

## Fitness for Kids Challenge Coordinator Account Registration

1. Copy this link into your web browser: <http://www.fitnessforkidschallenge.com/coordinator-registration>
2. Fill in the information on the page below the purple bar titled “School Coordinator Account Registration.” Once you have filled in every section, including the security code, click “Sign Up.”

### School Coordinator Account Registration

Please use this registration form only if you would like to be a coordinator for your school to manage all teachers registrations and submissions only.

If you are a teacher and do not currently have an account, please [register here](#).

#### Contact Information

Please enter your contact information.

School

Title

First Name

Last Name

#### Account Access

Please specify your preferred online account email and username. You will update your password when you first login to your account (details sent via confirmation email).

Email

Username

Password

Confirm Password

Secret Question

Secret Answer

To complete your online account access request, enter the security code and click 'sign up' .

Security Code...

Type Code Above Into This Box

**SIGN UP**

3. You will receive this message in your web browser once you click “Sign Up.” When you receive this message you are officially registered.

HOME ABOUT TEACHERS PARENTS KIDS' CORNER EVENTS CONTACT US

**Fitness  
for Kids**  
CHALLENGE.COM

Teachers, click here to login or register

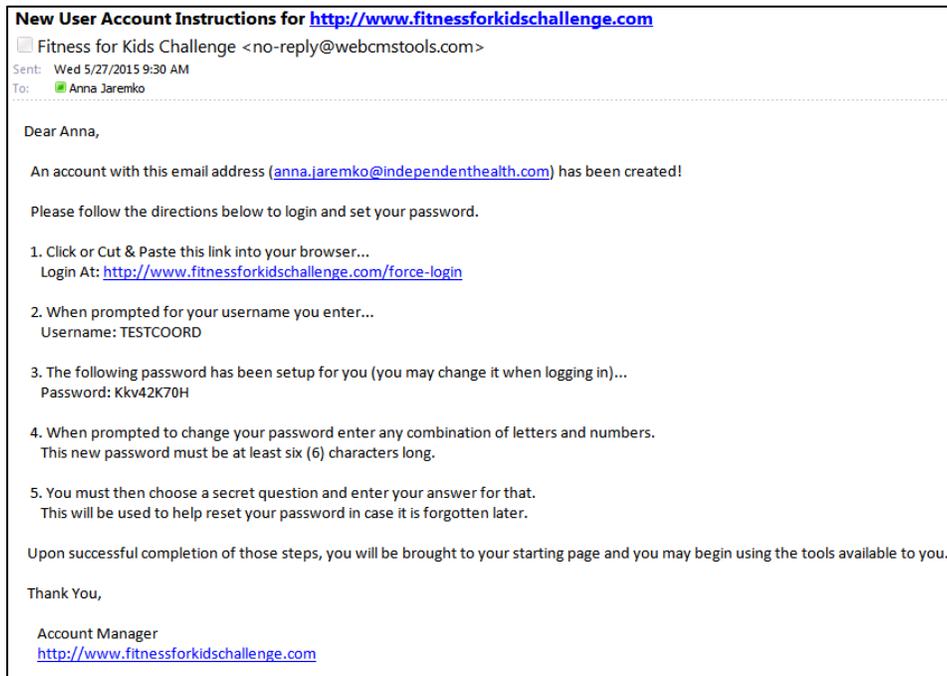
**LOGIN REGISTER** facebook 

### Registration Completed

#### Congratulations!

You have successfully created your new user account. **You will receive an E-Mail with login instructions.** Please follow these instructions the first time you log in to setup your password and secret answer. This step is required to confirm your email account.

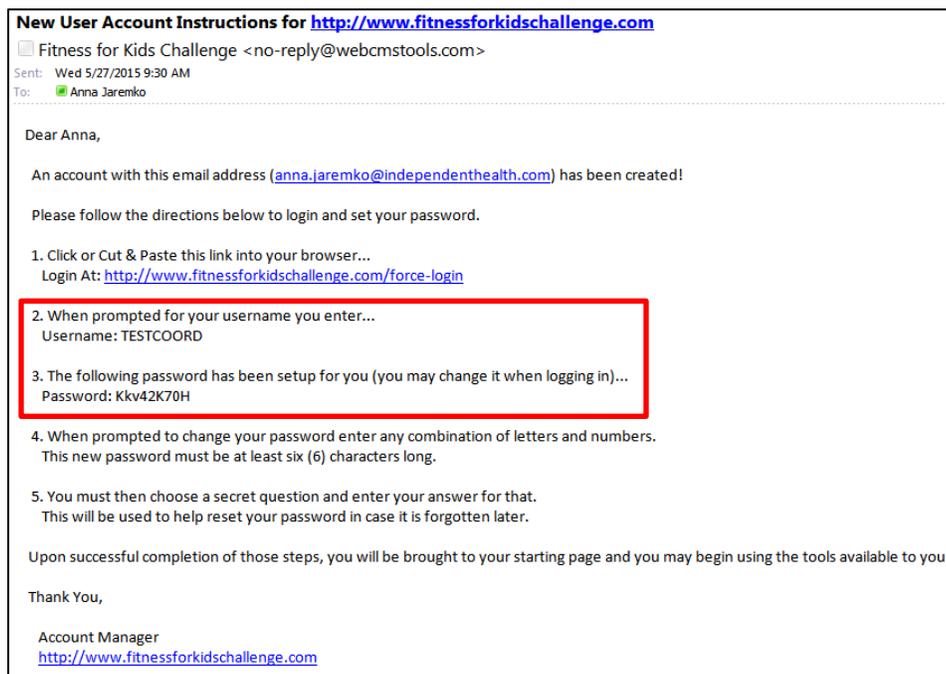
4. Once your coordinator account has been approved (to ensure there is only one coordinator per school) you will receive the email below to the email address that you registered with.



