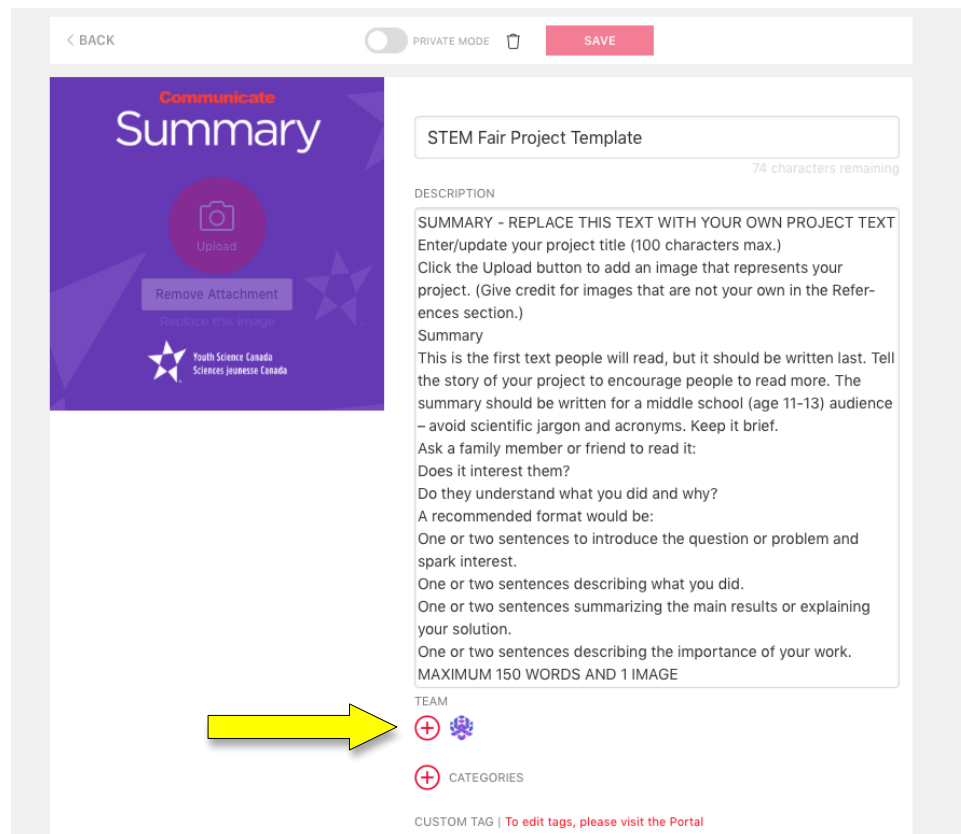


Linking Your Partner to Your Project

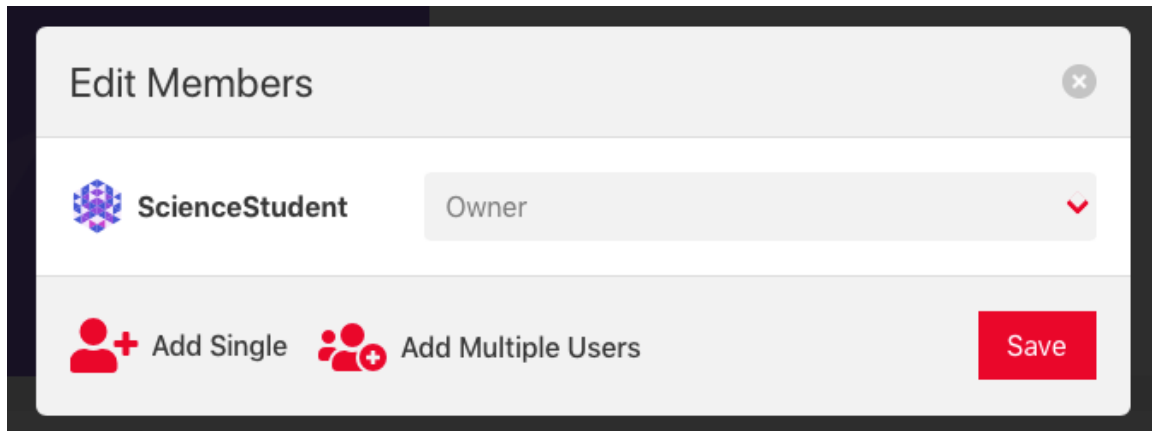
For group projects, only **ONE** of you will set up the project in ProjectBoard. Once the project is created, you will invite the other person to link their account to the project. After you do that, both teammates will be able to access the same ProjectBoard project.

