is a progress bar with three steps: 1. Address (checked), 2. School Details (active), and 3. Teacher Details. The form fields for the "School Details" step are as follows:

- School Name *: DHRUV ACADEMY
- School Type *: Private (dropdown menu)
- UDISE Code *: 12300278409
- Contact *: 226644
- School Group Type *: Others (dropdown menu)
- Classes *: 1, 2, 3, 4 (checkboxes)

At the bottom of the form, there are two buttons: "BACK" and "NEXT". The "NEXT" button is circled in black.

Enter school name, school type, UDISE code (which is a unique code given to schools), contact number, school group type. Select the classes which are present in your school (these classes selected will be allowed to appear for the bebras challenge). Click NEXT.



The image shows a registration form titled "Registration" with a purple header. Below the header is a progress bar with three steps: 1. Address (checked), 2. School Details (checked), and 3. Teacher Details (active). The form fields for the "Teacher Details" step are as follows:

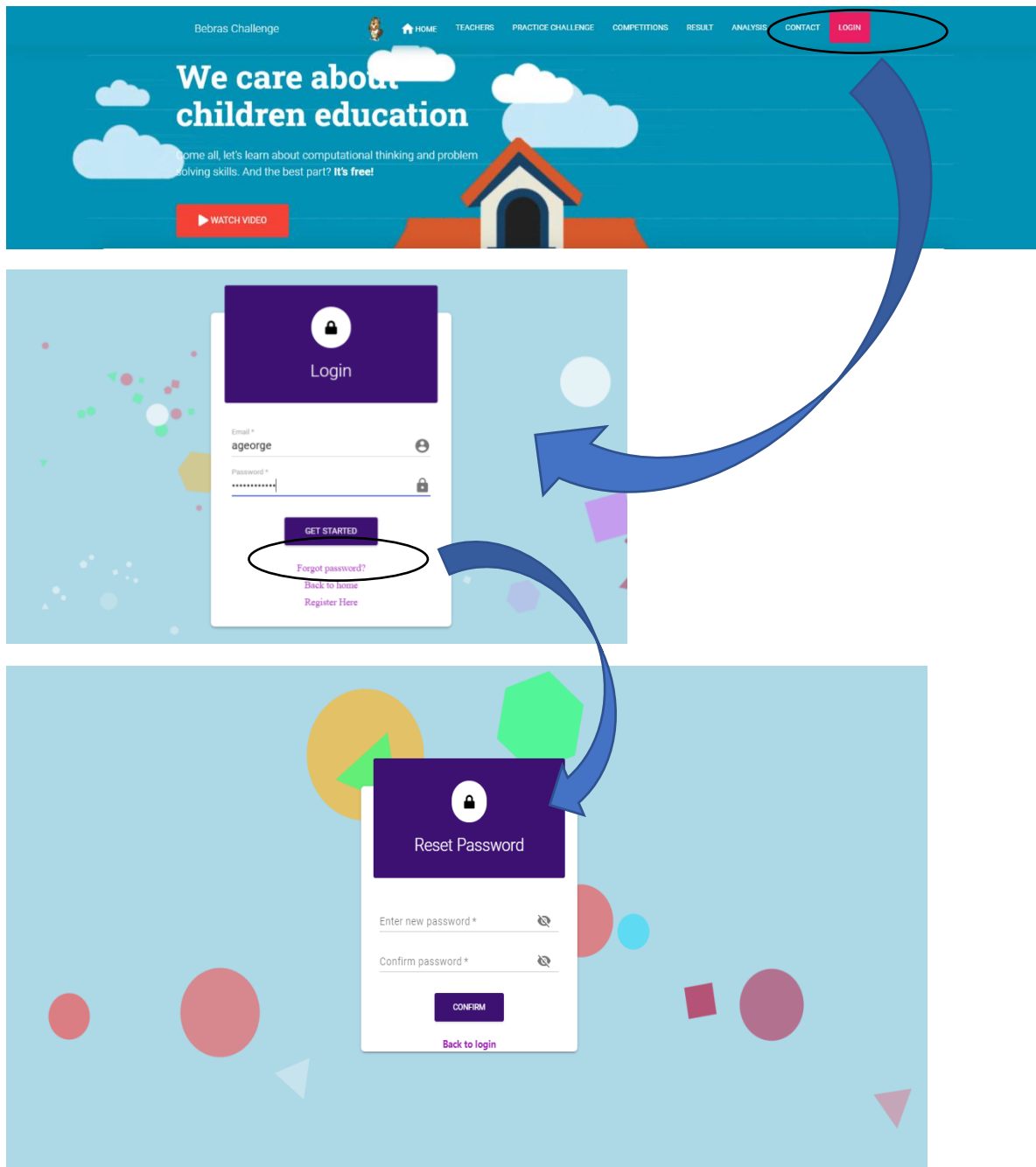
- User Name *: vaishnavi rasane
- Password *: *****
- Gender *: Female (dropdown menu)
- Phone input: +91 93702-20238
- Birhdate *: 09-07-1998
- Email: vaish.rasane@gmail.com

