

2024-25 Michigan Coach Guide to Creating an Avogadro Account & Completing State & Regional Registration

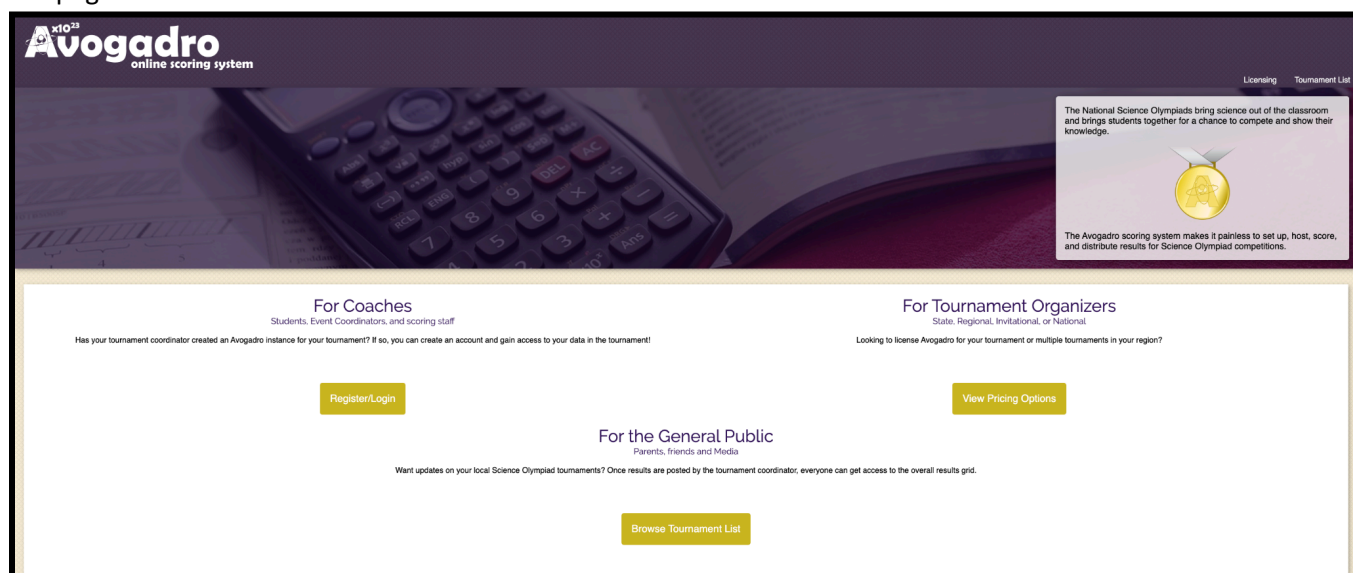
Creating a User Account - New Users Only

(Returning users can log into Avogadro and skip to Page 4 for directions)

To use Avogadro as a coach, you first need to create an account. **NOTE: If you have multiple Head Coaches create 1 account with a username & password you are willing to share. Also, make sure the email address you use is accessible by any coach you want to have access to the online system.**

Go to the [Avogadro Home Page](https://avogadro.ws) (<https://avogadro.ws>)

The page will look like this.



Under the For Coaches section click on Register/Login.

The login form is displayed on a light beige background. At the top, there are three medals: a bronze one, a gold one, and a silver one. Below the medals, the form has two input fields: 'Username' and 'Password'. A yellow 'Login' button is positioned below the password field. At the bottom of the form, there are two links: 'Have you forgotten your password?' and 'Register for an account.'

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If this is your first time using Avogadro, you will need to click on the word **REGISTER** to make an account. This link is under the golden Login button. If you participated last season or in an out of state competition that required you to register for Avogadro you can use that same account, a new one is NOT required.

When you click on Register you should see:

User Registration

Welcome! We're glad you're joining us here on the Avogadro platform! If you've never participated in an Avogadro tournament before, fill out the form below and we'll create an account for you.

If you've ever used Avogadro in the past, there's no need to create a new account; a single Avogadro account can have different permissions assigned in different tournaments, so one account to represent "you" is all you need. If you've forgotten your password, you can [request it be reset](#) to regain access.

Username

Password

Password must be longer than **ten characters**. Spaces are allowed; consider using a "passphrase" of several words together.

Password confirm

eMail address

Needed for user confirmation, and in case you forget your password.

Full Name

Used to identify you on the site to other users of the tournaments you participate in.

[Register](#)

Already have an account? [Log in here](#).

Complete the form and click on REGISTER.

