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*® and registering their youth for the first time:

1. Visit 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 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

Parent / Guardians new to *FIRST* and registering their youth for the first time:

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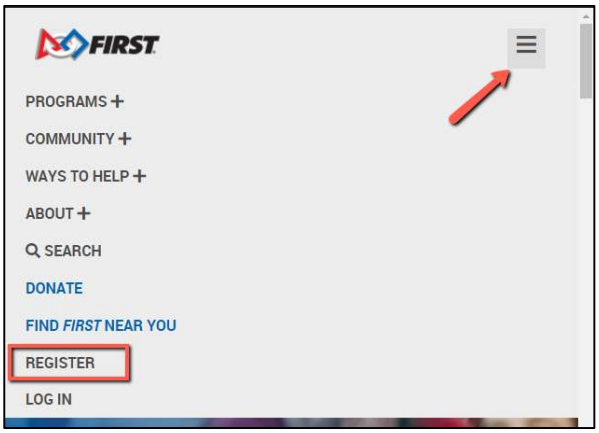
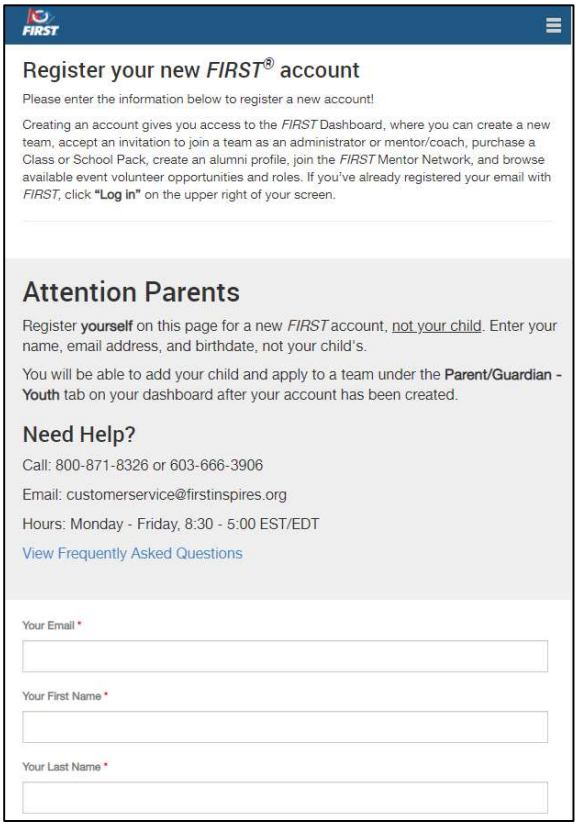
2. Select “Register” from the drop-down menu
3. Create an account with your name, date of birth, and email address (NOT your youth’s information)





