



# The venue of online speech

Yaatly  
A suite of tools for a

Sign up / Login

The first step is to navigate to yaatly.com to sign up for an account and create your organization (if needed). Once you navigate to the site, click the Sign up/Login button in the top right corner.



Round 1 Begins at 1:30

Leave Event View attendees Manage event Save Announcement

### Lobby

**NSDA National Championship - Policy**  
Apr 17 2020 - Apr 19 2020  
HOST: Steve Johnson, University of Alaska Anchorage

Auditorium [ENTER]

Team Room [ENTER]

### Competition Rooms

Close rooms Create a room

Round 1 -- Policy -- 1:30pm Start

Glenbrook South HG vs. East High YJ (Judge - Johnson, S)	CLOSE	ENTER ROOM
Denver High QT vs. Washington UE (Judge - Whitney, S)	CLOSE	ENTER ROOM
Kenai EE vs. Lincoln West RP (Judge - Margesson, R)	CLOSE	ENTER ROOM
Eagleton BP vs. Springfield High DF (Judge - Stinson, J)	CLOSE	ENTER ROOM
Boston Tech WS vs. East Miami High ST (Judge - Knope, L)	CLOSE	ENTER ROOM

ROUND 1 -- Start at 10:30

Pluto A: Henry Milden, kaalimeno

Saturn B: Cora Lyon, Joel Williams

Mars A: Nathan, Sam Woolsey

Luna A: John Casto, Athena

Judges: John P. Schultz

Judges room

**LOGIN TO YAATLY**

[Forgot password?](#)

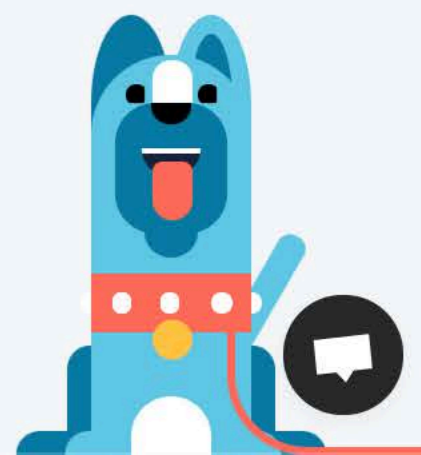
[Log in](#)

[Need an account?](#)

[Sign up](#)

[Privacy](#)

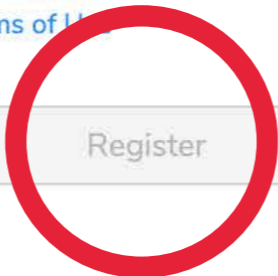
If you have an account, you would enter it here. If you do not have an account yet, go ahead and click on the "Sign up" button.



## CREATE YOUR ACCOUNT

\* Signing up for a competitor? Use their name instead.

I agree to the [Terms of Use](#)



Already have an account?

[Sign in](#)

[Privacy](#)



Fill out the necessary information, agree to the Terms of Use, and click "Register."



## CREATE YOUR ACCOUNT

\* Signing up for a competitor? Use their name instead.

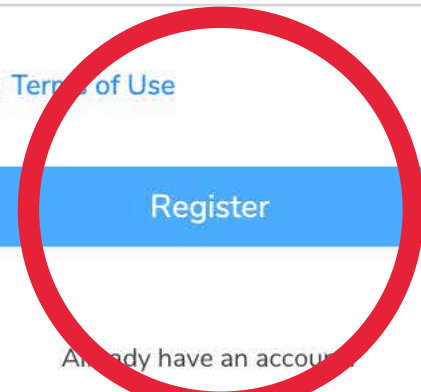
✓

✓

✓

✓

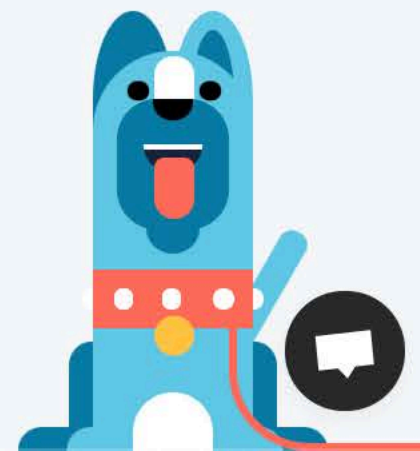
I agree to the [Terms of Use](#)

