

LifeSmarts Information for Coaches

www.lifesmarts.org

Using the Coaches Corner

The Coach's Corner is designed to help coaches more effectively navigate the LifeSmarts online program. Through the Coach's Corner you may register, create teams, check student scores, check the status of your team(s) within the state, retrieve student user names and passwords, and check to see how questions are being answered by all students competing this year.

1. Go to <http://start.lifesmarts.org/coaches>.
2. Click on "Register Here."

Coaches may register at any time by following these steps

1. Go to <http://start.lifesmarts.org/coaches>.
2. Click on "[Register as a Coach](#)" on the top bar, or "Register Here" on the right-hand side of the screen underneath "Before you Begin."
3. Fill in the registration form (coaches must do this once every year - after you have registered once you will "log in" next time.)
4. When you have completed the form, click "Register."
5. Congratulations! You are now successfully registered as a LifeSmarts coach for 2007-2008.
6. You will see a coach code that you should write down. This code will allow you to register one or more teams for the Internet competition.
7. You can register your team right after you register as a coach. Click on "sign in" if you want to do that now.

How to Register a Team

After you have registered as a Coach, register your team(s) following these steps:

1. Go to <http://start.lifesmarts.org/coaches>.
2. Log in with your first name, last name, and Coach Code (this was provided when you registered, and it was also emailed to you after you registered. If you have lost the code, click on "Retrieve code here" at the bottom of the right-hand blue box and it will be sent to you by email).
3. Click "Log In."
4. Click on "Register Team" in the top light bar.
5. Complete the Team Registration form, and click "Submit Team."
6. You will see a Team Code. You will get a new Team Code for each team that you register. It is a good idea to write this down.
7. Register as many teams as you'd like. When you are done registering teams, click on another feature of the Coach's Corner, or click "Log Out."
8. The teams that you registered are now active.

Note to coaches: Players may register any time, and they will have access to the practice quizzes right away. They may begin competing on September 17, 2007, but only after you register the team and provide them with the team name and team code.

Retrieving a Lost Coach Code

If you've lost your coach code, follow these steps:

1. Go to <http://start.lifesmarts.org/coaches>.
2. In the box on the right-hand side, look for the words "Lost coach code? Retrieve code here."
3. Click on "Retrieve code here."
4. You will be sent an email reminder containing your coach code.

How to Check Student Scores

After you have registered and set up teams, students may begin competing online. When you wish to check on their progress, follow these steps:

1. Go to <http://start.lifesmarts.org/coaches>.
2. Log in by entering your first name, last name and coach code. Click "Log in."
3. You will see a message welcoming you to the LifeSmarts stats area. Under the heading "Your Teams" you may click on a team name to see the students who have registered on that team. If students have begun competing, you will see their scores by round, and, if they have completed all three levels, you will see a total score.

How to Check Team Scores

After you have registered and set up teams, students may begin competing online. Once four students have completed all three rounds of competition quizzes, your team will receive a team score. To see the team scores, follow these steps:

1. Go to <http://start.lifesmarts.org/coaches>.
2. Log-in by entering your first name, last name and coach code. Click "Log in."
3. The "Team Scores" page will automatically load.
4. Notes about the team score:
 - o Your team will only receive a team score after four players have completed all three rounds of the competition.
 - o A team score is the average of the top four players' scores.
 - o Once you achieve a team score, the score will not go down. As additional students compete, your team score will go up if the new players score higher than the first four players.
5. If state rankings are available for your state, these will also be available on this page. If state rankings do not show up, your state coordinator has chosen to keep this information private.
6. If state rankings are available, you will see the top 10 teams for your state. These rankings will change a lot, especially as more students compete toward the end of your state's online competition.

How to Check Student Pre-Test and Practice Scores

To help you better track a student's progress throughout the program year, you may see the pre-test score a student achieves when he or she registers, and you may also view every practice test score the student takes.

1. Go to <http://start.lifesmarts.org/coaches>.
2. Log-in by entering your first name, last name and coach code. Click "Log in."
3. In the light bar at the top click on "Practice Scores."
4. The student's pre-test score will be listed first, followed by the post-test score when available (this is only available after a student has completed all three levels of the competition). Following this you will see a listing for every practice test a student takes. You will see the date, the score, and the level of difficulty.
5. Note: you can only use this feature if a student is registered to your team. After September students should:
 - o Log in
 - o Click on "Join the Competition"
 - o Choose "Your Team" name from the drop down menu (only those teams registered in your state will show up)
 - o Enter the "Team Code" provided by you.
 - o Click on "Enter the Competition." They are now registered to your team, and you can track their pre-test and practice scores. (Once they click on "Enter the Competition" they can compete if they wish to, or they can choose a practice quiz instead, or they can log out.)

Retrieve Student User Names and Passwords

If a student cannot remember the user name and password that he or she created, coaches may retrieve this information through the Coach's Corner. Follow these steps:

1. Go to <http://start.lifesmarts.org/coaches>.
2. Log in by entering your first name, last name and coach code. Click "Log in."
3. In the light bar at the top click on "Player Info."
4. You will see a listing of your teams, team codes, city, state, and players on each team. The players' names are bold. When you click on a name a pop-up window will provide that player's user name and password.
5. Note: you can only use this feature if a student is registered to your team. After September 17, students should:
 - o Log in
 - o Click on "Join the Competition"
 - o Choose "Your Team" name from the drop down menu (only those teams registered in your state will show up)
 - o Enter the "Team Code" provided by you.
 - o Click on "Enter the Competition." They are now registered to your team, and you can track their pre-test and practice scores. (Once they click on "Enter the Competition" they can compete if they wish to, or they can choose a practice quiz instead, or they can log out.)

How to Check Out Game Stats

We have provided statistics that will give you a snapshot of how students are doing as they answer questions on various topics, subtopics and difficulty levels. Follow these steps:

1. Go to <http://start.lifesmarts.org/coaches>.
2. Log in by entering your first name, last name and coach code. Click "Log in."
3. In the light bar at the top click on "Resources."
4. You'll see the words, "Click here for question stats by Category or Difficulty Level." To see stats by category, click on the word "Category." To see stats by question difficulty, click on the words "Difficulty Level."
5. You will see the percentage of questions students have answered correctly on each topic and subtopic within LifeSmarts. Remember, these statistics represent all students competing across the country and are not broken down by state or by team.

Retrieve Answer Keys for Scavenger Hunts and Quick Quizzes

Coaches may download the answer key for all scavenger hunts by going to the coach-only, password-protected portion of the site:

1. Go to <http://start.lifesmarts.org/coaches>.
2. Log in by entering your first name, last name and coach code. Click "Log in."
3. In the light bar at the top click on "Resources."
4. Click on the words, "Answer Keys for Scavenger Hunts and Quick Quizzes" to download the answer keys.