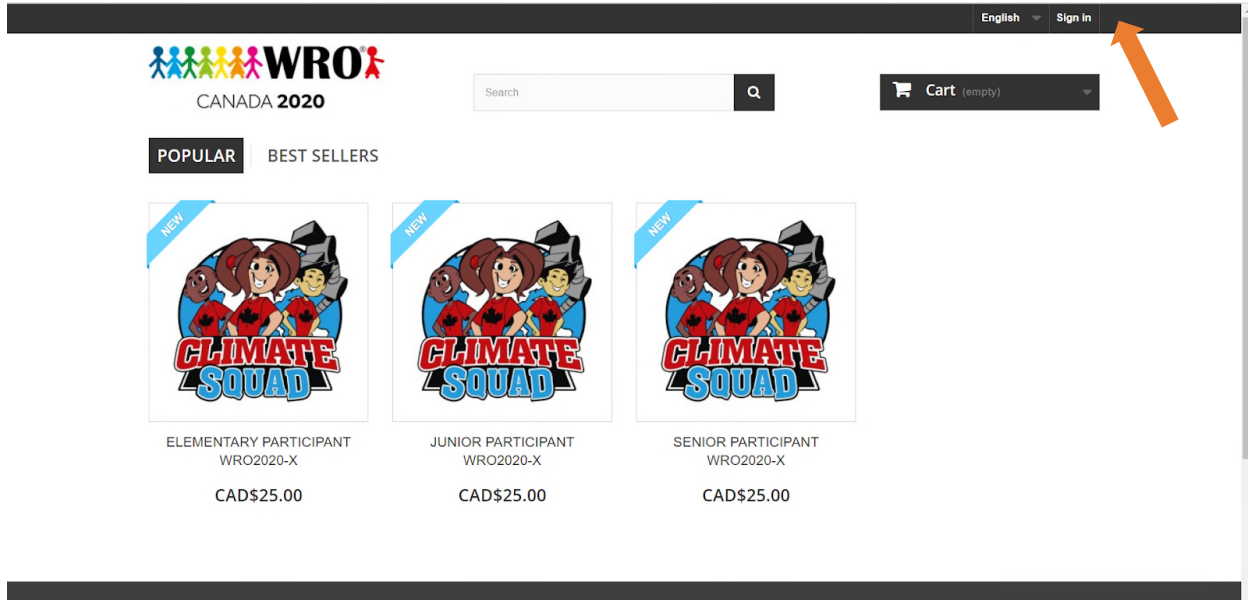


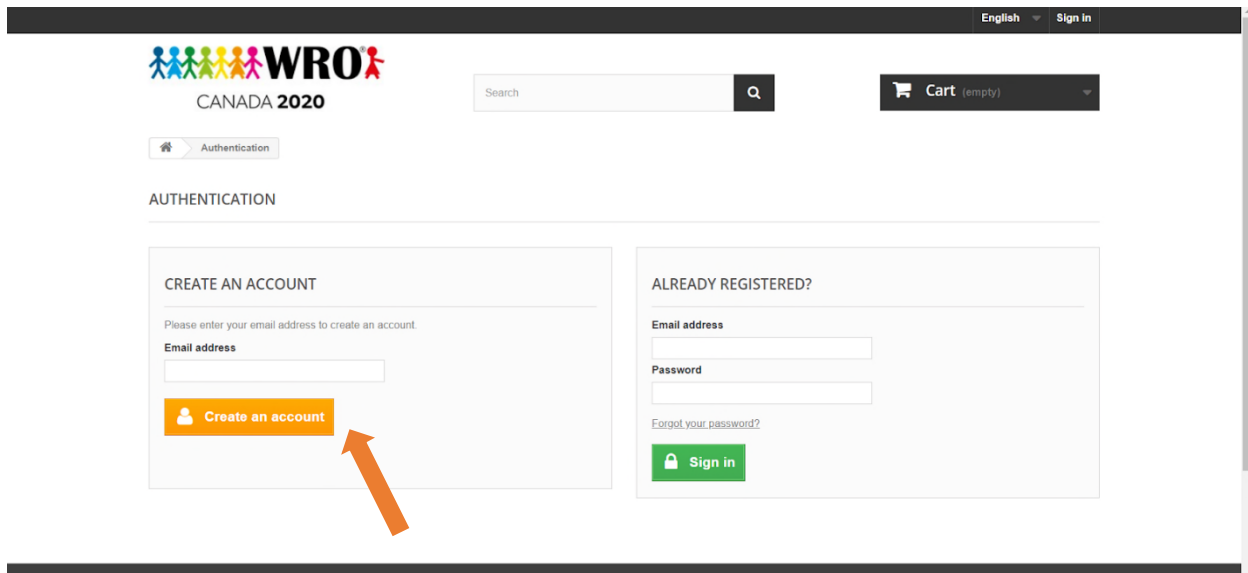
# HOW TO REGISTER FOR WRO 2020-X

1. Look at the event website under Info and Challenges [www.wro2020canada.org](http://www.wro2020canada.org)
2. Click on REGISTER PARTICIPANTS or go to [www.wro2020-x.org/shop](http://www.wro2020-x.org/shop)
3. Create your account (or sign in)

Click on the sign-in button at the top right corner of your screen



Enter your email and click on Create an account



Enter your information and then click REGISTER

Authentication

CREATE AN ACCOUNT

