

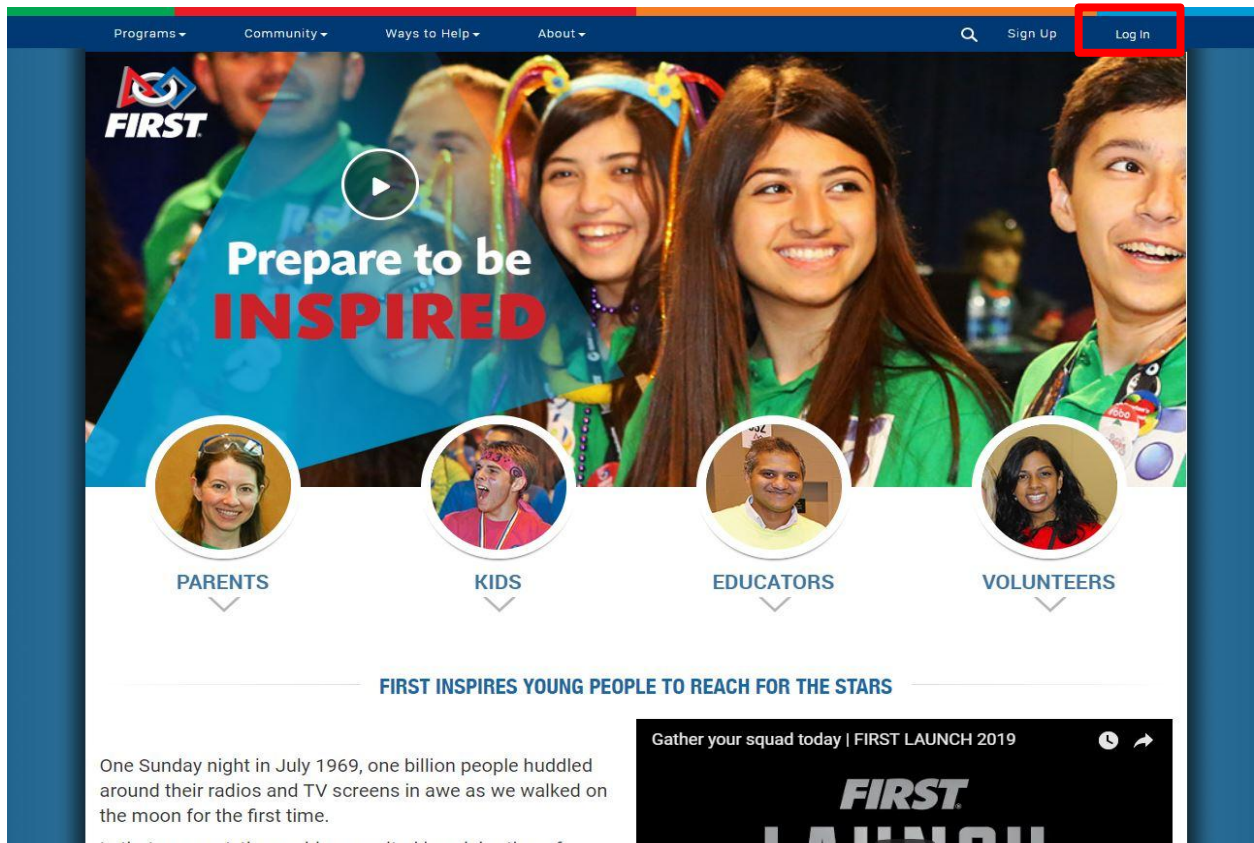
How To: Kickoff and Kit Pickup

OVERVIEW

This resource will navigate the process of signing up for an official *FIRST*[®] Kickoff event, including picking up a Kickoff Kit.

We'll show you how to:

1. Sign into your *FIRST* account
2. Pick an appropriate Kickoff event
3. Register to pickup your Kickoff Kit



The screenshot shows the homepage of the FIRST Inspires website. At the top, there is a navigation bar with links for Programs, Community, Ways to Help, and About. On the right side of the navigation bar, there are links for Sign Up and Log In, with the Log In link highlighted by a red box. Below the navigation bar is a large hero image featuring a group of smiling young people in green shirts. Overlaid on this image is a play button icon and the text "Prepare to be INSPIRED". Below the hero image are four circular profile pictures of individuals, each with a label and a downward arrow: PARENTS, KIDS, EDUCATORS, and VOLUNTEERS. Below these is a section titled "FIRST INSPIRES YOUNG PEOPLE TO REACH FOR THE STARS". At the bottom, there is a video player with the title "Gather your squad today | FIRST LAUNCH 2019" and a thumbnail image with the text "FIRST LAUNCH".

