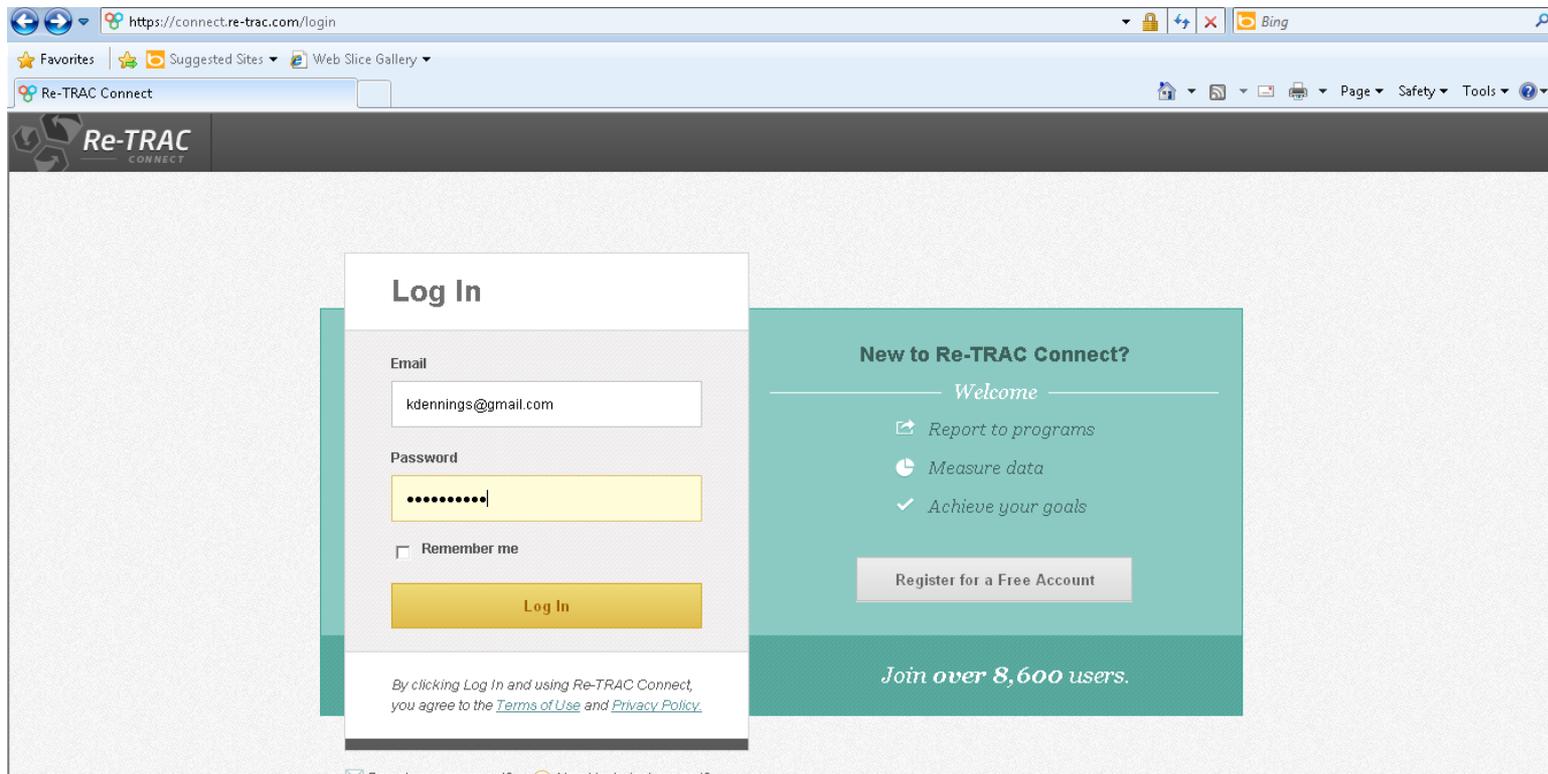


# **Register a Returning School in Recycle- Bowl**

# Step 1: Enter email and password via log in page



The screenshot shows a web browser window with the URL <https://connect.re-trac.com/login>. The page features the Re-TRAC CONNECT logo in the top left corner. The main content area is divided into two sections: a login form on the left and a registration prompt on the right.

**Log In**

Email

Password

Remember me

By clicking Log In and using Re-TRAC Connect, you agree to the [Terms of Use](#) and [Privacy Policy](#).

**New to Re-TRAC Connect?**

Welcome

- Report to programs
- Measure data
- Achieve your goals

Join over 8,600 users.



# Step 3: Click “+” Under the current year for Registration Information

Re-TRAC Connect: KAB - Recycle-Bowl Competition Status - Windows Internet Explorer

https://connect.re-trac.com/programs/21/nodes/16829/program\_status

Arvin High School

## KAB - Recycle-Bowl Competition Status

Member: **ARVIN HIGH SCHOOL**

**Instructions:**

To successfully compete in the Recycle-Bowl Competition your school must complete:

1. The "Recycle-Bowl - Registration Information" form.
2. The "Recycle-Bowl - Results Reporting" form.

To access a form click on the plus "+" under the current competition year. After successfully submitting the "Recycle-Bowl - Registration Information" form the corresponding "Recycle-Bowl - Results Reporting" form will become available.