YOUR PERSONAL INFORMATION

\*Required field

Title  
☐ Mr. ☒ Mrs.

First name \*  
Marianne ✓

Last name \*  
Bruneau ✓

Email \*  
[REDACTED] ✓

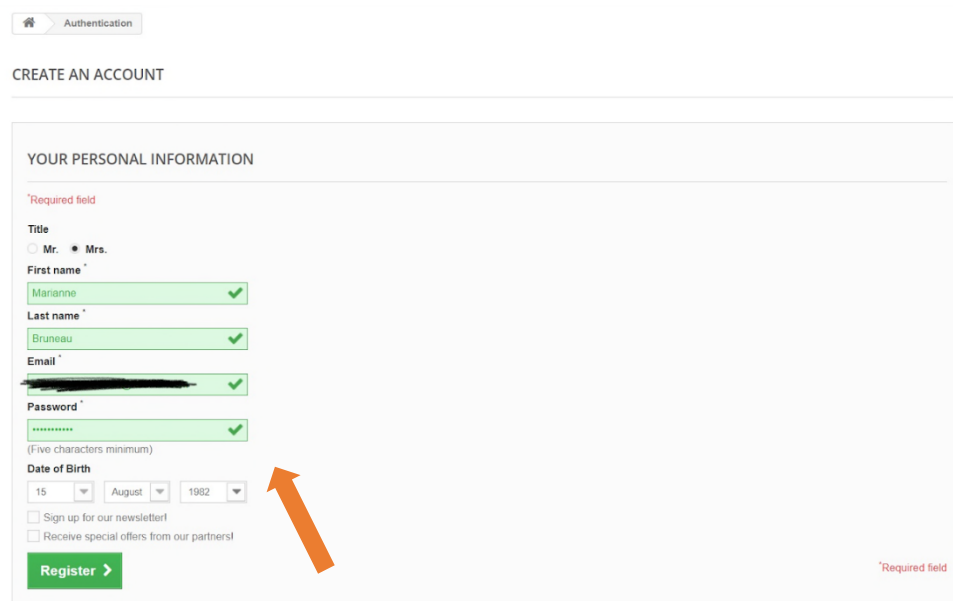
Password \*  
[REDACTED] ✓  
(Five characters minimum)

Date of Birth  
15 August 1982

☐ Sign up for our newsletter!  
☐ Receive special offers from our partner!

Register >

\*Required field



You will get to this page, click on ADD MY FIRST ADDRESS

My account

MY ACCOUNT

✓ Your account has been created.

Welcome to your account. Here you can manage all of your personal information and orders.

