

Coordinator Registration Directions

1. Register Your Account

NOTE: in zFairs the term “Teacher” refers to the school’s Science Fair Coordinator. Only the school’s Science Fair Coordinator should register in zFairs, **not** the student’s science teacher. Register yourself. Use your work email address in the “Sign-Up Now” fields.

Visit <https://va-pwcs.zFairs.co>

Prince William-Manassas Regional Science and Engineering Fair

Home Login

Prince William-Manassas Regional Science and Engineering Fair

Important dates and deadlines:

- October 15, 2023- Affiliate Agreement Submission (non-PWCS)
- October 16, 2023-School Coordinators Handbook Release
- January 15, 2023- Participant Handbook Release
- February 23, 2024- Registration/ Project Submission in zFairs
- March 7-13, 2024- Virtual Fair Judging
- March 14, 2024- Notification of Finalists
- March 15, 2024- Project Set Up at Kelly Leadership Center (KLC)
- March 16, 2024- In-Person Fair Judging at KLC and Awards Ceremonies
- March 21, 2024- Results Posted to Website

Login

Username

Password

→ Login help

Sign-Up Now

First Name

Last Name

Email

+ Create Account

zFairs 4.1.8663.22653 m/ to

2. Select Your Role

To register as a teacher, choose the "Register As" option and select "Teacher". In zFairs the term “Teacher” refers to the school’s Science Fair Coordinator. Next, click on the "Save and Continue" button.

Register, tell us more.

Username*	<input type="text" value="KatieFielding"/>
First Name*	<input type="text" value="Katie"/>
Last Name*	<input type="text" value="Fielding"/>
E-Mail*	<input type="text" value="katie.fielding@usmie.org"/>
Register As*	<input type="text" value="Teacher"/>
<input type="button" value="Save And Continue"/>	

3. Verify Your Email Address

The next screen will say the following:

Verify Email Address

Hi Katie,


We need to verify that you can receive our emails. We have sent an email to katie.fielding@usmie.org. Check your email for a message from zFairs. If you don't see it, please check your spam folder.

 Resend Email

 Continue

 resend email

Most likely the email will go to your Junk Mail folder. Check your Junk Mail folder for an email from hello@zFairs. Click the confirmation link.

 H hello@zfairs.com
To: Katie Fielding

 Wed 9/27/2023 2:15 PM

Confirm Email Address



Dear Katie,

We need to confirm your email address, please click/go to the link below.

https://zfairs.com/s/PPi80yOCQUSebb2s_k70BA

Thank you!

[Prince William-Manassas Regional Science and Engineering Fair](https://zfairs.com/s/PPi80yOCQUSebb2s_k70BA)

4. Enter Phone Number and Create a Password

Input your cell phone number and create a password. Click “Save and Continue.”

Home Login

Profile

Username*	KatieFielding
First Name*	Katie
Last Name*	Fielding
E-Mail*	katie.fielding@usmie.org
Phone*	Phone

Sign-in

Username*	KatieFielding
Password*	Password
Confirm Password*	Password

5. Select Your School

Select the school for which you serve as science Fair Coordinator, then click “Save and Continue.”

Note: If you are not a school Science Fair Coordinator you should not be completing this registration process.

Home Login

Profile **Teacher**

Teacher

I am a teacher at

- Battlefield High School
- Benton Middle School
- Bull Run Middle School**
- Colgan High School
- Forest Park High School
- Freedom High School

6. Provide School Fair Information

Answer the questions about your school fair, then click “Save and Continue.”

Home Login

Profile Teacher **Additional Questions**

Teacher Custom Questions

What is the date of your schools fair?*

How many participants are in your schools fair?*

What are the names of the two judges who will be representing your schools in the Prince William-Manassas Regional Science and Engineering Fair?

[Save & Continue](#)

7. Complete School Coordinator Agreement


This is the last step in the account registration process.

Home Login

I affirm that I am eligible to be a teacher or mentor for participants in this contest.
I affirm that anything I or my participant(s) submits to this contest is owned by and was completed by my participant(s) and is free of plagiarism, forgery & fraud, in so far as I am aware.
I affirm that any work I am aware of, counseled on or helped with, previously or still to come, as part of or in connection with this contest, regardless of whether the work is submitted or not, has been and will be created safely, ethically and in legal compliance with all local, state & federal laws and regulations.
I promise to mentor and guide my participants and interact with others without any preconceived notions and in a manner that is fair for everyone regardless of anyone's ethnicity, race, religion, political affiliation, background, etc...
I promise to conduct myself ethically, with integrity, responsibly, respectfully and kindly throughout the duration of the contest and understand that failure to do so may result in immediate removal from the contest, without refund, and potential civil repercussions depending on the severity of the action.

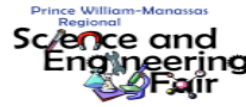
[Save And Continue](#)

You will then receive another email indicating that you have confirmed your account and completed the registration. This email will likely go to your Junk Mail/Spam folder. It will look like this:

 hello@zfaairs.com
To: Katie Fielding


Wed 9/27/2023 2:18 PM

Registration Completed



Hi Katie,

Congratulations, Your account has been created!

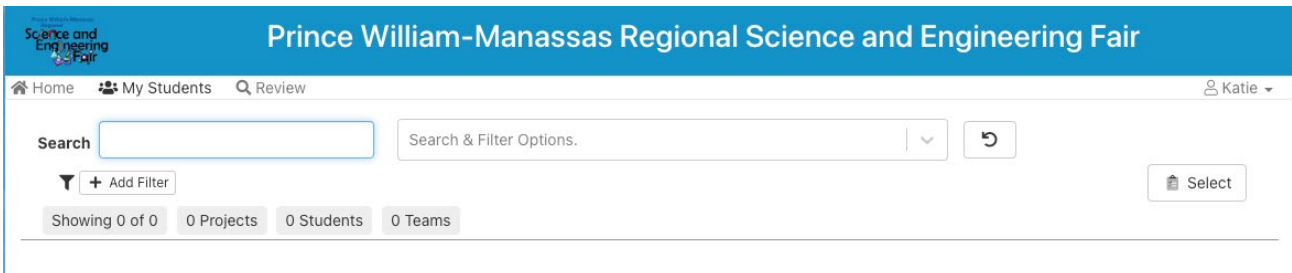
You may log in at any time to update and/or view your profile and preferences. To log in you will need your username and password. Your username is **KatieFielding**

Thank you!

[Prince William-Manassas Regional Science and Engineering Fair](http://va-pwcs.zfaairs.com)
va-pwcs.zfaairs.com

8. After registration you will see three tabs

- Home: Page of important dates
- My Students: You will be able to view students who register under your school here.
- Review: You will be able to review student ISEF/Protocol forms here.



Prince William-Manassas Regional Science and Engineering Fair

Home My Students Review Katie

Search Search & Filter Options.

+ Add Filter

Showing 0 of 0 0 Projects 0 Students 0 Teams