

NFLC Registration Instructions

48 Steps [View most recent version](#) 

Created by

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Creation Date

August 30, 2023

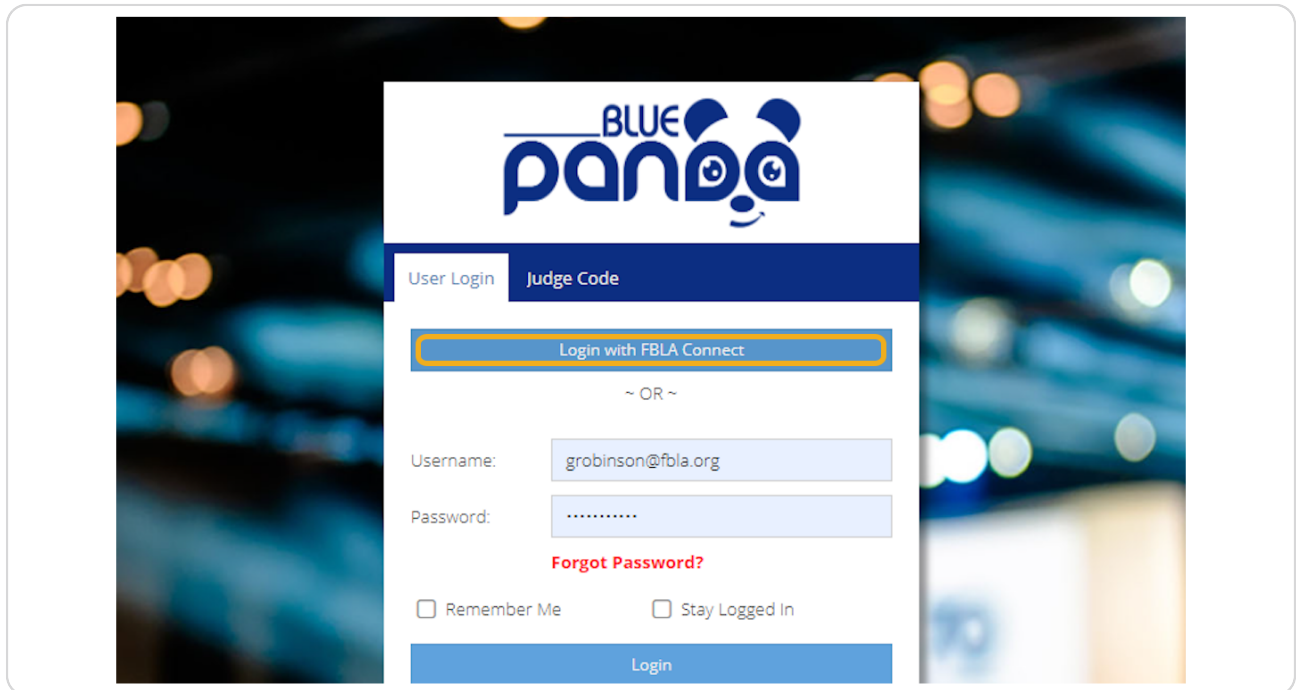
Last Updated

August 30, 2023

STEP 1

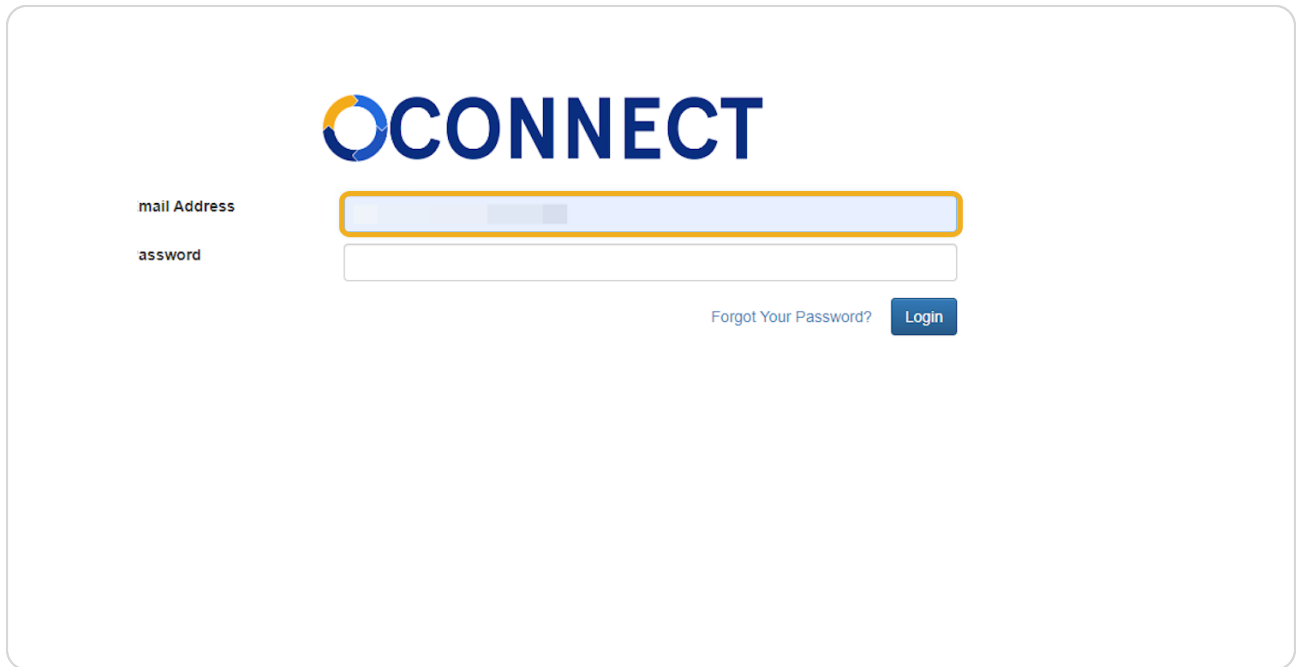
Click 'Login with FBLA Connect'

If you login using the username and password field on this screen, you will not have access to national events. You must login using the 'Login with FBLA Connect' button.



STEP 2

Enter Username for FBLA Connect



OCONNECT

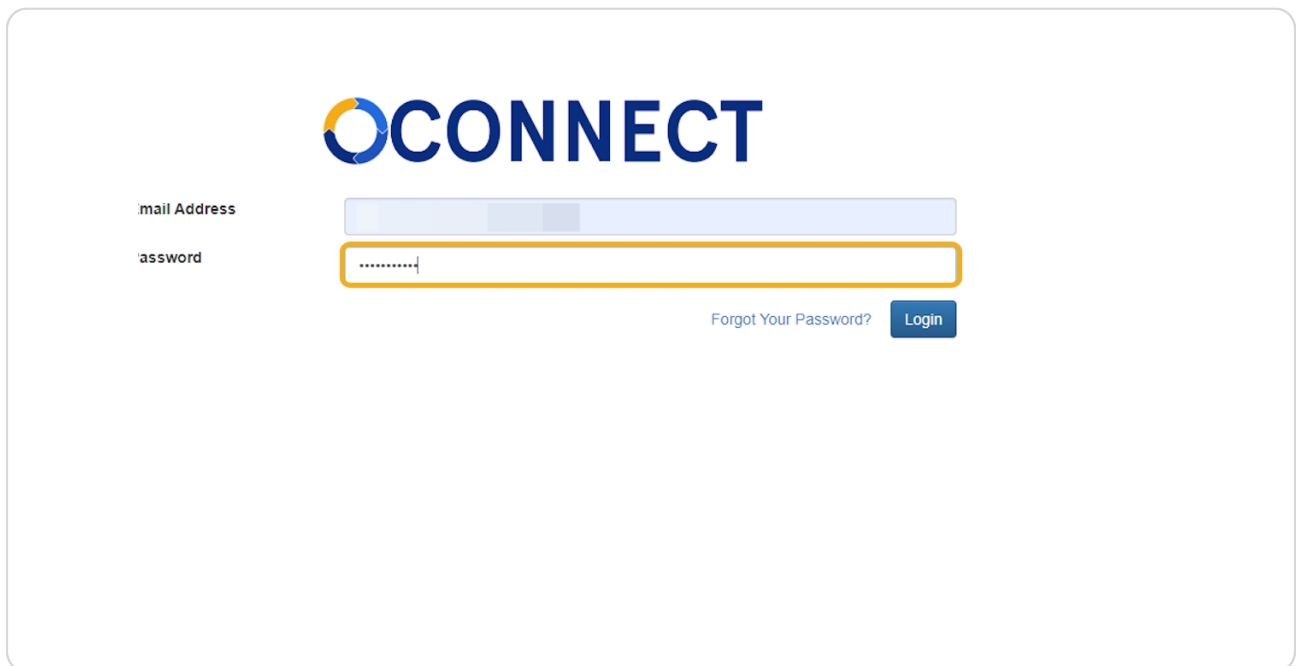
mail Address

password

[Forgot Your Password?](#) [Login](#)

STEP 3

Enter Password for FBLA Connect



OCONNECT

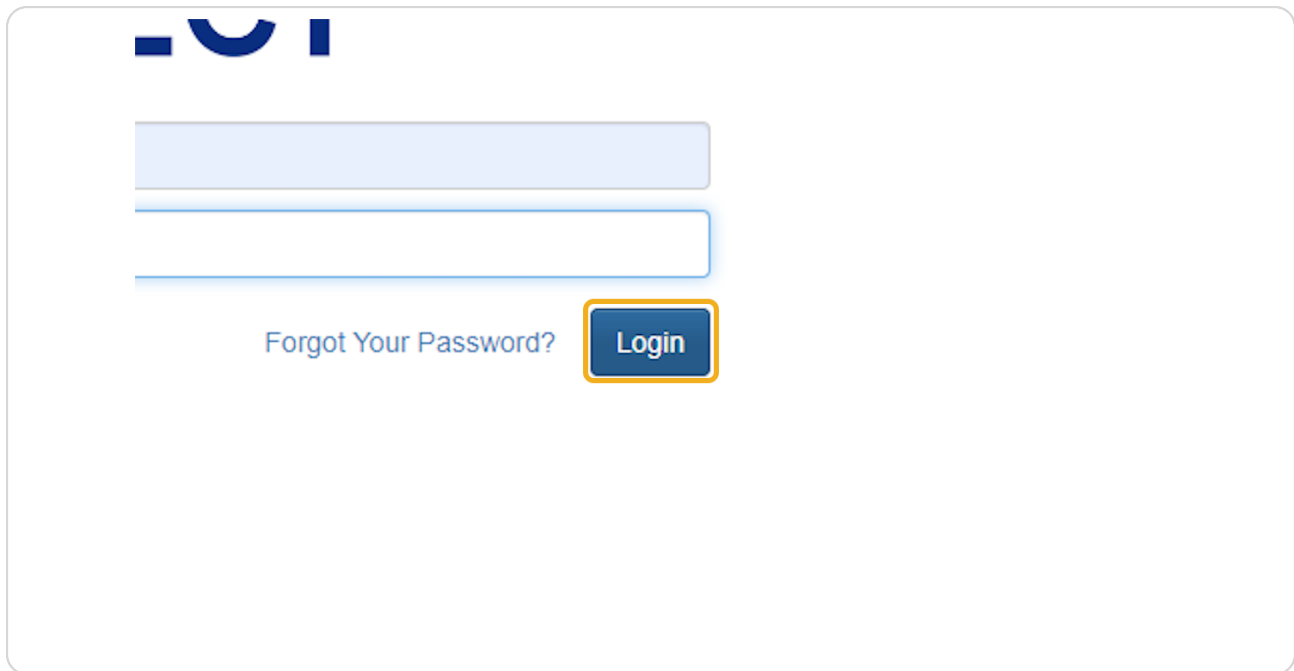
mail Address

password

[Forgot Your Password?](#) [Login](#)

STEP 4

Click on Login



A login form with two input fields (username and password) and a "Forgot Your Password?" link. The "Login" button is highlighted with a yellow border.