ADD MY FIRST ADDRESS

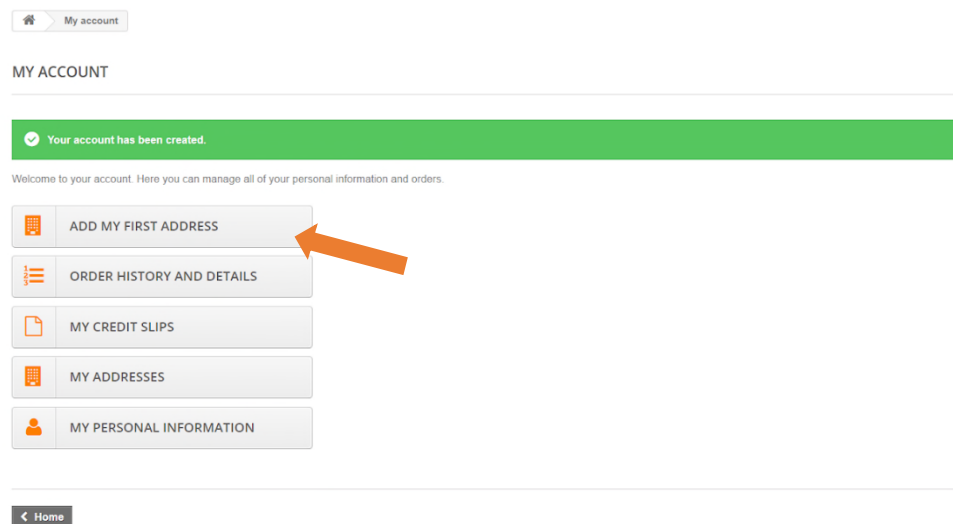
ORDER HISTORY AND DETAILS

MY CREDIT SLIPS

MY ADDRESSES

MY PERSONAL INFORMATION

< Home

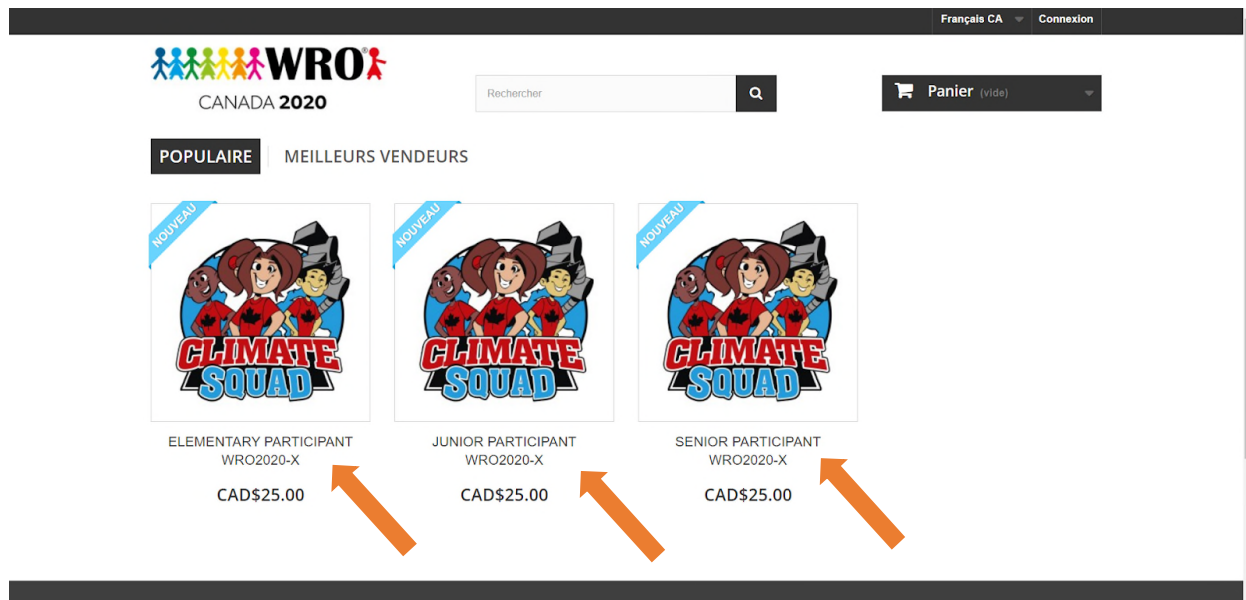


Enter your address and press SAVE

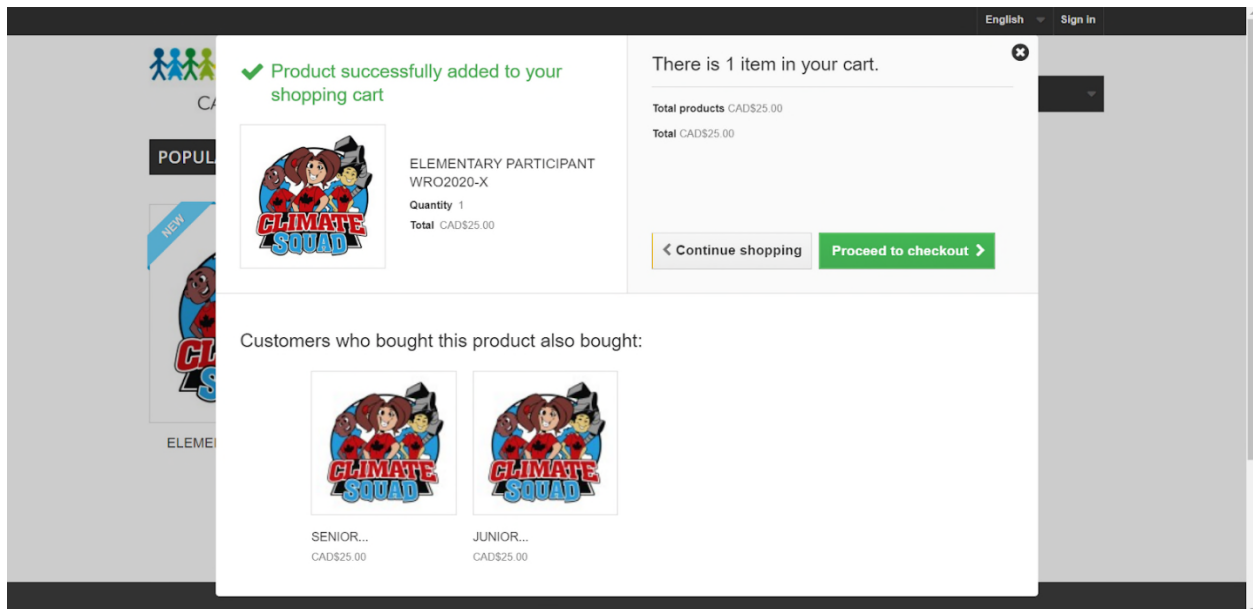
#### 4. Buy participants

Examples:

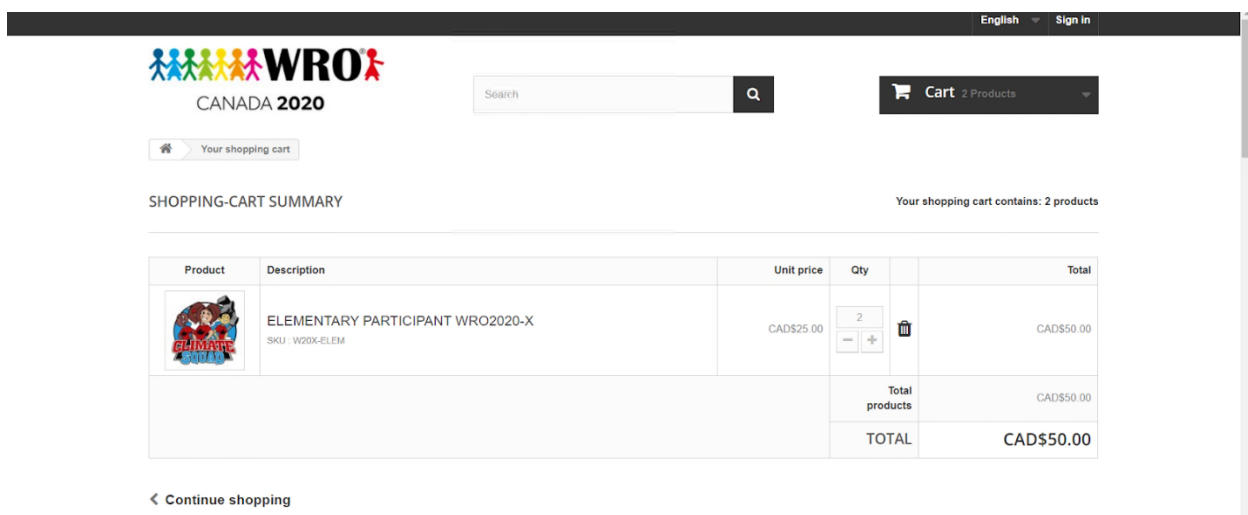
- I want to register my child as a team of 1 and he is 12 years old  
→ add 1 elementary participant to your cart
- I want to register my child and his friend and they are 14 years old  
→ add 2 junior participants to your cart
- I want to register 1 team of 2x 16 years old and 1 team of 1X 11 years old  
→ add 2 senior participants and 1 elementary participant to your cart
- I want to register my two kids of 10 years old & 14 years old as a team  
→ add 2 junior participants to match the oldest age group



After selecting 1 or multiple participants, this window will appear and you can continue to add participants or process to checkout.



