

Southwest Arkansas
Region 5
2021 History Day Contest
Virtual Contest Registration
TEACHER'S GUIDE



NATIONAL HISTORY DAY 2021

**Communication
in History:**

THE KEY TO UNDERSTANDING

Welcome to History Day!

We hope that this guide makes registration a breeze! But should you need any assistance, please contact us:

For **technical questions** regarding your registration, the status of a student's registration, or the virtual contest system, call **501-444-2357** or email **nhdar@uca.edu**. (Story Matkin-Rawn, Judy Huff, and Koria Robinson are working together to answer those questions asap.)

For **regional contest questions**, contact John Schneiderwind:
johnschneiderwind@saumag.edu

Check out our **virtual contest FAQs** at **uca.edu/nhd/VirtualFAQ**

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Creating a Teacher Account

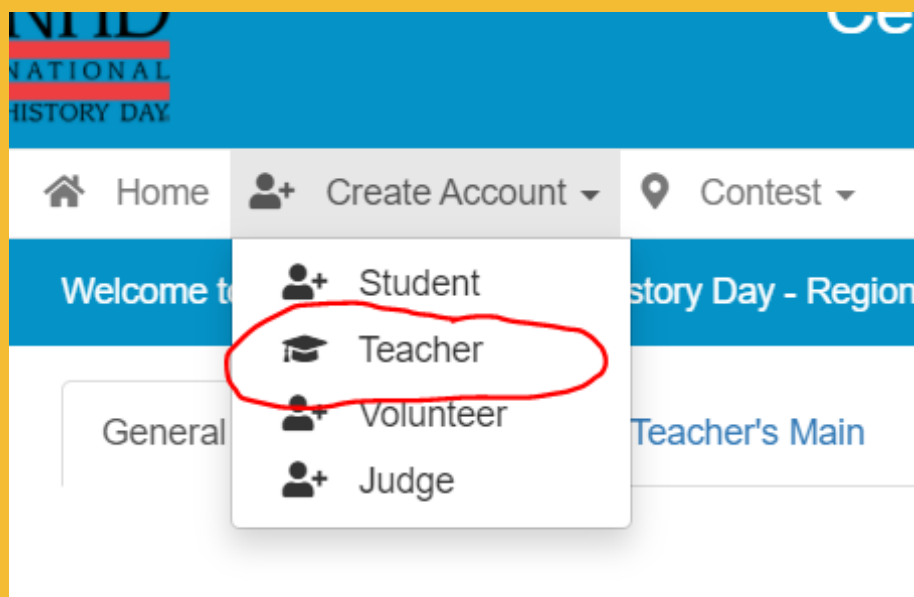


Important: Teachers must register before their students. Students will not be able to register until their teacher has registered.

Step 1: Go to the [Region 5 contest portal](https://ar-r3.nhd.org/)
(<https://ar-r3.nhd.org/>)

Step 2: Click **Create Account** in the toolbar

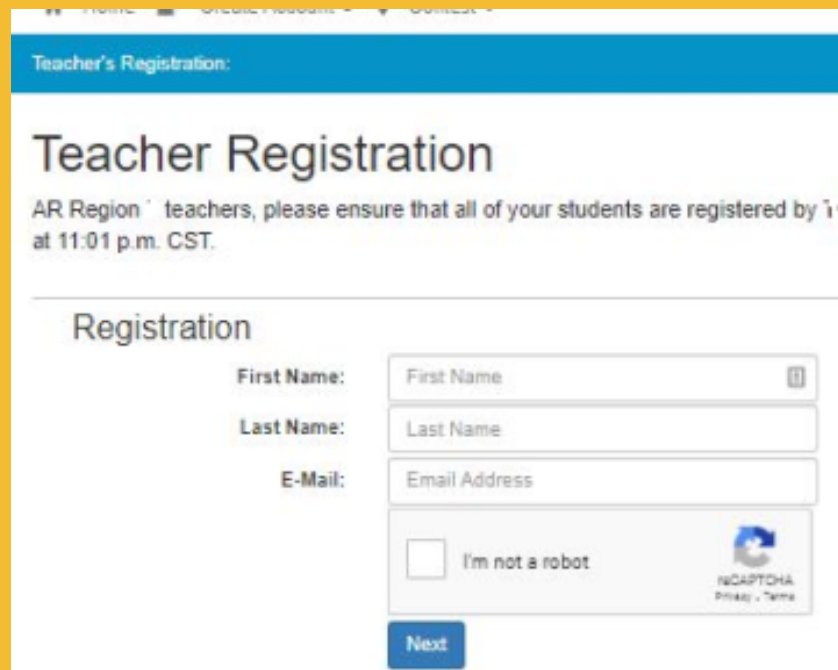
- Select **Teacher** from the drop-down menu.



Creating a Teacher Account

Step 3: Add your name and email.

- Check the box next to "I'm Not a Robot."
- Click the blue Next button.