For further instructions download the [Recycle-Bowl User Guide](#)

Click on the plus icon + to report or view information

	2013	2012	2011
Recycle-Bowl - Registration Information	+		+
Recycle-Bowl - Results Reporting			

Legend

Done

Internet | Protected Mode: On

12:05 PM  
7/23/2013

# Step 4: Complete All Fields

The screenshot shows a web browser window with the URL [https://connect.re-trac.com/nodes/16829/surveys/18/survey\\_responses/new?period=18&year=2013](https://connect.re-trac.com/nodes/16829/surveys/18/survey_responses/new?period=18&year=2013). The page title is "Re-TRAC Connect: Recycle-Bowl - Registration In...". The navigation menu includes "Dashboard", "Programs", "Directories", "Tracking", "Community", and "Manage". The "Programs" menu is active, showing "Join Programs", "My Programs", and "KAB - Recycle-Bowl Competition".

A warning message states: "Your data may not be considered complete by the Program Manager(s) of KAB - Recycle-Bowl Competition until you click on the 'Submit to Program' button. In addition, the status of this form and the associated data may be edited at any time by the Program Manager(s) of KAB - Recycle-Bowl Competition."

## Recycle-Bowl - Registration Information

Member: **ARVIN HIGH SCHOOL** | Year: **2013** | Cycle: **ANNUAL**

### School Contact Information

First Name: \*

Last Name: \*

Mailing Address: \*

On the left side, there is a "Program Details" section with the "Keep America Beautiful Presents RECYCLE-BOWL COMPETITION" logo and a "Member Information" section with links for "Program Status" and "Recycle-Bowl - Registration".

You **MUST** re-insert your school's contact information even if it has not changed from the previous year and fill out the survey about your school's recycling programming again.

# Step 5: Click “Save” or “Submit to Program”

https://connect.re-trac.com/nodes/16829/surveys/18/survey\_responses/new?period=1&year=2013

Re-TRAC Connect: Recycle-Bowl - Registration In...

## Honesty Pledge

If you check **"No"** to any item below, your school will not be registered. By checking **"Yes"** to the following items you confirm:

**I have read, understand, and agree to abide by the guidelines described in the 2013 Recycle-Bowl rules. \***

Yes

No

Clicking the **"Save"** button will allow you to return to this form to make changes. Recycle-Bowl administrators will NOT consider your form complete until submitted and locked. Clicking the **"Submit to Program"** button will lock your form and no further changes can be made. Recycle-Bowl administrators will consider your form complete if submitted and locked.

To make changes to your locked registration form email [info@recycle-bowl.org](mailto:info@recycle-bowl.org)

**Save** **Submit to Program**

Dashboard Programs Directories Tracking Community Manage

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**You can SAVE the form which will allow you to come back at any time to modify any information you have entered**

**OR**

**You can SUBMIT TO PROGRAM when you are satisfied with all the information. This will “lock” the form and Recycle-Bowl administrators will consider your information complete.**

← → C [https://connect.re-trac.com/programs/21/nodes/23859/program\\_status](https://connect.re-trac.com/programs/21/nodes/23859/program_status)

Re-TRAC CONNECT Rita Recycle Messages Help Log Out

Dashboard Programs Directories Tracking Community Manage

Join Programs My Programs | KAB - Recycle-Bowl Competition

Recycle-Bowl - Registration Information response successfully submitted to 'KAB - Recycle-Bowl Competition' for 2013  
[View Here](#)

## KAB - Recycle-Bowl Competition Status

Member: KAB ELEMENTARY SCHOOL



Program Details

Member Information

- Program Status
- Program Forms

Host: Keep America Beautiful

Website: <http://recycle-bowl.org>

Program Manager: Kelley Dennings  
[info@recycle-bowl.org](mailto:info@recycle-bowl.org)  
202-688-0605

**Instructions:**

To successfully compete in the Recycle-Bowl Competition your school must complete:

1. The "Recycle-Bowl - Registration Information" form.
2. The "Recycle-Bowl - Results Reporting" form.

To access a form click on the plus "+" under the current competition year. After successfully submitting the "Recycle-Bowl - Registration Information" form the corresponding "Recycle-Bowl - Results Reporting" form will become available.

For further instructions download the [Recycle-Bowl User Guide](#)

Click on the plus icon  to report or view information

	2013	2012	2011
Recycle-Bowl - Registration Information			
Recycle-Bowl - Results Reporting			





After you click "Submit," the Registration Information icon will appear locked for this year. You have successfully completed Recycle-Bowl Registration! You can log back into Re-TRAC at any time.