When you proceed to checkout, you will see your total of participants and the amount you have to pay.



Read and accept the Terms and Conditions

No carrier is needed for this order.

☒ I agree to the terms of service and will adhere to them unconditionally ([Read the Terms of Service](#))

Scroll down and select your payment method, credit card or WeChat Pay. It can take a few seconds to load. Please be patient.

Fill out the boxes with your information then click submit payment.

3 PLEASE CHOOSE YOUR PAYMENT METHOD

Credit/ Debit Card

Name  
Marianne Test

Card details  
VISA [REDACTED]

微信支付 Pay by WeChat

You will view this page after submitting.

English Sign out Marianne Test

Search Cart (empty)

Order confirmation

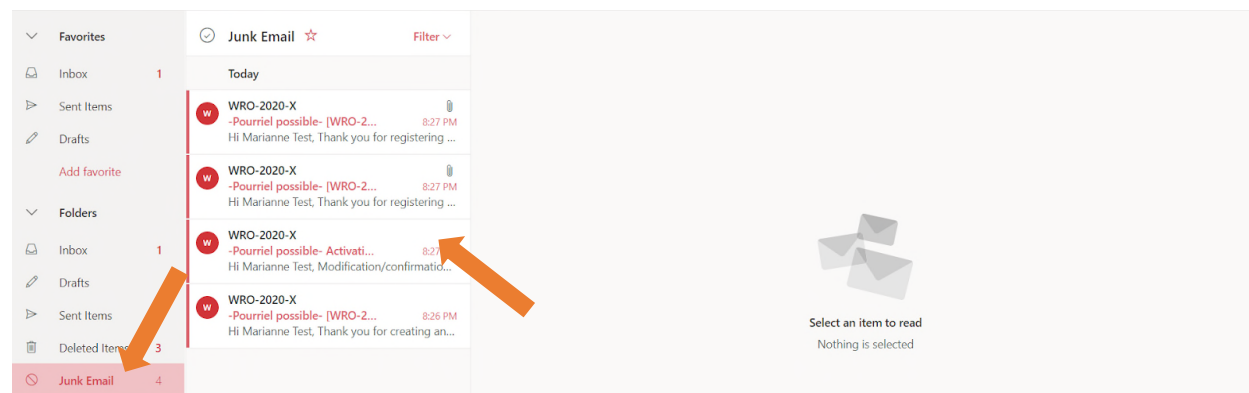
ORDER CONFIRMATION

Congratulations, your payment has been approved and your order has been saved under the reference BD7QFEXET.

[View your order history](#)

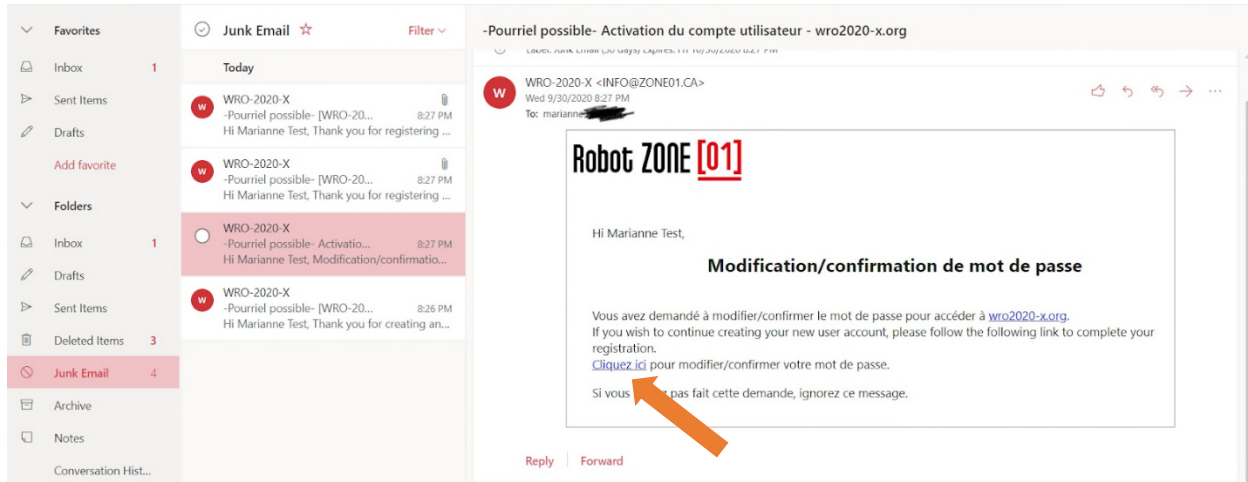
## 5. Reset your password

You will get a few emails! Please check your JUNK or SPAM folder if you don't see them.

