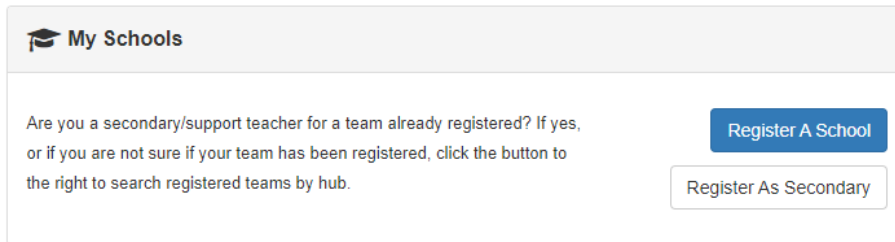


## REGISTERING AS A SECONDARY TEACHER

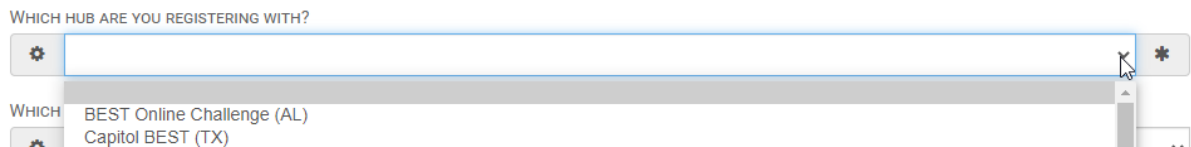
This guide assumes you already have a BEST Robotics Registry account and are currently logged in. It also assumes that someone from your team has already registered your team for the current season. **If your team has not been registered for the current season, see the Registering A School/Team guide.**

Follow these steps to register as secondary teacher.

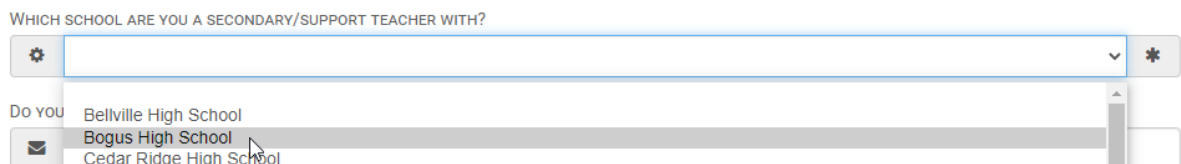
1. Click on TEAM in the menu at the top.
2. In the MY SCHOOLS group, click the REGISTER AS SECONDARY button.



3. Select the hub for which the school you are registering for is participating with. FOR EXAMPLE. If the team was registered to CAPITOL BEST, you would select CAPITOL BEST here.



4. Select your school from the list under “Which school are you a secondary/support teacher with” drop down list.



5. Answer the email question “Do you want to receive email pertaining to this school?” and accept the two acknowledgements.
6. Click REGISTER button.
7. You will not see this school appear on your TEAM dashboard until the primary teacher approved you. He/she can approve you on the TEAM ROSTER page accessible on the TEAM dashboard.