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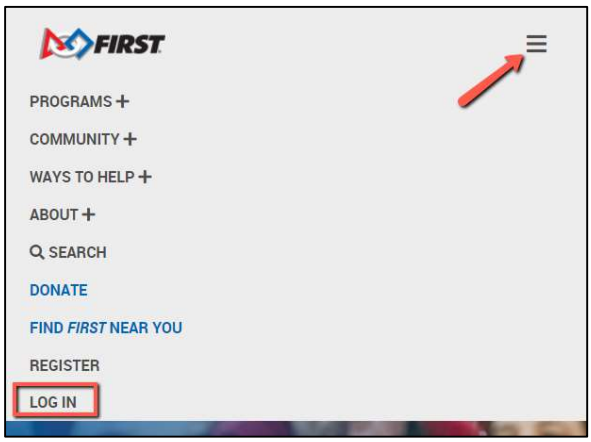
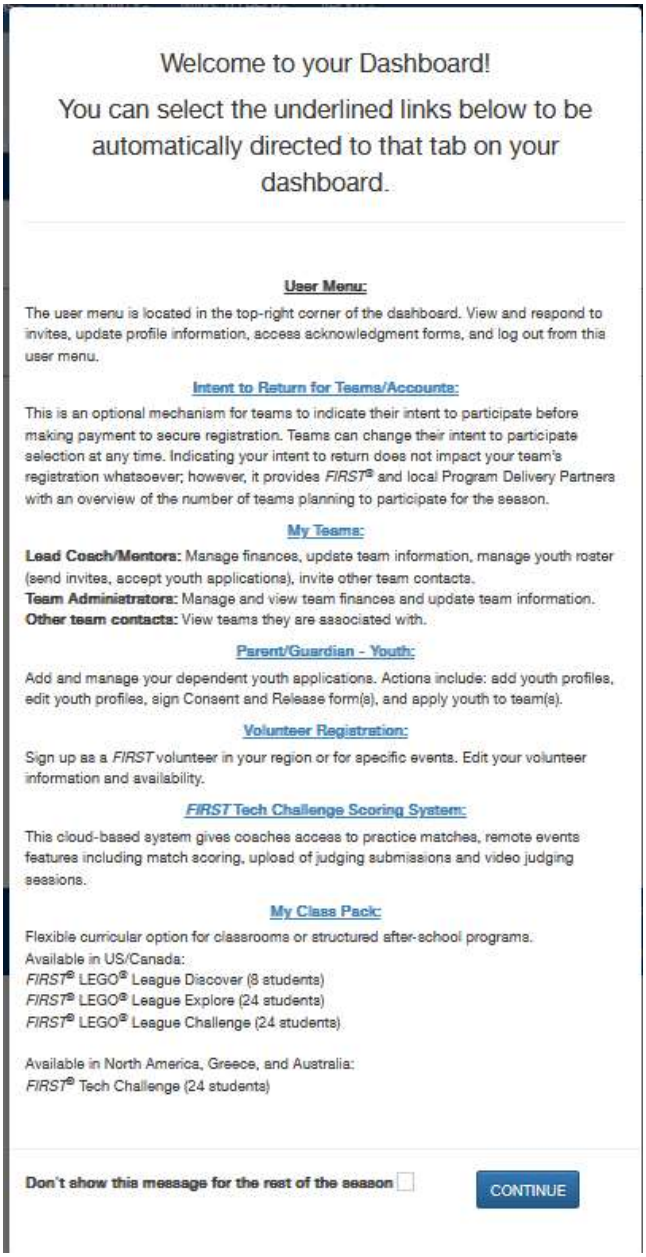
