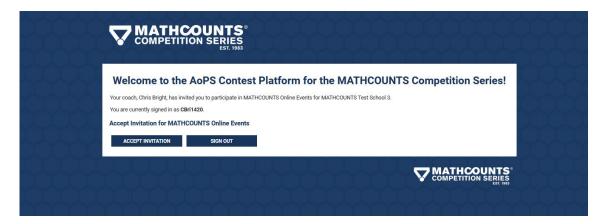
Creating a Student Account on the AoPS Contest Platform

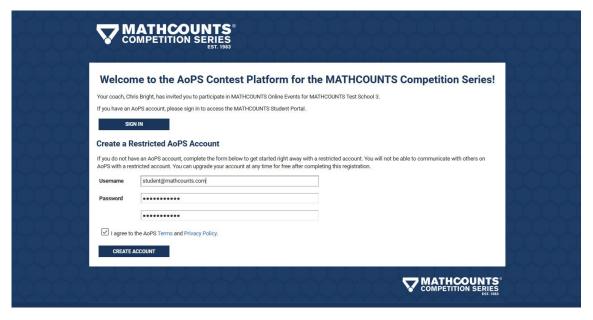


Once coaches join the AoPS Contest Platform, they can invite their students to create free student accounts so they can access MATHCOUNTS practice and official competitions. Below are the steps students should take to connect to their school on the platform.

1. Coaches must email the Student Invitation Link on their Coach Portal to any students they want to invite to the AoPS Contest Platform. Once students clicks on the Invitation Link, they will be directed to the AoPS website where they can click "Accept Invitation."



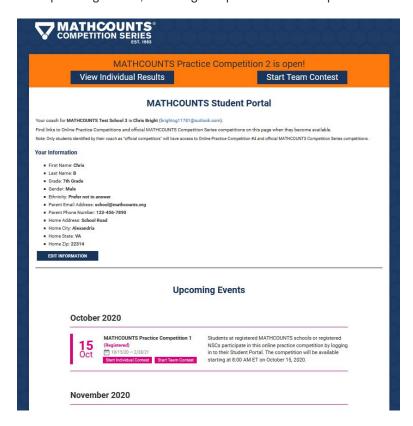
2. After accepting the invitation, students will create their free account by entering a username and password, or by signing in with an existing username and password if they already have an account with AoPS.



3. After creating a username and password, students will be directed to the MATHCOUNTS Competition Student Online Events Information Form. This form must be completed to finalize the student account and allow access to the Student Portal.



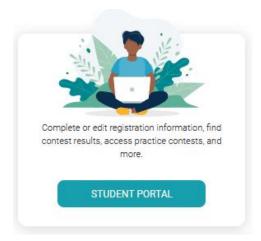
- 4. From the Student Portal, students will have the abiltiy to:
 - Access MATHCOUNTS practice and official competitions.
 - Review and edit student information.
 - View their individual results from practice and official competitions.
 - View a schedule of upcoming events, including competitions and competition discussions with AoPS instructors.



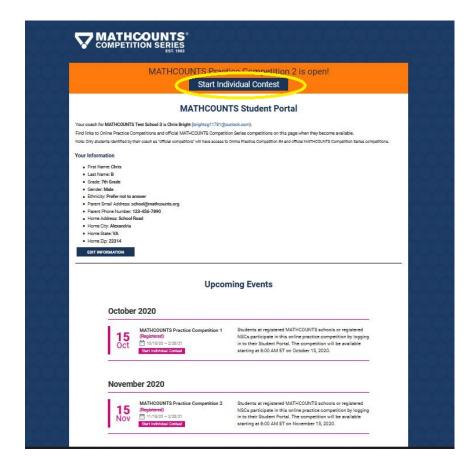
Accessing MATHCOUNTS Competitions on the AoPS Contest Platform

1. Once a student is ready to begin a competition, they will sign into their AoPS account and 1) click on the MATHCOUNTS Competition Series icon on the AoPS homepage and then 2) click on their Student Portal icon.