Navigate to www.firstinspires.org/ and click “Log in.”

Login With FIRST Account

Email Address

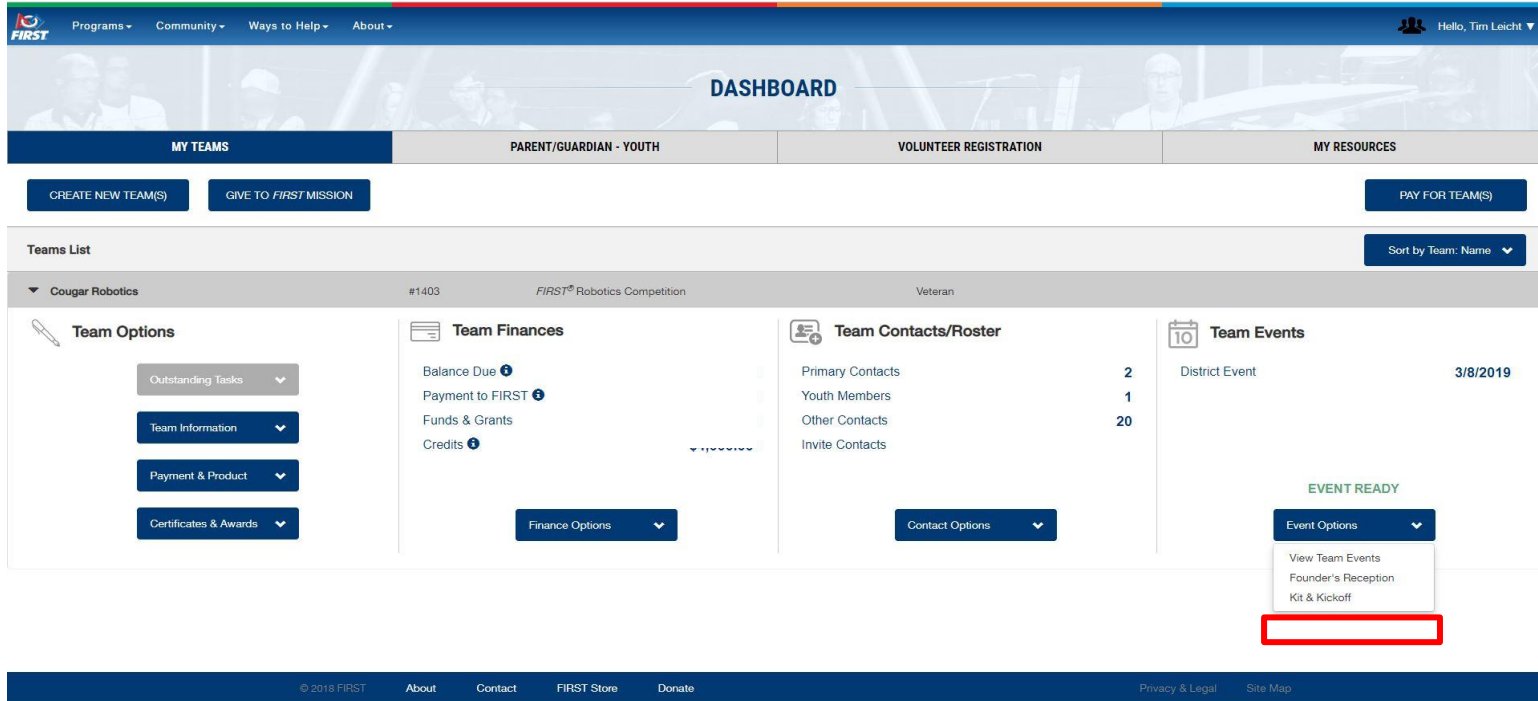
Password

Show Password Remember Me

LOG IN

[Forgot Password](#)
[Not registered yet? Sign Up here](#)

Type in your email address and password that you signed up with.



