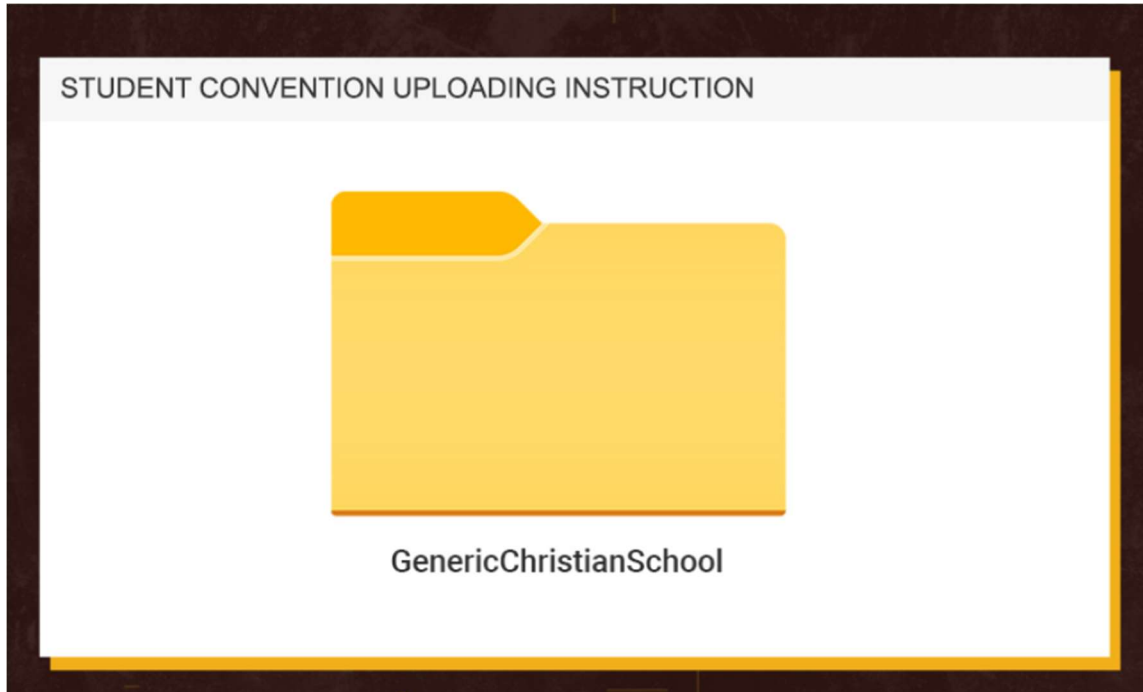STUDENT CONVENTION UPLOADING INSTRUCTION

This is a step-by-step guide on how to submit your early entries for Junior Student Convention or National Student Convention. Please be guided accordingly.

