

NHDWebCentral

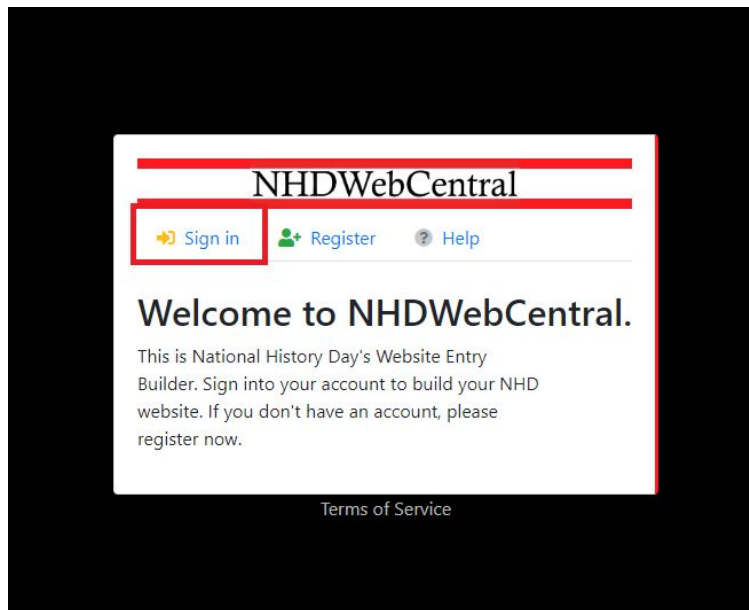
How to Register as a Group

Welcome to NHDWebCentral! We are excited that you will be building a group website for the NHD Contest. Here is a guide to get you started. Please note that these instructions are for students working in groups. If you are working individually, please use the instructions for individuals.

Getting Started - Choose Student One

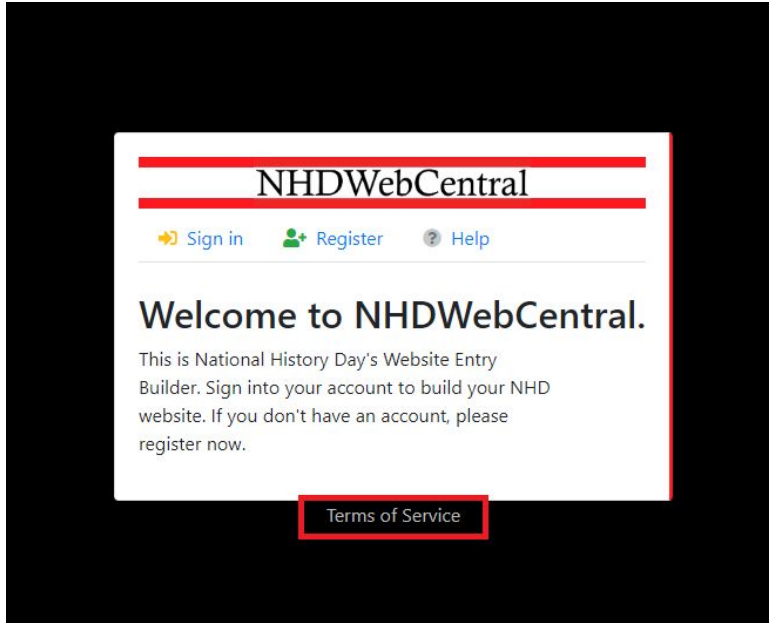
1. Choose one student to begin this process (we will call this person "Student One").
2. Student One needs to go to www.NHDWebCentral.org. You will come to a screen that looks like this:

Here is where you sign in AFTER you have created a login.



Select the sign in button to sign in to your account (after you have registered).