STEP 5

If this is your first time logging into Blue Panda after the transition to FBLA Connect, you may be prompted to authorize Blue Panda to access your account. Click on Authorize.



Authorization Request
bluePandaProduction is requesting permission to access your account.

Buttons: Authorize (highlighted), Cancel

STEP 6

Click 'Register' next to the event you want to register for.

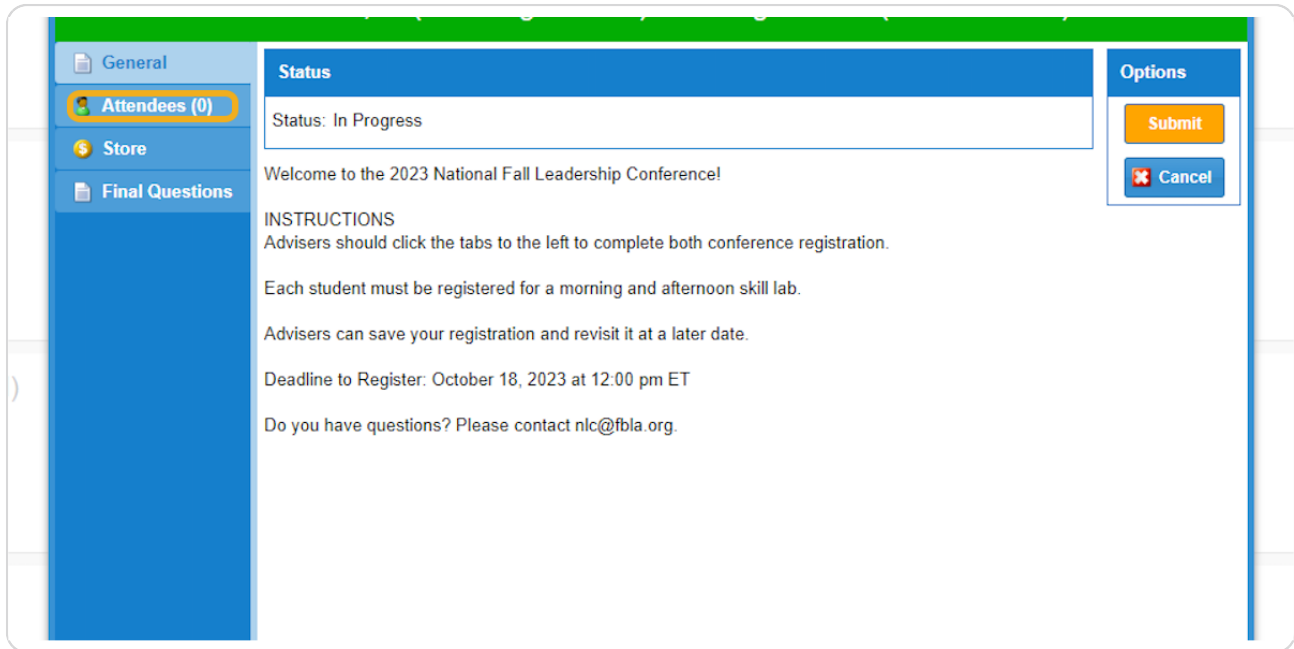


2023 NFLC - Dallas, TX (FBLA High School) Canceled
HILTON ANATOLE
11/17/2023 - 11/18/2023
Deadline: 10/18/2023 12:00:00 PM (EDT -0400)

Register (highlighted)

STEP 7

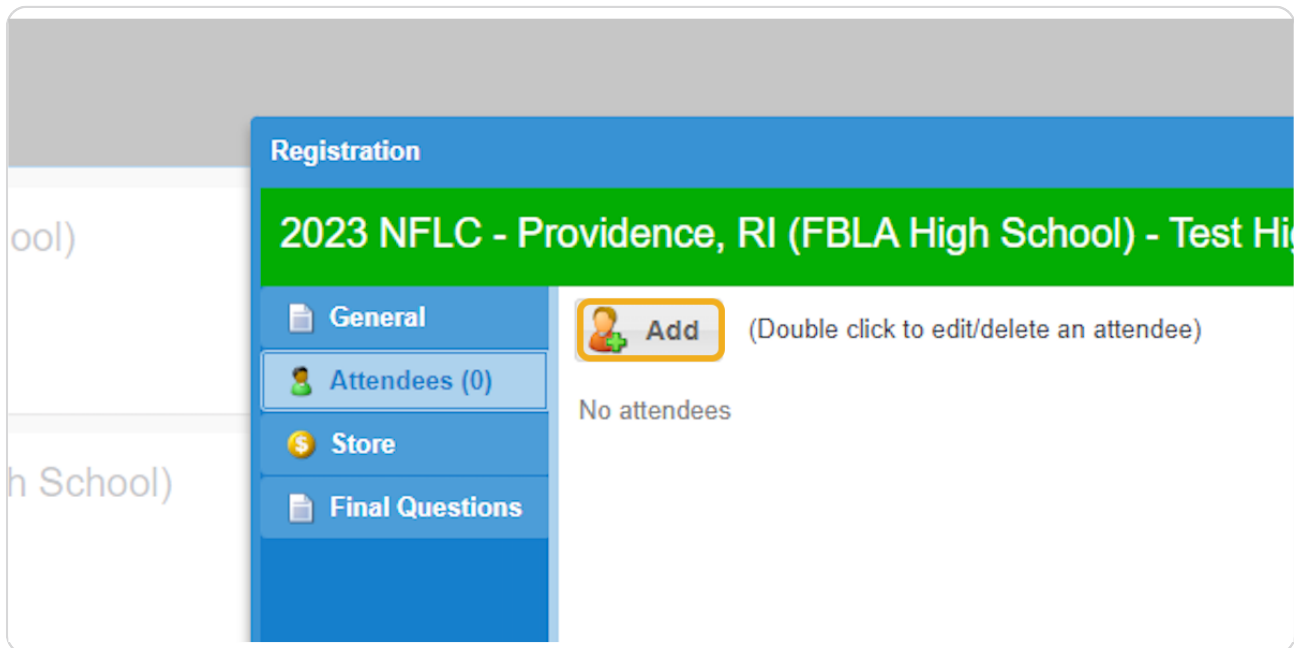
Click on Attendees



The screenshot shows a registration interface with a left-hand navigation menu containing 'General', 'Attendees (0)', 'Store', and 'Final Questions'. The 'Attendees (0)' tab is selected and highlighted with an orange border. The main content area is titled 'Status' and shows 'Status: In Progress'. Below this, there is a 'Welcome to the 2023 National Fall Leadership Conference!' message and a section titled 'INSTRUCTIONS' with the following text: 'Advisers should click the tabs to the left to complete both conference registration. Each student must be registered for a morning and afternoon skill lab. Advisers can save your registration and revisit it at a later date. Deadline to Register: October 18, 2023 at 12:00 pm ET. Do you have questions? Please contact nlc@fbla.org.' On the right side, there is an 'Options' panel with 'Submit' and 'Cancel' buttons.

STEP 8

Click on Add



The screenshot shows a registration interface with a left-hand navigation menu containing 'General', 'Attendees (0)', 'Store', and 'Final Questions'. The 'Attendees (0)' tab is selected. A modal window titled 'Registration' is open, showing the event name '2023 NFLC - Providence, RI (FBLA High School) - Test Hi'. Below the event name, there is a navigation menu with 'General', 'Attendees (0)', 'Store', and 'Final Questions'. The 'Attendees (0)' tab is selected. To the right of the navigation menu, there is an 'Add' button with a person icon and a plus sign, and the text '(Double click to edit/delete an attendee)'. Below the 'Add' button, it says 'No attendees'.

STEP 9

To Add Members: Be sure the drop-down next to 'Attendee' is 'Member.'

The screenshot shows the 'Add New Attendee' form. The 'Attendee' dropdown is set to 'Member'. The 'Member' dropdown is set to 'Anderson, Alex (3600018)'. The 'First Name' field contains 'Alex' and the 'Last Name' field contains 'Anderson'. The 'Grade' dropdown is set to '-1' and the 'Gender' dropdown is set to an empty value. The 'Email' field contains 'alex@example.com'. Below the form, there is a consent statement: "By submitting this email address I agree this address is either mine or I have the approval and authority to provide this address and I consent that the event organizer may use this email address to contact this attendee for purposes related to this event through human-initiated or automated communications."

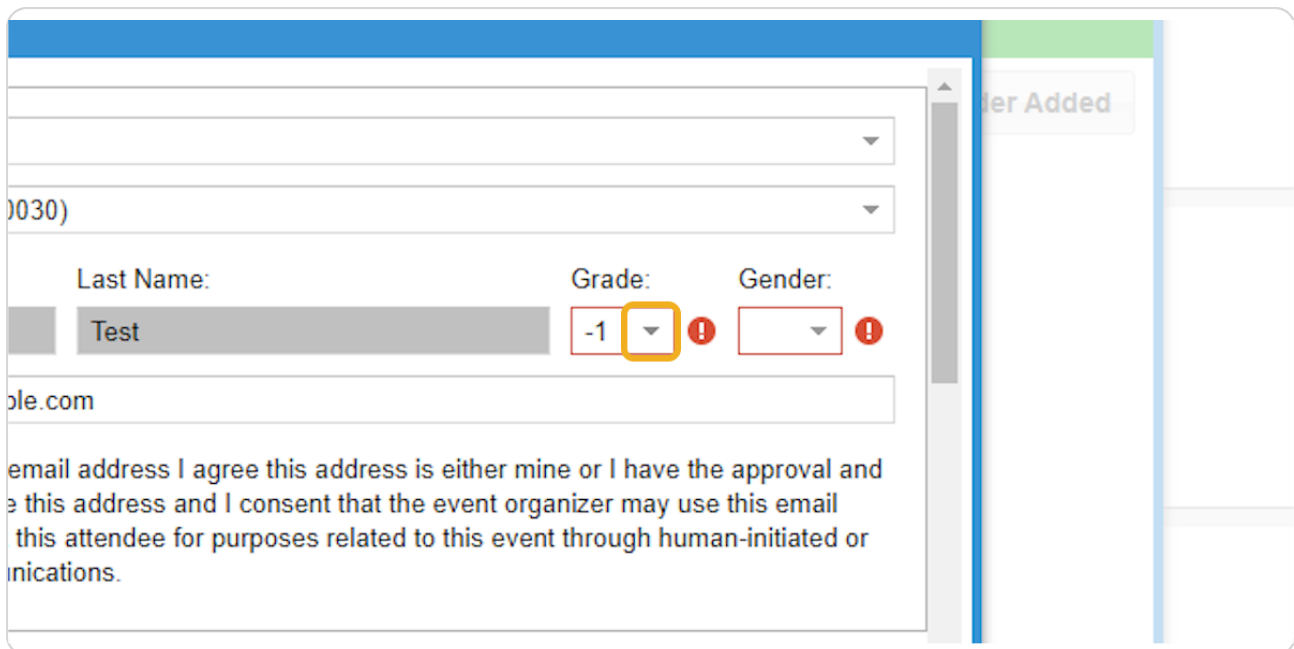
STEP 10

Use the drop-down next to 'Member' to select one of your members.