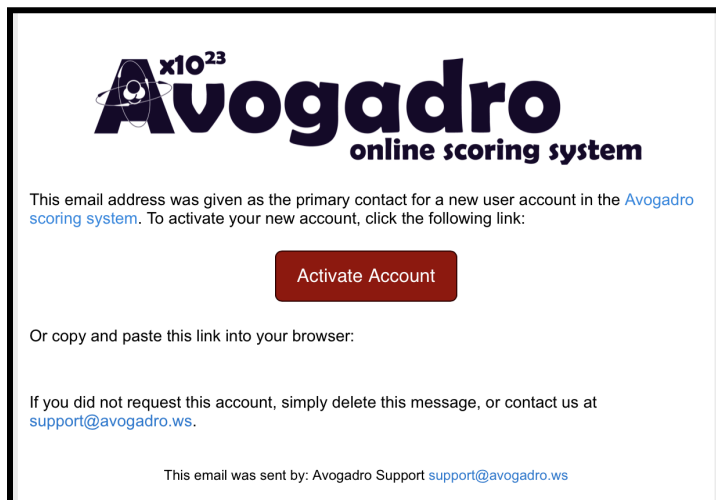
Registration Success

Your account has been registered, but it is not active immediately. You must confirm your email address before your account will become active. Check your email for an activation link.

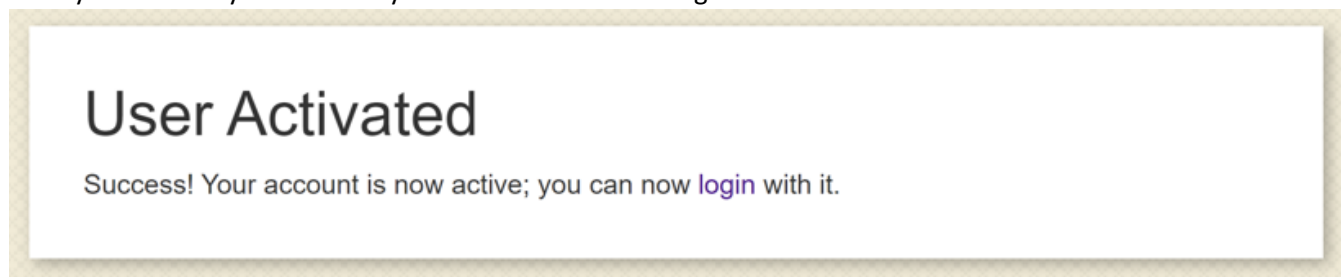
2024-25 Michigan Coach Guide to Creating an Avogadro Account & Completing State & Regional Registration

In order to complete the registration process you will need to go to your email. Look for a message from Avogadro Support titled Avogadro account activation. **NOTE: If it does not arrive within a few minutes go check your SPAM folder.**

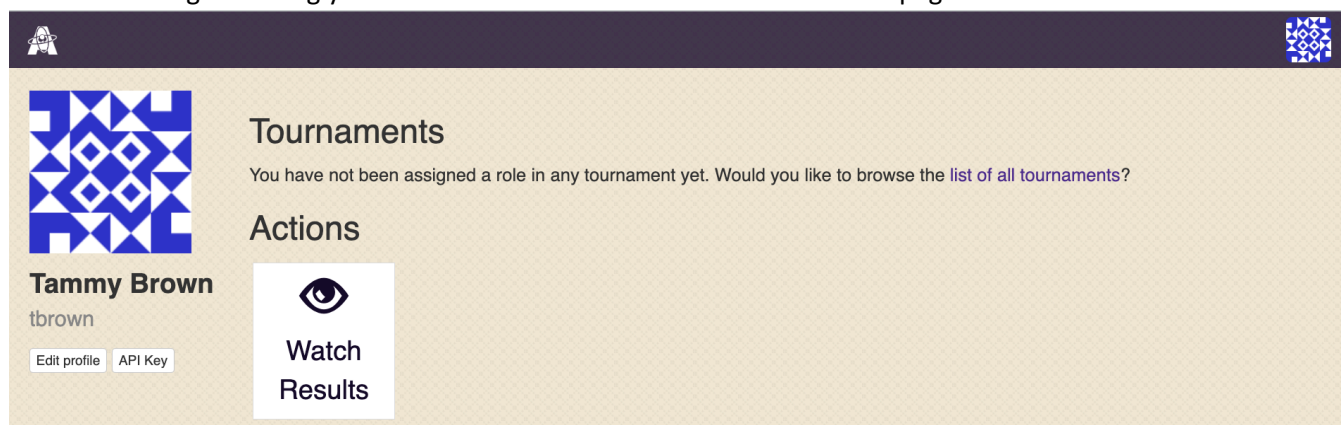
Open your Avogadro email and click on the RED Activate Account button.



