# Step-by-Step Guide Registration Workflow

#### 1. Getting the Invitation from TJ-SIF2024 SECRETARIAT

The invitation to TJ-SIF 2024 Official Website External Indox x





TJSIF 2024 <noreply.tjsif2024@gmail.com>

Welcome to Thailand - Japan Student ICT Fair 2024 Official Website!

Hi,

You're receiving this email because Mr. Anek Tanompol, the Participant is inviting you to join the event.

Verify your email address and register now!

To finish setting up your account, please click the link below then register some information about you.

=== Click here for Registeration and Join Us. ===

If you were not aware that you were going to receive this message, please delete this email. Your account will not be registered unless you register with the site by clicking the link above.

Thanks,

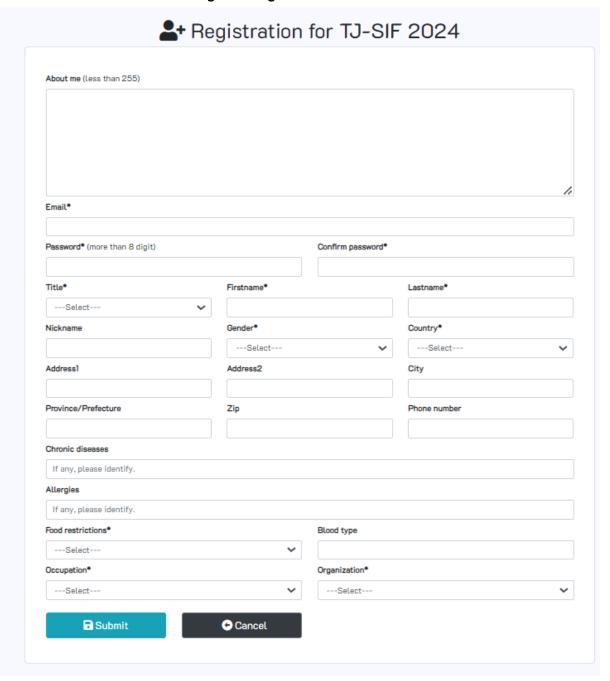
TJ-SIF 2024 SECRETARIAT

Princess Chulabhorn Science High School Satun 138 Moo. 12 Chalung, Mueang, Satun 91140 Thailand

Site: http://tjsif2024.pcshsst.ac.th/ E-mail: tjsif2024@gmail.com

Telepnone Number: +66 (0) 4287 7034

#### 2. Contact Person Registering

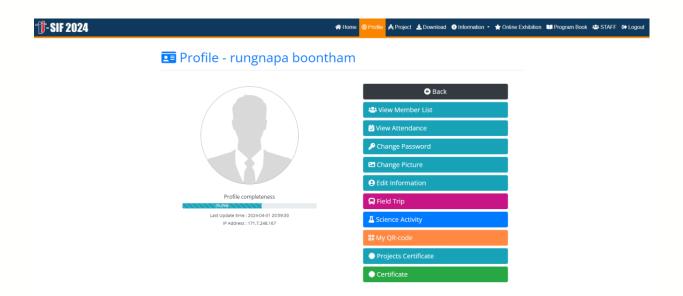


#### \*\* Occupation

"Teacher" refers to all participating Thai and Japanese teachers, e.g., project advisors, contact persons, ELS presenters, and other teachers or staff involved

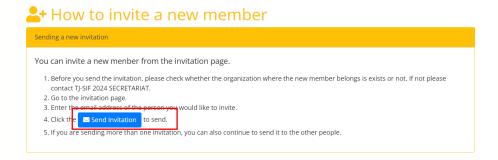
- "Student" refers to Thai and Japanese students
- "Deputy Director/Deputy Principal/Deputy President" refers to those officially positioned as a deputy director, a deputy principal, a deputy president, a vice director, a vice principal, or a vice president
- "Director/Principal/President" refers to a director, a principal or a president

#### Personal Profile



### 3. Sending Invitations and Registering

- The contact persons of each PCSHS send invitations to their administrators and other teachers in their organization who are in charge of SSH and KOSEN, and also send to their sister school in Thailand.
- The contact persons who are in charge of SSH and KOSEN send invitations to their Japanese partner.
- Those receiving the invitation register by clicking the invitation link provided in the email.