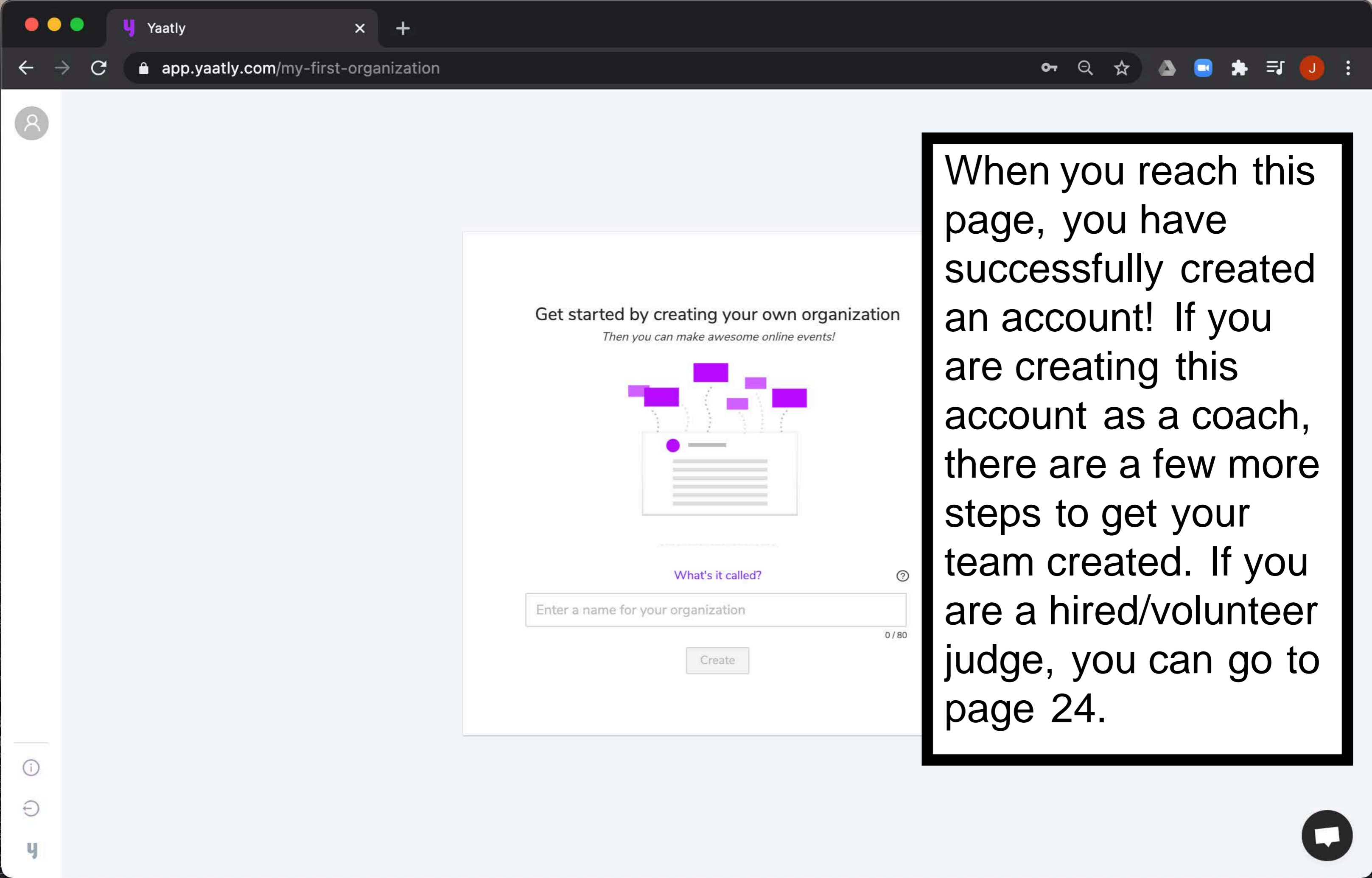


Register

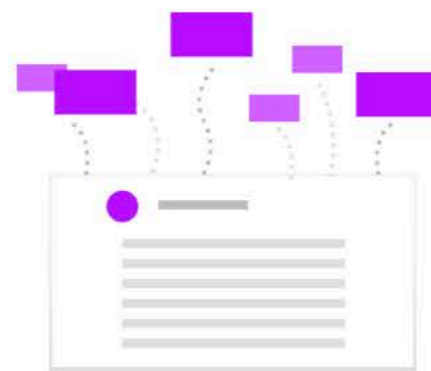
Already have an account?  
[Sign in](#)

[Privacy](#)





Get started by creating your own organization  
*Then you can make awesome online events!*



What's it called?

