


# 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](http://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, DOB, and email address (NOT your child'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. Click the blue "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](http://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 "2021 *FIRST* Consent & Release" title to expand it.
6. Click the blue "Accept" box
7. Click back to dashboard
8. Select the "Youth Options" drop-down next to your youth's name and select "Apply to a Team"
9. Select the program and manually type in the team number.
10. Click "Apply"

# Mobile Device Instructions with Screenshots

## Parents / Guardians

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**FIRST**

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

**FIRST**

### Register your new *FIRST*® account

Please enter the information below to register a new account!

Creating an account gives you access to the *FIRST* Dashboard, where you can create a new team, accept an invitation to join a team as an administrator or mentor/coach, purchase a Class or School Pack, create an alumni profile, join the *FIRST* Mentor Network, and browse available event volunteer opportunities and roles. If you've already registered your email with *FIRST*, click "Log in" on the upper right of your screen.

### Attention Parents

Register **yourself** on this page for a new *FIRST* account, not your child. Enter your name, email address, and birthdate, not your child's.

You will be able to add your child and apply to a team under the **Parent/Guardian - Youth** tab on your dashboard after your account has been created.


### Need Help?

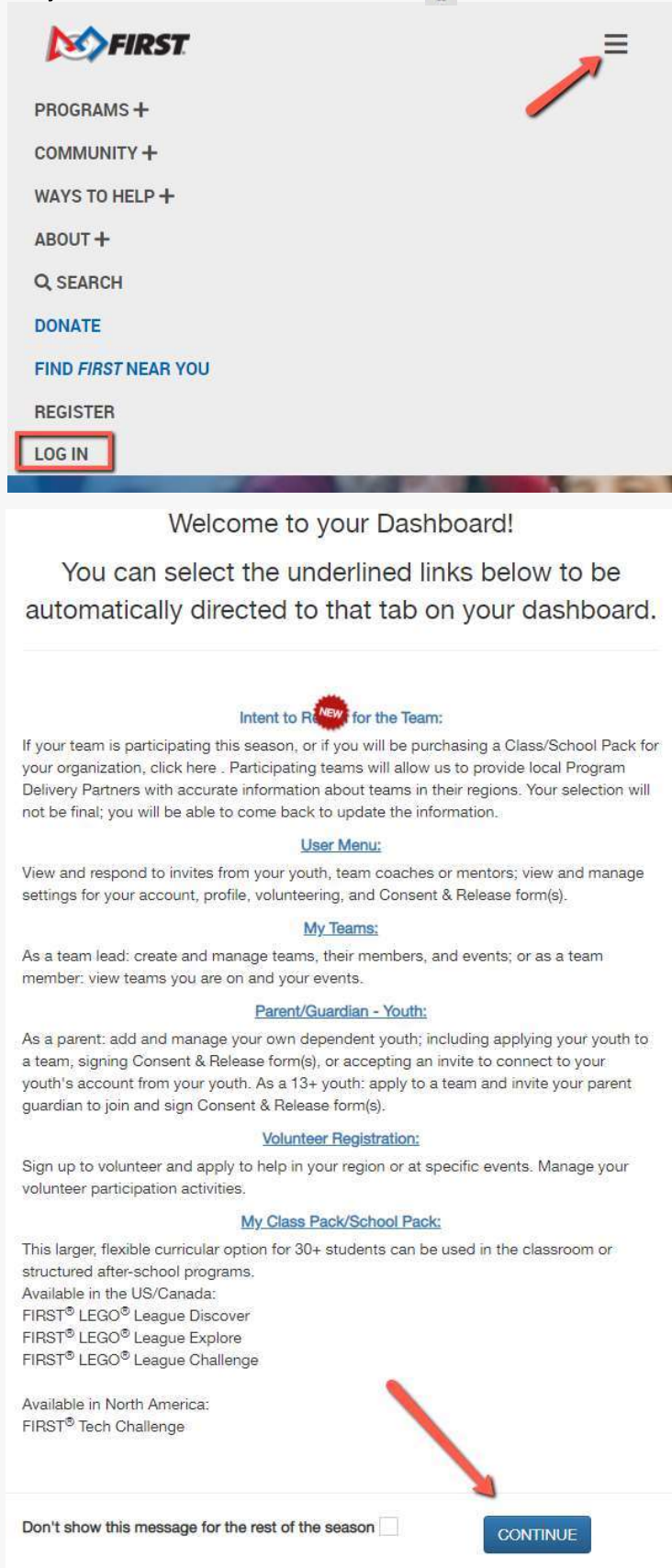
Call: 800-871-8326 or 603-666-3906  
Email: [customerservice@firstinspires.org](mailto:customerservice@firstinspires.org)  
Hours: Monday - Friday, 8:30 - 5:00 EST/EDT  
[View Frequently Asked Questions](#)

