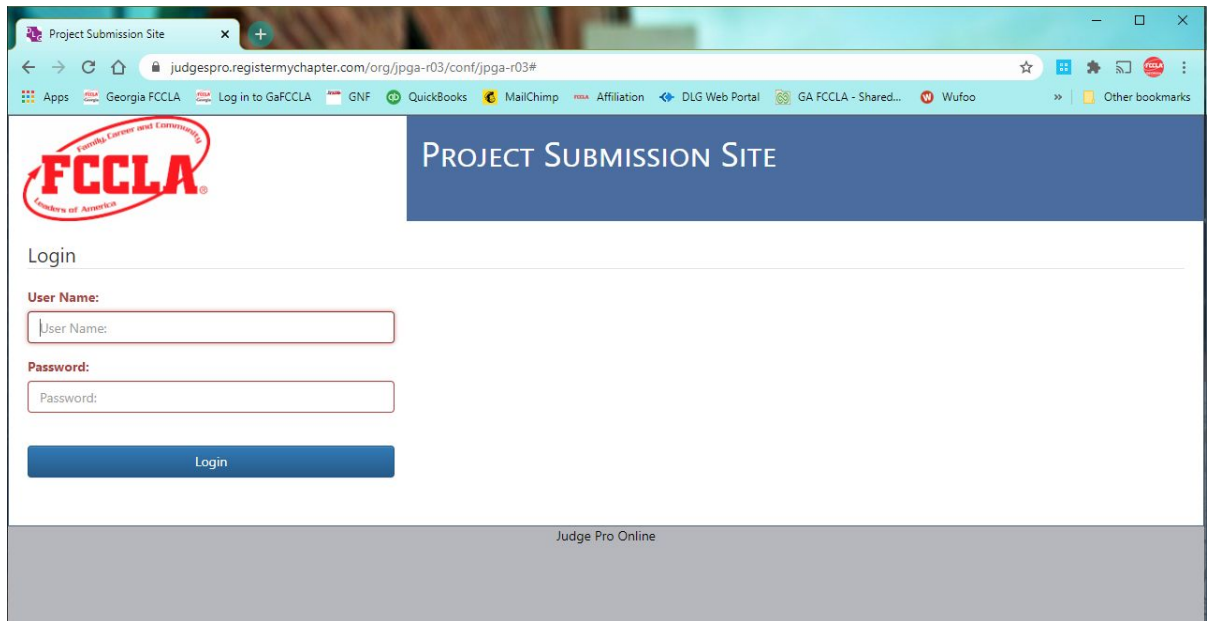


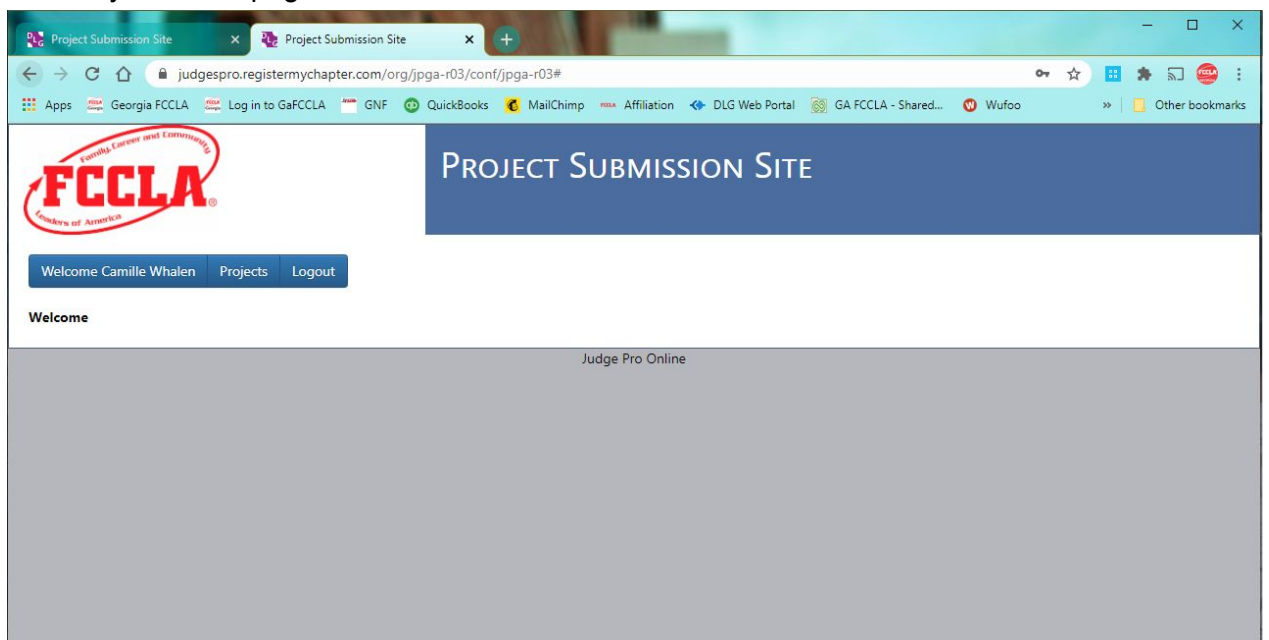
How to Upload your STAR Events

1. Go to your Region's Project Submission Site
 - a. Region 1 - [LINK](#)
 - b. Region 2 - [LINK](#)
 - c. Region 3 - [LINK](#)
 - d. Region 4 - [LINK](#)
 - e. Region 5 - [LINK](#)
 - f. Region 6 - [LINK](#)
 - g. Region 7 - [LINK](#)
 - h. Region 8 - [LINK](#)
 - i. Region 9 - [LINK](#)
2. Enter your username and password
 - a. This is the same user name and password that you would use for your National FCCLA Portal



The screenshot shows a web browser window with the URL judgespro.registerychapter.com/org/jpga-r03/conf/jpga-r03#. The page features the FCCLA logo (Family Career and Community Leaders of America) on the left and the text "PROJECT SUBMISSION SITE" in a blue header on the right. Below the header is a "Login" section with two input fields: "User Name:" and "Password:". A blue "Login" button is positioned below the password field. At the bottom of the page, the text "Judge Pro Online" is visible.

- b.
3. It will then take you to this page



The screenshot shows the same web browser window after a successful login. The URL remains the same. The page now displays a navigation bar with the FCCLA logo on the left and "PROJECT SUBMISSION SITE" in the blue header on the right. Below the header, there is a navigation menu with three items: "Welcome Camille Whalen", "Projects", and "Logout". Below the navigation menu, the text "Welcome" is displayed. At the bottom of the page, the text "Judge Pro Online" is visible.

- a.