Enter a name for your organization

0 / 80


Create

When you reach this page, you have successfully created an account! If you are creating this account as a coach, there are a few more steps to get your team created. If you are a hired/volunteer judge, you can go to page 24.



If you are a coach establishing an organization for the first time, go ahead and enter your school name. You can also use a nickname if needed, e.g. FGHS Viking Speech.

Get started by creating your own organization  
*Then you can make awesome online events!*



What's it called? ?

24 / 80 ✓


Create



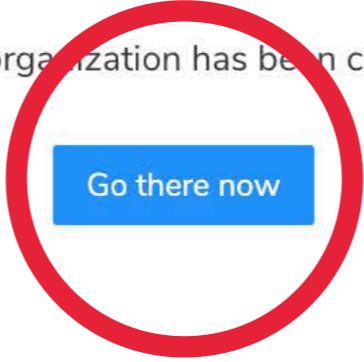


If there are no issues, you can click the "Go there now" button. If an organization already exists, you may need a different name.

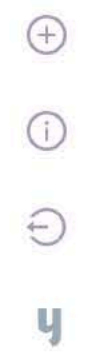
Success!



Your organization has been created




Go there now



Navigation sidebar with icons for profile, organization (F), and a bottom bar with icons for add, info, refresh, and home.

### Forest Grove High School

Upcoming Events 0



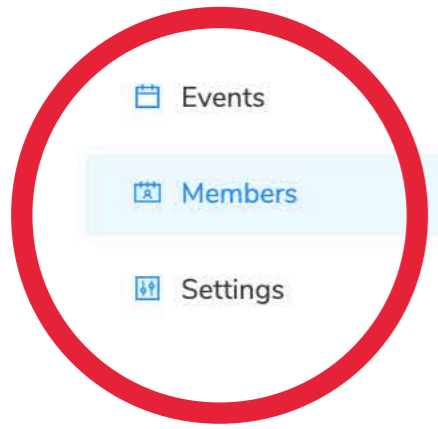
You have no upcoming events

[+ Create an event](#)

This will be your homepage when you login and are part of an organization. "Events" are where tournaments are listed. "Members" are the coaches, students, and judges. "Settings" are the organization's settings. We are ready to invite some members to our team!



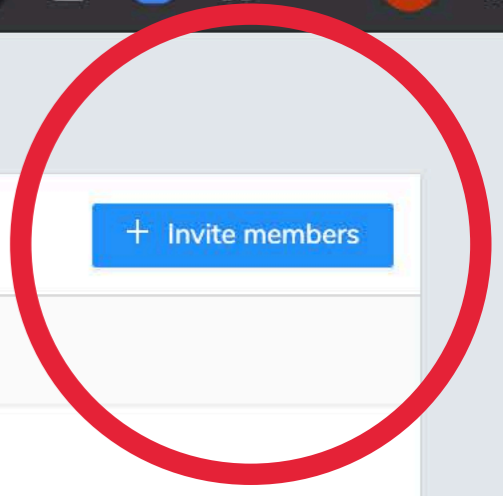





### Forest Grove High School

Members 1

Member	Join date	Role
J Co	Nov 20 2020	Owner



Invitations 0

  
No pending invitations

In the left-hand menu, click "Members." You will see yourself as a member, as well as any others, and a place to invite members to your organization. You will need to add your students and your judges as members of your organization. Click on the "Invite Members" button.



## Invite new members



Add email addresses of people to invite



⊖	
⊖	
⊖	

There are two ways to invite members, individually or a bulk list separated by commas.

## Invite new members



Add email addresses of people to invite



jconner@pacificu.edu



After you enter in your emails, you'll click "Next" in the lower right corner. If you want to enter bulk emails, click the page icon next to the list icon above the email section.

Next

## Invite new members



Add email addresses of people to invite



conner@pacificu.edu, dsbroyles@pacificu.edu

Enter in your bulk list of emails separated by commas, then click "Next" when you are ready.

Next



Review email addresses

1. [jconner@pacificu.edu](mailto:jconner@pacificu.edu)

Review emails as necessary then select "Send invitations."

Back

Send invitations

If you added everyone you need, click "All done here." If you have more to add, click "Invite more" and repeat the process.