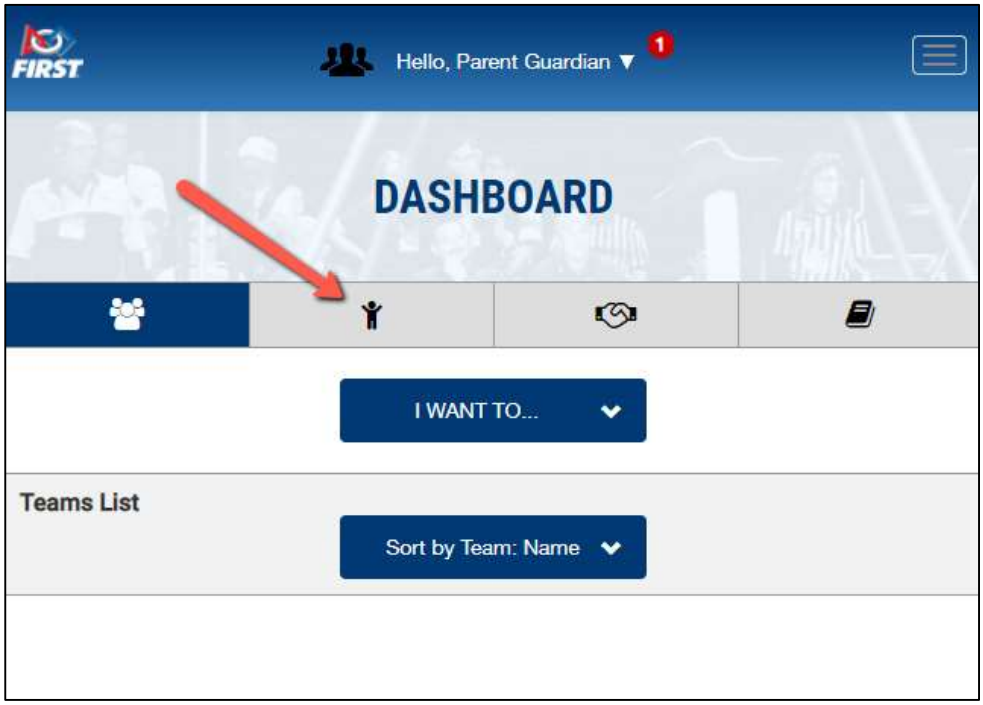
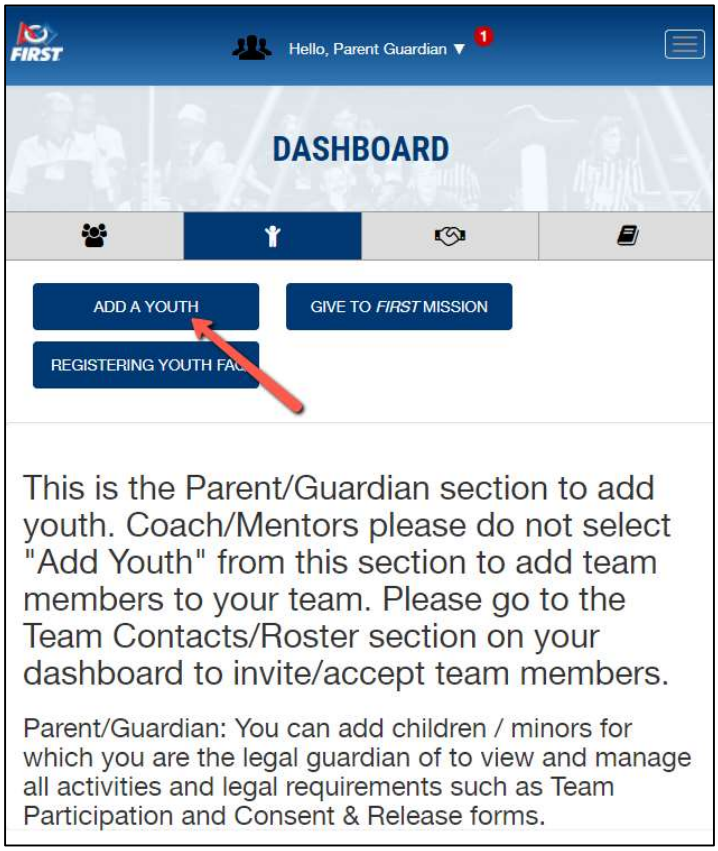
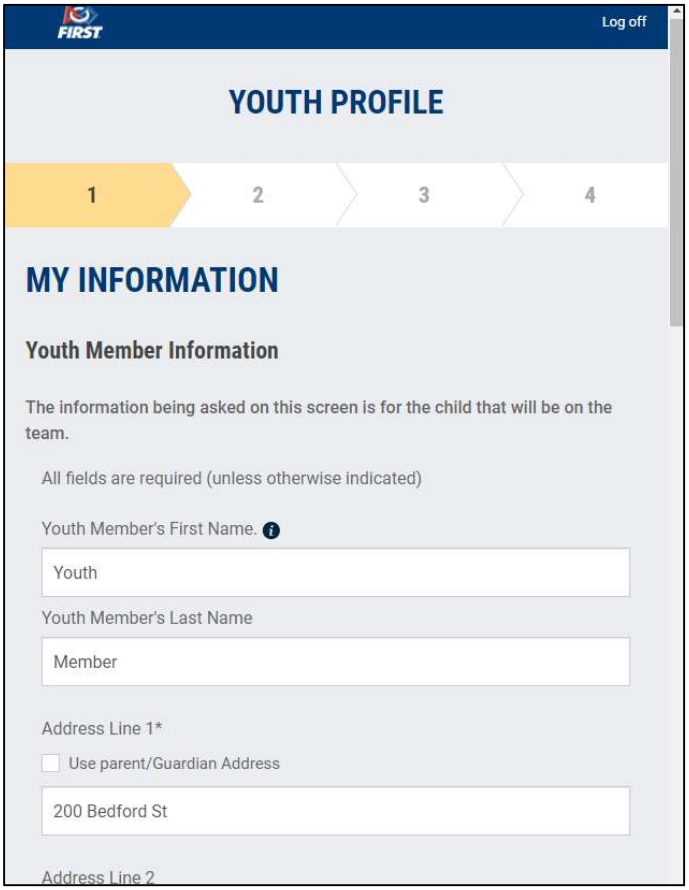

