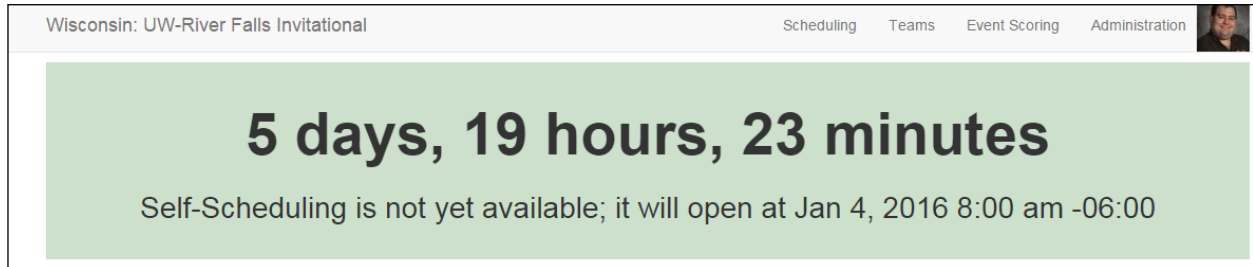


Doc. 4: Using the Mendel Add-On In Avogadro, Version 4

1. Log into your Avogadro account. Click on the tournament for which you want to self-schedule.
2. In the upper right corner, click on "Scheduling."
3. Click on the team you want to self-schedule.
4. If Mendel is not open for self-scheduling, you will see something like the following:



5. If Mendel is open for self-scheduling, a page will open allowing you to select times for each of the self schedule events.
6. Find the event you want to schedule by scrolling.
7. Time slots that are unavailable will appear grayed out. **Time slots that are available are light colored.**
8. Choose the time slot you want and the star will turn red. (See example below.)

Boyceville Varsity-Purple Scheduling									
Air Trajectory	☆ None	☆ First 9:30 am	☆ Second 10:30 am	★ Third 11:30 am	☆ Fourth 12:30 pm	☆ Fifth 1:30 pm	☆ Sixth 2:30 pm		
	☆ None	☆ First 9:30 am	☆ Second 10:30 am	☆ Third 11:30 am	☆ Fourth 12:30 pm	☆ Fifth 1:30 pm	★ Sixth 2:30 pm		
Electric Vehicle	☆ None	☆ First 9:30 am	☆ Second 10:30 am	★ Third 11:30 am	☆ Fourth 12:30 pm	☆ Fifth 1:30 pm	☆ Sixth 2:30 pm		
	☆ None	☆ 9:30 am	☆ 9:40 am	☆ 9:50 am	☆ 10:00 am	☆ 10:10 am	☆ 10:20 am	☆ 10:30 am	☆ 10:40 am
Geocaching	☆ 10:50 am	☆ 11:00 am	☆ 11:10 am	☆ 11:20 am	☆ 11:30 am	☆ 11:40 am	☆ 11:50 am	☆ 12:00 pm	☆ 12:10 pm
	☆ 12:20 pm	☆ 12:30 pm	☆ 12:40 pm	☆ 12:50 pm	☆ 1:00 pm	☆ 1:10 pm	☆ 1:20 pm	☆ 1:30 pm	☆ 1:40 pm
	☆ 1:50 pm	☆ 2:00 pm	☆ 2:10 pm	☆ 2:20 pm	☆ 2:30 pm	☆ 2:40 pm	☆ 2:50 pm	☆ 3:00 pm	★ 3:10 pm
	☆ None	☆ First 9:30 am	☆ Second 10:30 am	★ Third 11:30 am	☆ Fourth 12:30 pm	☆ Fifth 1:30 pm	☆ Sixth 2:30 pm		
Robot Arm	☆ None	☆ First 9:30 am	☆ Second 10:30 am	★ Third 11:30 am	☆ Fourth 12:30 pm	☆ Fifth 1:30 pm	☆ Sixth 2:30 pm		

9. **You do not need to click any button at the bottom to save your responses; they are saved automatically.**
10. To update the scheduling results (for example, if you have been logged in for some time and haven't refreshed while other coaches may be selecting time slots and filling them up), you can click the *Update Timeslot Statuses* button at the bottom of the page.
11. To print a schedule of your students in their sign-up events, you can click the *View team schedule* link at the top. You will be provided with a master schedule for your team.