Once you Activate your account you should see the message below.



Go back and Login in using your Username and Password. You should see a page that looks like this:



NOTE: If you are a coach for both a Division B AND Division C team you will need to create 2 accounts. Each account can use the same email address & password however, they MUST have a different USERNAME. Ex. tbrownB and tbrownC or EisenhowerB and EisenhowerC.

2024-25 Michigan Coach Guide to Creating an Avogadro Account & Completing State & Regional Registration

If you are the HEAD COACH and registering your TEAM for the State & Regional Competition continue with the directions below.

Make sure the account you are using AND the information you submit is for the HEAD COACH. The information you enter here will be used by the State and Regional Directors to get information out about competitions.

Click on the link for the Region & Division you would like to register for.

2024-25 State & Regional Registration Links		
Region	Divisions	
1	Division B Region 1	Division C Region 1
2	Division B Region 2	Division C Region 2
3	Division B Region 3	Division C Region 3
6	Division B Region 6	Division C Region 6
7	Division B Region 7	Division C Region 7
8	Division B Region 8	Division C Region 8
9	Division B Region 9	Division C Region 9
10	Division B Region 10	Division C Region 10
11	Division B Region 11	Division C Region 11
12	Division B Region 12	Division C Region 12
14	Division B Region 14	Division C Region 14

Make sure you have the correct Region & Division shown at the top of your Registration page. (See below)

2024-25 Michigan Coach Guide to Creating an Avogadro Account & Completing State & Regional Registration

Note: If this is your first time using the system you **MUST click on the box that says MY SCHOOL'S NOT LISTED** and enter your school address. If you forget to do this, the site will NOT complete the registration.

Michigan: Region 6 Regional (Div. B)

Registration

Registration

School

Birmingham Covington School

☐ My School's not listed

School Enrollment

324

How many students are enrolled in your school, currently?

Desired Team Name

Birmingham Covington School

Registration Package

1

Alternate Team (Regional registration fee.) (\$50.00)

1

Alternate Team (State and national registration fee.) (\$125.00)

1

Primary Team REQUIRED (Regional registration fee.) (\$100.00)

1

Primary Team REQUIRED (State and national registration fee.) (\$260.00)

Total Cost:

\$535.00

Pay via offline method

☐ Yes, I wish to pay via an offline method

If this option is selected, you are opting to pay by mailed check, money order or other offline means after submitting this registration form.

Credit Card

 2160

07 / 27

CVC

ZIP

Submit

Credit Card: If you pay by credit card you will see the message below, receive an email confirmation from Avogadro Support AND a receipt from Michigan Science Olympiad.

Michigan: Region 6 Regional (Div. B)

Registration

Registration

Registered for Alternate Team (State and national registration fee.) package (x1), Payment required: \$75.00

Registered for Primary Team (State and national registration fee.) package (x1), Payment required: \$200.00

Registered for Region 6 Primary Team package (x1), Payment required: \$100.00

Grand total charged to card: \$375.00

Your registration for Birmingham Covington School for the Region 6 Regional (Div. B) tournament, on 03/04/2023 has been submitted to the tournament organizers and payment made. Feel free to print this page as a receipt of your payment. Tournament organizers will be in contact with you regarding next steps once your submission has been reviewed. Thanks!

2024-25 Michigan Coach Guide to Creating an Avogadro Account & Completing State & Regional Registration

Check: If you pay by check you will receive a message in Avogadro like the one below. This will give you directions on where to send the check. Print that page as an Invoice and mail with your payment.

Michigan: Region 6 Regional (Div. C)

Registration

Registration

Payment deferred, no charge made at this time

Registered for Alternate Team (State and national registration fee.) package (×1), Payment required: \$75.00

Registered for Primary Team (State and national registration fee.) package (×1), Payment required: \$200.00

Registered for Region 6 Alternate Team package (×1), Payment required: \$50.00

Registered for Region 6 Primary Team package (×1), Payment required: \$100.00

Grand total needing to be paid: \$425.00

Your registration submission for Michigan test 3 for this tournament has been submitted to the tournament organizers. You have elected to pay via offline means; print this page out as an invoice for your registration to the Region 6 Regional (Div. C) tournament, on 03/04/2023, and send payment along to the organizers. Tournament organizers will be in contact with you regarding next steps once your submission has been reviewed. Thanks!

Once your team has been processed a link to your Regional Competition will show up on your home page.



Tammy Brown
tbrown
[Edit profile](#) [API Key](#)

Tournaments

The following are tournaments you have an assigned role in:

Michigan

Region 6 Regional (Div. B) (Coach)

You can also browse the [list of all tournaments](#) to view other public results.

Actions



Watch
Results