



# LifeSmarts

Learn it. Live it.

## How to LifeSmarts: Registering and Competing Online

*There is a specific order to the online competition: coaches register first, the coach creates the team(s), and then students register and join a team. Coaches then appoint a captain, and students may compete.*

### Step 1: Coach Registers and Creates Team(s)

- Click the “Register” button the upper right corner of the LifeSmarts homepage.
- You will create a unique username and password. Remember them. You will use them every time you log in. Once you have completed the form click “Register with LifeSmarts.”
- In all subsequent visits click “Login” to log in.
- When you log in the Coach’s Page will appear. To create a team, click on “My Teams” then “add a team.”
- When creating a team name, be specific. “Washington Co. FBLA” or “BCHS Foods 2” will help both you and the state coordinator keep track of all the teams. You may create as many teams as you wish.

### Step 2: Players Register and Join Teams

- The player registration is nearly identical to the coach registration process: click the same “Register” button to start the registration process, and complete the same registration form.
- NOTE: Make sure each user logs out before others register on the same device.
- Once the player has registered and logged in, the Player’s Page will appear.
- To join a team, click the “My Teams” tab and then use the drop down menu to select a team. Once the team is selected, click “Join Team.”
- Students may join one JV, Varsity, FBLA or FCCLA team AND one FBLANLC team. (Students join an FBLANLC team if they are active in FBLA and competing in the FBLA LifeSmarts competitive event).

### Step 3: Coach Appoints Team Captain

- Team Captains are the only players with access to certain quizzes such as monthly TeamSmarts quizzes.
- To select (or change) a captain, click on the “My Teams” tab and then click “inspect/edit” next to the team. Click “Team Players (#) +/-” to see a drop down of all players registered to the team.
- Click the “TC” button next to the student you wish to make the team’s captain.

### Step 4: Students Compete

- To compete students login, click on the “Players” tab, and then click “Competitions.”
- Working individually, students first take the 20-question pre-quiz, which they find under the heading “LifeSmarts Competition Quizzes.” This covers all topic areas and is not part of the student’s final score.
- Next, working individually, students take five 20-question topics quizzes, one on each LifeSmarts subject: the environment, personal finance, health and safety, consumer rights and responsibilities, and technology.
- When students finish the five topic quizzes the capstone quiz will become available. This 20-question quiz covers all topic areas and serves as the final quiz.
- Students must complete the capstone to receive a final score. The capstone quiz score, plus the scores from the five topic quizzes, becomes the student’s final score.
- Once four or more students have completed all six quizzes the team achieves a team score and becomes eligible to compete at the next level (depending on your state this may be at the state or national level).