



WERC ENVIRONMENTAL DESIGN CONTEST 2026 REGISTRATION and TEAM SITE GUIDE

CONTACT INFORMATION

- For issues with the Team Site: <https://www.competitionssciences.org/contact-us/>
- werc@nmsu.edu or gscarbro@nmsu.edu: Our email addresses. Please contact us if you have questions.
- 575.646.8171 (office): Program Manager (Ginger Scarbrough).
- 575.312.7623 (cell): Program Manager (Ginger Scarbrough). Call any time, including after hours.
- <https://werc.nmsu.edu>: Our website. Find FAQs, published tasks, and general information.
- The WERC Team Site is your connection to the contest for:
 - Registration and payment
 - Report submissions (Preliminary Report, ESP, Written Report)
 - Scores and judges' comments. View team scoring results after the contest.
 - Team site: <https://www.competitionssciences.org/competitions/werc-26/>

TABLE OF CONTENTS

2	Registration Fees and Policies
2	Google Form Information: Data that WERC needs to collect
3-4	Team Registration Process: Getting Started – Setting up an Account - Payment
5-8	Team Registration Process: Setting up Your Teams
9-10	Team Registration Process: Adding Team Members
11-13	Using the Team Site: News, Timeline, Resources, Submissions, Scores

(Hyperlinks above will take you to each page)



REGISTRATION FEES AND POLICIES

Teams can be of any size. Fees are based on the date of registration, the number of teams registered under the same advisor, and the number of people per team (Advisors + Co-Advisors + Team Leaders + Students).

- Refer to the table below for team fees, discounts for early registration, discounts, and fees for additional members per team.
- Payment. The Advisor will pay by credit card through the [WERC Team Site](#). Contact us to make other payment arrangements (werc@nmsu.edu)
- Registration fees will not be refunded, except for unavoidable circumstances. In that case, the team will be reimbursed for the fees paid minus the team's portion of expenses incurred at the point they exit the contest, including the cost of materials ordered for your team and the cost to ship items to your team, if applicable.
- More details are on the [registration fee page](#) of our website.

Registration Date	First Team Fee (base fee for up to 6 people on the team)	Additional teams under same Advisor (base fee for up to 5 people per team)	Fee per additional person on the team (above the base number)
Nov 1 – Dec 31, 2025	\$980	\$880	\$170
Jan 1 – Jan 31, 2026	\$1080	\$980	\$170
Feb 1 – Feb 15, 2026	\$1200	\$1100	\$170
IEEE Discount*	\$50		

*If at least one member of a team is an IEEE member, that team will receive a \$50 discount. Please encourage your students to join as well, since IEEE sponsors the WERC IEEE Conference and publication in *Xplore*. A student membership is only \$32. [Join IEEE](#).

GOOGLE FORM

The registration system does not accommodate some of the information we need from each participant. Therefore, WERC will send each registrant a separate form (such as a Google form) to gather the additional information we need. These include:

- **Meals:** WERC provides to all teams, advisors, and judges a Welcome Dinner on Sunday evening, lunch on Monday and Tuesday, a Taco Bar on Tuesday evening, and an Awards Banquet on Wednesday.
 - ✦ Dietary preferences and restrictions: Please note that our caterer serves only chicken, beef, cheese, and vegan dishes at the contest. We never serve pork.
 - ✦ If we are able to accommodate your needs, we will email instructions for working with our caterers during the contest.
 - ✦ If we cannot safely accommodate your dietary restrictions, you will need to arrange your own meals in Las Cruces. We will notify those affected. Your safety is our top priority, but some dietary requirements (e.g., Halal, Kosher, or severe allergies) may exceed our caterer's capabilities.
- **T-shirt size** (for everyone) and **Jacket size** (for Advisors).
- **Demographic information, year in school, plans after graduation.**
- **A survey of student confidence, skills, etc.**
- **Emergency contact information:** Make sure this is up to date when you arrive at the contest.
- **Media Release.** You give permission for WERC to post your image or name in photos, videos, and news releases.

TEAM REGISTRATION PROCESS

Register your team here: <https://www.competitionsocieties.org/competitions/werc-2026/>

Visit the [ICS Contact Us page](#) if you encounter any issues with your registration.