### Fill in the e-mail address of the invitee to send an invitation

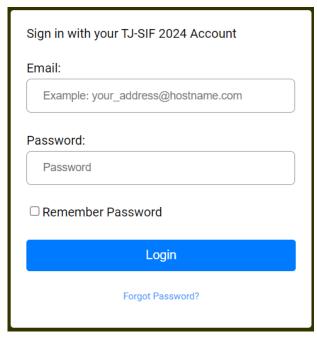
<b>†∱-SIF 2024</b>	# Home ® Profile A Project ♣ Download Information ★ Online Exhibition W Program Book ↔	Logout
	2+ A Member Invitation	
	Email:	
	Example: your_address@hostname.com	
	Send Invitation	

Visit our website at <a href="https://tjsif2024.pcshsst.ac.th">https://tjsif2024.pcshsst.ac.th</a> and find 'Login'





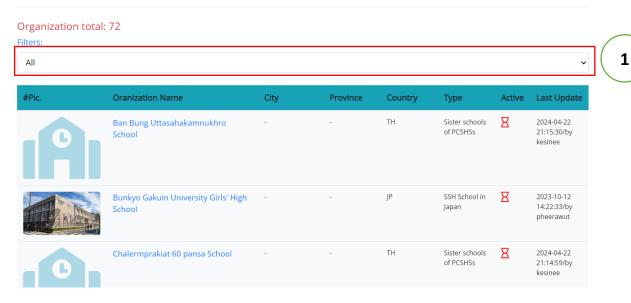
Login page (fill in your e-mail address and password)

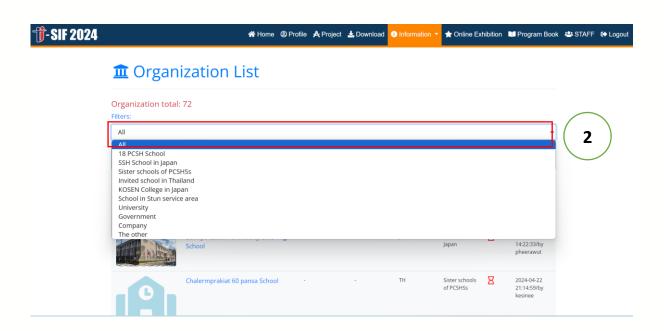


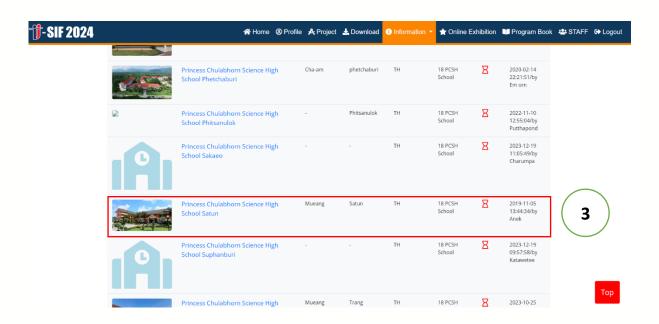
### 4. Updating the Organization Information

The contact persons or those in charge find their organization and update key information about their organization