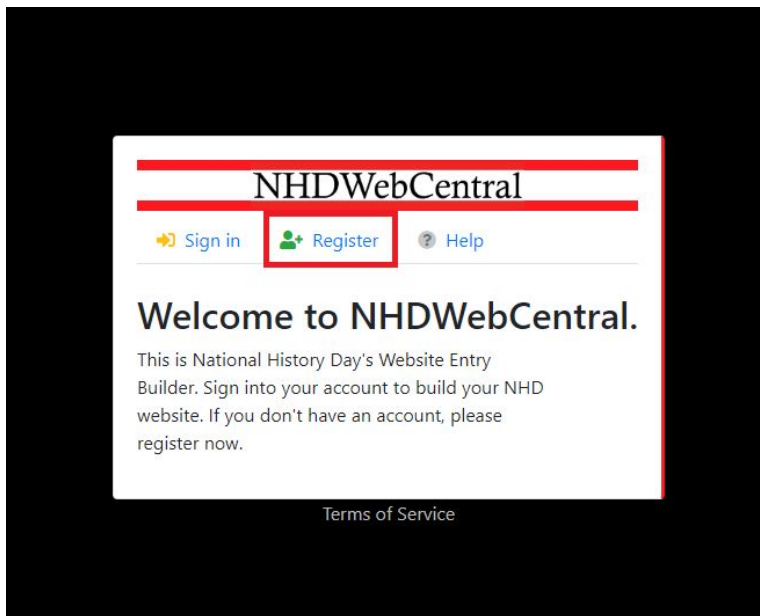
Here is where you find the Terms of Service.



← Here is where you can find a copy of our Terms of Service.

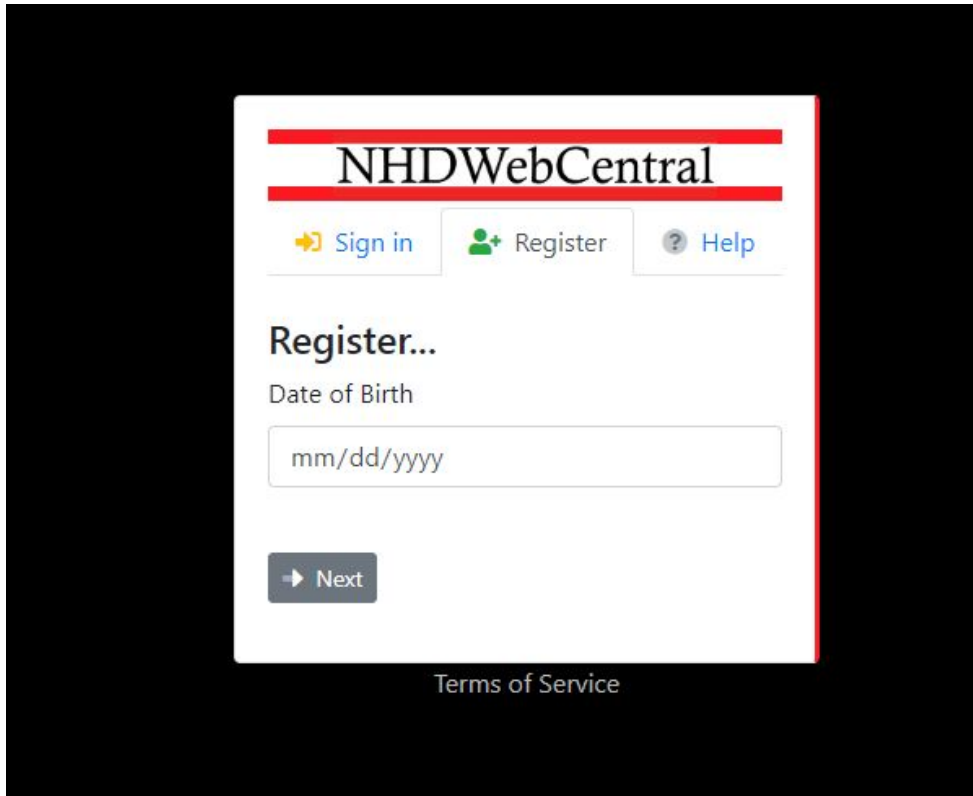
Here is where we want to begin.

3. Click "Register."



← If you are a new user, select Register.

4. First you will be asked to enter your date of birth (mm,/dd/yyyy).



NHDWebCentral

[Sign in](#) [Register](#) [Help](#)

Register...