At the bottom of the form, there are two buttons: "BACK" and "FINISH". The "FINISH" button is circled in black.

Enter the user name, password, gender, phone number (format: +919370220238), birthdate, Email (Please remember the email and password as it gives you the opportunity to log into the system when you are logged out). Click FINISH.

NOTE: The details provided by you[teacher] will be verified by the admin. Once they are declared valid then only you will be successfully registered. Then you[teacher] will be able to log in to the system at any time, till then you[teacher] won't be able to log in.

If the school is already registered then the teacher who is registered from your school will register you[teacher]. The teacher who is registered has to login first. Please go to our homepage and click on LOGIN.



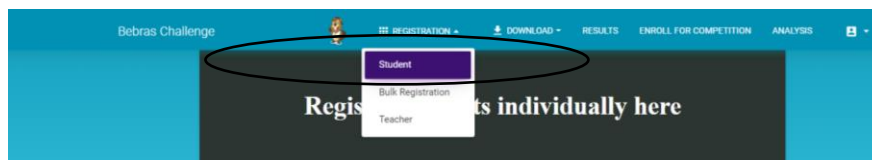
Enter the login ID and password of the registered teacher and click on GET STARTED to log in.

2. Student Registration

Students can be registered for the competition in two ways :

A. INDIVIDUAL REGISTRATION:

Here you [Teacher] register students individually.



Click on REGISTRATION then on Student to register a students individually.
You will be directed to the page below.

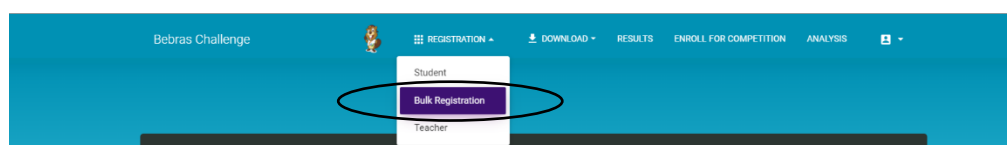
A screenshot of the 'Register students individually here' form. The form is white with a black header. It contains several input fields: Firstname (filled with 'Ayush'), Lastname (filled with 'Deokar'), gender (dropdown menu set to 'Male'), Phone input (filled with '+91 67234-57892'), Birthdate (filled with '03-01-2002'), and Email (filled with 'ayush.deokar@gmail.com'). A black 'SUBMIT' button is at the bottom, circled with a black oval.

Enter the first name, Last name, gender, phone number (format: +919370220238), birthdate, email and click on SUBMIT. The student will be successfully registered.

NOTE: first name, last name, gender is compulsory. Other fields are optional.