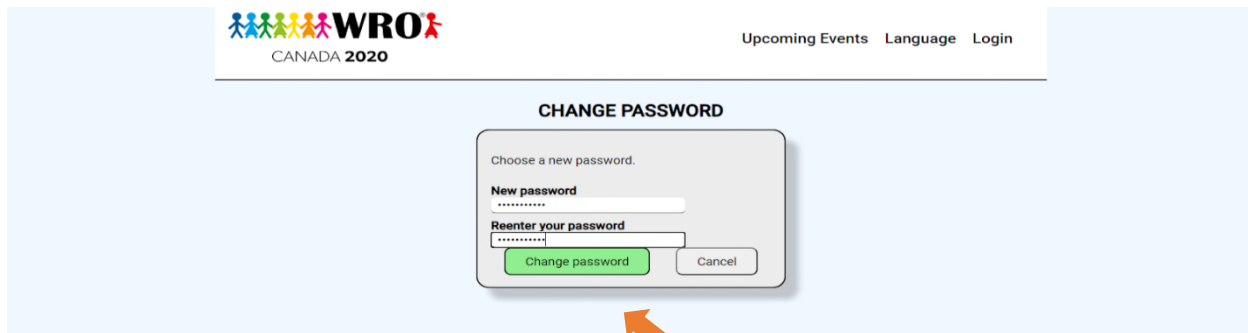


- Email confirming the creation of your account
- Email confirming your payment
- Email confirming your order details
- Email asking you to Modify/Confirm your password **THIS EMAIL IS IMPORTANT**

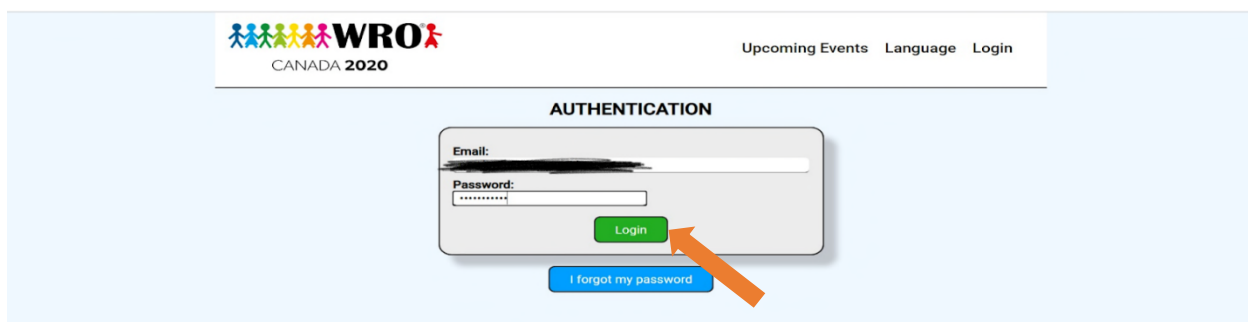
Click on the link in the email. This is used to confirm your password on the team management system. You can use the same password as on the shop. You just need to re-submit it.



You will get to this page. Enter your password 2 times then click on Change password. This may take a few seconds. Please be patient.



You will get to the log in page of the website used to create your teams and manage your participants. Log in!



## 6. Create teams and manage participants

You will get to this page and you will see your registration. Click on your registration to create teams and manage your participants.

WRO CANADA 2020

Upcoming Events My Registrations Language Logout

### MY REGISTRATIONS

Filtre

Id	Event	Event Date	Registrations	Reg.dt
1797 BDTQFEXET	WRO-2020-X	2020-11-12 09:00:00	0 / 2	2020-10-01

Items per page: 20 1 - 1 of 1 |< < > >|

You can now see the participants you registered.

Click on the green + to add a coach (you need to add a coach before creating a team).