Date of Birth

mm/dd/yyyy

[Next](#)

[Terms of Service](#)

5. **PLEASE NOTE:** If you are under the age of 13, you need parental consent to use NHDWebCentral. Please fill out your parent or guardian's information. He or she will receive an email notifying them that you have signed up to create an account. **Note:** If your parent or guardian does not have access to an email address, please speak with your teacher. He or she can receive the email and print a copy for your parent or guardian to read.

The screenshot shows the NHDWebCentral website interface. At the top, there is a red header bar with the text "NHDWebCentral". Below the header, there are three navigation links: "Sign in" with a key icon, "Register" with a person icon, and "Help" with a question mark icon. The main content area is titled "Register..." followed by "Parent Registration" in a large, bold font. Below the title, there is a sub-header: "Your parent must register you, and give you permission to use our site." The form consists of four input fields arranged in a 2x2 grid. The top row contains "Parent's First Name" and "Parent's Last Name". The bottom row contains "Parent's Email" and "Parent's Phone". At the bottom of the form, there are two buttons: "Back" with a left arrow and "Next" with a right arrow.

6. After you enter your parents permission (only for those under 13), you will be asked to complete a basic webform. This form will ask for the following information:
 - a. First Name
 - b. Last Name
 - c. Email address
 - d. Username
 - e. Password
 - f. Confirm Password

Fill out the registration form with the following:

- First name
- Last Name
- Email
- Username
- Password

Don't forget to accept the Terms of Service and confirm you are not a robot!

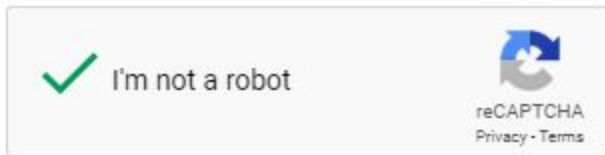
Note about usernames: Every student needs to have a unique username. When you enter your username and click on the next box, one of two options will appear in the upper right hand corner:

A green box will appear telling you that your username is good.	A yellow box will appear to tell you that you need to choose a new username.
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	<p>STOP! It is very important to pause for a moment and write down your username and password. This will make your life easier down the road! Write these down before you click the "sign-in" button.</p>
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You will need to click the checkboxes to accept the Terms of Service and to ensure you are not a robot. In order to confirm you are not a robot. (Sometimes you will be asked to review pictures and verify what you see.)

I accept the *Terms of Service*



Once everything is complete, you must sign into your account. Enter your username and password, then click the grey "sign-in" button.

A screenshot of the NHDWebCentral sign-in page. At the top, the text "NHDWebCentral" is displayed in a large, black, serif font, centered between two thick red horizontal bars. Below this, there are three buttons: "Sign in" with a yellow right-pointing arrow icon, "Register" with a green plus icon and a person icon, and "Help" with a grey question mark icon. Underneath these buttons, the heading "Sign in..." is shown in a bold, dark blue font. Below the heading are two input fields: "Username" with a text box containing the word "username", and "Password" with a text box containing eight dots. At the bottom of the form, there are two buttons: a grey "Sign in" button with a yellow right-pointing arrow icon, and a "Forgot Password?" link with a person icon.

You will be asked to sign in to the website. Enter the username and password that you just created to gain access to NHDWebCentral and begin building your website.

Student One should now click the grey and yellow "Start Now" button to reach your site's landing page. The landing page will allow you several options:

Start your Website If you are Student One, select start now!

Start Now!

Link to an Existing Website

Does your team already have a site?
If you are participating in a group website, please enter your site key below and click "Link." Then, you will be able to edit the group's website.

Site Key **Link**

Your Website

Created at 8/16/2019 7:18:56 PM
Last Update at 8/16/2019 8:58:09 PM

Site Key 78289738
<https://site.nhd.org/78289738>

99 MB remaining

Edit Site **View Site**

Authorized Users
Users listed below have access to view and edit your website.

Allow Link

This is your site key. You can always find this information here on the landing page should you need it. Your special URL is just below it.

The View Site button allows you to see a preview of the website (you cannot make edits here).

The Edit Site button is where you will create your website and make changes.