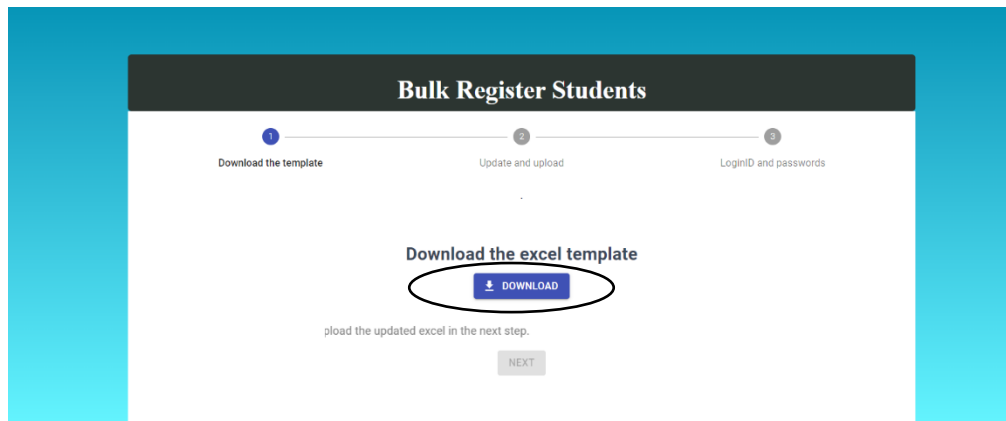
B. BULK REGISTRATION:

Here you[Teacher] register students in bulk using a excel sheet.

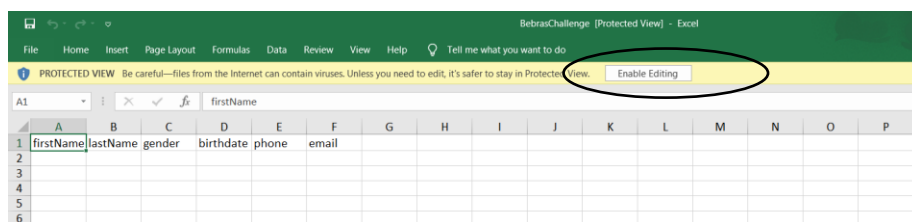


You need to click on REGISTRATION and then click on bulk registration option in dropdown.

STEP 1:



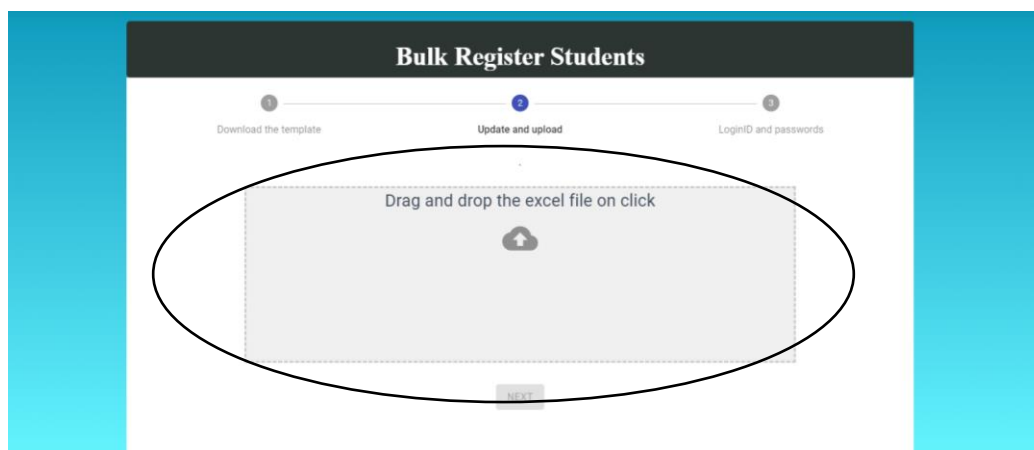
click on DOWNLOAD. An empty excel sheet named BebrasChallenge will be downloaded as shown below.



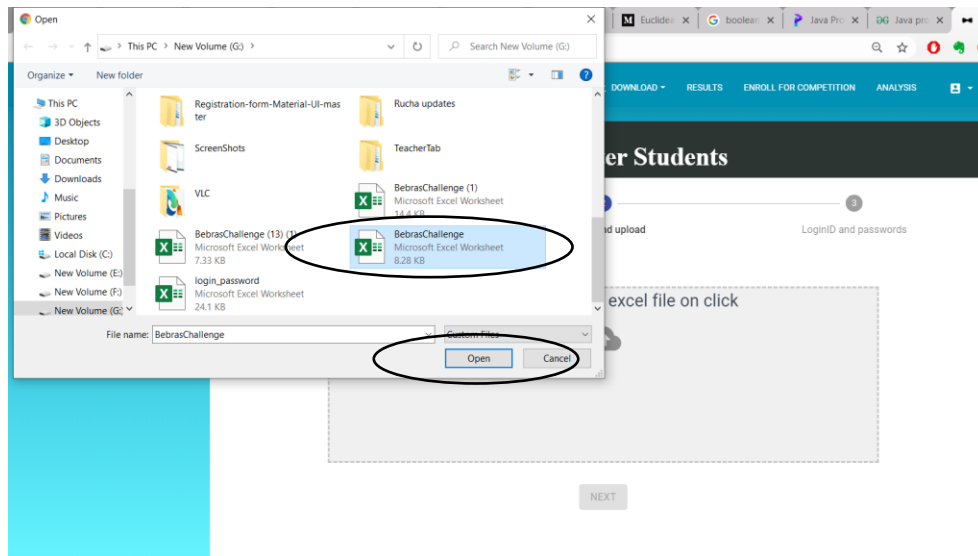
Click on enable editing and fill up the student details in the named columns.