1. Create a GENERAL FOLDER labelled with your School Name

2. Create the following subfolder inside your GENERAL FOLDER labelled with your School Name and the different categories:
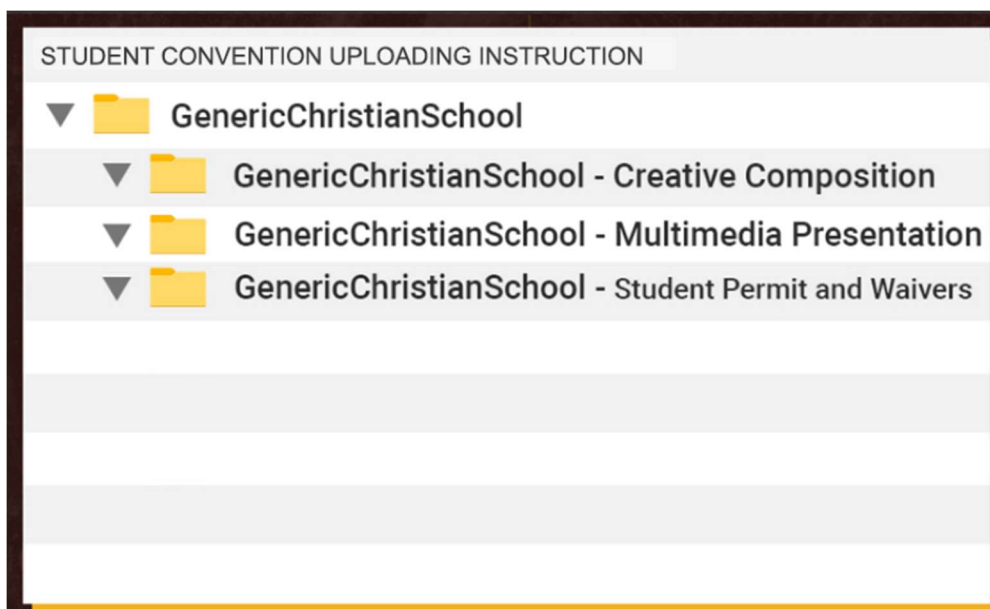
3. Place your event files in a specific folder labelled with your school name and the corresponding event (EX. GENERIC CHRISTIAN SCHOOL – CREATIVE COMPOSITION) and upload in the right category folder. **Please Check our events page at www.schooloftomorrow.ph** for the complete category list with their corresponding events. All permits and waivers unrelated to any events should be placed in the STUDENT PERMIT AND WAIVERS folder.
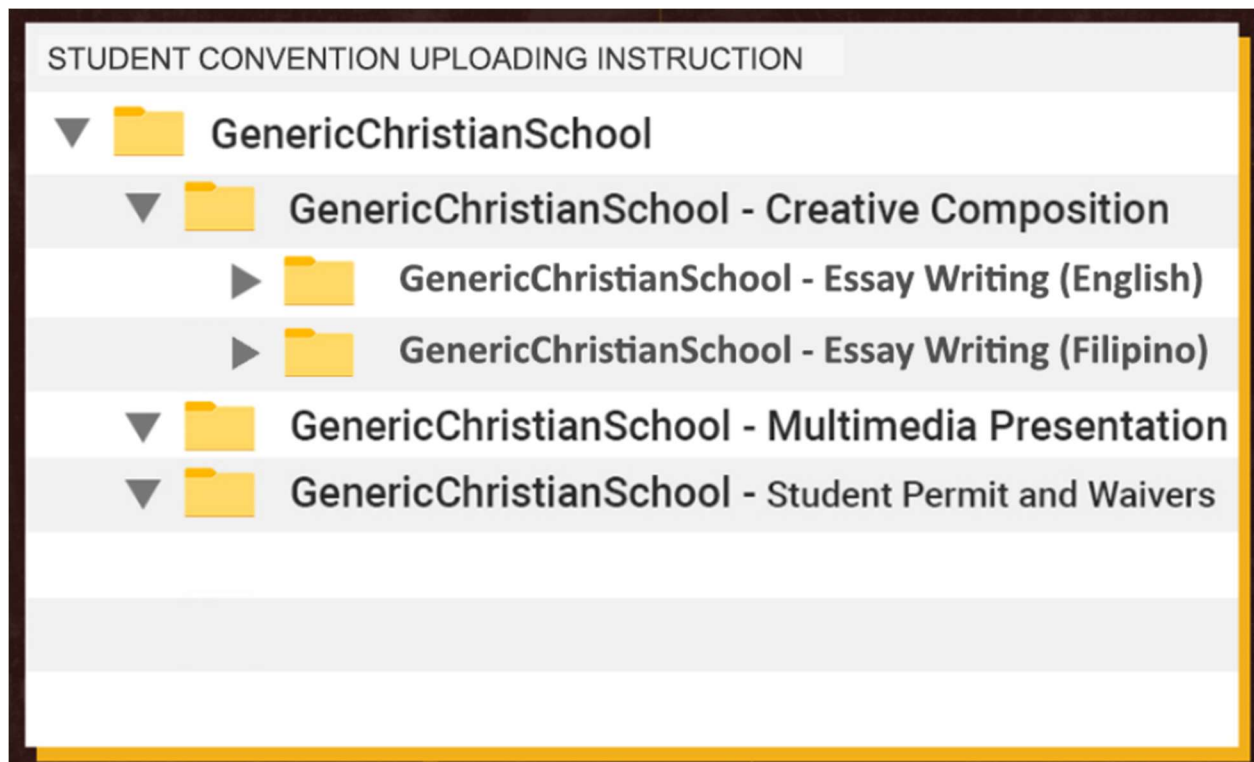
4. Upload the GENERAL FOLDER to you preferred cloud service (Google Drive, Microsoft Cloud, Dropbox, Etc.)

5. Send the link of the general folder to the email address provided by the registration software with the subject – [CONVENTION TYPE + YEAR + EVENTS – CUSTOMER NUMBER + SCHOOL NAME] ex. NSC 2021 EVENTS - 000000 GENERIC CHRISTIAN SCHOOL. You will receive an acknowledgment that we have received your entries along with a confirmation or additional instruction. Please check your registered email regularly.