Your Email \*

Your First Name \*

Your Last Name \*

- Once your account is created and activated, click the three lines in the top-right corner
- Select "Log in" from the drop-down menu
- Once you are logged into your account dashboard, Click the  icon



The screenshot shows the FIRST website dashboard. At the top left is the FIRST logo. Below it is a vertical list of navigation options: PROGRAMS +, COMMUNITY +, WAYS TO HELP +, ABOUT +, Q SEARCH, DONATE, FIND FIRST NEAR YOU, REGISTER, and LOG IN. The LOG IN button is highlighted with a red box. A red arrow points to a hamburger menu icon in the top right corner. Below the navigation is a welcome message: "Welcome to your Dashboard! You can select the underlined links below to be automatically directed to that tab on your dashboard." The dashboard contains several sections with underlined links: "Intent to Register for the Team:" (with a red "NEW" badge), "User Menu:", "My Teams:", "Parent/Guardian - Youth:", "Volunteer Registration:", and "My Class Pack/School Pack:". Each section has a brief description of its function. At the bottom, there is a checkbox labeled "Don't show this message for the rest of the season" and a blue "CONTINUE" button. A red arrow points to the CONTINUE button.

**FIRST**

PROGRAMS +

COMMUNITY +

WAYS TO HELP +

ABOUT +

Q 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.

Intent to Register for the Team: **NEW**

If your team is participating this season, or if you will be purchasing a Class/School Pack for your organization, click here . Participating teams will allow us to provide local Program Delivery Partners with accurate information about teams in their regions. Your selection will not be final; you will be able to come back to update the information.

User Menu:

View and respond to invites from your youth, team coaches or mentors; view and manage settings for your account, profile, volunteering, and Consent & Release form(s).

My Teams:

As a team lead: create and manage teams, their members, and events; or as a team member: view teams you are on and your events.

Parent/Guardian - Youth:

As a parent: add and manage your own dependent youth; including applying your youth to a team, signing Consent & Release form(s), or accepting an invite to connect to your youth's account from your youth. As a 13+ youth: apply to a team and invite your parent guardian to join and sign Consent & Release form(s).

Volunteer Registration:

Sign up to volunteer and apply to help in your region or at specific events. Manage your volunteer participation activities.

My Class Pack/School Pack:

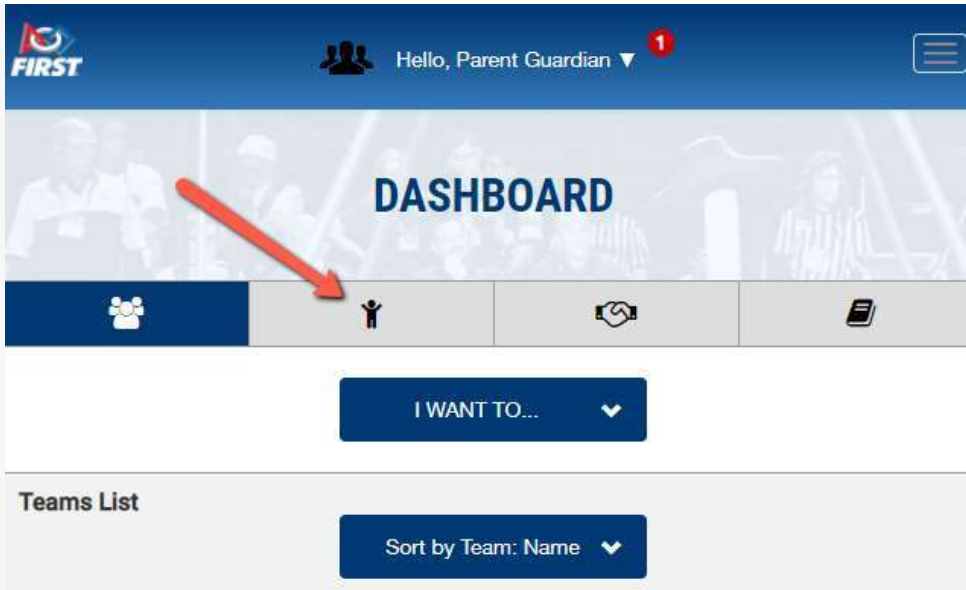
This larger, flexible curricular option for 30+ students can be used in the classroom or structured after-school programs.