Example: Ayush[firstName], Deokar[lastName], Male[gender] choose from dropdown, 10-12-2002[birthdate(DD-MM-YYYY)], 8723456719[phone] optional field, ayush.deokar@gmail.com [Email (if any)] optional field.

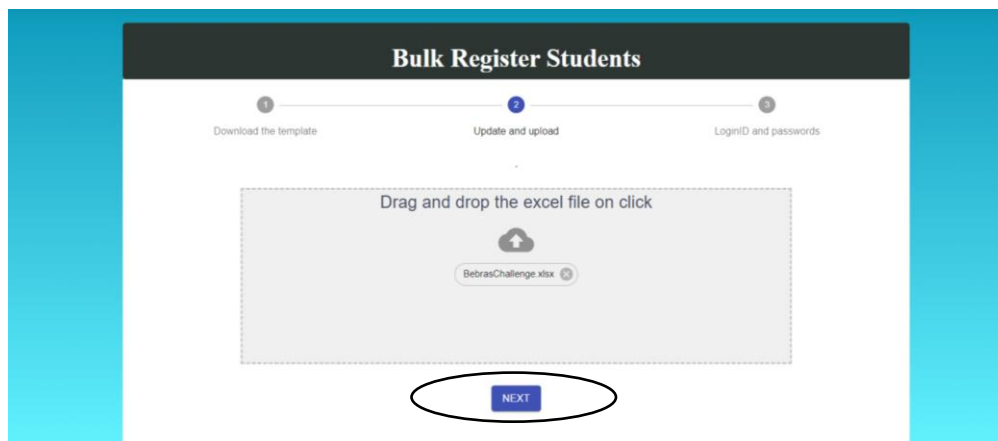
STEP 2:



Click on the grey box. A pop up will appear.

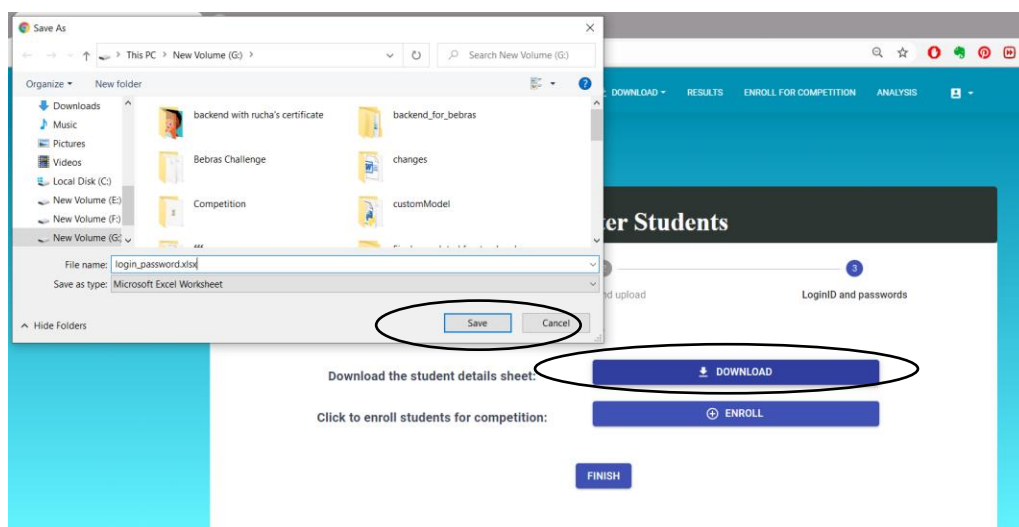


Select the excel file in which you[teacher] filled in the student details in above step and click open. The excel file will be uploaded. **NOTE: empty excel file is not accepted**