The Allow Link button lets you add authorized users to your website (such as group members or your teacher).

Student One need to do two key tasks:

1. Write down the site key to share with your group members.
2. Click the grey "Allow Link" button to allow other students to join your group. Once you do this, your group member(s) will have 24 hours to complete their registration and link to the site. If someone doesn't get it done in that time period, Student One can click the "Allow Link" button again to re-open it for another 24 hours.

Authorized Users

Users listed below have access to view and edit your website.

 Allow Link

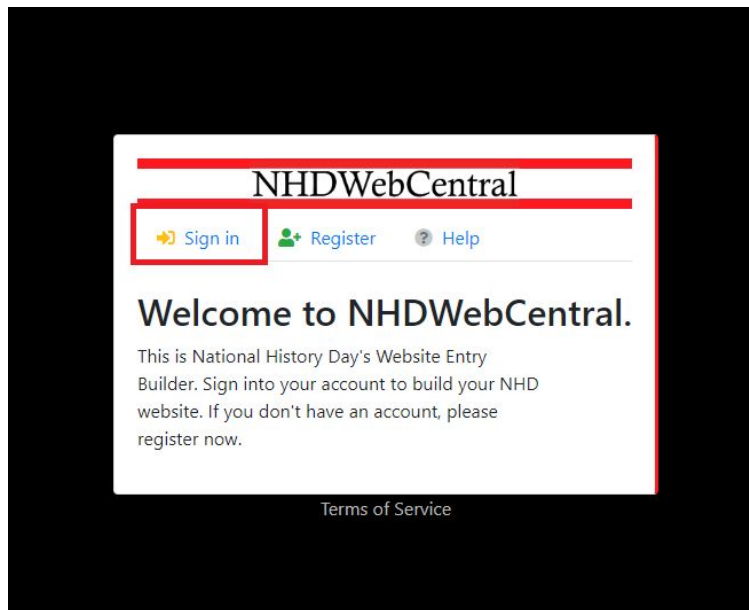
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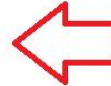
Getting Started - Students Two Through Five

NOW, other students in the group can complete the registration process.