1. Both partners must have created their own individual ORSF portal (<https://youthscience.ca/orsf/>) accounts first. Each account must have a different email address (each partner should follow the registration process provided on our portal).
2. **ONE** partner will start a project on ProjectBoard (see the steps described in the document on our portal).
3. Once the project is started, click on the **+** under the section for TEAM as shown by the yellow arrow in the picture below.

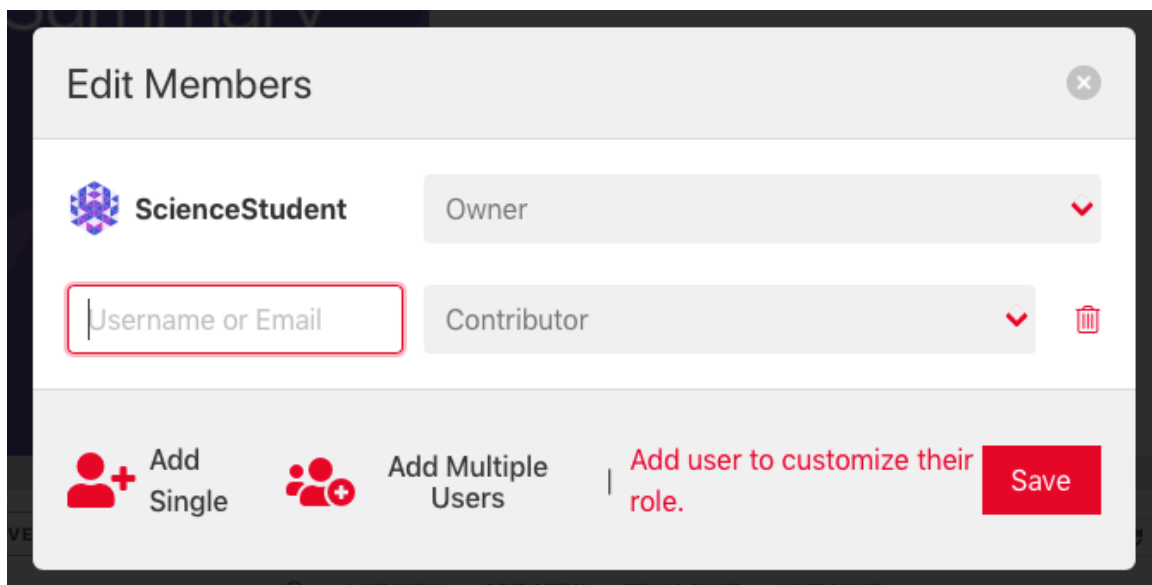


The screenshot shows the ProjectBoard interface for a project titled "STEM Fair Project Template". The interface includes a "Summary" section with a "Communicate" header and a "Summary" sub-header. Below the header is an "Upload" button and a "Remove Attachment" button. The "Summary" section contains a text area with the following text: "SUMMARY - REPLACE THIS TEXT WITH YOUR OWN PROJECT TEXT. Enter/update your project title (100 characters max.) Click the Upload button to add an image that represents your project. (Give credit for images that are not your own in the References section.) Summary This is the first text people will read, but it should be written last. Tell the story of your project to encourage people to read more. The summary should be written for a middle school (age 11-13) audience – avoid scientific jargon and acronyms. Keep it brief. Ask a family member or friend to read it: Does it interest them? Do they understand what you did and why? A recommended format would be: One or two sentences to introduce the question or problem and spark interest. One or two sentences describing what you did. One or two sentences summarizing the main results or explaining your solution. One or two sentences describing the importance of your work. MAXIMUM 150 WORDS AND 1 IMAGE". Below the "Summary" section is the "TEAM" section, which has a yellow arrow pointing to a "+" icon. Below the "TEAM" section is the "CATEGORIES" section, which also has a "+" icon. At the bottom of the interface, there is a "CUSTOM TAG" section with a link to "To edit tags, please visit the Portal".

4. A pop-up window will appear. Click on “Add Single”.



5. The pop-up window will change as shown below.



Type in the email address your partner used to sign up to the ORSF portal and ProjectBoard. From the down menu, **be sure to choose ‘Co-Owner’**. Click Save.

6. Your partner should now see the project listed in their ProjectBoard Information section in the ORSF 2023 registration. They should follow the instructions to link your project to their registration.