

How to register your science fair project online for the regional finals

Please use a web browser OTHER THAN Internet Explorer.

Click on the link below to access the online registration system:

<https://sqi.reseau-cdls-cls.ca/>

To report a technical issue, you can send an email to our support service by clicking at any time on the «? » icon at the top right hand corner of the SGI screen.

Note: It is IMPORTANT to clearly mention in the email the name of your REGION, the event you are registering for, and your first and last name.



IMPORTANT: PROJECT DUO (2 MEMBERS)

Attention: If you are presenting a project as a duo, ONLY 1 MEMBER OF THE TEAM has to create his account and register the project (DO NOT register the same project twice under 2 different accounts). The MANDATORY proper procedure is as per below:

One (1) team member creates his account and registers the project under his account first, and then invites the second team member to join the project (see Step 6). The invited second team member HAS TO ACCEPT the invitation and create or access his account by clicking on the link included in the invitation email that he will receive in his inbox.

If the invited second team member has lost the invitation email, the first team member can invite him again on the website.

Then both team members have to fill the personal info section in the registration form. This way the project will be registered as a DUO. All other PROJECT information can be added and modified by each one the team members before the registration deadline.

STEP 1

Create a new account, or access your existing account if you already have one.

Once you have created an account, you will receive a confirmation email. It is mandatory to open this email and confirm your registration.

Please note that you can close and re-open your session at any time to modify your project or personal information until the registration deadline.

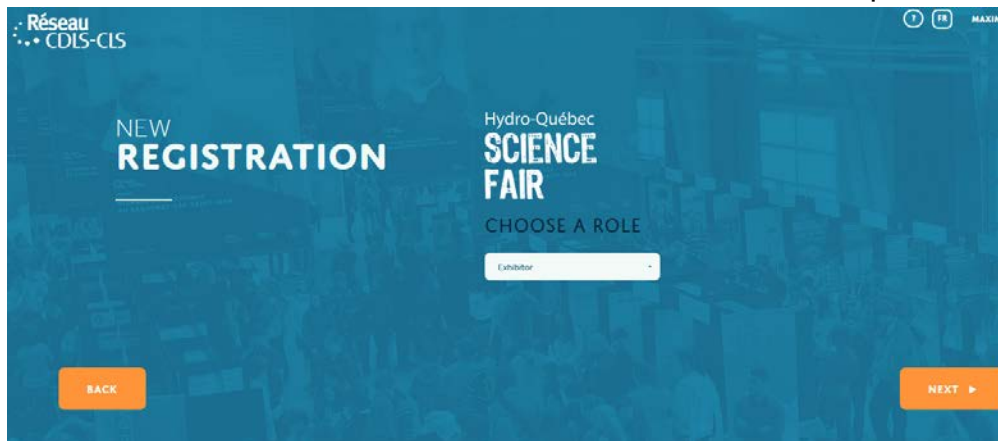
STEP 2

Choose the program you wish to register for (in this case choose Hydro-Québec Science Fair) and click on START



STEP 3

Under «CHOOSE A ROLE», select **EXHIBITOR** from the drop-down menu.



STEP 4

Under «CHOOSE AN EVENT», select your region final from the drop-down menu.



STEP 5

Select **ONE** regional final event **either** primary or secondary/collegial.

ATTENTION:

Please check the registration deadline for the event. No modification will be allowed after midnight on that date.

Registration deadline:

This is the last date to enter all the required information. No changes will be allowed passed that date.

Forms filing and submission deadline

This is the last date to upload the required forms for your project as per regulation: the Form A (secondary/collegial) or D (primary) approved by the ethic committee. If the project is presented for a second year, fill the form C and include the first year written report.

IMPORTANT – For tracking purposes, use the title of your project to name that document as well.

Written report submission deadline

This is the last date to upload the written report in the system. Once you have entered your information, SGI will automatically generate a title page. You can download it from the « form » section, print it and add it to a copy of the written report available at your stand. It is not mandatory to add this title page from SGI.

IMPORTANT – For tracking purposes, use your project title to name the document you are uploading.

RÉSEAU CDLS-CLS ONLINE REGISTRATION SGI 2.0 – SCIENCE FAIR PROGRAM
EXHIBITORS GUIDE**Parental consent form submission deadline**

This is the last date to provide a properly signed digital version of the parental consent (you can upload it as a PDF file or as CLEAR and LEGIBLE JPEG picture). This parental consent is a MANDATORY requirement in order to participate in the Science Fair final.

**STEP 6**

Add your teacher to the project by clicking on the ADD TEACHER button (DO NOT click on TEAM MEMBER INVITATION to add your teacher...no TRIO are allowed). You have to enter your teacher email address, and his first and last name.

If your project is a DUO: you have to invite the second member of your team. He will just have to accept your invitation (see boxed text page1).

Once you have completed this, you will be able continue the registration process.

**STEP 7**

Please ensure that all required fields are filled.

It is important to enter YOUR PROJECT TITLE from the start.

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EXHIBITORS GUIDE

After the registration deadline, the Science fair regional coordinators will contact you to confirm the registration and give you more details.