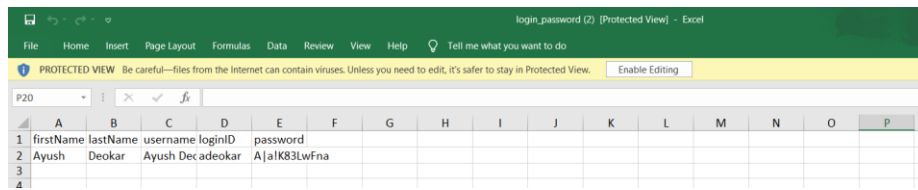


Click on NEXT.

STEP 3:



To download the Login ID and passwords of the registered students first click on DOWNLOAD. Then a pop of will open, click on Save. An excel sheet will be downloaded as shown below containing student log in details.

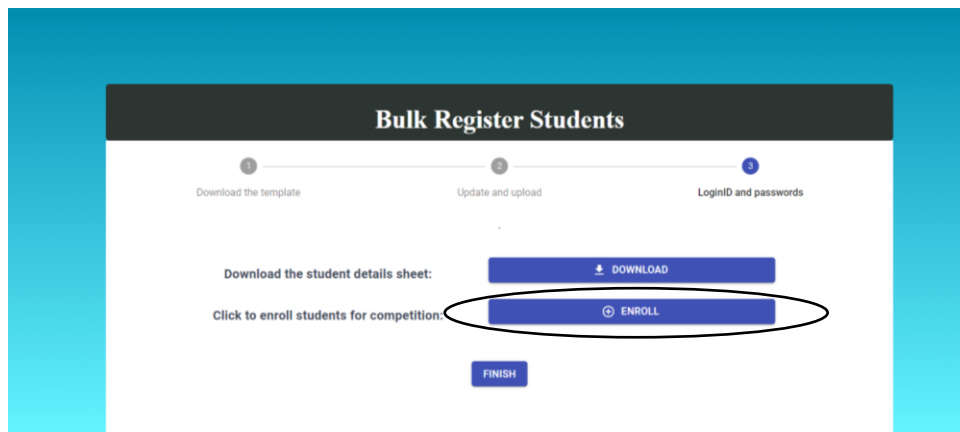


	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	firstName	lastName	username	loginID	password											
2	Ayush	Deokar	Ayush Decadeokar	AjaIK83LwFna												
3																
4																

Each student is assigned a unique LoginID and password. This LoginID and password will be used by the students to log into the system for appearing into the competition.

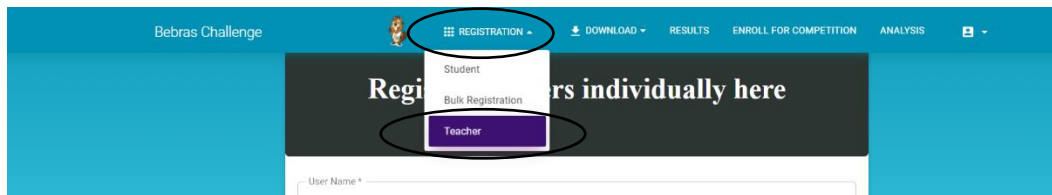
NOTE: Do not edit this excel sheet.

Now the students are registered into the system. These students further need to be enrolled for competition.



Click on EROLL to enrol students for the competition.

3. Teacher Registration



After successful login the teacher can click on registration and then Teacher. You will be directed to the page below.

A screenshot of the 'Register teachers individually here' form. The form is white with a dark blue header. It contains several input fields: 'User Name' (filled with 'Lalita27'), 'Password' (masked with asterisks), 'gender' (a dropdown menu set to 'Female'), 'Phone input' (filled with '+91 88092-23344'), 'Birthdate' (filled with '02-09-1998'), and 'Email' (filled with 'lalita.das@gmail.com'). A black 'SUBMIT' button is located at the bottom of the form and is circled in black.