The screenshot shows the 'Add New Attendee' form with the 'Member' dropdown menu open. The dropdown menu lists several members: 'Anderson, Alex (3600018)', 'Brown, Susan (3600014)', 'Groff, Porthos (3604201)', 'Omran, Yumna (3600215)', 'Support, GreekTrack (1)', 'Talloo, Sonia (3600222)', and 'Test, Sarah (3600030)'. The 'Test, Sarah (3600030)' option is highlighted with a yellow border. The 'Attendee' dropdown is set to 'Member'. The 'First Name' field contains 'Alex' and the 'Last Name' field contains 'Anderson'. The 'Grade' dropdown is set to '-1' and the 'Gender' dropdown is set to an empty value. The 'Email' field contains 'alex@example.com'. Below the form, there is a consent statement: "By submitting this email address I agree this address is either mine or I have the approval and authority to provide this address and I consent that the event organizer may use this email address to contact this attendee for purposes related to this event through human-initiated or automated communications."

STEP 11

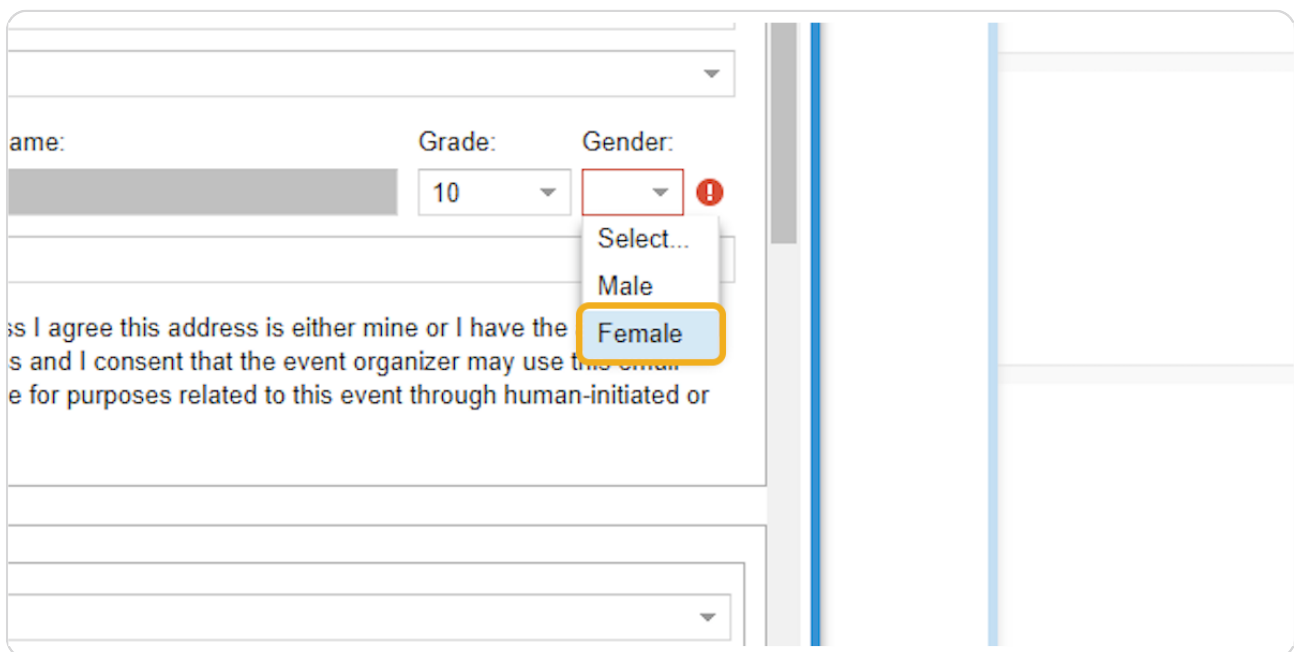
Select the member's grade.



A screenshot of a web form for adding a member. The form includes fields for Last Name (containing "Test"), Grade (containing "-1"), and Gender (empty). A dropdown menu for Grade is open, showing "-1" selected. A red exclamation mark icon is visible next to the Grade field. Below the form, there is a consent statement: "email address I agree this address is either mine or I have the approval and e this address and I consent that the event organizer may use this email this attendee for purposes related to this event through human-initiated or nications."

STEP 12

Select the member's gender. □



A screenshot of a web form for adding a member. The form includes fields for Name (partially obscured), Grade (containing "10"), and Gender (containing "Female"). A dropdown menu for Gender is open, showing "Select...", "Male", and "Female" options. A red exclamation mark icon is visible next to the Gender field. Below the form, there is a consent statement: "s I agree this address is either mine or I have the s and I consent that the event organizer may use this email e for purposes related to this event through human-initiated or

STEP 13

Update the e-mail address if necessary.

Registration

2023 NF

Add New Attendee

General

Attendee: Member

Member: Test, Sarah (3600030)

First Name: Sarah Last Name: Test Grade: 10 Gender: Female

Email: sarah3-3@example.com

By submitting this email address I agree this address is either mine or I have the approval and authority to provide this address and I consent that the event organizer may use this email address to contact this attendee for purposes related to this event through human-initiated or automated communications.

Workshops

Morning Skill Labs - 11/10/23 9:45 AM - 12:00 PM

Cancel Save

STEP 14

Select a Morning Skill Lab for your member.

By submitting this email address I agree this address is either mine or I have the approval and authority to provide this address and I consent that the event organizer may use this email address to contact this attendee for purposes related to this event through human-initiated or automated communications.

Workshops

Morning Skill Labs - 11/10/23 9:45 AM - 12:00 PM

- None
- Adviser Academy (75 Seats Remaining)
- Business World (250 Seats Remaining)
- College Readiness: Navigating the Transition (125 Seats Remaining)
- Cracking the Code: Your Path to NLC Success (185 Seats Remaining)
- Fidelity Financial Forward® Invest in Your Future (200 Seats Remaining)
- HS to Professional: Mastering Skills for Success (150 Seats Remaining)
- Pitch Perfect: Making the Sale in Hospitality (185 Seats Remaining)

2 Issues 0 Adjustments Close / Finish Later Submit

STEP 15

Select an Afternoon Skill Lab for your member.

The screenshot shows a web interface with a dropdown menu open. The menu is titled "Afternoon Skill Labs - 11/10/23 1:30 PM - 4:00 PM". The selected option is "Officer Leadership Lab (140 Seats Remaining)", which is highlighted with a yellow box. Other options include "None", "Adviser Academy (75 Seats Remaining)", "Business World (200 Seats Remaining)", "College Readiness: Navigating the Transition (125 Seats Remaining)", "Cracking the Code: Your Path to NLC Success (200 Seats Remaining)", "Fidelity Financial Forward® Invest in Your Future (200 Seats Remaining)", "HS to Professional: Mastering Skills for Success (150 Seats Remaining)", and "Pitch Perfect: Making the Sale in Hospitality (174 Seats Remaining)".

STEP 16

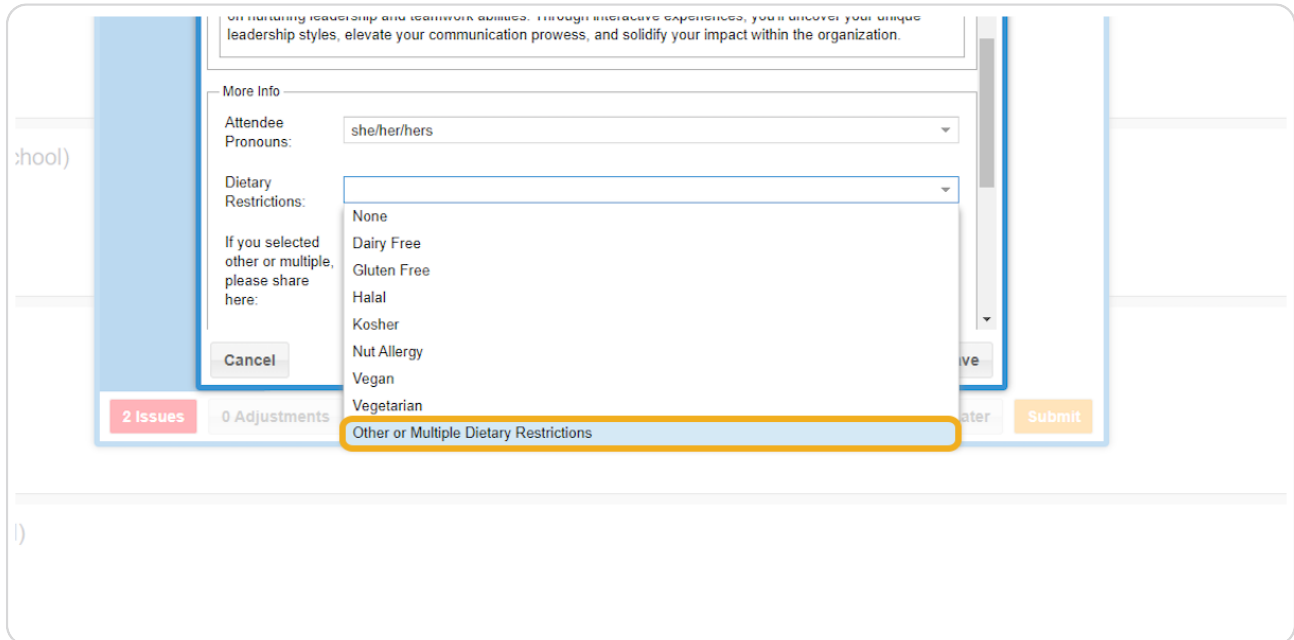
Select your member's pronouns.

The screenshot shows a web interface with a dropdown menu open for selecting a member's pronouns. The menu is titled "Attendee Pronouns:". The selected option is "she/her/hers", which is highlighted with a yellow box. Other options include "he/him/his" and "they/them/theirs".

STEP 17

Indicate any dietary restrictions.

Note: Dietary restrictions will be taken into account when selecting availability of certain food items for the lunch buffet. If a student has severe allergies and needs special accommodations, please contact FBLA staff.



The screenshot shows a registration form with a 'More Info' section. The 'Attendee Pronouns' dropdown is set to 'she/her/hers'. The 'Dietary Restrictions' dropdown is open, showing options: None, Dairy Free, Gluten Free, Halal, Kosher, Nut Allergy, Vegan, and Vegetarian. A text box below the dropdown is highlighted in orange and contains the text 'Other or Multiple Dietary Restrictions'. At the bottom of the form, there are buttons for 'Cancel', 'Submit', and a status bar showing '2 Issues' and '0 Adjustments'.

STEP 18

If other or multiple dietary restrictions, clarify in the box below.

Note: Dietary restrictions will be taken into account when selecting availability of certain food items for the lunch buffet. If a student has severe allergies and needs special accommodations, please contact FBLA staff.



The screenshot shows a registration form with a '2023 NF' header and a navigation menu on the left. The 'Add New Attendee' form is open, showing the 'Attendee Pronouns' dropdown set to 'she/her/hers' and the 'Dietary Restrictions' dropdown set to 'Other or Multiple Dietary Restrictions'. A text box below the dropdown is highlighted in orange and contains the text 'Vegan, Gluten Free, Shellfish'. A 'Member Added' button is visible on the right side of the form.

STEP 19

Indicate any accessibility requests.

2023 NF

Edit Attendee

Attendee Pronouns: she/her/hers

Dietary Restrictions: Other or Multiple Dietary Restrictions

If you selected other or multiple, please share here: Vegan, Gluten Free, Shellfish

Please share any accessibility requests here: **Wheelchair accesibility required**

Would you like to

STEP 20

FBLA can provide optional accident insurance for your attendees for \$2.00. Indicate whether this attendee would like to purchase optional accident insurance.