4. Click on the "Projects" Tab

The screenshot shows a web browser window with the URL `judgespro.registtermchapter.com/org/jpga-r03/conf/jpga-r03#`. The page header includes the FCCLA logo and the text "PROJECT SUBMISSION SITE". Below the header, there is a navigation bar with "Welcome Camille Whalen", "Projects", and "Logout". The main content area is titled "Project List" and features a search bar and a table of projects.

Event	Team #	Students	Title	Projects
Baking and Pastry (BAP3)		Alexis Darnell (3002002)		Scenario viewing/file upload is closed
Career Investigation Level 3 (CIR3)		Kristin Tash (3002015)		Upload Files
Chapter in Review Display Level 3 (CRD3)	CRD3~3002-1	Cohen Brown (3002003)		Upload Files
Chapter Service Project Portfolio Level 2 (CSPP2)	CSPP2~3002-1	Faith Brown (3002004)		Upload Files
Early Childhood Education Level 3 (ECE3)		Faith Murray (3002014)		Upload Files
Focus on Children Level 2 (FOC2)	FOC2~3002-1	Karrington Cook (3002005)		Upload Files
Food Innovations Level 3 (FIN3)	FIN3~3002-1	Brynne Culp (3002006)		Upload Files
Hospitality, Tourism & Recreation Level 3 (HTR3)	HTR3~3002-1	Kaylee Martin (3002010), Landry Martin (3002011), Lauren Massey (3002012)		Upload Files
Job Interview Level 3 (JI3)		Callie Hill (3002008)		Upload Files
Public Policy Advocate Level 2 (PUB2)	PUB2~3002-1	Jada Johnson (3002009)		Upload Files
Say Yes to FCS Education Level 3 (SYF3)		Madison McDonald (3002013)		Upload Files
Sports Nutrition Level 2 (SPN2)	SPN2~3002-1	Halina Denton (3002007)		Upload Files

The footer of the page reads "Judge Pro Online".

a.