A screenshot of a web form titled "Teacher Registration". The form is set against a white background with a blue header bar that says "Teacher's Registration:". Below the header, the title "Teacher Registration" is displayed in a large, bold font. Underneath the title, there is a line of text: "AR Region teachers, please ensure that all of your students are registered by 11:01 p.m. CST." The form itself is titled "Registration" and contains three input fields: "First Name:", "Last Name:", and "E-Mail:". Each field has a corresponding text input box. Below the "E-Mail:" field, there is a checkbox labeled "I'm not a robot" and a reCAPTCHA logo. At the bottom of the form, there is a blue button labeled "Next".

Step 4. Complete the Teacher's Personal Information section.

- Your password must be at least 6 characters long. It also must contain upper and lowercase letters.
- Record your username and password. Select the blue Save & Continue button.

Creating a Teacher Account



Step 5: Select your school from the menu.

- If your school does not appear on this list, please contact nhdar@uca.edu with your school name and we will add it!

Select **Save & Continue**.

Step 6. Complete the **Additional Questions**.

- If a question does not apply to you, enter n/a.

Select **Save & Continue**.

Step 7. Complete the **Teacher's Permissions and Waivers section**. Then, click the blue **Continue** button.

Step 8. Registration is complete! You will receive a **registration confirmation email** from Zfairs. Check your spam folder if you do not receive the email.

Logging in to a Teacher Account

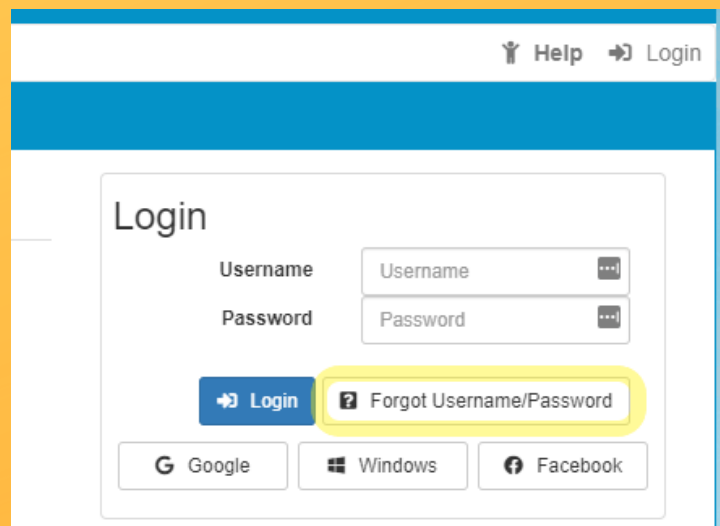


Step 1: Go to the [Region 5 contest portal](https://ar-r3.nhd.org/)
<https://ar-r3.nhd.org/>

Step 2: Locate Login in the top right corner.

Step 3: Enter your username and password.

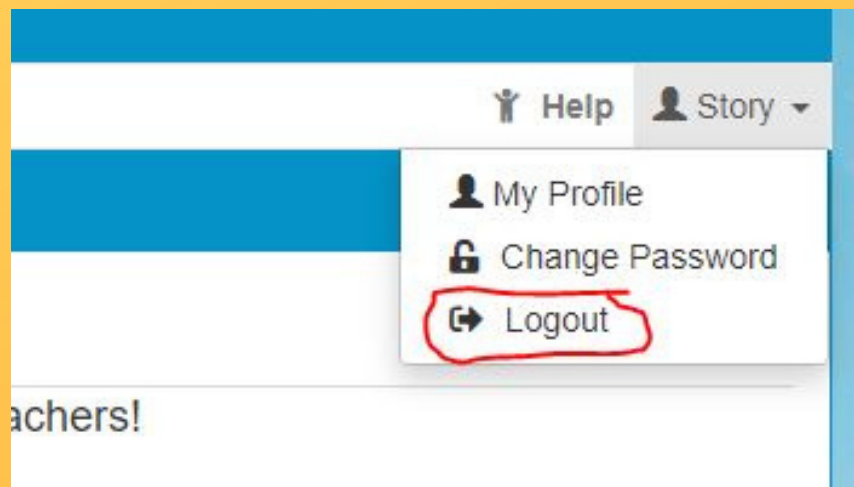
Important: If you forget your username or password, click the white **Forgot Password / Username** button and follow the prompts to reset.



Logging out of a Teacher Account

Step 1: Click your name in the top right corner.

Step 2: Select Logout from the drop-down menu.



Editing Teacher Account Information

Step 1: Log in to your teacher account.

Step 2: Click your name in the top right corner.

Step 3: Select **My Profile** from the drop-down menu to edit your personal information before registration ends.

Step 4: Select **Change Password** to change the password for your account.