Enter the user name, password, gender, phone number (format: +919370220238), birthdate, Email (Please remember the email and password as it gives you the opportunity to log into the system when you are logged out). Click SUBMIT. You[teacher] will be registered

DOWNLOAD:

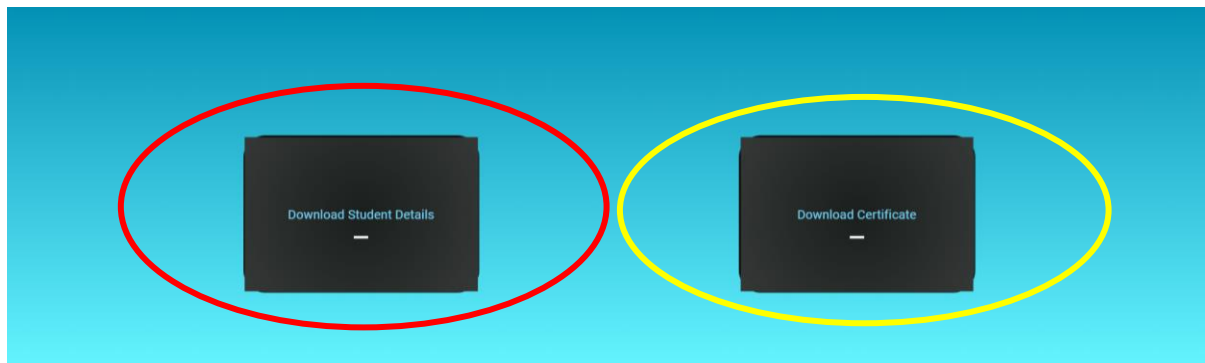
You[Teacher] can download two things:

1. Student details which will contain LoginID and password which will be used by students to appear for the test.
2. Student certificates

For this click on DOWNLOAD as shown below



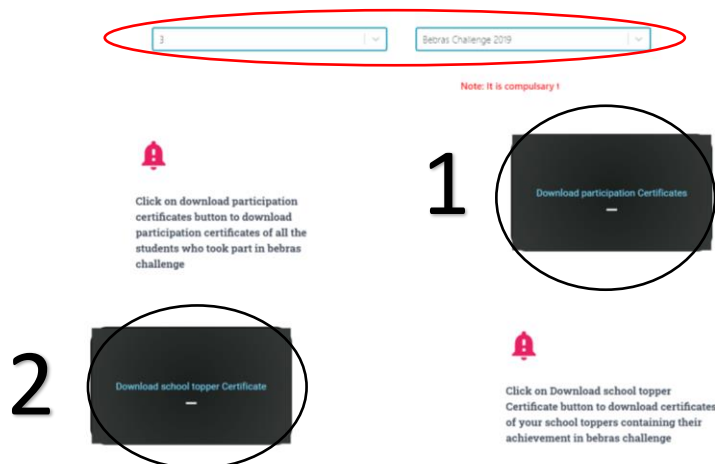
You will be directed to the page below.



Click on the button Download Student Details to download students LoginID and password (circled in red). An excel sheet with the details will be downloaded.

Click on the button Download Certificates to download students participation or (circled in yellow).

You will be directed to the page below.

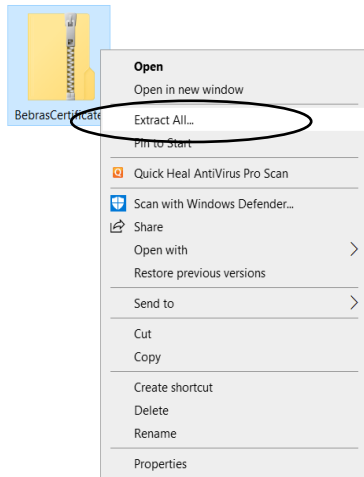


Compulsorily select the class and competition for which you have to download certificates. (circled in red). Click on the circle 1 with button named Download participation Certificates to download the participation certificates for all students.