Accident Insurance

Accident insurance is available for purchase from Federal Insurance Company. Those who purchase this insurance will be covered while in attendance at the NFLC, including travel directly to and from the conference. Coverage begins at the actual start of the trip to the NFLC and continues on a 24-hour basis during the trip. It ends when attendees return to their permanent residences. Benefits include up to \$25,000 for accidental death or dismemberment and up to \$2,500 for accidental excess medical expenses. The maximum limit of insurance is \$500,000 per accident. Coverage is subject to the full terms and conditions in the master policy. Insurance is not available for onsite registrants and there are no refunds.

Please note: This is accident insurance; it does not cover illnesses not related to an accident. Sunburn is not classified as an accident. For a claim against this policy, notify the FBLA National Center in writing for verification of coverage and claim information.

The screenshot displays the FBLA registration interface. A modal window titled "Add New Attendee" is open, showing the following fields and options:

- Attendee Pronsouns: she/her/hers
- Dietary Restrictions: Other or Multiple Dietary Restrictions
- If you selected other or multiple, please share here: Vegan, Gluten Free, Shellfish
- Please share any accessibility requests here: Wheelchair accessibility required
- Would you like to purchase accident insurance for this attendee?: Yes (\$2.00) (selected), No (\$0.00)
- Will you attend: (dropdown menu)
- Buttons: Cancel, Save

The background shows a list of events with their registration status:

- 2023 NLC Registration (FBLA High School): Not Started, Not Available
- 2023 NFLC - Providence, RI (FBLA High School): In Progress, No Items Due
- 2023 NFLC - Providence, RI (FBLA Middle School): In Progress, No Items Due
- 2023 NFLC - Dallas, TX (FBLA High School): Submitted, Total \$477.00, Balance Due: \$0.00, Review, No Items Due
- 2023 NFLC - Dallas, TX (FBLA Middle School): In Progress, No Items Due

STEP 21

Attendees are invited to opt-in to a social during the event. Indicate whether this member will purchase a ticket for the social.

Providence, RI – FBLA Night at Dave & Buster's *(Walkable from Event Venue & All Hotels)*

FBLA has exclusive access to Dave & Buster's from 6:00 PM to 11:00 PM. All participant must purchase a package to attend.

- Dinner & Games (\$50) – Includes admission, all you can eat dinner buffet, unlimited non-redemption video games (games that do not earn tickets for prizes), and a \$20 power card for redemption games (games that do earn tickets for prizes).
- Dinner (\$30) – Includes admission and all you can eat dinner buffet.
- **Additional power cards can be purchased on site.*

Dallas, TX – FBLA Night at Medieval Times *(Walkable from Event Venue & All Hotels)*

FBLA has exclusive access to Medieval Times during the 5:00-7:00 pm show. All participant must purchase a ticket to attend.

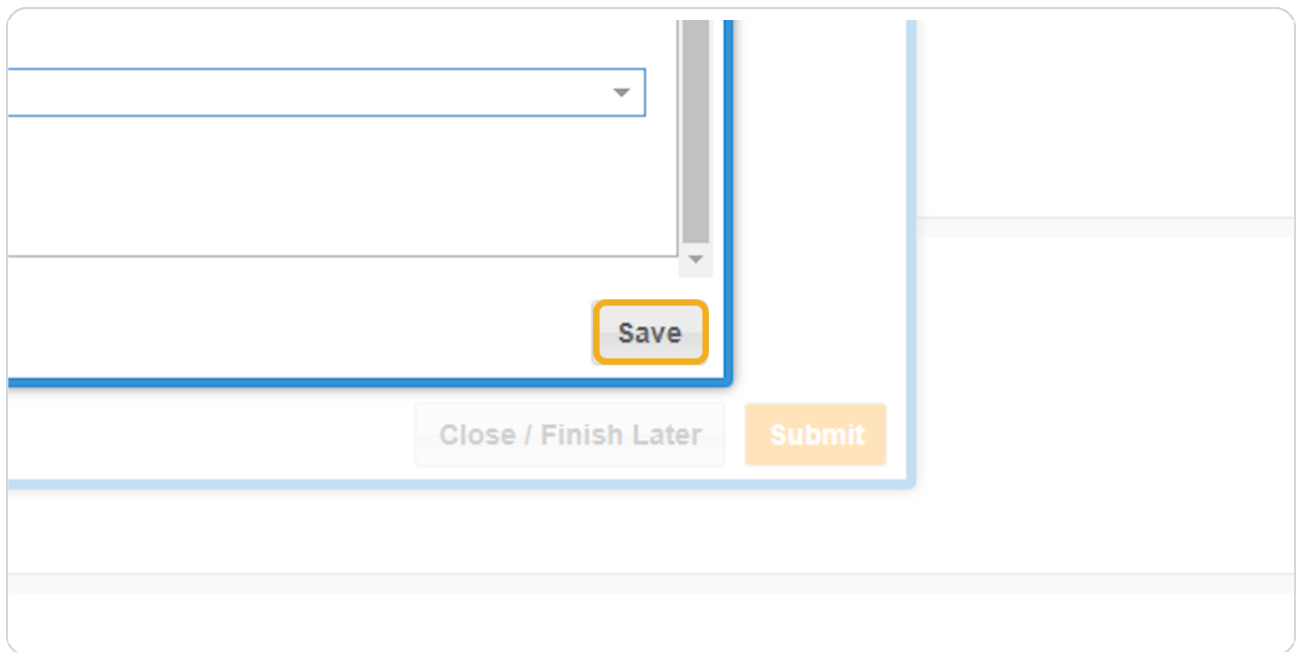
- Over 12 Admission (\$65) – Includes admission, four-course medieval feast, two-hour live jousting tournament, and gratuity.
- 12 & Under Admission (\$45) – Includes admission, four-course medieval feast, two-hour live jousting tournament, and gratuity.

The screenshot shows a registration form with the following sections:

- Accessibility:** "Please share any accessibility requests here:" with a text input field containing "Wheelchair accessibility required".
- Insurance:** "Would you like to purchase accident insurance for this attendee?:" with a dropdown menu set to "Yes (\$2.00)".
- Package Selection:** "Will you attend the Dave & Buster's Social on Friday Night? (Package purchase required for admission):" with a dropdown menu. The "Dinner & Games Package (\$50.00)" option is highlighted with a yellow box. Other options are "Dinner Buffet Only (\$30.00)" and "No (\$0.00)".
- Buttons:** "Cancel" and "Save" are located below the package selection dropdown.
- Summary:** At the bottom, it shows "2 Issues" (in a red box), "0 Adjustments", "Close / Finish Later", and "Submit" (in an orange box).

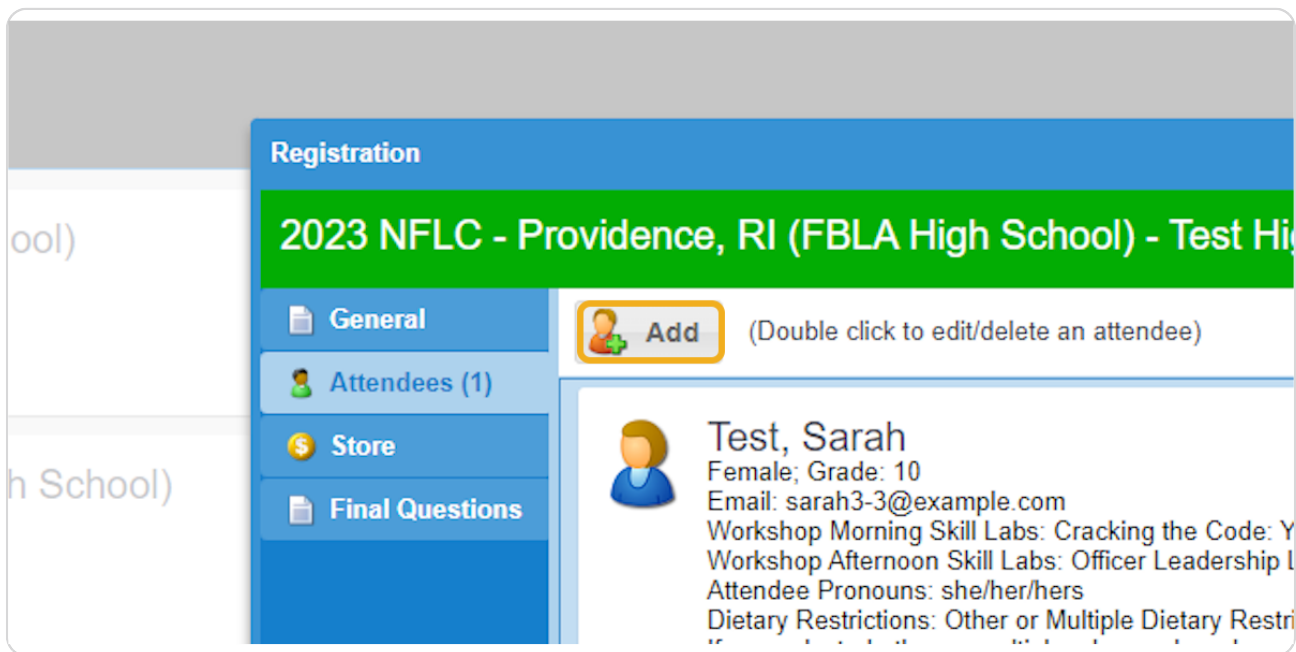
STEP 22

Click 'Save'.



STEP 23

Instructions for Registering Advisers & Chaperones: Click 'Add'



STEP 24

Select Adviser or Chaperone

The screenshot shows a web application interface for adding a new attendee. A modal window titled "Add New Attendee" is open over a "Registration" page. The "General" section contains the following fields:

- Attendee:** A dropdown menu with "Member" selected.
- Member:** A dropdown menu with "Adviser" selected and highlighted by a yellow box.
- First Name:** A text input field containing "Alex".
- Email:** A text input field containing "alex@example.com".

Below the "Member" dropdown, there is a list of roles: "Chaperone" and "State Leader". A consent message is displayed below the email field: "By submitting this email address I agree this address is either mine or I have the approval and authority to provide this address and I consent that the event organizer may use this email address to contact this attendee for purposes related to this event through human-initiated or automated communications."

STEP 25

Type Attendee's Name

The screenshot shows the "Add New Attendee" form with the "Attendee" dropdown set to "Adviser". The "General" section contains the following fields:

- First Name:** A text input field containing "Teacher".
- Last Name:** A text input field containing "Name", highlighted by a yellow box.
- Gender:** A dropdown menu with a red exclamation mark icon.
- Email:** A text input field containing "alex@example.com".
- Cell Phone Number:** A text input field with a red exclamation mark icon.

The same consent message from the previous step is visible below the email field. Below the cell phone number field, there is another consent message: "By submitting this cell phone number I agree this number is either mine or I have the approval and authority to provide this address and I consent that the event organizer may use this email address to contact this attendee for purposes related to this event through human-initiated or automated communications."

STEP 26

Select Attendee's Gender

The screenshot shows a web form titled "Add New Attendee". The "Gender:" field is a dropdown menu that is currently open, showing options for "Select...", "Male", and "Female". The "Male" option is highlighted with a yellow box. To the left of the dropdown is a "Last Name:" field with a placeholder "Name". Below the form, there is a consent statement: "By submitting this address I agree this address is either mine or I have the approval and authority to provide this address and I consent that the event organizer may use this email address to contact this attendee for purposes related to this event through human-initiated or automated communications." There are red exclamation mark icons next to the Gender dropdown and the consent text.