FIRST
PROGRAMS +
COMMUNITY +
WAYS TO HELP +
ABOUT +
SEARCH
DONATE
FIND FIRST NEAR YOU
REGISTER
LOG IN

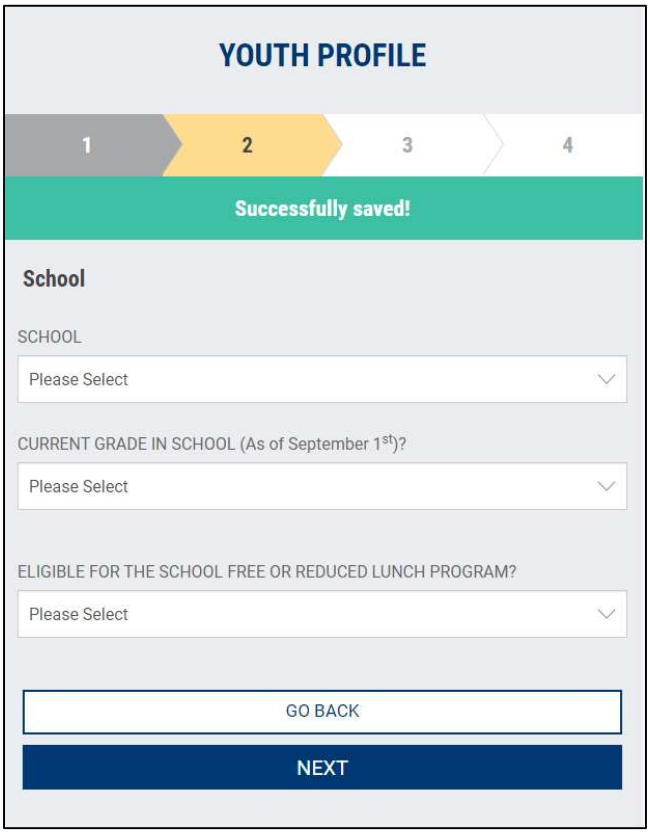

Welcome to your Dashboard!
You can select the underlined links below to be automatically directed to that tab on your dashboard.
User Menu:
The user menu is located in the top-right corner of the dashboard. View and respond to invites, update profile information, access acknowledgment forms, and log 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® 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® LEGO® League Discover (8 students)
FIRST® LEGO® League Explore (24 students)
FIRST® LEGO® League Challenge (24 students)
Available in North America, Greece, and Australia:
FIRST® Tech Challenge (24 students)
Don't show this message for the rest of the season
CONTINUE



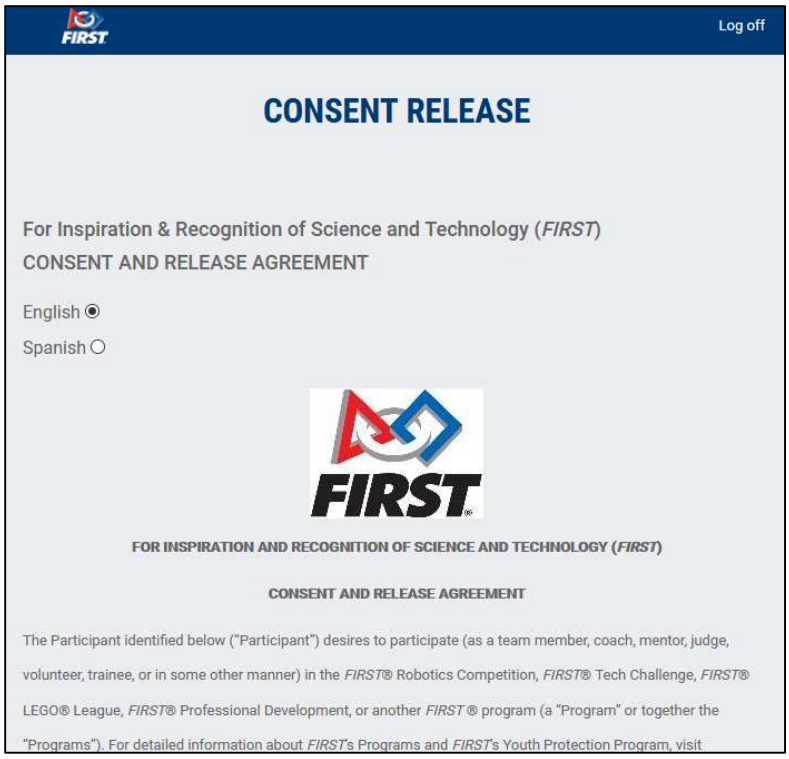
7. Click “Add Youth”
8. Enter your youth’s profile information and click the blue “Next” button
9. Enter your youth’s school information and click the blue “Next” button