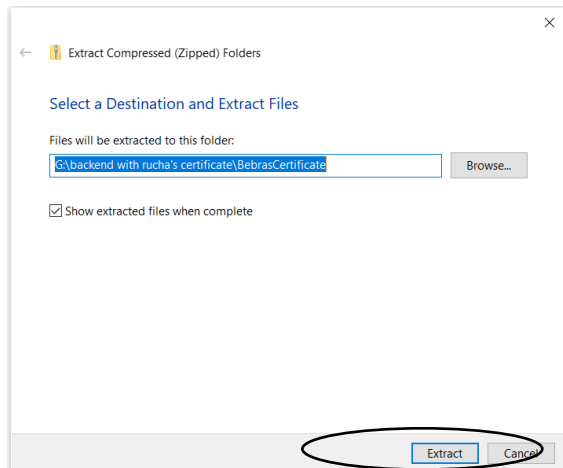


BebrasCertificate

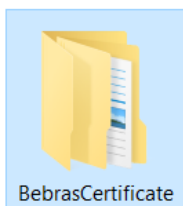
A zip folder with name BebrasCertificate would be downloaded as shown above.



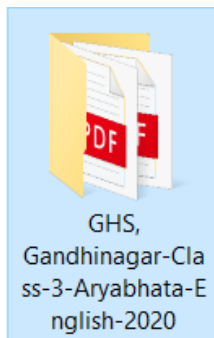
Right click on the folder and click on Extract All.



A pop up will appear. Click on Extract.



A folder like the one shown above will be created. Double click the folder.

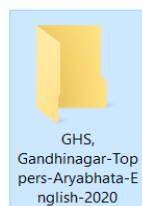


You will find a folder named with the details of the class and competition. Double click on it.



There you will find certificates in PDF formats named after each student who appeared for the competition in that class.

If you click on circle 2 button named Download school topper certificate it will download the toppers in your school for that class and in that competition. It will again download a zip folder as shown above. Extract it with the steps given above. Double click on that folder.



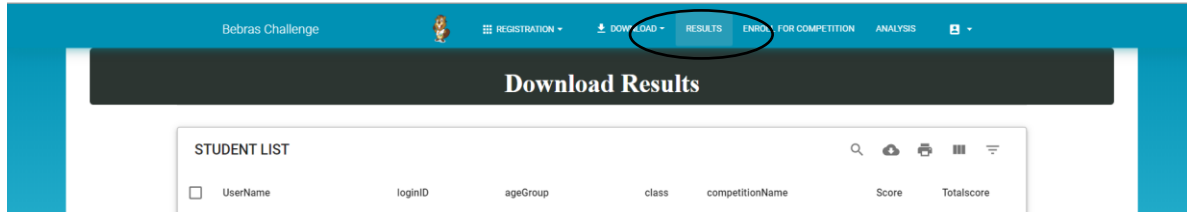
You will find this folder named Toppers with details of the competition and class. Double click that folder to find certificates of toppers in PDF formats.

NOTE: you can even check if students from your school are toppers nationwide. You can go to our home page ,scroll down till the end you will see as shown in the image below. You don't need to LOGIN to see the nationwide toppers.



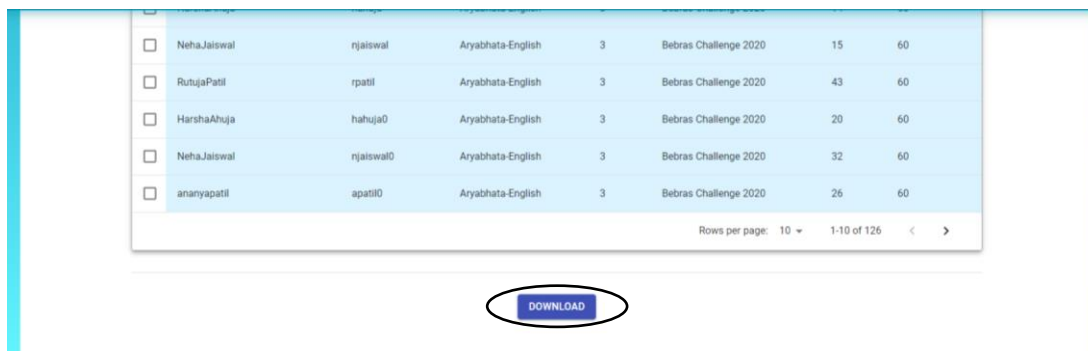
DOWNLOAD STUDENT RESULTS:

After the students have appeared for the competition you[Teacher] can download the results of students by clicking on RESULTS as shown below.