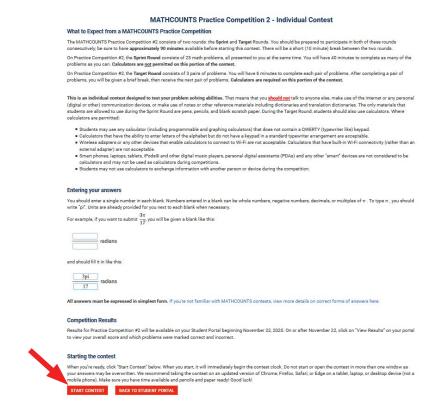




2. Once a student has access to their Student Portal, they can begin available competitions by clicking on the "Start Individual Contest" button at the top of the page.



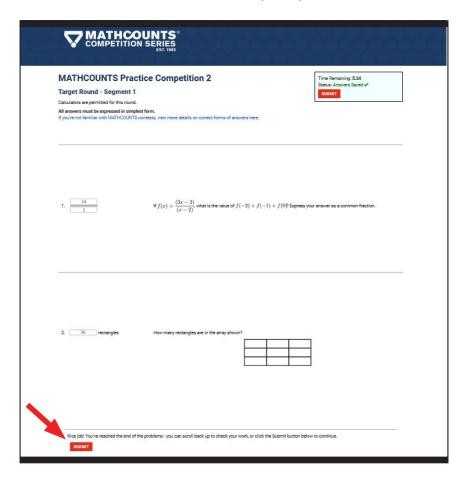
3. After clicking on "Start Individual Contest," students will proceed to an introduction page that provides an explanation of the Sprint and Target Round format and rules, time limits and the calculator policy for each round, and the correct process for entering answers. When students are ready to begin the Sprint Round, they will click on the "Start Contest" button and proceed to the Sprint Round and the competition timer will automatically begin (students have 40 minutes to complete this round).



4. When participants click "Submit" or the time runs out, students will proceed to the Target Round instructions page, where they will have a 10 minute break before the Target Round begins.



5. Once the 10 minute break is over, students will proceed to the first pair of Target Round questions and will have 6 minutes to complete each pair of problems. After completing each pair of problems and clicking "Submit", students will be given a brief 1 minute break and then receive the next pair of problems.



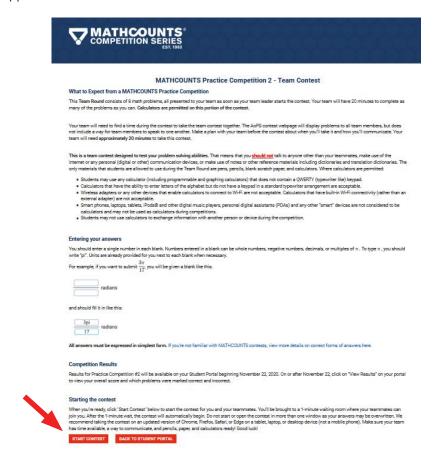
6. Once the final pair of Target Round problems have been submitted or the time runs out, students will be directed back to their Student Portal, where they will be able to review their results or begin the Team Round if they are a member of a school team.*

^{*}Results are released one week after each competition becomes available on the Contest Platform.



7. If a student is a member of a school team, they will begin the Team Round by clicking on "Start Team Contest." They will then proceed to an introduction page that provides an explanation of the Team Round format and rules, the time limit and calculator policy for this round, and the correct process for entering answers.

Once all 4 team members are ready to begin the round (communicating with their own devices), the team leader (the first individual identified by the coach when the team was created) will click the "Start Contest" button to open the team waiting room. Teammates will have 1 minute to join the waiting room (by clicking "Start Contest") before the Team Round problems appear and the 20 minute timer starts.



8. Once students have completed the Team Round problems, they may exit the page. Answers will be automatically submitted when the full 20 minutes has elapsed. Students do not need to stay on the page once they are done and their answers have saved. Students may return to their portal by clicking on "Back to Student Portal."