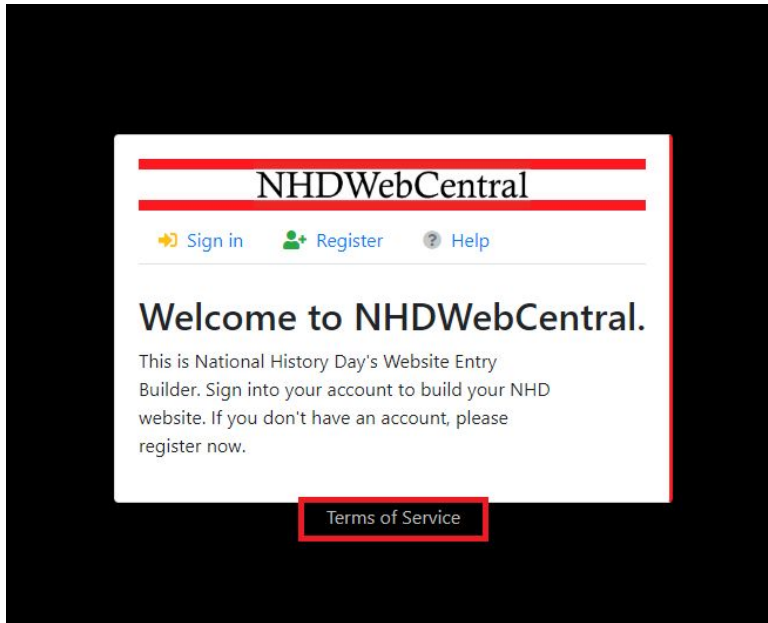
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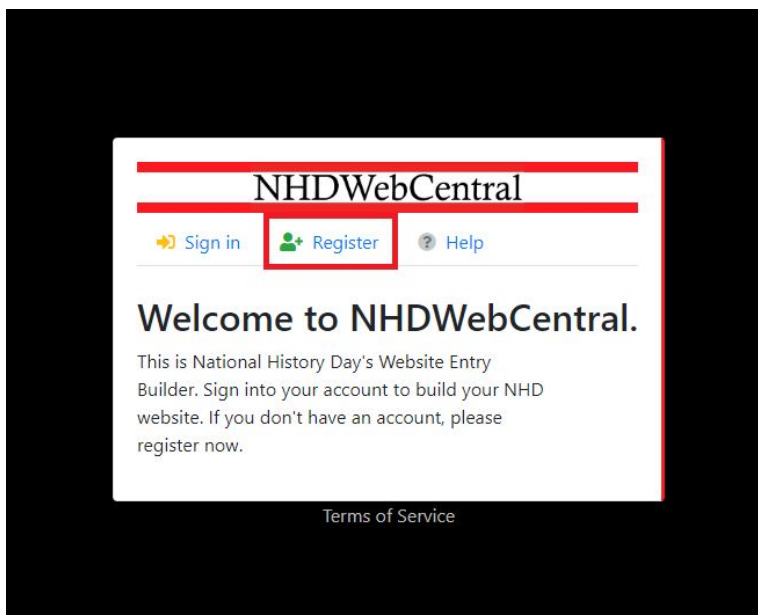
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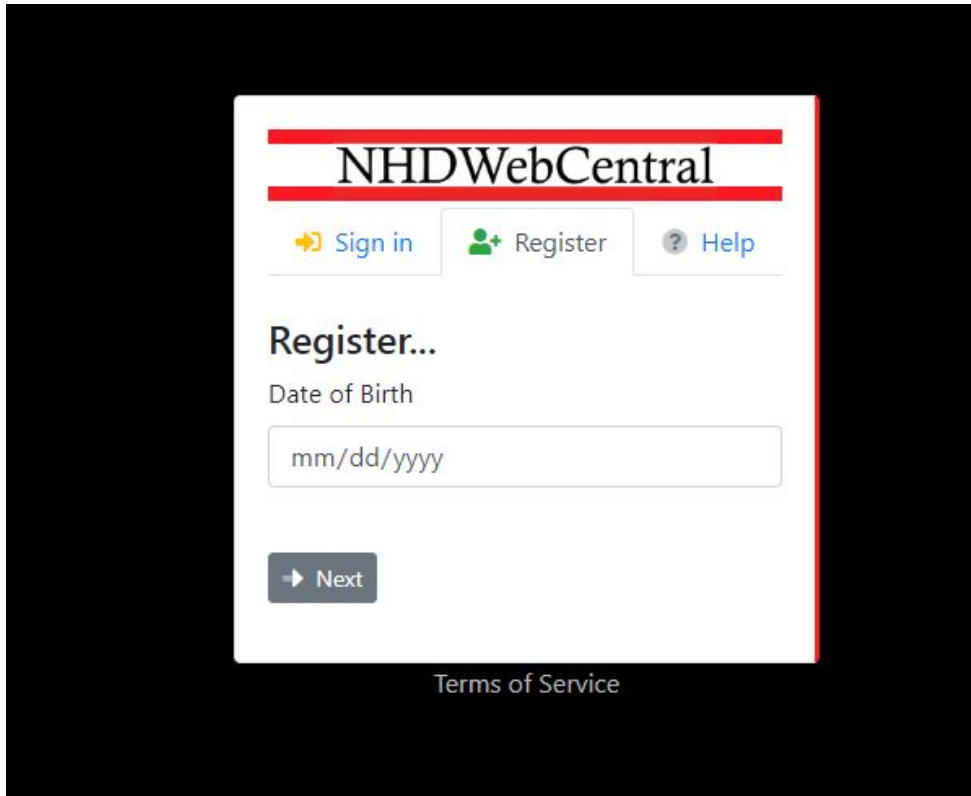
Here is where we want to begin.

7. Click "Register."



← If you are a new user, select Register.

8. First you will be asked to enter your date of birth (mm/dd/yyyy).



NHDWebCentral

[Sign in](#) [Register](#) [Help](#)

Register...