STEP 27

Type attendee's email address

The screenshot shows the "Add New Attendee" form with the "Email:" field filled with "teacher@school.com". The "Attendee:" dropdown is set to "Adviser". The "First Name:" field contains "Teacher" and the "Last Name:" field contains "Name". The "Gender:" dropdown is set to "Male". Below the form, there is a consent statement: "By submitting this email address I agree this address is either mine or I have the approval and authority to provide this address and I consent that the event organizer may use this email address to contact this attendee for purposes related to this event through human-initiated or automated communications." There are red exclamation mark icons next to the Email field and the consent text.

STEP 28

Type Attendee's Cell Phone Number



The screenshot shows a web application interface for adding a new attendee. The main window is titled "Add New Attendee" and contains a form with the following elements:

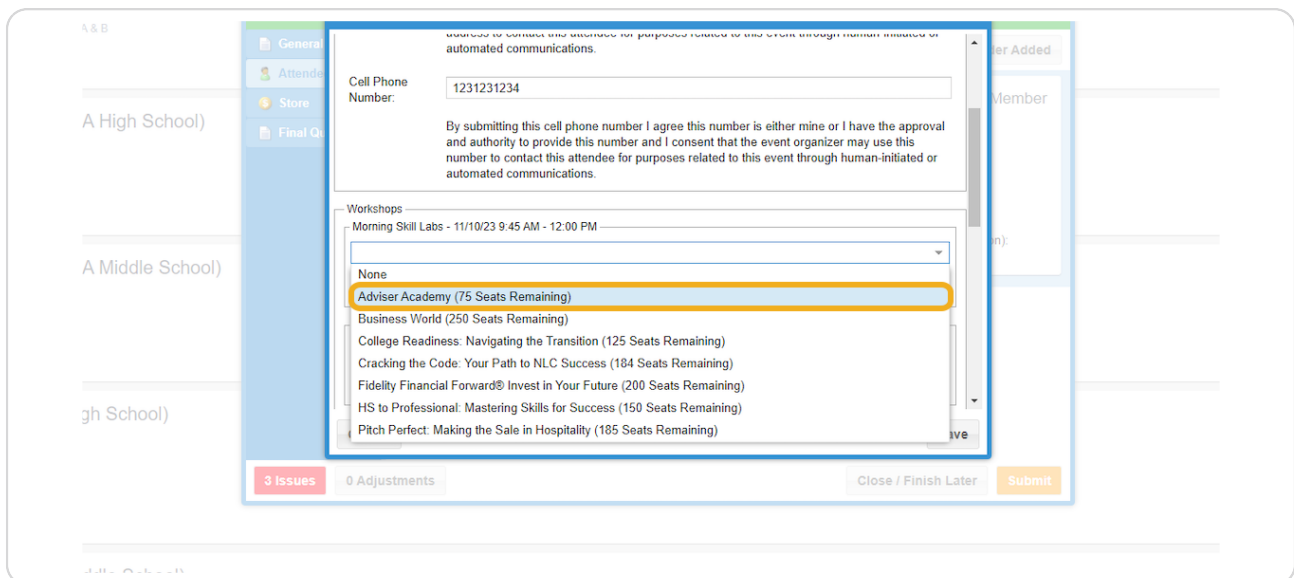
- A "Refresh" button at the top left.
- A sidebar menu on the left with options: "General", "Attendee", "Store", and "Final Q".
- A "Cell Phone Number" input field containing the text "1231231234", which is highlighted with a yellow box.
- A consent statement: "By submitting this cell phone number I agree this number is either mine or I have the approval and authority to provide this number and I consent that the event organizer may use this number to contact this attendee for purposes related to this event through human-initiated or automated communications."
- A "Workshops" section with a dropdown menu currently set to "Morning Skill Labs - 11/10/23 9:45 AM - 12:00 PM".
- A "Submit" button at the bottom right.

STEP 29

Select Morning Skill Lab Preference

*Please Note:

- Adviser Academy will be different in the morning and afternoon so advisers can attend both.
- Advisers that attend student sessions will be asked to volunteer to support that session.



The screenshot shows the same "Add New Attendee" form as in Step 28, but with the "Workshops" dropdown menu open. The menu is displaying a list of workshop options, with "Adviser Academy (75 Seats Remaining)" highlighted by a yellow box. The other options in the list are:

- None
- Business World (250 Seats Remaining)
- College Readiness: Navigating the Transition (125 Seats Remaining)
- Cracking the Code: Your Path to NLC Success (184 Seats Remaining)
- Fidelity Financial Forward® Invest in Your Future (200 Seats Remaining)
- HS to Professional: Mastering Skills for Success (150 Seats Remaining)
- Pitch Perfect: Making the Sale in Hospitality (185 Seats Remaining)

At the bottom of the form, there are buttons for "3 Issues", "0 Adjustments", "Close / Finish Later", and "Submit".

STEP 30

Select Afternoon Skill Lab Preference

*Please Note:

- Adviser Academy will be different in the morning and afternoon so advisers can attend both.
- Advisers that attend student sessions will be asked to volunteer to support that session.

The screenshot shows a registration form for an event. On the left, there is a sidebar with a list of schools: "A High School)", "A Middle School)", "gh School)", and "iddle School)". The main content area is titled "Workshops" and shows two sessions: "Morning Skill Labs - 11/10/23 9:45 AM - 12:00 PM" and "Afternoon Skill Labs - 11/10/23 1:30 PM - 4:00 PM". Under the "Afternoon Skill Labs" session, a dropdown menu is open, showing several options: "None", "Adviser Academy (75 Seats Remaining)", "Business World (200 Seats Remaining)", "College Readiness: Navigating the Transition (125 Seats Remaining)", "Cracking the Code: Your Path to NLC Success (200 Seats Remaining)", "Fidelity Financial Forward® Invest in Your Future (200 Seats Remaining)", "HS to Professional: Mastering Skills for Success (150 Seats Remaining)", "Officer Leadership Lab (139 Seats Remaining)", and "Pitch Perfect: Making the Sale in Hospitality (174 Seats Remaining)". The "Adviser Academy (75 Seats Remaining)" option is highlighted with a yellow box. At the bottom of the form, there is a "Submit" button and a "3 Issues" indicator.

STEP 31

Repeat steps 16–22 to complete registration for this attendee.

The screenshot shows the same registration form as in Step 30, but now the "Afternoon Skill Labs" session is selected. The "Adviser Academy (75 Seats Remaining)" option is still highlighted. Below the session selection, there is a "More Info" section with a yellow border. This section contains fields for "Attendee Pronouns:" (with a dropdown menu showing "she/her/hers"), "Dietary Restrictions:" (with a dropdown menu showing "he/him/his"), and "they/them/theirs". There is also a text input field for "If you selected other or multiple, please share here:". At the bottom of the "More Info" section, there are "Cancel" and "Save" buttons. The main form also shows "3 Issues", "0 Adjustments", and "Close / Finish Later" buttons. The "Submit" button is also visible.

STEP 32

Click on Store

If you have additional attendees joining your group that are not registered for the conference, you can purchase guest tickets for the social in the store.

The screenshot shows a registration page for the 2023 NFLC - Providence, RI (FBLA High School). A navigation menu on the right side of the page includes options for 'General', 'Attendees (2)', 'Store', and 'Final Questions'. The 'Store' option is highlighted with a yellow border. To the right of the menu, there is an 'Add' button with a person icon and a plus sign, followed by a list of attendee details including email, cell number, workshop preferences, pronouns, dietary restrictions, and a question about purchasing a dinner buffet for \$30.00.

STEP 33

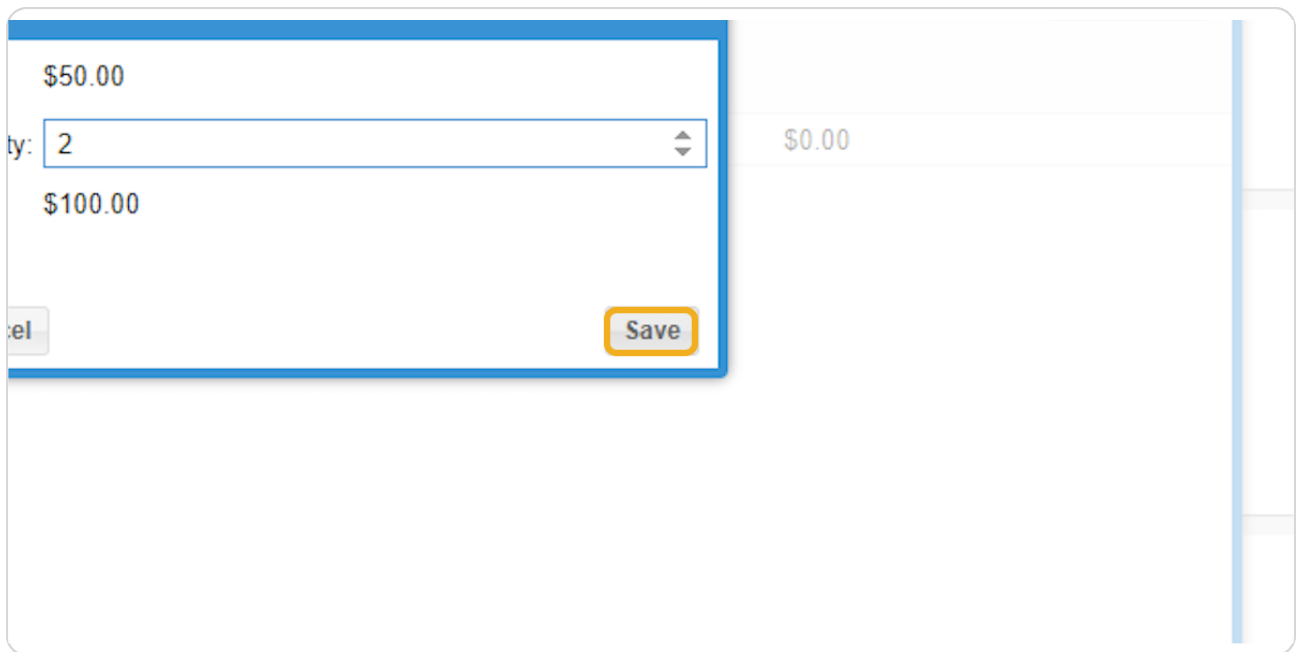
Click 'Edit' to add tickets to your cart.

The screenshot shows a cart interface for the 2023 NFLC - Providence, RI (FBLA High School). The cart is displayed as a table with two columns: 'Qty' and 'Total'. The first row shows a quantity of 0 and a total of \$0.00. The 'Edit' button for this row is highlighted with a yellow border. The second row also shows a quantity of 0 and a total of \$0.00, with an 'Edit' button below it.