Download Results							
STUDENT LIST							
<input type="checkbox"/>	Username	loginID	ageGroup	class	competitionName	Score	Totalscore
<input type="checkbox"/>	PriyaDarshiniDeshmukh	pdeshmukh	Aryabhata-English	3	Bebras Challenge 2020	32	60
<input type="checkbox"/>	HiteshLaichandani	hlaichandani	Aryabhata-English	3	Bebras Challenge 2020	26	60
<input type="checkbox"/>	HetalDesai	hdesai	Aryabhata-English	3	Bebras Challenge 2020	43	60
<input type="checkbox"/>	AkashRathod	arathod	Aryabhata-English	3	Bebras Challenge 2020	32	60
<input type="checkbox"/>	HarshaAhuja	hahuja	Aryabhata-English	3	Bebras Challenge 2020	14	60

You can select all the students at once to download the results by clicking on the checkbox near USER NAME or you can select the one by one as you have done in student enrolment.



After selecting the students for which results are to be downloaded, click on DOWNLOAD button.

A zip folder named BebrasCertificate will be downloaded. Follow the steps given in DOWNLOAD section to see the certificates.

STUDENT ENROLLMENT FOR COMPETITION:

Students are first to be registered into the system. After successful registration, students should be enrolled for competition. To enrol students for competition click on enroll tab.

The screenshot shows the 'Bebras Challenge' interface with the 'ENROLL FOR COMPETITION' tab selected in the top navigation bar. The main content area displays a four-step process: 1. Select a class, 2. Select a Competition, 3. Select a Language, and 4. List of students which are not enrolled for the competition. Step 1 is the active step, featuring a dropdown menu labeled 'Select class' which is circled in black. Below the dropdown are 'BACK' and 'NEXT' buttons. To the right, an instruction with a sun icon says 'Select the class of which students you want to enroll for the competition'. At the bottom, there is a 'VIEW ENROLLED STUDENTS' button.

Compulsorily select the class, and click next. You will have to select the competitions for which you want to register the student. Now choose language for the competition in the next step.

This screenshot shows the same 'Bebras Challenge' interface, but now at Step 3: 'Select a Language'. The dropdown menu is set to 'English' and is circled in black. The 'NEXT' button is also circled in black. The 'BACK' button remains visible. The instruction on the right now says 'Select the language in which students want to appear for the competition'. The 'VIEW ENROLLED STUDENTS' button is still at the bottom.

You will see the list of registered students of your class who are currently not enrolled for any competition. Select the students you want to enroll to the competition by clicking on the checkboxes and lastly press the enroll students button. Your selected students will be enrolled to the selected competition successfully.

Bebras Challenge

REGISTRATION DOWNLOAD RESULTS ENROLL FOR COMPETITION ANALYSIS

<input checked="" type="checkbox"/>	Apiket Chavan	achavan	
<input checked="" type="checkbox"/>	Hitesh Nechiani	hnechiani	
<input checked="" type="checkbox"/>	Yaash Jagyani	yjagyani	2020-12-12
<input checked="" type="checkbox"/>	Sumit Nechiani	snechiani	
<input checked="" type="checkbox"/>	Heena Valecha	hvalecha	1998-12-16
<input checked="" type="checkbox"/>	Omkar Ghanekar	oghanekar	
<input checked="" type="checkbox"/>	Sneha Balwani	sbalwani	

Rows per page: 10 1-8 of 8

ENROLL STUDENTS

BACK FINISH

Select the students you want to enroll for the competition

You can also view the students already enrolled to competition by directly clicking “View enrolled students” on the enroll tab.

Bebras Challenge

REGISTRATION DOWNLOAD RESULTS ENROLL FOR COMPETITION ANALYSIS

- 1 Select a class

BACK NEXT
- 2 Select a Competition
- 3 Select a Language
- 4 List of students which are not enrolled for the competition

VIEW ENROLLED STUDENTS

Select the class of which students you want to enroll for the competition

ANALYSIS:



Click on ANALYSIS as shown above. It will contain analysis with performance of your schools with respect to other schools, etc.