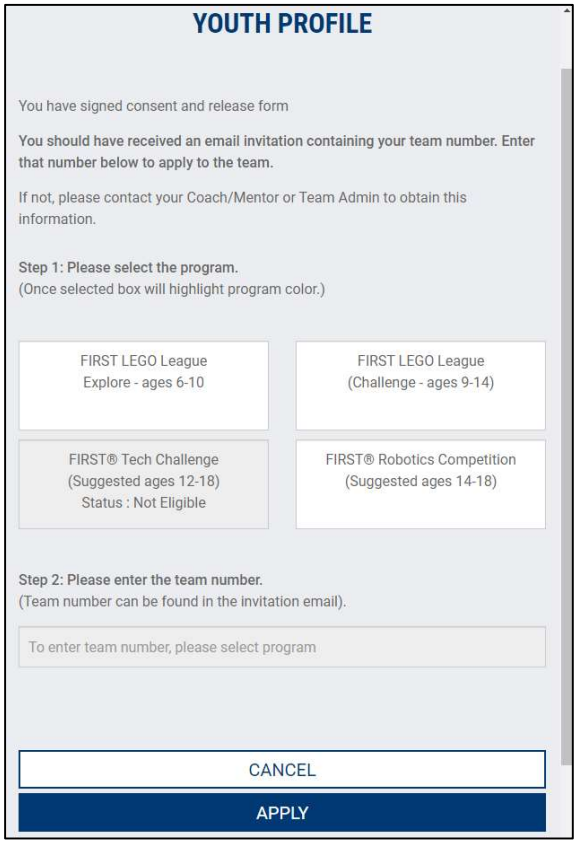
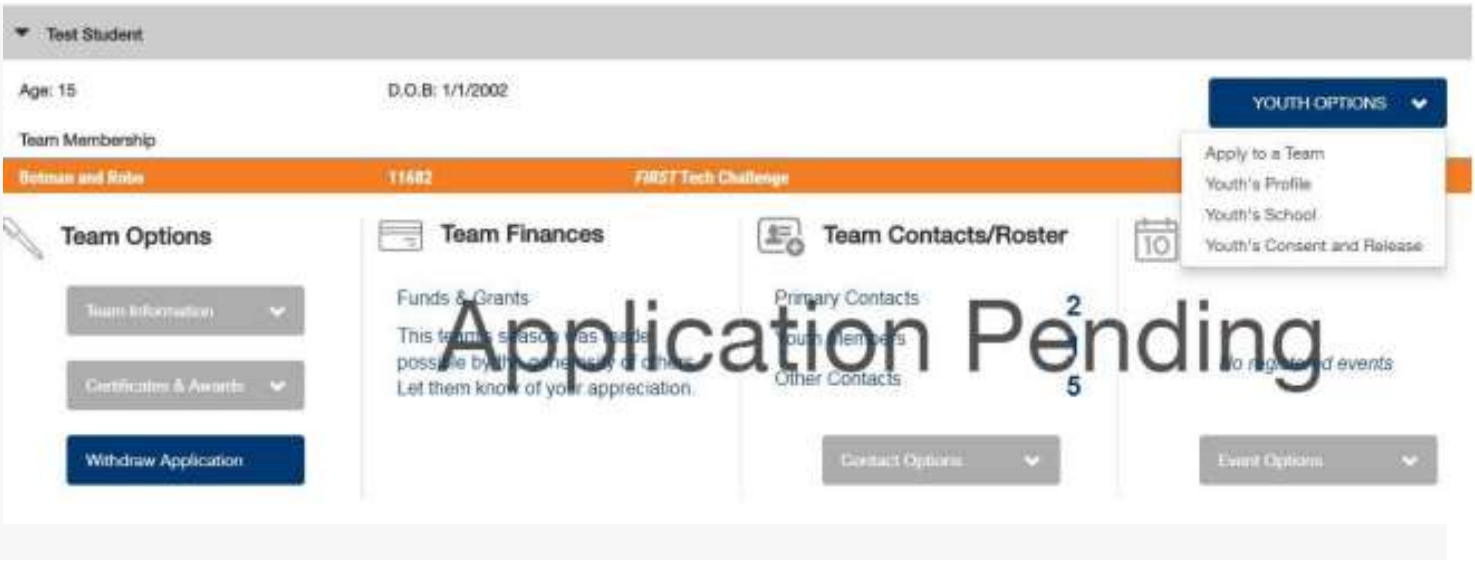



FIRST
Log off
YOUTH PROFILE
1
2
3
4
MY INFORMATION
Youth Member Information
The information being asked on this screen is for the child that will be on the team.
All fields are required (unless otherwise indicated)
Youth Member's First Name.
Youth
Youth Member's Last Name
Member
Address Line 1*
Use parent/Guardian Address
200 Bedford St
Address Line 2


YOUTH PROFILE
1
2
3
4
Successfully saved!
School
SCHOOL
Please Select
CURRENT GRADE IN SCHOOL (As of September 1st)?
Please Select
ELIGIBLE FOR THE SCHOOL FREE OR REDUCED LUNCH PROGRAM?
Please Select
GO BACK
NEXT

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





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