Date of Birth

[Next](#)

[Terms of Service](#)

9. **PLEASE NOTE:** If you are under the age of 13, you need parental consent to use NHDWebCentral. Please fill out your parent or guardian's information. He or she will receive an email notifying them that you have signed up to create an account. **Note:** If your parent or guardian does not have access to an email address, please speak with your teacher. He or she can receive the email and print a copy for your parent or guardian to read.

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10. After you enter your parents permission (only for those under 13), you will be asked to complete a basic webform. This form will ask for the following information:
- First Name
 - Last Name
 - Email address
 - Username
 - Password
 - Confirm Password

Fill out the registration form with the following:

- First name
- Last Name
- Email
- Username
- Password

Don't forget to accept the Terms of Service and confirm you are not a robot!

Note about usernames: Every student needs to have a unique username. When you enter your username and click on the next box, one of two options will appear in the upper right hand corner:

A green box will appear telling you that your username is good.

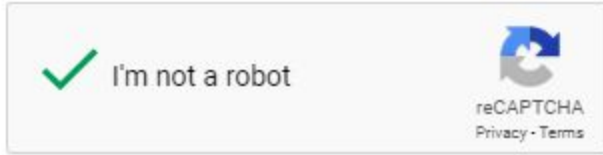
A yellow box will appear to tell you that you need to choose a new username.



STOP! It is very important to pause for a moment and write down your username and password. This will make your life easier down the road! Write these down **before** you click the "sign-in" button.

You will need to click the checkboxes to accept the Terms of Service and to ensure you are not a robot. In order to confirm you are not a robot. (Sometimes you will be asked to review pictures and verify what you see.)

I accept the *Terms of Service*



Once everything is complete, you must sign into your account. Enter your username and password, then click the grey "Sign-In" button.

A screenshot of the NHDWebCentral sign-in page. At the top, the text "NHDWebCentral" is displayed between two thick red horizontal bars. Below this, there are three links: "Sign in" with a yellow arrow icon, "Register" with a green person icon, and "Help" with a grey question mark icon. The "Sign in..." section contains a "Username" label above a text input field with the placeholder text "username". Below that is a "Password" label above a password input field with eight dots. At the bottom, there is a grey "Sign in" button with a yellow arrow icon and a "Forgot Password?" link with a person icon.

You will be asked to sign in to the website. Enter the username and password that you just created to gain access to NHDWebCentral and begin building your website.

The landing page will allow you several options:

Start your Website If you are Student One, select start now!

Start Now!

Link to an Existing Website

Does your team already have a site?
If you are participating in a group website, please enter your site key below and click "Link." Then, you will be able to edit the group's website.

Site Key [Link](#)

← If Student One has already joined and you need to join the group website, enter in the site key here and click link!

Since you are in a group, you add the site key that Student One has provided. Enter the site key carefully and click the grey and yellow "Link" button.

Link to an Existing Website

Does your team already have a site?
If you are participating in a group website, please enter your site key below and click "Link." Then, you will be able to edit the group's website.

Site Key [Link](#)

← If Student One has already joined and you need to join the group website, enter in the site key here and click link!

Once the other group members click "Link" they will come to the same landing page that Student One sees.

Once you "Link" to the site via Student One's site key, your screen will update to the same landing page that Student One sees. This means you have successfully linked your accounts and can start working on your group project!

Your Website

Created at 8/16/2019 7:18:56 PM
Last Update at 8/16/2019 8:58:09 PM
Site Key 78289738
<https://site.nhd.org/78289738>



Authorized Users

Users listed below have access to view and edit your website.



Ashley Dabbraccio
Ashley group

Linking is currently allowed for the next 24 hours.

The screenshot shows the 'Your Website' section with a red box around the 'Site Key 78289738' and a red arrow pointing to it. Another red box highlights the 'Edit Site' and 'View Site' buttons. Below, the 'Authorized Users' section is also boxed in red, with a red arrow pointing to the 'Allow Link' button.

This is your site key. You can always find this information here on the landing page should you need it. Your special URL is just below it.

The View Site button allows you to see a preview of the website (you cannot make edits here).

The Edit Site button is where you will create your website and make changes.

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