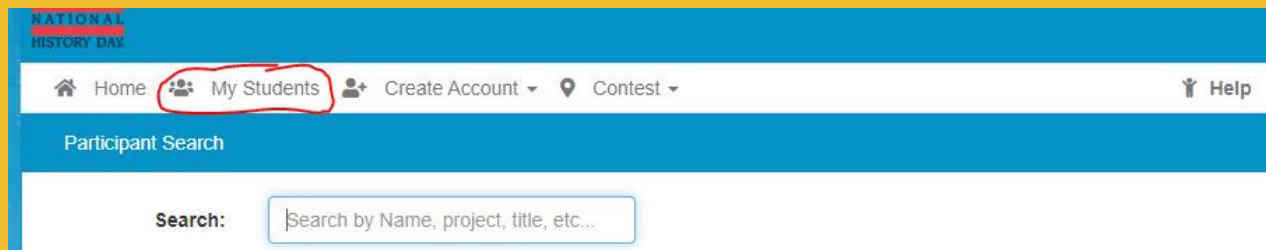


Checking Your Students' Registration Progress



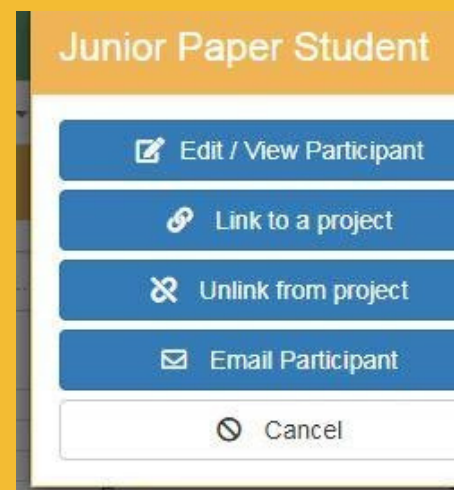
Step 1: Log in to your teacher account

Step 2: Click My Students in the top toolbar. This page lists each of your students.



Step 3: Click on a student name to bring up a pop-up menu. You can:

- Edit/View Participant profile
- Link/Unlink Projects
- Email Participants.



These actions are optional and will only be available before entries are due on Feb. 19th.

Dates and Contact Information

SOUTHWEST ARKANSAS CONTEST REGION 5



Region 5 Coordinator: Dr. John
Schneiderwind,
JohnSchneiderwind@saumag.edu

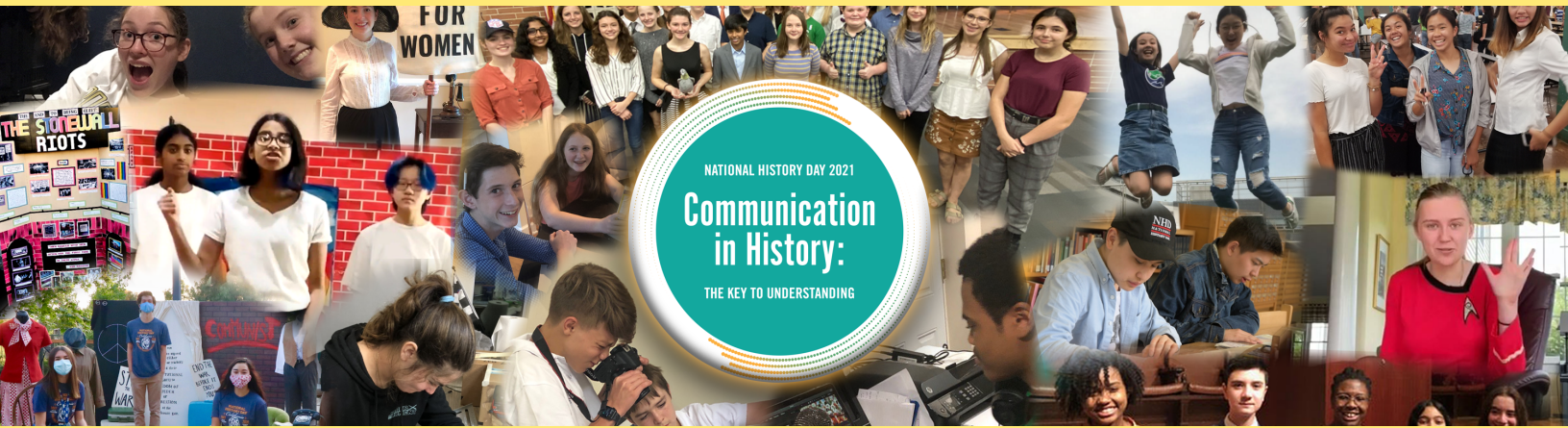
State Coordinator: Story Matkin-Rawn
(nhdar@uca.edu, 501-444-2537)

Online Registration: Available Monday,
January 4, 2021

Registration Deadline: Friday, February 12,
2021, at 11:01 pm CST

Entries due: Friday, February 26, 2021, at 11:01
pm CST

Award Ceremony: Registered participants
and teachers will receive an email with the
date, time, and a link to the virtual ceremony.



Thank you for allowing your students the opportunity to expand their skills through National History Day.

We wish you well!

It's more than a day, it's an experience.