WRO CANADA 2020

Upcoming Events My Registrations Language Logout

### REGISTRATION FORM (1797)

First Name : Marianne  
Last Name : Test  
Phone : 514-555-5555  
Email : [REDACTED]

Reference : BDTQFEXET  
Registration Date : 2020-10-01

School/institution : WRO

Event : WRO-2020-X  
When : 2020-11-12 09:00:00  
Location : Online - Offline - Live Streamed  
Address :  
City : Montreal  
Country : Canada

Category	Participants		
	Total	Used	Available
Elementary 10-12	2	0	2
Junior 13-15	0	0	0
Senior 16-19	0	0	0

Coaches

+	Full name	Title	Email
Teams			

Enter the coach information. Click on SAVE.

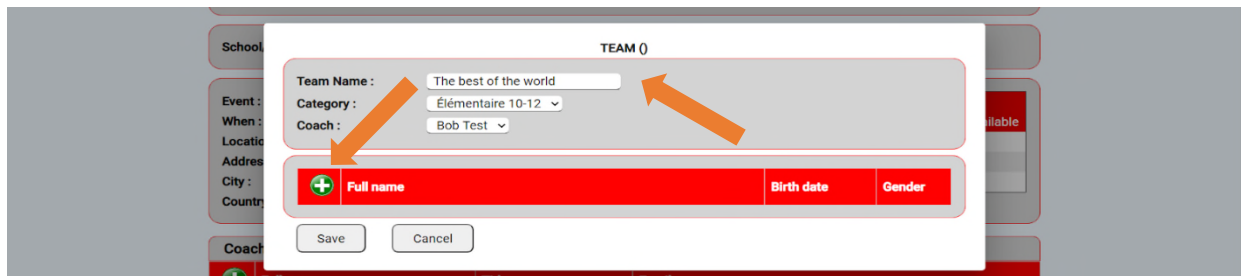
COACHES (NEW)

Full name : Bob Test  
Title : Coach  
Email : bobtest@gmail.com

Save Cancel

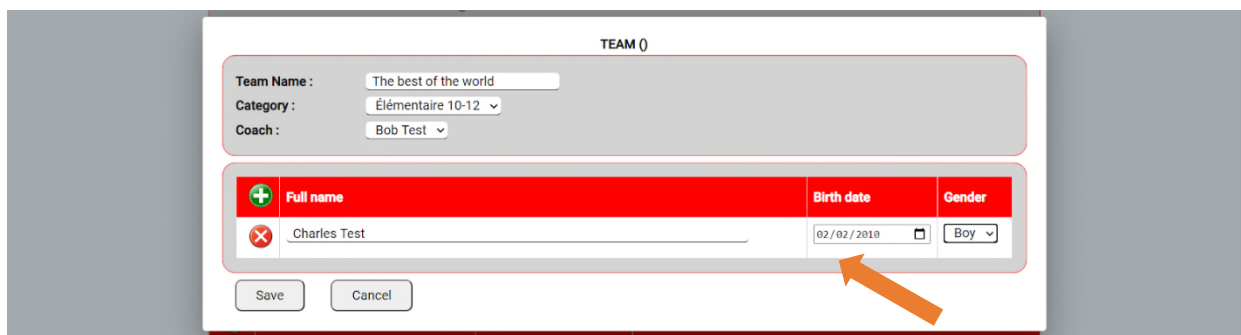
Click on the green + to add a team. Write your team name, select the right category and select the coach.

Click on the green + to add a participant (or more) to this particular team.



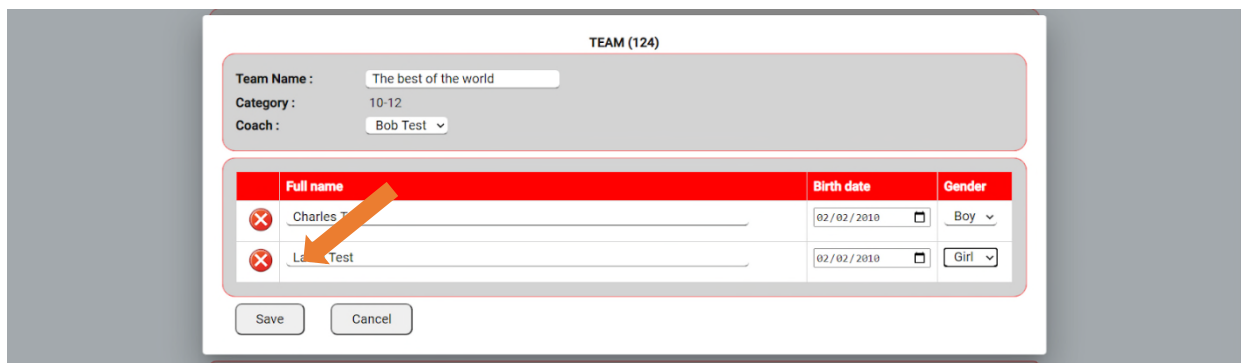
The screenshot shows a form titled "TEAM 0". It has three input fields: "Team Name" with the value "The best of the world", "Category" with a dropdown menu showing "Élémentaire 10-12", and "Coach" with a dropdown menu showing "Bob Test". Below these fields is a red table with three columns: "Full name", "Birth date", and "Gender". The table is currently empty. There is a green "+" icon in the first column of the table. At the bottom of the form are "Save" and "Cancel" buttons. Orange arrows point to the green "+" icon and the "Team Name" field.