Qty	Total
0	\$0.00
0	\$0.00

STEP 34

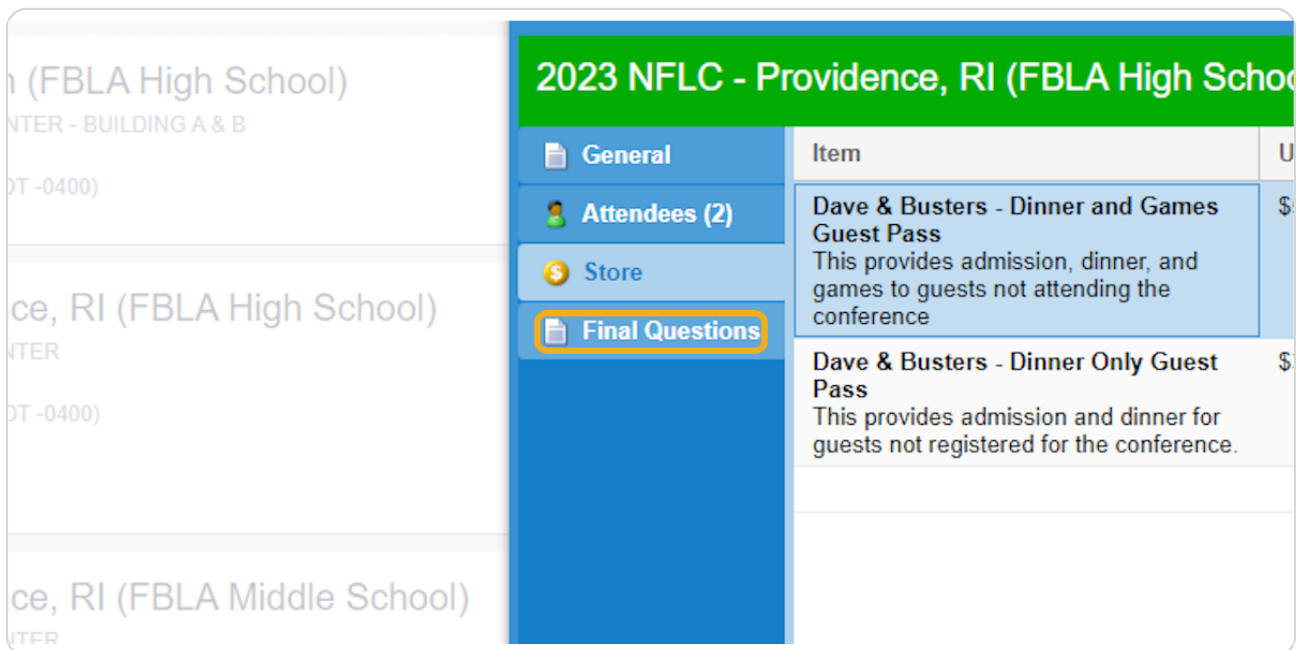
Click 'Save'



A screenshot of a web form. On the left, there is a vertical list of items with prices: '\$50.00', '\$100.00', and '\$100.00'. A dropdown menu is open, showing the number '2'. To the right, there is a table with a total of '\$0.00'. At the bottom right, a 'Save' button is highlighted with a yellow border.

STEP 35

Click 'Final Questions'

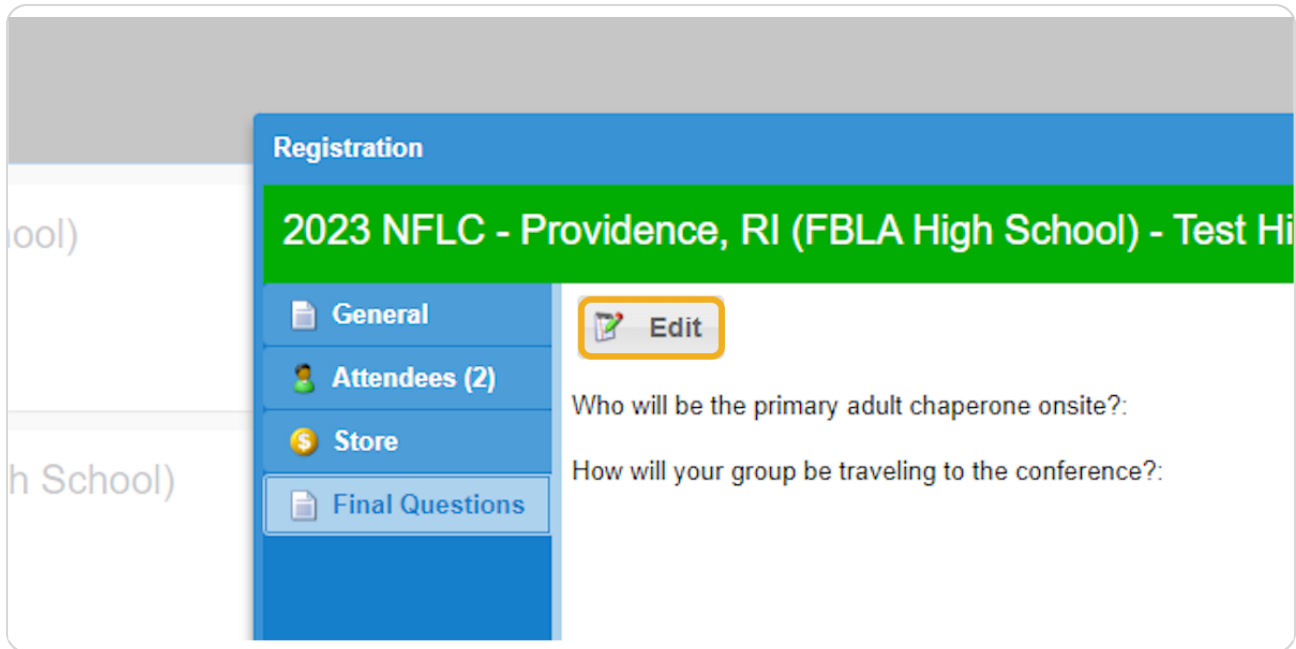


A screenshot of a conference management interface. The main header is '2023 NFLC - Providence, RI (FBLA High School)'. On the left, there is a sidebar with navigation options: 'General', 'Attendees (2)', 'Store', and 'Final Questions'. The 'Final Questions' option is highlighted with a yellow border. The main content area shows a table of items:

Item	U
Dave & Busters - Dinner and Games Guest Pass This provides admission, dinner, and games to guests not attending the conference	\$
Dave & Busters - Dinner Only Guest Pass This provides admission and dinner for guests not registered for the conference.	\$

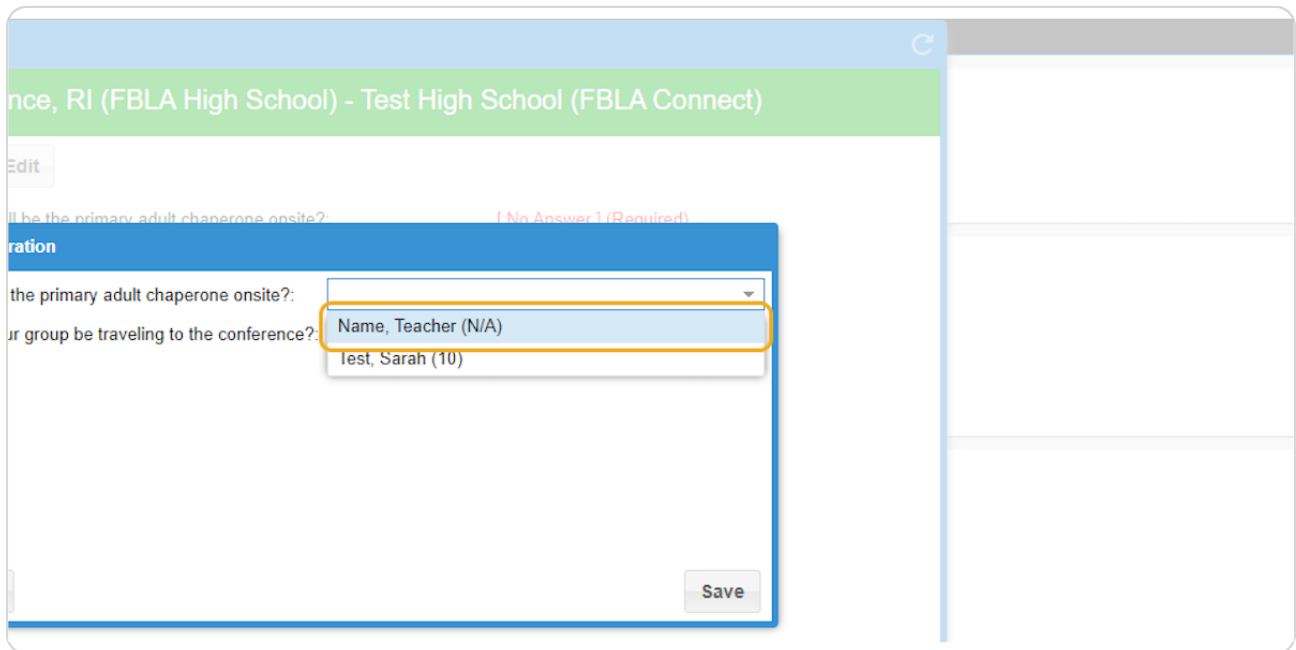
STEP 36

Click 'Edit'



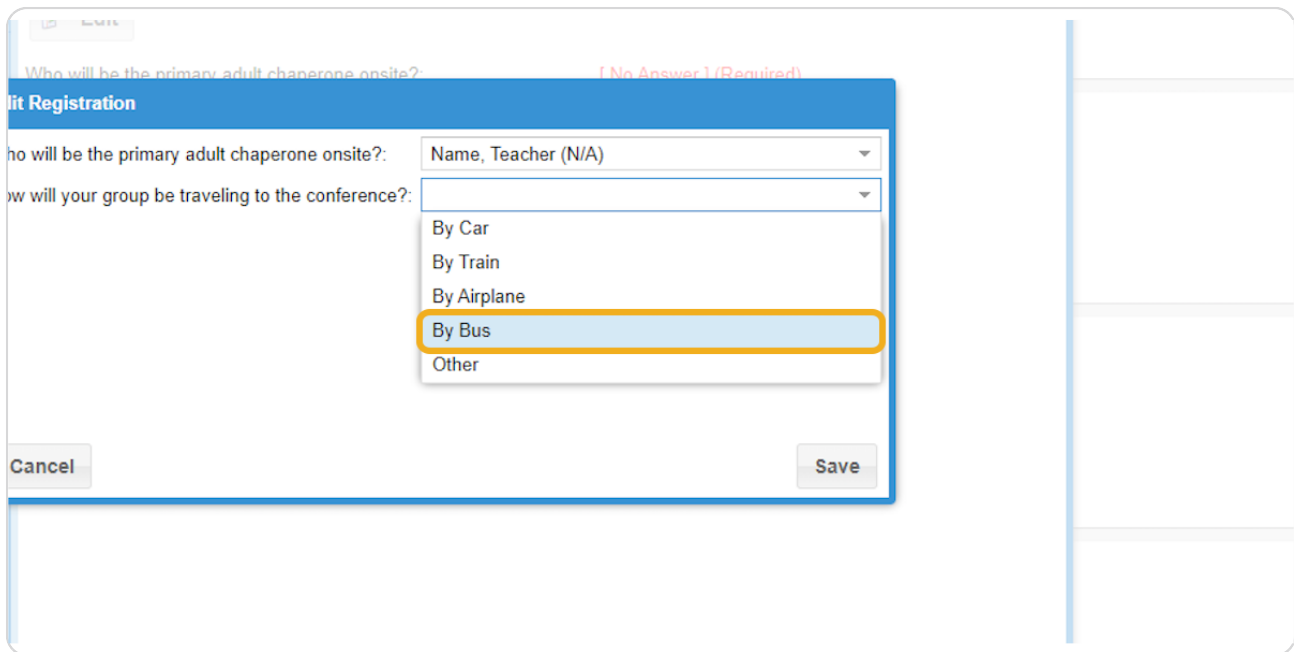
STEP 37

Indicate who will be the primary adult chaperone on site.