The screenshot shows a user dashboard for a team. At the top, there is a navigation bar with 'FIRST' logo, 'Programs', 'Community', 'Ways to Help', and 'About'. A user profile 'Hello, Tim Leicht' is visible in the top right. The main header is 'DASHBOARD'. Below this are four tabs: 'MY TEAMS', 'PARENT/GUARDIAN - YOUTH', 'VOLUNTEER REGISTRATION', and 'MY RESOURCES'. Under 'MY TEAMS', there are buttons for 'CREATE NEW TEAM(S)', 'GIVE TO FIRST MISSION', and 'PAY FOR TEAM(S)'. The 'Teams List' section shows a table with columns for team name, number, competition, and location. The selected team is 'Cougar Robotics' (#1403) in the 'FIRST Robotics Competition' at 'Veteran'. Below the team name are four panels: 'Team Options' (with dropdowns for Outstanding Tasks, Team Information, Payment & Product, and Certificates & Awards), 'Team Finances' (with links for Balance Due, Payment to FIRST, Funds & Grants, and Credits, and a Finance Options button), 'Team Contacts/Roster' (with links for Primary Contacts (2), Youth Members (1), Other Contacts (20), and Invite Contacts, and a Contact Options button), and 'Team Events' (showing a District Event on 3/8/2019). An 'EVENT READY' section is also present with an 'Event Options' dropdown menu that is open, showing 'View Team Events', 'Founder's Reception', and 'Kit & Kickoff'. The 'Kit & Kickoff' option is highlighted with a red box. The footer contains copyright information and links for About, Contact, FIRST Store, Donate, Privacy & Legal, and Site Map.

After signing in, you will be on your Dashboard. Click the “Event Options” dropdown and then click “Kit & Kickoff.”

PRODUCT

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Kit & Kickoff

[Replacement Parts](#)

[Passwords/Voucher Codes](#)

The 2019 FIRST Robotics Competition kickoff will be held on Saturday, January 5, 2019.

Teams need to select to either pick up their kickoff kit at a local kickoff (no fee) or select to have the kit shipped as indicated below (for a fee).

Will you be attending a kickoff?

No

Yes

Select “Yes” to confirm that you will be attending a Kickoff event.

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Kit & Kickoff

[Replacement Parts](#)

[Passwords/Voucher Codes](#)

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Will you be attending a kickoff?

Local KickOff Location

Number of people attending

Will you be picking up your kit at your local kickoff event?

Fill in the information, and then click “Yes” if you want to pick up your Kit of Parts at the Kickoff event. Find the Kickoff that is most convenient for your team to attend.

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Will you be attending a kickoff?

Local KickOff Location

Number of people attending

Will you be picking up your kit at your local kickoff event?

Click “Submit” when prompted.

FIRST Log Out

PRODUCT

Successfully saved!

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Teams need to select to either pick up their kickoff kit at a local kickoff (no fee) or select to have the kit shipped as indicated below (for a fee).

Will you be attending a kickoff?

No Yes

Local KickOff Location

Number of people attending

Will you be picking up your kit at your local kickoff event?

No Yes

SUBMIT

You should see “Successfully saved!” at the top once you click “Submit.”

Additional Questions?

Please contact Team Support at (800) 871-8326 or send an email to firstroboticscompetition@firstinspires.org.

About The Compass Alliance

The Compass Alliance was founded by 10 teams from around the world with the mission of helping *FIRST* Robotics Competition teams sustain and grow. A growing Resource Repository, and 24/7 Call Center give anyone of any skill level the tools to learn something new or learn more from anywhere in the world. Remote teams lacking mentors can sign up for a Tag Team to be their remote guide throughout the season, and Help Hubs pinpoint where to gain access to local services other *FIRST* teams offer. Hear For You provides the resources and tools to help teams and volunteers develop mental wellness on their teams and at events. You can learn more about The Compass Alliance, find quality assistance, and get involved at www.thecompassalliance.org

About This Resource

This resource was prepared by The Compass Alliance, with the support and overview of *FIRST*. If you have questions about this resource, please contact thecompassalliance@gmail.com or firstroboticscompetition@firstinspires.org

Revision History

Revision #	Revision Date	Revision Notes