## Success!

Invitations have been sent. You can monitor invitation status from the "Members" tab of your organization.

All done here

+ Invite more

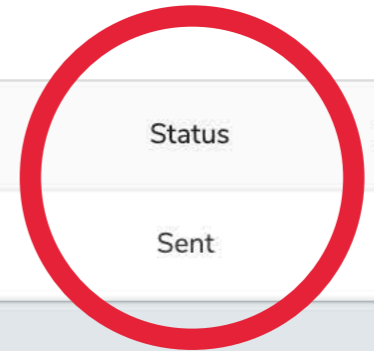


- Events
- Members**
- Settings

### Forest Grove High School

Members <span>1</span>			<a href="#">+ Invite members</a>
Member	Join date	Role	
J Co	Nov 20 2020	Owner	

Invitations <span>1</span>			
Email	Date sent	Status	Link
jconner@pacificu.edu	Nov 20 2020	Sent	<a href="#">Link</a> <a href="#">Cancel</a>



Back on the homepage, I now see who I've invited to my organization and whether they have accepted the invitation. I can also cancel it if needed. This is a helpful way to check if your students and judges are ready for a competition!





robots@yaatly.com <robots@yaatly.com>

To: Conner, Jennifer N.

Yaatly

## J Co invited you to join Forest Grove High School!

To view your invitation, just click the button below:

[View invitation](#)

In case your team needs help, this is the email they will receive from Yaatly when you send an invitation. They should check spam filters if it doesn't show up. They can click the "View invitation" button that will lead them through the set up process like we did earlier.



When your soon-to-be members click the invitation link, they will come to this page. If they have an account, they can login. If they need an account, they'll hit "Register."

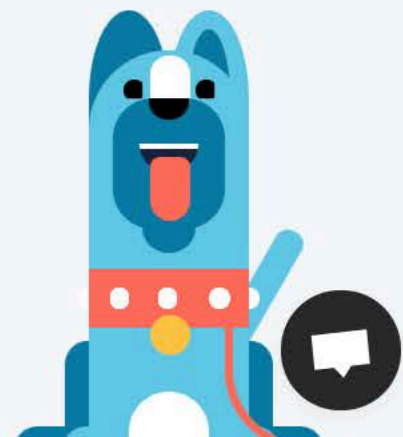
Please sign in first

You must sign in before responding to your invitation. If you have not registered yet, you can do it now.

Login

Or

Register





J Co invited you to join **Forest Grove High School** on Yaatly.

Yaatly is built for speech and debate. Becoming a member of this organization will allow you to participate in online events.

Press that button!

Accept invitation

Whether they login or create an account, they'll come to this page to accept your invitation.

## Invitation accepted!



Now that you are a member, you can join your organization at events. You will receive event invitations on your homepage after they are sent.

[Go to my homepage](#)

Once accepted, the student now has a homepage like yours.



- Events
- Members**
- Settings

### Forest Grove High School

Members 2 [+ Invite members](#)

Member	Join date	Role	
J Co	Nov 20 2020	Owner	
Jennifer Conner	Nov 20 2020		<a href="#">Settings</a>

Invitations 0

Invitation	Accepted	Role	
------------	----------	------	--

Back on your homepage, you can see you have a new member of your organization. The person has accepted the invitation and will see the same Events that you do (the ones you have accepted invitations from). You can also remove members by going to the Settings link in the row with their name.



Members 2

+ Invite members

Member

Join date

Role

J Co

Jennif

Invita

If you accidentally invite someone you didn't mean to, simply hit "Cancel" next to their row in the "Invitations" section.

Email

Date sent

Status

Link

jconner@pacificu.edu

Nov 20 2020

Sent


Cancel

Invitations 1

Email 

jconner@pacificu.edu

Confirm if you want to  
delete the invitation.

 Delete this invitation?

Back

OK

Cancel



- Events
- Members**
- Settings

### Forest Grove High School

Members <span>2</span>			<a href="#">+ Invite members</a>
Member	Join date	Role	
J Co	Nov 20 2020	Owner	
Jennifer Conner	Nov 20 2020		<a href="#">Settings</a>

Invitations <span>0</span>	

If you have members that should have administrative privileges, or you need to remove former members, click the "Settings" box next to their name in the Member section.





