

# BP Design Competition Team Registration Guide

Registering as a team? Follow these steps to get set up for the competition.

## Steps for Team Leaders

**Note:** There may only be one (1) Team Leader per team. This person is responsible for inviting Team Members. Team Members will register through the invitation email. Team members should skip to the 'Steps for Team Members' section of this document.

### **STEP 1** Head to [architecture.org/bpcompetition](http://architecture.org/bpcompetition)



The screenshot shows the top portion of the BP Design Competition website. At the top left is the Chicago Architecture Foundation logo. To the right is a navigation bar with buttons for 'Rules', 'Jury', 'Resources', 'Register', and 'Log In'. Below the navigation bar is a large image of hands working on a physical architectural model of a landscape with winding paths. Overlaid on this image is the text 'BP Design Competition'. Below the image, the heading 'The Challenge' is followed by a paragraph of text. Further down, the heading 'About the Competition' is followed by another paragraph of text.

CHICAGO ARCHITECTURE FOUNDATION

Rules Jury Resources Register Log In

### BP Design Competition

#### The Challenge

Design a pocket park that is less than a half acre in size that will improve access to public open space by providing a park within a 10-minute walk of every home in the Dunning, Chicago Lawn, or Roseland Community Areas in the city of Chicago.

#### About the Competition

The BP Design Competition is a local ideas competition which challenges participants to think outside the box and imagine a pocket park for a Chicago area neighborhood. Are you up to the

## STEP 2 Click on Register



## STEP 3 Fill out the registration form

This is where you will name your team. After you have submitted your registration form, an account confirmation email will be sent to the email address you signed up with.

BP Design Competition Registration Form [Login](#)

**Student Information**

**First Name \***

**Last Name \***

**Team Name (optional)**

*Team leaders should fill out this form and invite team mates through the competition dashboard. Teams are limited to 5 participants.*

**Date of Birth \***

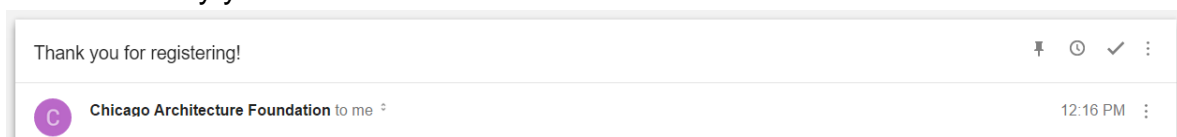
*mm/dd/yyyy*

**Current Grade \***

**School \***

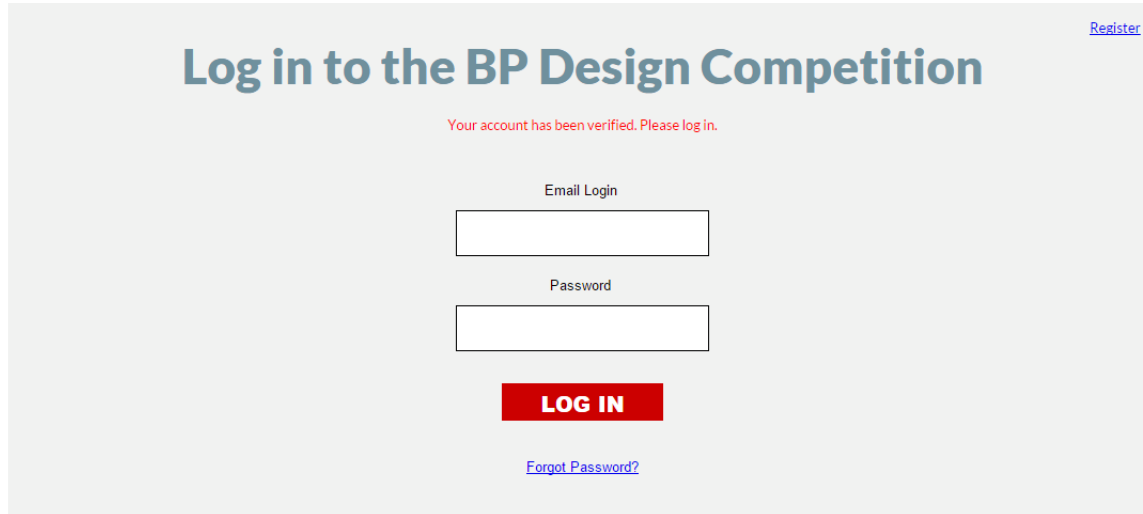
## STEP 4 Verify your account

Find the “Thank you for registering!” email in your inbox and follow the link inside to verify your account.