STEP 38

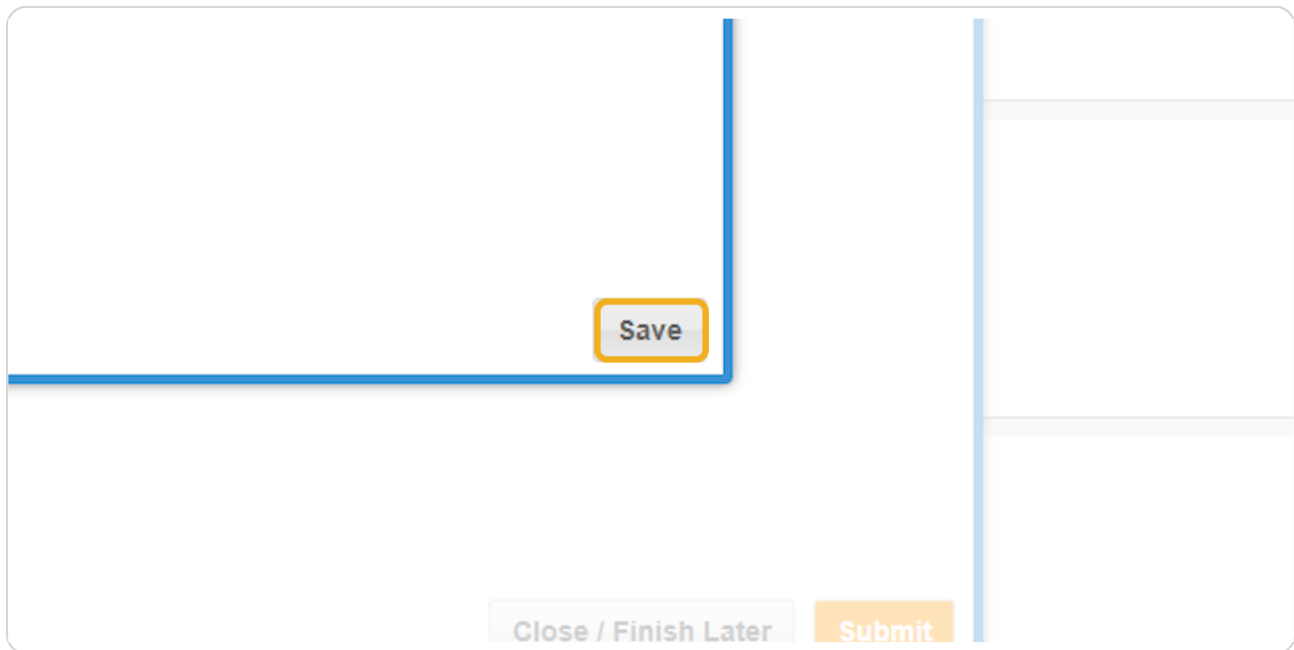
Indicate the method of transportation your chapter will be using.



The screenshot shows a registration form with a blue header bar that says "Registration". Below the header, there are two dropdown menus. The first dropdown menu is labeled "Who will be the primary adult chaperone onsite?" and has "Name, Teacher (N/A)" selected. The second dropdown menu is labeled "How will your group be traveling to the conference?" and has a list of options: "By Car", "By Train", "By Airplane", "By Bus", and "Other". The "By Bus" option is highlighted with a yellow border. At the bottom of the form, there are two buttons: "Cancel" on the left and "Save" on the right.

STEP 39

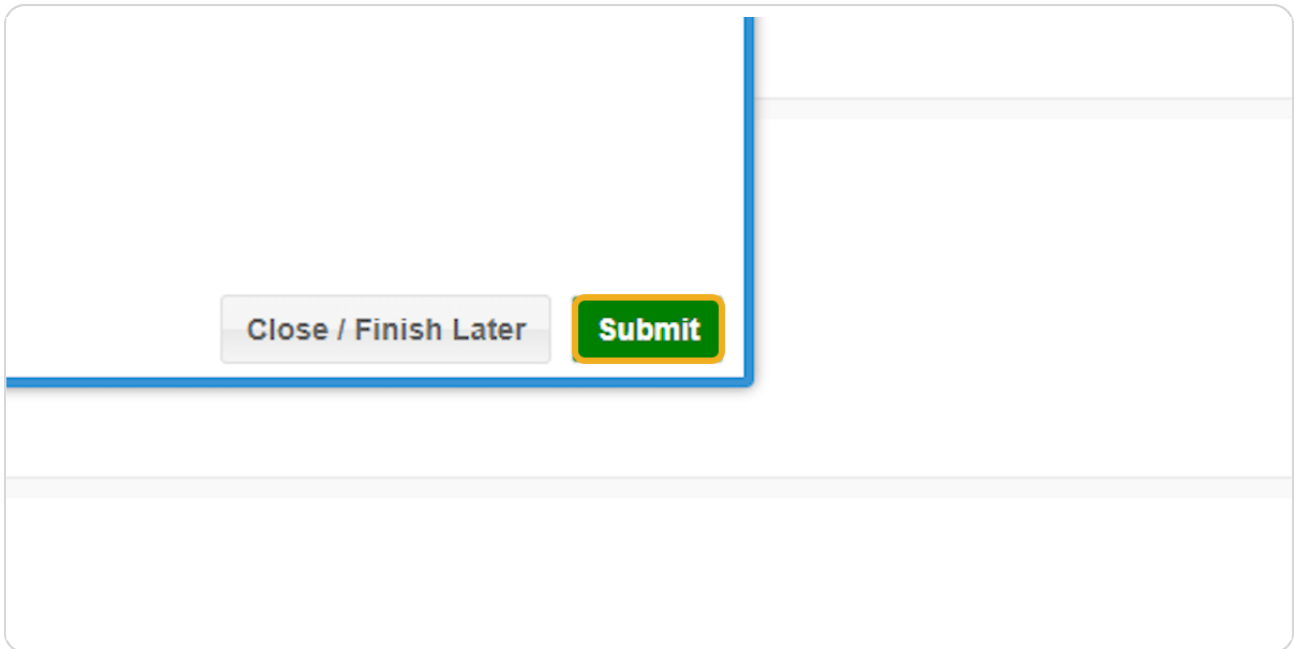
Click 'Save'



The screenshot shows the same registration form as in Step 38. The "Save" button is highlighted with a yellow border. At the bottom of the form, there are two buttons: "Close / Finish Later" on the left and "Submit" on the right.

STEP 40

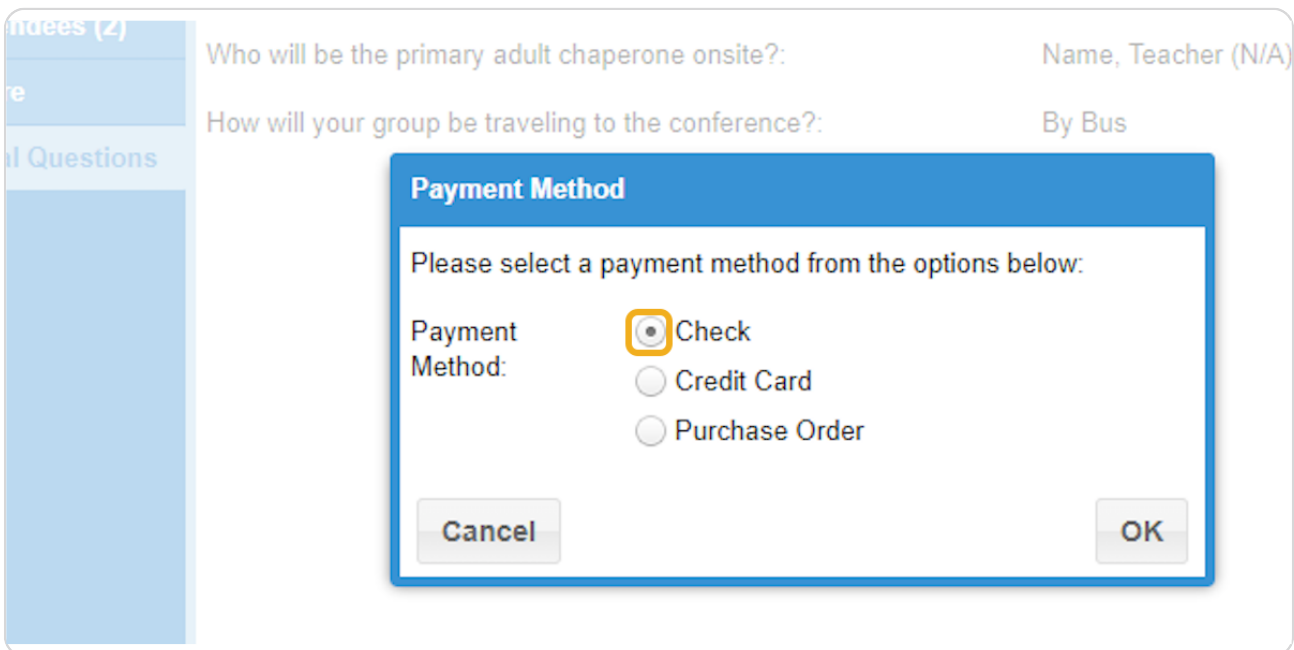
Click 'Submit'



A screenshot of a web form. At the bottom of the form, there are two buttons: a grey button labeled "Close / Finish Later" and a green button labeled "Submit" with a yellow border. The rest of the form is mostly empty with some horizontal lines.

STEP 41

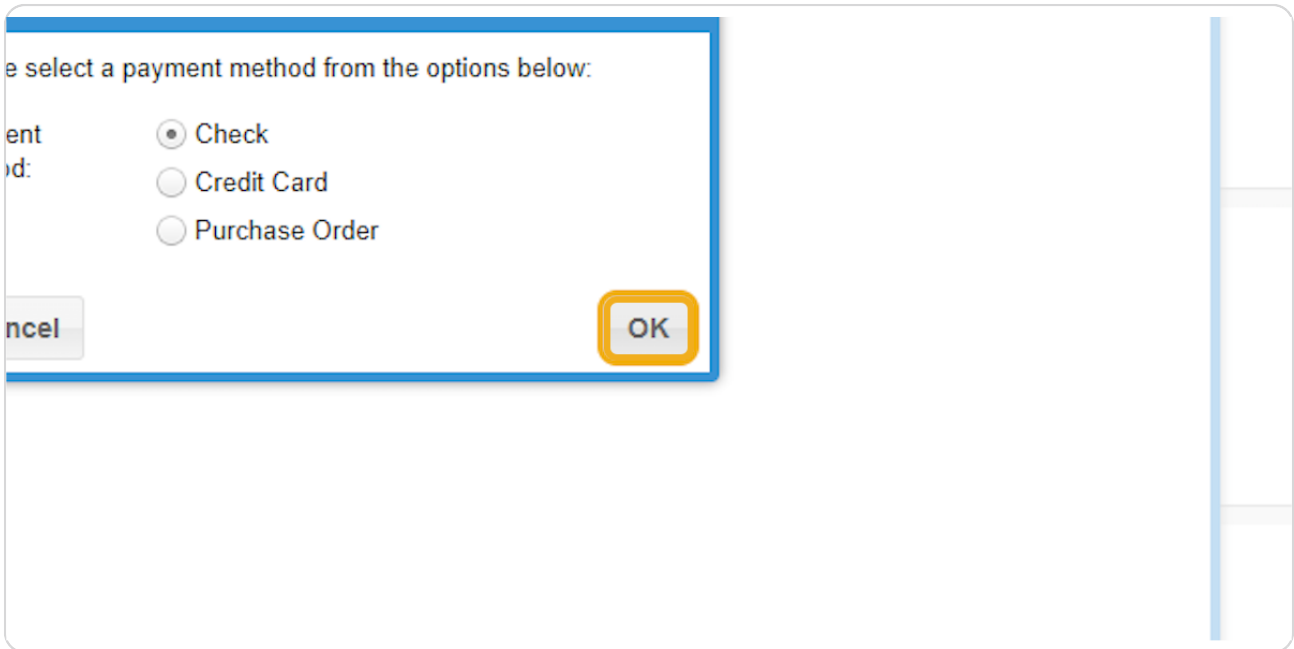
Indicate your preferred method of payment.