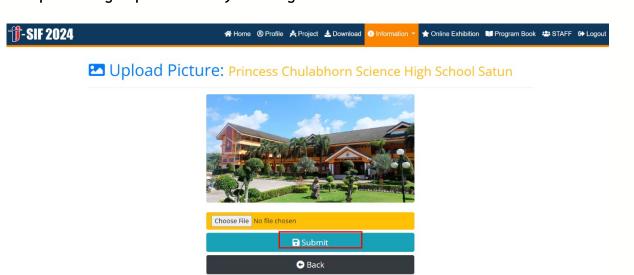
## **1** Organization List





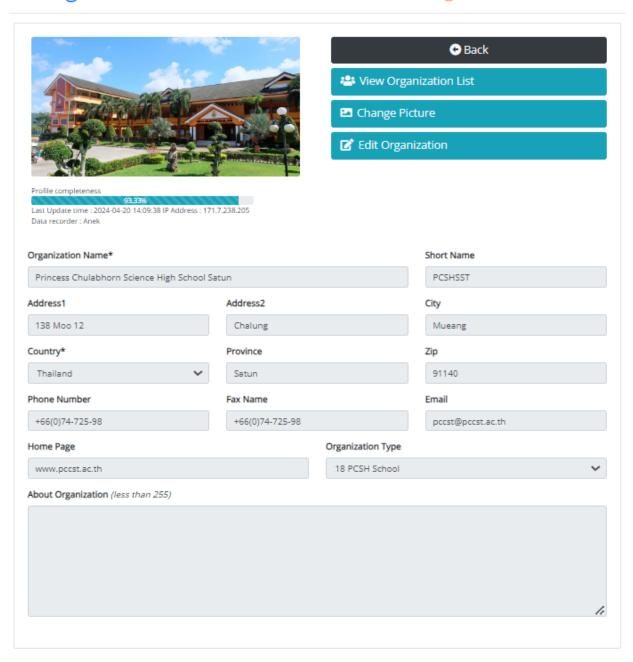


### Uploading a picture of your organization



### Filling in key information of your organization

# m Organization: Princess Chulabhorn Science High School Satun



### 5. Inviting Students

- The students' project advisor sends invitations to their students.
- The students who have received the invitation register by clicking the invitation link provided in the email (the same process as in Step 2).

### 6. Registering Projects

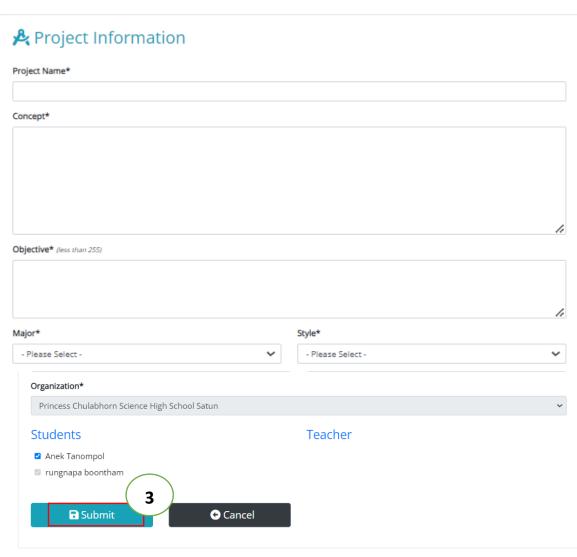
- Participating students register their projects by following the guidelines provided on their member site / profile page.

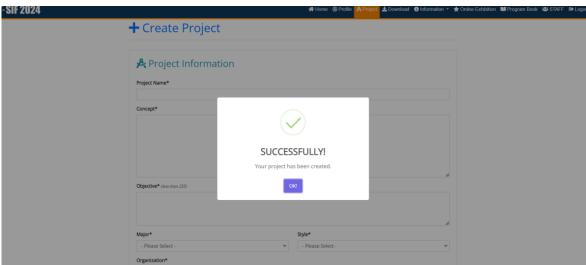
To add a project, only 1 member of a project team (2 members) is required.

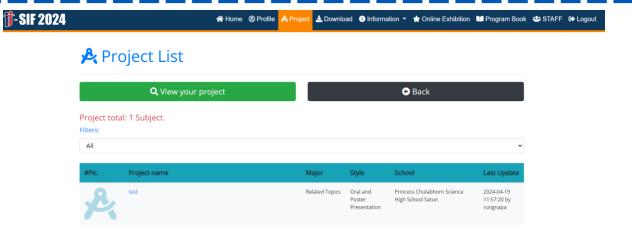


#### Filling in your project information

### + Create Project







You can download guidelines and templates here.