## STEP 5 Add Team Members

Log in to your account from the main page.



Register

# Log in to the BP Design Competition

Your account has been verified. Please log in.

Email Login

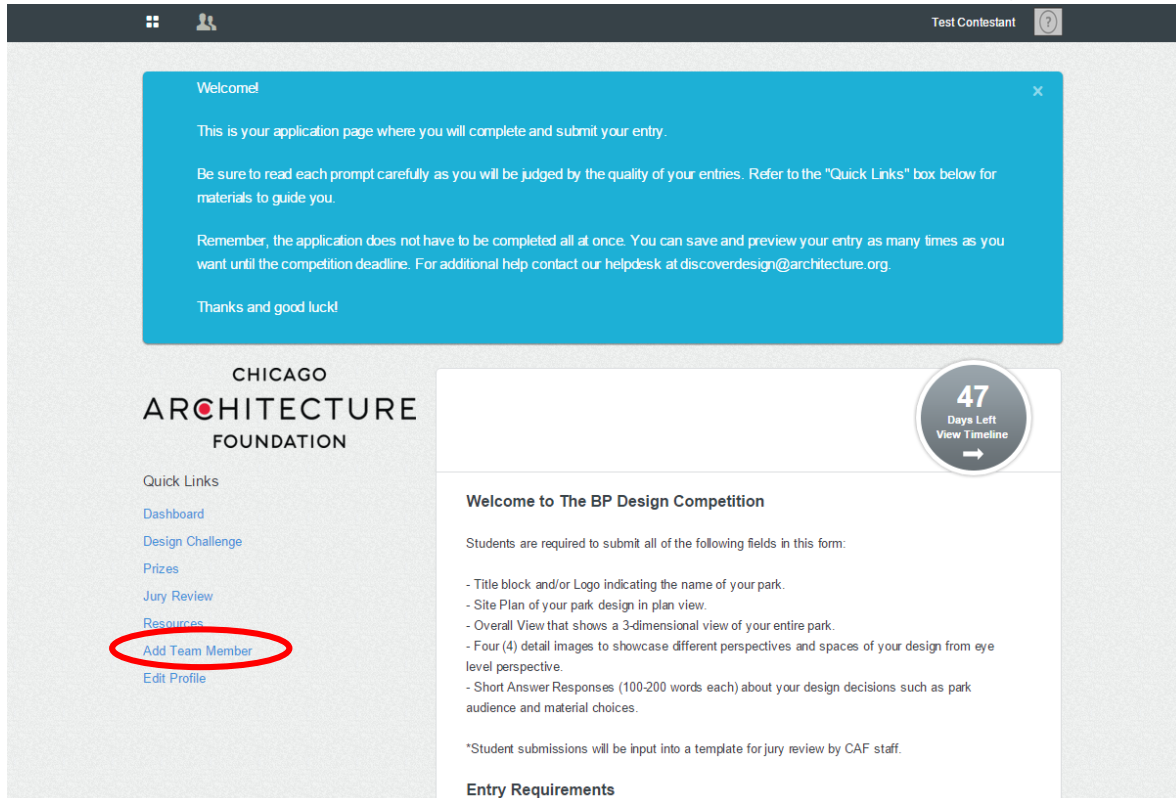
Password

**LOG IN**

[Forgot Password?](#)

This takes you to your account dashboard - this is where you and your team members will upload your work.

Click “Add Team Member” under the Quick Links to start building your team.



Test Contestant

Welcome!

This is your application page where you will complete and submit your entry.

Be sure to read each prompt carefully as you will be judged by the quality of your entries. Refer to the "Quick Links" box below for materials to guide you.

Remember, the application does not have to be completed all at once. You can save and preview your entry as many times as you want until the competition deadline. For additional help contact our helpdesk at [discoverdesign@architecture.org](mailto:discoverdesign@architecture.org).

Thanks and good luck!