A screenshot of a web form with a modal dialog box. The background form has two questions: "Who will be the primary adult chaperone onsite?" with the answer "Name, Teacher (N/A)" and "How will your group be traveling to the conference?" with the answer "By Bus". The modal dialog box is titled "Payment Method" and contains the text "Please select a payment method from the options below:". It lists three options: "Check" (selected with a radio button), "Credit Card", and "Purchase Order". At the bottom of the dialog are "Cancel" and "OK" buttons.

STEP 42

Click 'OK'

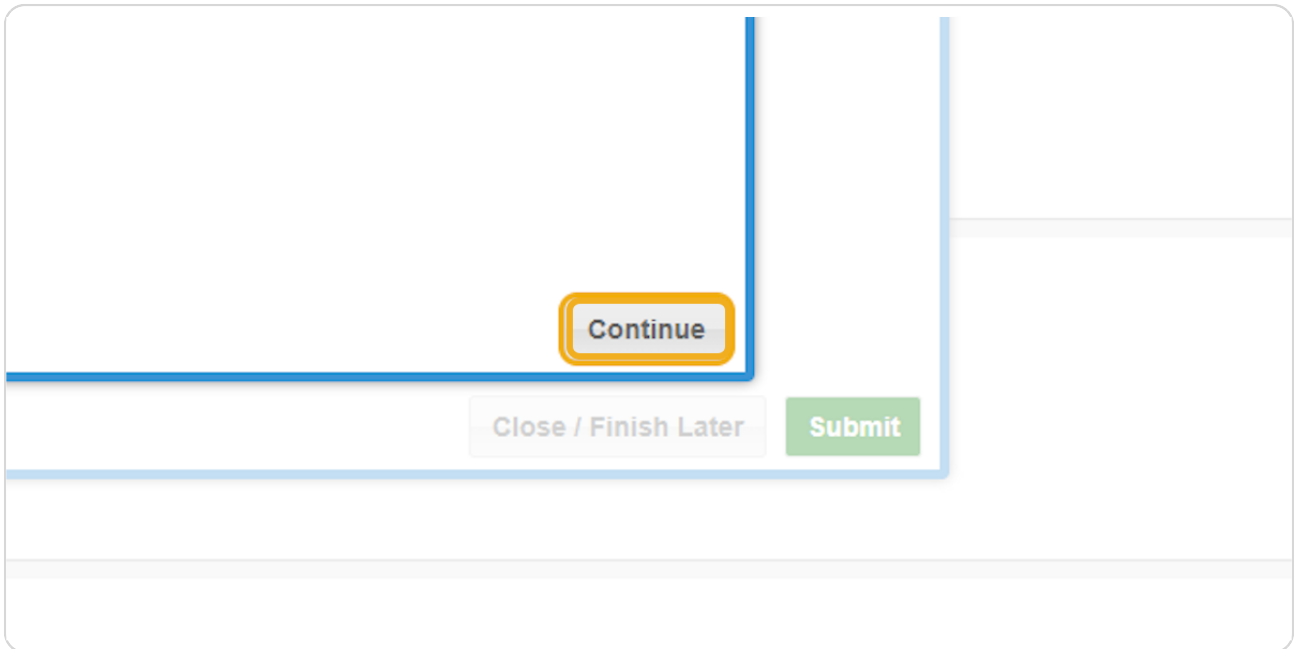


STEP 43

Initial to confirm all attendees in your chapter agree to the FBLA Code of Conduct.

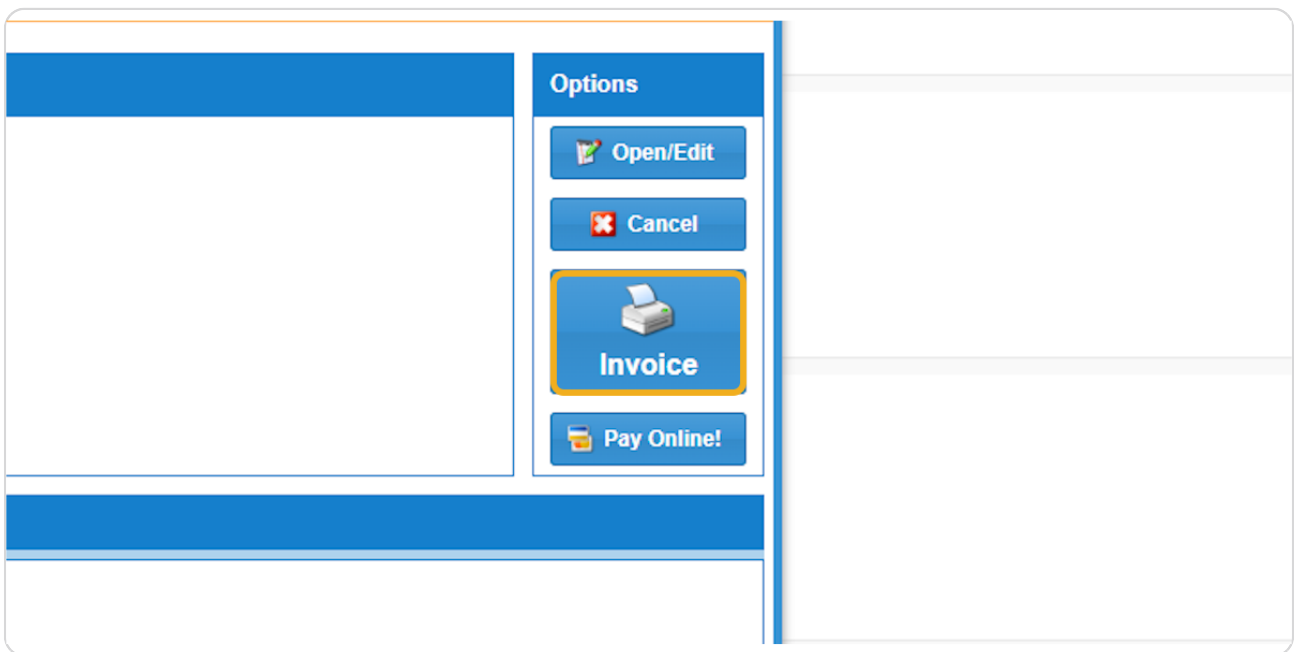
STEP 44

Click 'Continue'



STEP 45

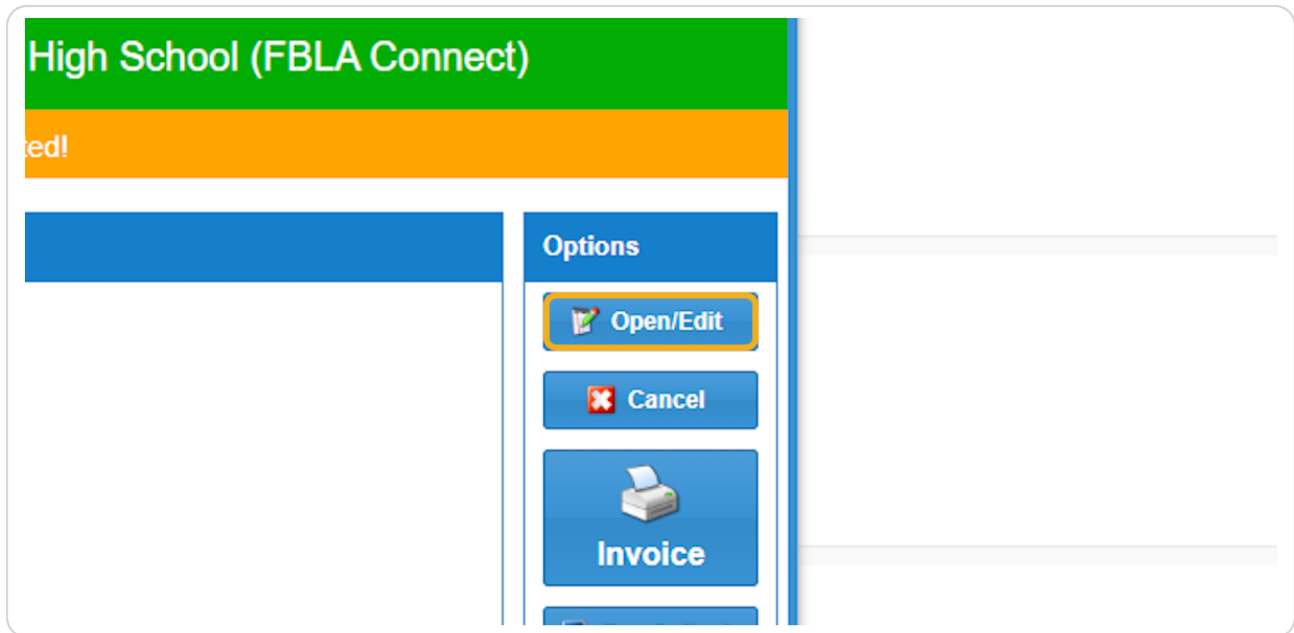
To View Submission: Click 'Invoice'



STEP 46

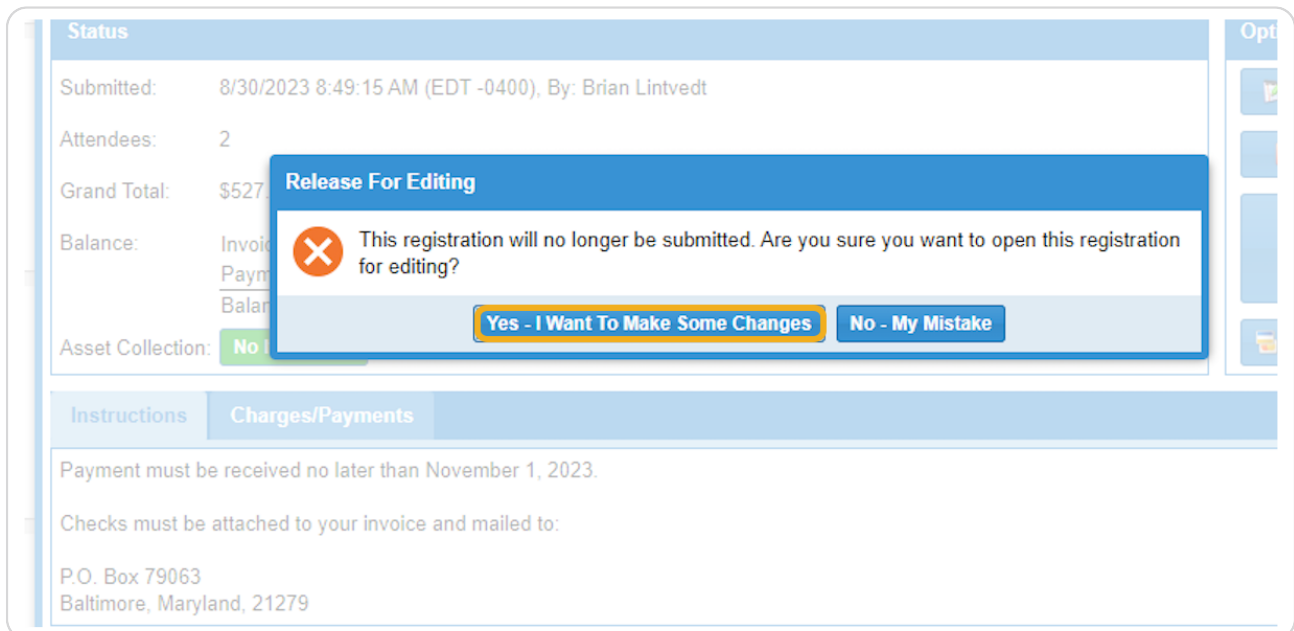
To Edit Submission: Click 'Open/Edit'

Please Note: Submissions cannot be edited after payment is received.



STEP 47

Click 'Yes - I Want To Make Some Changes'



STEP 48

If you edit your submission, be sure to re-submit before the deadline!