Enter your participant's information.



The screenshot shows the same "TEAM 0" form, but now with one participant added to the table. The participant's information is: "Charles Test", "02/02/2010", and "Boy". There is a red "X" icon in the first column of the table. An orange arrow points to the "Birth date" field.

You can add a second and third participant (up to 3) to your team, depending on how many participants you purchased (and are available), then click SAVE.



The screenshot shows the form titled "TEAM (124)". It has the same input fields as before. The table now has two participants: "Charles Test" (02/02/2010, Boy) and "Léa Test" (02/02/2010, Girl). There are red "X" icons in the first column of the table. An orange arrow points to the "Full name" field of the second participant.

You can now see that out of 2 participants purchased, you used 2 and now 0 are available to form a new team.



Click Add team's challenges.

School/institution : WRO

Event : WRO-2020-X  
 When : 2020-11-12 09:00:00  
 Location : Online - Offline - Live Streamed  
 Address :  
 City : Montreal  
 Country : Canada

Participants			
Category	Total	Used	Available
Elementary 10-12	2	2	0
Junior 13-15	0	0	0
Senior 16-19	0	0	0

Coaches

	Full name	Title	Email
✕	Bob Test	Coach	bobtest@gmail.com

Teams

	#	Teams	Category	Members	Challenges
✕	124	The best of the world	10-12	Charles Test Laura Test	<a href="#">Add team's challenges</a>

Select all the challenges your team wants to do. You can select 1, 2 or 3, then click SAVE.

School/institution : WRO

Event : WRO-2020-X  
 When : 2020-11-12 09:00:00  
 Location : Online - Offline - Live Streamed  
 Address :  
 City : Montreal  
 Country : Canada

Coaches

	Full name	Title	Email
✕	Bob Test	Coach	bobtest@gmail.com

Teams

	#	Teams	Category	Members	Challenges
✕	124	The best of the world	10-12	Charles Test Laura Test	<a href="#">Add team's challenges</a>

DÉFIS INSCRITS

Nom : The best of the world  
 Niveau : 10-12

	Défi
<input checked="" type="checkbox"/>	ZONE01 SURPRISE 10-12
<input checked="" type="checkbox"/>	WRO WINDSTORMS 10-12
<input type="checkbox"/>	WRO OPEN - 10-12

Enregistrer Annuler

This is your final registration page. \*\*\*Note your team number\*\*\* (Here it is 124).

First Name : Marianne  
 Last Name : Test  
 Phone : 514-555-5555  
 Email : [REDACTED]

Reference : BDTQFEXET  
 Registration Date : 2020-10-01

School/institution : WRO

Event : WRO-2020-X  
 When : 2020-11-12 09:00:00  
 Location : Online - Offline - Live Streamed  
 Address :  
 City : Montreal  
 Country : Canada

Participants			
Category	Total	Used	Available
Elementary 10-12	2	2	0
Junior 13-15	0	0	0
Senior 16-19	0	0	0

Coaches

	Full name	Title	Email
✕	Bob Test	Coach	bobtest@gmail.com

Teams

	#	Teams	Category	Members	Challenges
✕	124	The best of the world	10-12	Charles Test Laura Test	ZONE01 SURPRISE 10-12 WRO WINDSTORMS 10-12

## **7. Add participants or add teams**

You may add more participants to create more teams by going back to [www.wro2020-x.org/shop](http://www.wro2020-x.org/shop)

You need to buy participants before creating teams.

You are done!

**Registration closes on November 1<sup>st</sup>**

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