- Click on "Upload Files" Blue Button on the far right-hand side of the screen for the chapter members project you would like to upload.

Continue to next page

6. It will take you to this screen



a.

b. OPTIONS:

- i. Files and URLs
- ii. Files = PDF Document
- iii. URLs = Links to videos (Think... Youtube, Vimeo, Google Drive)

Continue to next page

- d. Refer to the Competitive Events Guide on what you will need to upload.
 - i. This competitive event is the Career Investigation STAR Event
 - ii. Here is what the Competitive Events Guide says for Career Investigation

CAREER INVESTIGATION

Procedures and Time Requirements for In-Person Competition

Each participant will submit a portfolio (hardcopy or electronic) to the event room consultant at the designated participation time.	
10 minutes	The participant will have 10 minutes to set up any additional items for the event. Other persons may not assist. Room consultants and evaluators will have 10 minutes to preview the portfolio (hardcopy or electronic) during participant set up time. The participant must make the electronic portfolio accessible to evaluators.
10 minutes	The oral presentation may be up to 10 minutes in length. A one-minute warning will be given at 9 minutes. The participant will be stopped at 10 minutes.
5 minutes	Following the presentation, evaluators will have 5 minutes to interview the participant.
5 minutes	Evaluators will have up to 5 minutes to use the rubric to score and write comments for each participant.

Procedures and Time Requirements for Virtual Competition

Each entry will post the required documents (as specified below) following instructions from the state or national organization prior to the competition.	
Portfolio File	Upload one (1) PDF portfolio file, designed so that viewers are able to scroll through the digital document. This must be an online file and not require the viewer to download it. Follow the page limits as described below.
Oral Presentation Video (to include Question Responses)	The oral presentation video may be up to 11 minutes in length, <u>including</u> the responses to the two questions listed in the specifications. Each participant must introduce themselves by name, chapter, and level. Video recordings are to be made of participants as they present their STAR Events projects, as if they were presenting at an in-person competition. A voiceover of the video recording or presentation is not allowed. The video file can be an embedded video, video link to YouTube, Vimeo, or Google Drive, but must not require the viewer to download it. The hardcopy or the electronic portfolio will be used in the oral presentation recording.
Automatic Scoring	Participants will automatically receive full points on the Point Summary Form and the Rubric for the following items: Registration Packet, Event Online Orientation Documentation and Punctuality.

- iii.
- iv. You will need to upload a PDF Portfolio File & Oral Presentation Video
- e. “Click Here to Upload a New File” will open another window for you to choose your document.
 - i. Choose the correct document and then press “Open”
 - ii. Your file should appear under the File Name line
- f. “Add New URL”
 - i. Copy and Paste the link to your presentation video.

The screenshot shows a web browser window with the URL `judgespro.registermychapter.com/org/jpga-r03/conf/jpga-r03#`. The page title is "PROJECT SUBMISSION SITE". There is a navigation bar with "Welcome Camille Whalen", "Projects", and "Logout". A "Back" button is visible. The main content area is titled "PROJECT FILE(S)/URL(S) FOR CAREER INVESTIGATION LEVEL 3" for user "Kristin Tash (3002015)". A message states "You can only add a combination of 2 File(s)/URL(s)".

Files Section:

File Name	Actions
2020-2021 Career Investigation.pdf (379.1K)	Download, Delete

Below the file table is a button: "Click Here To Upload a New File".

URLs Section:

There are currently no urls.

Add New URL

Input field: `https://www.youtube.com/watch?v=cfiNpsgXsvE`

Add button

Page footer: Judge Pro Online

g.