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ARCHITECTURE  
FOUNDATION

Quick Links

- Dashboard
- Design Challenge
- Prizes
- Jury Review
- Resources
- Add Team Member**
- Edit Profile

47 Days Left View Timeline

### Welcome to The BP Design Competition

Students are required to submit all of the following fields in this form:

- Title block and/or Logo indicating the name of your park.
- Site Plan of your park design in plan view.
- Overall View that shows a 3-dimensional view of your entire park.
- Four (4) detail images to showcase different perspectives and spaces of your design from eye level perspective.
- Short Answer Responses (100-200 words each) about your design decisions such as park audience and material choices.

\*Student submissions will be input into a template for jury review by CAF staff.

### Entry Requirements

Fill out the form to invite them.

Add/Invite a Team Member

First Name\*

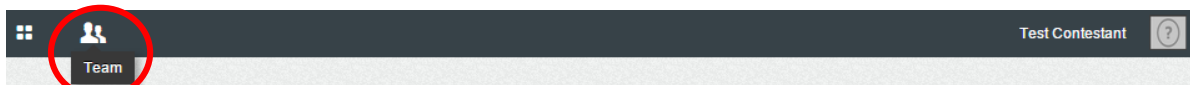
Last Name\*

Email Address\*


Personal Message




[Cancel](#) [Save](#)

You will now see your invited team member listed on the Team page with their current status. The Team page is easily reached at any time by clicking on the Team icon.



The “Invited” status will switch to “Active | Team Member” as soon as your team member(s) registers. Add more team members by clicking the “Add Team Member” button. Teams are limited to 5 participants.







-  **Test Contestant**
-  **Edit Team Heading**
-  **Edit Team Description**

[Change Photo](#) **Save**

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Team Members **+ Add Team Member**

	<b>Test Contestant</b> <a href="mailto:testContestant@skild.com">testContestant@skild.com</a>	Active   <b>Team Leader</b>	
	<b>Bob Teammate</b> <a href="mailto:bob@teammate.com">bob@teammate.com</a>	Invited On Oct 05, 2015 03:53:45 PM	 

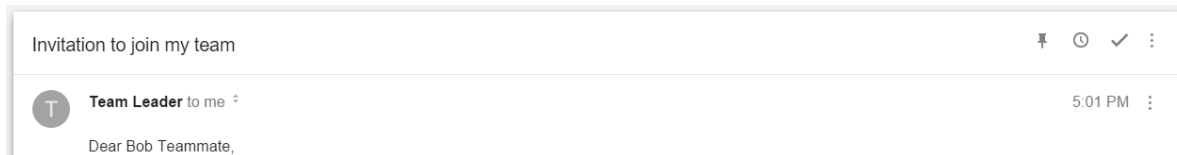
# Steps for Team Members

## STEP 1 Wait for your team leader to invite you via email

Do not create an account on [architecture.org/BPCompetition](http://architecture.org/BPCompetition). If you have already created an account, the invitation will not work and your team leader must invite you via an alternate email. If there are any issues during this process, please contact [DiscoverDesign@architecture.org](mailto:DiscoverDesign@architecture.org) for assistance.

## STEP 2 Set up your account

Look for your team leader's invitation in your email to join their team.



Follow the link in this email and fill out the registration form you are taken to.

[Login](#)

**BP Design Competition Team Member Registration Form**

**Student Information**

**First Name \***

**Last Name \***

**Date of Birth \***

mm/dd/yyyy

**Current Grade \***

**School \***

**If you chose 'Other' school, please provide detail below.**

**School Zip Code \***

### STEP 3 Log In

That's it! As soon as you've submitted your team member registration form, you will be taken to the log in page for the competition. Log in to get started!



The screenshot shows a login page titled "Log in to the BP Design Competition". At the top right, there is a blue link for "Register". Below the title, a red message says "Registered Successfully.". There are two input fields: "Email Login" and "Password". Below these fields is a red button with the text "LOG IN". At the bottom, there is a blue link for "Forgot Password?".

## Contact Information

If you have any additional questions about the competition, or if you experience issues signing up, please contact us at [DiscoverDesign@architecture.org](mailto:DiscoverDesign@architecture.org) and a member of our team will assist you.

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