Available in the US/Canada:  
FIRST® LEGO® League Discover  
FIRST® LEGO® League Explore  
FIRST® LEGO® League Challenge

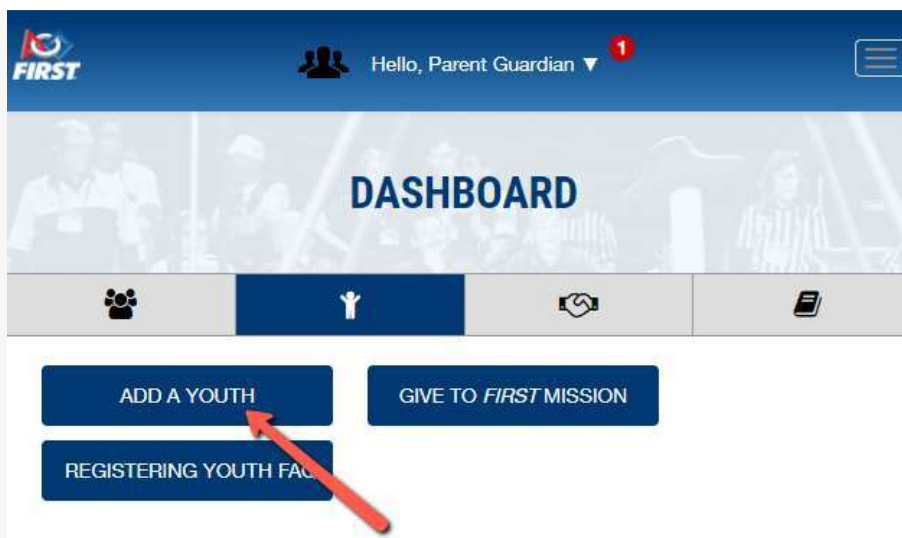
Available in North America:  
FIRST® Tech Challenge

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



This is the Parent/Guardian section to add youth. Coach/Mentors please do not select "Add Youth" from this section to add team members to your team. Please go to the Team Contacts/Roster section on your dashboard to invite/accept team members.

Parent/Guardian: You can add children / minors for which you are the legal guardian of to view and manage all activities and legal requirements such as Team Participation and Consent & Release forms.

## 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 Member's Last Name

Address Line 1\*

Use parent/Guardian Address

Address Line 2

## YOUTH PROFILE

1

2

3

4

Successfully saved!

#### School

SCHOOL

CURRENT GRADE IN SCHOOL (As of September 1<sup>st</sup>)?

ELIGIBLE FOR THE SCHOOL FREE OR REDUCED LUNCH PROGRAM?

[GO BACK](#)[NEXT](#)

- 10. Click the blue “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


**YOUTH PROFILE**

**Successfully saved!**

1 2 3 4

**For Inspiration & Recognition of Science and Technology (*FIRST*)  
CONSENT AND RELEASE AGREEMENT**

English  Spanish



**FOR INSPIRATION AND RECOGNITION OF SCIENCE AND TECHNOLOGY (*FIRST*)  
CONSENT AND RELEASE AGREEMENT**

Updated September 9, 2020

The Participant identified below (“Participant”) desires to participate (as a team member, coach, mentor, judge, volunteer, trainee, or in some other manner) in the *FIRST*® Robotics Competition, *FIRST*® Tech Challenge, *FIRST*® LEGO® League, *FIRST*® Professional Development, or another *FIRST*® program (a “Program” or together the “Programs”). For detailed information about *FIRST*’s Programs and *FIRST*’s Youth Protection Program, visit [www.firstinspires.org](http://www.firstinspires.org). As a condition of allowing Participant to participate in a Program, For Inspiration and Recognition of Science and Technology (*FIRST*) (“*FIRST*”) requires that the Participant (by his or her Parent/Guardian if under 18 years of age) agree to the terms of this Consent to Participate and Release Agreement.

1. Assumption of Risk: (a) Participant (or the Parent/Guardian of a Participant under 18 years of



## YOUTH PROFILE

You have signed consent and release form

You should have received an email invitation containing your team number. Enter that number below to apply to the team.

If not, please contact your Coach/Mentor or Team Admin to obtain this information.

**Step 1: Please select the program.**  
(Once selected box will highlight program color.)

FIRST LEGO League  
Explore - ages 6-10

FIRST LEGO League  
(Challenge - ages 9-14)

FIRST® Tech Challenge  
(Suggested ages 12-18)  
Status : Not Eligible

FIRST® Robotics Competition  
(Suggested ages 14-18)

**Step 2: Please enter the team number.**  
(Team number can be found in the invitation email).

To enter team number, please select program

CANCEL

APPLY

Your Dashboard will now show "Application Pending" until the team's Lead Coach/Mentor has accepted the youth application. Repeat process for additional students.

▼ Test Student

Age: 15      D.O.B: 1/1/2002

Team Membership

Batman and Robin      11602      FIRST Tech Challenge

**Team Options**

- Team Information
- Certificates & Awards
- Withdraw Application

**Team Finances**

Funds & Grants

This team's season was made possible by the generosity of others. Let them know of your appreciation.

**Team Contacts/Roster**

Primary Contacts

Youth Members

Other Contacts

Contact Options

Event Options

**Application Pending**

2

5

10

Apply to a Team

Youth's Profile

Youth's School

Youth's Consent and Release

YOUTH OPTIONS