5. Follow the instructions in this email. Copy the link from Step 1 in your web browser. You will see the image below.



6. Copy your username and password from Step 2 and 3 in the email.



7. When you click “login” you will be prompted to reset your password (see the image below). Enter in a new password and secret answer and click “Save Now.”

**Fitness for Kids CHALLENGE**  
 AN INDEPENDENT HEALTH FOUNDATION PROGRAM  
 Reset your Password...

New Password

Confirm

Secret Question

Secret Answer

8. You will now be officially registered and will see your “Account Dashboard,” see below.

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Welcome!   facebook

**Account Dashboard**

Welcome!

Please choose from the following account areas

- Account Settings**  
Update your account and contact information.
- Coordinator Dashboard**  
Manage my school's classrooms.

9. When you click on “Coordinator Dashboard” you will see the screen below. This screen will list every classroom that is registered at your school.

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**Coordinator Dashboard**

**FFKC Academy**  
 Coordinator: Ms. Anna Jaremko (TESTCOORD).

Teacher Name	Room Name	Room Number	Contest Year	Manage
Mrs. TESTTEACH TEACH	Testteach	361	2014	
Mr. Tester Teacher	Testerteacher	541	2014	

10. To add a challenge for a classroom click on the blue square icon to the right of the classroom. When you click on this icon you will see the screen below.

**Fitness Challenges**

[Back to Dashboard >](#)

Teachers, please note: You are only able to submit your challenge progress report one time. Please wait until the end of the month to submit the report, once that Challenge is completed. If you submit the report early and need changes made, please email [anna.jaremko@independenthealth.com](mailto:anna.jaremko@independenthealth.com).

MONTH	CHALLENGE	SCORE
<b>FFKC ACADEMY</b>		
Contest Year 2014		
Testteach		
Mrs. TESTTEACH TEACH		
October	Play 60 Challenge!	<a href="#">Submit Progress Report &gt;</a>
November	5 servings of fruits and vegetables a day!	<a href="#">Submit Progress Report &gt;</a>
December	December/January- Email your Healthy Policy/Change to <a href="mailto:anna.jaremko@independenthealth.com">anna.jaremko@independenthealth.com</a>	<a href="#">Submit Progress Report &gt;</a>
February	5210 Tracker!	<a href="#">Submit Progress Report &gt;</a>
March	2 hours or less of screen time a day!	<a href="#">Submit Progress Report &gt;</a>
April	1 hour of physical activity a day!	<a href="#">Submit Progress Report &gt;</a>
May	0 sugary drinks a day!	<a href="#">Submit Progress Report &gt;</a>

11. You can now enter in any of the challenges for this classroom. When you are done with this classroom and are ready to add another classroom click “Back to Dashboard” at top of page. You will now be taken back to your dashboard with all of your classrooms listed.
12. After June 5<sup>th</sup> you will be able to register your classrooms for 2015-16. You will log into your account and see the image below. Any classroom that says “Not registered” in red are not registered for 2015-16. To register these classrooms click on the people icon to the right of the classroom.

**Coordinator Dashboard**

Akron Central School District  
Coordinator: Jillian Testcoordinator (coordinator@test), Coordinator

Teacher Name	Room Name	Room Number	Contest Year	Manage
Ms. Test Test	Test	123	2014	
Mrs. Anna Jaremko	Test Class2323	24343	2014	
Mrs. test testtest	Test Class	111	2014	
Mr. TESTANNA Test	TEST	45	2014	
Ms. Anna Jaremko	Not registered	Not registered	2014	
Mr. test test	Not registered	Not registered	2014	
Mrs. Pete Melody	Not registered	Not registered	2014	
Ms. Eric Schlegel	Not registered	Not registered	2014	
Mrs. Julie Pawlak	Not registered	Not registered	2014	
Mr. a d	Not registered	Not registered	2014	
C Bear	Not registered	Not registered	2014	
C Bear	Not registered	Not registered	2014	
Mr. TEST12 Test	Not registered	Not registered	2014	

13. You will now see the page below that says “Your Classroom Information” and you will enter in the new roster for the classroom here. You will now have the option to enter in all of the rosters through your coordinator account or teachers can enter them in themselves through their accounts.

**Your Classroom Information**

[Back to Dashboard >](#)

Teachers, please note: When entering student names, use the "Tab" key to move to the next box, or use your mouse to move the cursor to the next box; do NOT hit the "Enter" or "Return" key on your keyboard as this will submit your registration form before you are done with it. If you accidentally submit your form before it is complete, email [anna.jaremko@independenthealth.com](mailto:anna.jaremko@independenthealth.com) the list of your student's first and last names for the class you were entering.

Akron Central School District  
Register for Contest Year 2014

Please enter your current classroom information. Please review carefully before submitting as any updates to this will require contacting an administrator.

Display Name

Classroom Number

1.  First Name  Last Name

2.  First Name  Last Name

3.  First Name  Last Name