**Jennifer Conner**

Member since Nov 20, 2020

Make admin

Admin can help manage the organization



▼ Remove member

**This cannot be**

Please enter the  
removal


Here, you can make a person an admin, or remove them from the team. Removals cannot be undone (they will need to be invited again).



Navigation sidebar with icons for profile, 'F', and a bottom bar with '+', 'i', '↶', and 'y'.

### Forest Grove High School

Upcoming Events 0



You have no upcoming events

[+ Create an event](#)

When you have finished adding members, you are practically ready for a tournament! All you need now is an invitation to a tournament. The week of a tournament, the Director will send a link out to connect your team to the tournament.





# EVENT INVITATION

## Hingston Example

Friday, Nov 20 12:00 AM 2020 - Friday, Nov 20 11:59 PM 2020

STARTING IN:

0	0	0	0
days	hours	mins	secs

The event has begun!

[Invite your organization](#) Join as an individual

Forest Grove High School

Accept Invite

Once you invite an organization, you and your members can access the event from Yaatly. Just visit your organization's events page, and click on the event to join!

This is where you accept the invitation. You will want to invite your organization (click on it) and then click "Accept Invite." You should be signed into your account for this to populate with the correct team and information.

# Hingston Example

Friday, Nov 20 12:00 AM 2020 - Friday, Nov 20 11:59 PM 2020

STARTING IN:

0 days 0 hours 0 mins 0 secs

The event has begun!

[Invite your organization](#) Join as an individual

Forest Grove High School

Accept Invite

Once you invite an organization, you and your members can access the event from Yaatly. Just visit your organization's events page, and click on the event to join!

Select your organization and click "Accept Invite."

Once the invite has been accepted, all members of your team will see the event on their homepages. Click "click to go there now" to see what this looks like.

EVENT INVITATION

# Hingston Example

Friday, Nov 20 12:00 AM 2020 - Friday, Nov 20 11:59 PM 2020

STARTING IN:

0 days 0 hours 0 mins 0 secs

The event has begun!

[Invite your organization](#) Join as an individual

Forest Grove High School Invited

Accept Invite

You may join this event from your organization page.

[Click to go there now](#)

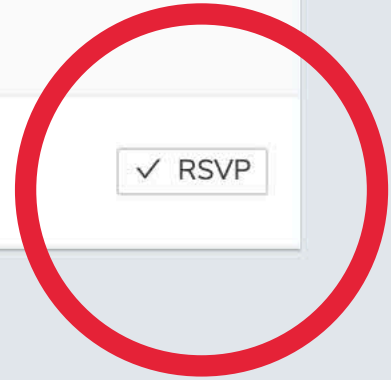
✔ Your organization has been invited! You and your members can now join this event from their respective organization portal.



- Events
- Members
- Settings

### Forest Grove High School

Upcoming Events <span>1</span>		<a href="#">+ New Event</a>
Start Date	Details	
Nov 20 12:00 AM	Hingston Example	<input type="button" value="✓ RSVP"/>



On my homepage, I now have an event to attend! I will need to RSVP to this event first. Click the "RSVP" button to attend. All of your students and judges will need to click this button so they can enter the tournament.



## Forest Grove High School

Events

Members

Settings

Upcoming Events 1

+ New Event

Start Date ▾

Details ▾


Nov 20  
12:00 AM

Hingston Example

» Enter event


I can now "Enter event" after I have RSVP'd. This link is made available prior to the tournament, and we encourage everyone to complete this step ahead of time. However, it takes about 3 seconds to do the day-of in case you have any procrastinators! Go ahead and click "Enter event."





Chat 


Event chat

★ Forest Grove High School


Schedule 

Speaker times 

Pairings 

Topics 

 Leave Event

 View attendees


 Lobby

Hingston Example

Nov 20 2020, 12:00 AM - Nov 20 2020, 11:59 PM


HOST  
Jennifer Conner  
Pacific University

Auditorium



ENTER

Team Room



ENTER

This is the event lobby. The Auditorium is often used for Extemp Draw or general announcements. When it is time for awards, clicking on the Auditorium will automatically take you to a Zoom room for the ceremony. The Team Room is accessible to all members of your team (e.g. FGHS) and no one else. On the left-hand side, there is an event chat (we often post updates here), schedule, information on speaker times, and static topics (e.g. LD and PoFo topics). Please see the separate guide for Yaatly tournaments for a full review of this page. Let me know if you have any trouble with creating your organization or managing your team! (jconner@pacificu.edu)