Create Account:

1. **Sign Up for an account** . Provide name, email, username, confirm age (13+), and agree to ICS terms. You must be logged in to register for the contest.
2. **Select the Basic (Free) account.**

Win more Competitions with ICS!

Enhance your college and career opportunities by using your ICS dashboard to find, join, and win more academic competitions!

☐ Student ☐ Parent ☒ Educator ☐ Other

Select Educator

Complete Information & click Next

First Name

Last Name

Email

Login Username

Next

- **Keep track of the number of teams you are going to register:** First team and additional teams.
- **Keep track of the number of people on each team.** Please enter "Additional Team Members" if any of your teams have more than 5 students or co-advisors on them. You, as the Advisor, will be the sixth person on the First team.
- **Once you click on First Team**, you do not need to return to this page to add more teams or more members.

Registration

First Team : \$980

Additional Team : \$880

Additional Team Members : \$170

Click here to upgrade to a Premium account!

Contact

Ginger Scarbrough
werc@nmsu.edu
575-646-8171

Follow This

View My Teams

Table of Contents

- Additional
- There are

- New Screen: Use dropdown to select **First Team, Additional Team, or Additional Member** [1]. You can stay in this region until all team members are accounted for. Come back any time to add more team members.
- The fee schedule is explained at the bottom of the page [2].

[View Cart](#)

WERC Registration



\$170.00 - \$980.00

Registration First Team ▼

Type Clear

First Team

\$980.00

[Add to cart](#)

[G Pay](#) [VISA](#) **** 1228

[Pay with link](#)

Pay in 4 interest-free payments of \$42.50 with [PayPal](#). [Learn more](#)

SKU: N/A Category: [Competition](#)

Description

Additional information

Description

Registration Fees:

- **First Team: \$980.** Includes one Advisor and up to 5 participants (students or co-advisors)
- **Additional Teams (same advisor): \$880** per team for up to 5 participants (students or co-advisors). Do not include the Advisor in this count.
- **Additional Members: \$170** per additional participants (students or co-advisors who are coming to the contest).
- **IEEE Discount:** Get \$50 off of one team's registration if at least one person on one of your teams is a member of IEEE. Use Discount Code IEEE50.

SETTING UP YOUR TEAMS

- **Confirmation email:** Once you have paid for your team(s), you will receive this confirmation email: *“To register your team as the coach (or to send the registration to the intended team coach) navigate to “My Teams” at <http://www.competitionsocieties.org/dashboard>.*
- Click on the email link to go back to the **WERC Registration site**.
 - a) Click **My Teams sidebar [1]**.
 - b) Click **Start New Registration [2]**. Note that in the screenshot below, we already registered one team, but we haven’t completed their registration.
 - c) You can go back any time to **complete registration** for your team(s) [3].
 - d) **Clicking either Start New Registration or Complete Registration** will take you to a new screen.

The screenshot shows the WERC Registration site dashboard. On the left is a sidebar with the ICS logo and navigation links: My Dashboard, Upgrade My Account, Dashboard Home, My Teams (highlighted with a red box and labeled 1), My Awards, My Badges, My Rankings, My Events, and My Resources. The main content area has a notification bar stating 'You have no new notifications.' Below this is a filter bar with 'Show Competition' set to 'Show All' and checkboxes for 'Show Admin Teams', 'Show Member Teams', 'Show Coach Teams', and 'Show Past Teams'. A 'Start New Registration' button (labeled 2) is visible. Below the filter bar, it states 'No teams match the selected criteria.' The main table displays a list of teams. The first row is for the 'WERC Environmental Design Contest: 2026' with a date of 'November 11, 2025' and a status of 'Incomplete'. A 'Complete Registration' button (labeled 3) is next to the status. There is also a 'Send to another user' column with a 'Send' button.

Competition	Date Purchased	Status	Send to another user
WERC Environmental Design Contest: 2026	November 11, 2025	Incomplete Complete Registration	Send

- New Screen: **Team Info Tab [1]** Enter:
 - a) Any **Team Name** you would like **[2]**.
 - b) **Full institution Name [3]**.
 - c) **Task Number** this team is working on **[4]**.
 - d) **Team Number** according to convention: **SCHL-Task# [5]**.
 1. **SCHL** = School abbreviation (4-7 characters)
 2. **Task#** = Task number the team is entering
 - e) Enter the **Student Team Leader's Name [6]**.