7. Press Add to Verify the Link

The screenshot shows a web browser window with two tabs for 'Project Submission Site'. The address bar shows the URL 'judgespro.registermychapter.com/org/jpga-r03/conf/jpga-r03#'. The browser's bookmark bar includes 'Apps', 'Georgia FCCLA', 'Log in to GaFCCLA', 'GNF', 'QuickBooks', 'MailChimp', 'Affiliation', 'DLG Web Portal', 'GA FCCLA - Shared...', 'Wufoo', and 'Other bookmarks'. The page header features the FCCLA logo (Family Career and Community Leaders of America) on the left and 'PROJECT SUBMISSION SITE' on the right. Below the header, there are navigation buttons: 'Welcome Camille Whalen', 'Projects', 'Logout', and 'Back'. The main content area is titled 'PROJECT FILE(S)/URL(S) FOR CAREER INVESTIGATION LEVEL 3' with the user name 'Kristin Tash (3002015)'. A red warning message states: 'You can only add a combination of 2 File(s)/URL(s)'. There are two sections: 'Files' and 'URLs'. The 'Files' section contains one entry: '2020-2021 Career Investigation.pdf (379.1K)' with 'Download' and 'Delete' buttons. The 'URLs' section contains one entry: 'https://www.youtube.com/watch?v=cfiNpsgXSvE' with a 'Delete' button. The footer of the page reads 'Judge Pro Online'.

a.

8. JudgePro System automatically saves your progress when you add a File and URL.

Continue to next page

9. Click the blue “Back” button to return to your Projects Screen

The screenshot shows the Project Submission Site interface. At the top, there is a navigation bar with the FCCLA logo and the text "PROJECT SUBMISSION SITE". Below this, there is a welcome message for Camille Whalen and buttons for "Projects" and "Logout". The main content area is titled "Project List" and features a search bar. A table lists various projects with columns for Event, Team #, Students, Title, and Projects. The "Career Investigation Level 3 (CIR3)" project is highlighted in green and shows a PDF document and a YouTube link in the Projects column. Other projects listed include Baking and Pastry (BAP3), Chapter in Review Display Level 3 (CRD3), Chapter Service Project Portfolio Level 2 (CSPP2), Early Childhood Education Level 3 (ECE3), Focus on Children Level 2 (FOC2), Food Innovations Level 3 (FIN3), Hospitality, Tourism & Recreation Level 3 (HTR3), Job Interview Level 3 (JI3), Public Policy Advocate Level 2 (PUB2), Say Yes to FCS Education Level 3 (SVF3), and Sports Nutrition Level 2 (SPN2).

Event	Team #	Students	Title	Projects
Baking and Pastry (BAP3)		Alexis Darnell (3002002)		Scenario viewing/file upload is closed
Career Investigation Level 3 (CIR3)		Kristin Tash (3002015)	2020-2021 Career Investigation.pdf (379.1K) https://www.youtube.com/watch?v=ctiNpsqXSvE	Upload Files
Chapter in Review Display Level 3 (CRD3)	CRD3~3002-1	Cohen Brown (3002003)		Upload Files
Chapter Service Project Portfolio Level 2 (CSPP2)	CSPP2~3002-1	Faith Brown (3002004)		Upload Files
Early Childhood Education Level 3 (ECE3)		Faith Murray (3002014)		Upload Files
Focus on Children Level 2 (FOC2)	FOC2~3002-1	Karrington Cook (3002005)		Upload Files
Food Innovations Level 3 (FIN3)	FIN3~3002-1	Bryne Culp (3002006)		Upload Files
Hospitality, Tourism & Recreation Level 3 (HTR3)	HTR3~3002-1	Kaylee Martin (3002010), Landry Martin (3002011), Lauren Massey (3002012)		Upload Files
Job Interview Level 3 (JI3)		Callie Hill (3002008)		Upload Files
Public Policy Advocate Level 2 (PUB2)	PUB2~3002-1	Jada Johnson (3002009)		Upload Files
Say Yes to FCS Education Level 3 (SVF3)		Madison McDonald (3002013)		Upload Files
Sports Nutrition Level 2 (SPN2)	SPN2~3002-1	Halina Denton (3002007)		Upload Files

- a.
- b. Please double-check this screen to ensure that your documents and links have been added to the competitive event.
 - i. See for Career Investigation it shows a 2020-2021 Career Investigation.pdf document and a YouTube link in the Projects column.

Continue to next page for FAQ Section

Please refer back to this FAQ Page for more information as different situations and scenarios arise.

FAQs

I registered for my chapter member's STAR Event, but I don't see any competitors in my "Project" Tab?

The Registration System and the JudgePro System (what we are using for STAR Events Judging) does not sync with each other instantaneously. We have to manually go into each system and tell them sync. Each day starting on Wednesday, January 13th, Caitlin Roberson will sync the systems together at 5:00 PM. Please be patient as we try to figure out this new system together.