My Dashboard

Upgrade My Account

Dashboard Home

My Teams

My Awards

My Badges

My Rankings

My Events

My Resources

Followed Competitions

Manage Competitions

Judging

My Calendar

Concierge

Store

Other links

My Account

Logout

Delete Account

Home

News

Competitions

Global Ranking

Badges

About

Contact

Privacy Policy

Terms & Conditions

Back to My Teams

Team Control Panel

WERC Environmental Design

Team: AgGreen

Admin: MG Scarbrough

Team ID: 24501



Registration saved.

Team Info 1 News Timeline Resources & Files Rounds & Submissions Coach & Members Scores

Team Name 2 AgGreen

Organization 3 New Mexico State University

City Las Cruces

Country United States

State / Region New Mexico

Additional Information

Task Number (Required) 4 Task 5

Team Number (Required) 5

Team Number Format: SCHL-#

SCHL = abbreviation of your Institution's name (Up to 7 letters)

= The task number the team is entering.

If you entered a different format for your team's name, please update it to match this format. It helps WERC staff quickly identify the needs of each team. Thank you for your help!

WERC-5

Team Leader (Required) 6

Provide the name of your Student Team Leader (required):

Team Leader Name:

Lauren Flugle

Co-Advisors Registering (if any)

Screen continued on next page.

- a) **Team Info Tab, continued:** Enter any Co-Advisors for this team who are coming to the contest. If no Co-Advisors for this team, leave blank [7].
- b) **Enter your Departmental Address.** This is the address to which we will send any samples or cash awards. Only needed for the first team's registration [8].
- c) **Upload a photo of you for the Event Guide.** Only needed for the first team's registration [9].
- d) **Enter your bio. Include research & teaching interests.** Only needed for the first team's registration [10].
- e) **Upload your school's W9 only if your school is new to the contest.** Only needed for the first team's registration [11].
- f) **Enter the number of people on this team who are members of IEEE.** Complete for each team's registration [12].
- g) **Be sure to click **Update Registration** at the bottom of the page [13].**

Policy
Conditions

Team Leader Name:
Lauren Flugle

Co-Advisors Registering (if any) 7

Provide the name(s) of any Co-Advisors who will be registering for the contest (optional). This will help us link registered members to their roles at the contest.

Dr. G.L. Smart

Departmental Address 8

Below include your departmental address

This is the address to which we will send any materials and/or cash award checks.

If you are registering multiple teams, you only need to provide this information during the first team's registration.

NMSU COE Dept of Outreach
1025 Stewart St.
Las Cruces NM
88003

Advisor Photo 9

Please upload a portrait of yourself for publication in the Contest Event Guide. If you are registering multiple teams, you only need to upload your own photo.

Submitted file: 24501_1762362885_1762961228.jpg Nov 13, 2025 3:27pm UTC

Upload different file

Advisor Bio 10

Please enter your bio for publication in the Contest Event Guide. If you are registering multiple teams, you only need to provide this information for the first team.

Kindly keep your bio within 600 characters. If it exceeds that length, please edit it to fit—this ensures your information appears exactly as you intend.

Thank you!

Ginger Scarbrough is the Program Manager for the WERC Environmental Design Contest in the NMSU College of Engineering. In her role, Ginger partners with industry and government agencies to identify ground-breaking projects for students to solve. Ginger Scarbrough has been a faculty member at Purdue University, Ball State University, and New Mexico State University, teaching courses across multiple disciplines, including Computer Science, Mechanical Engineering, and Environmental Engineering.

Upload W9 (If school is new to the contest) 11

If your school has participated in the contest within the past 6 years, we already have your W9 on file, and there is no need to upload it again.

If this is your institution's first time participating in the WERC Environmental Design Contest in recent years, please upload your school's W-9 form. The W-9 form is available at the bottom of the registration page.

Choose File No file chosen Upload

Max File Size: 5MB

Note: Trying to upload multiple files at the same time is not allowed. File should be a document or image. These include doc, pdf, jpg, png files, with others accepted as well.

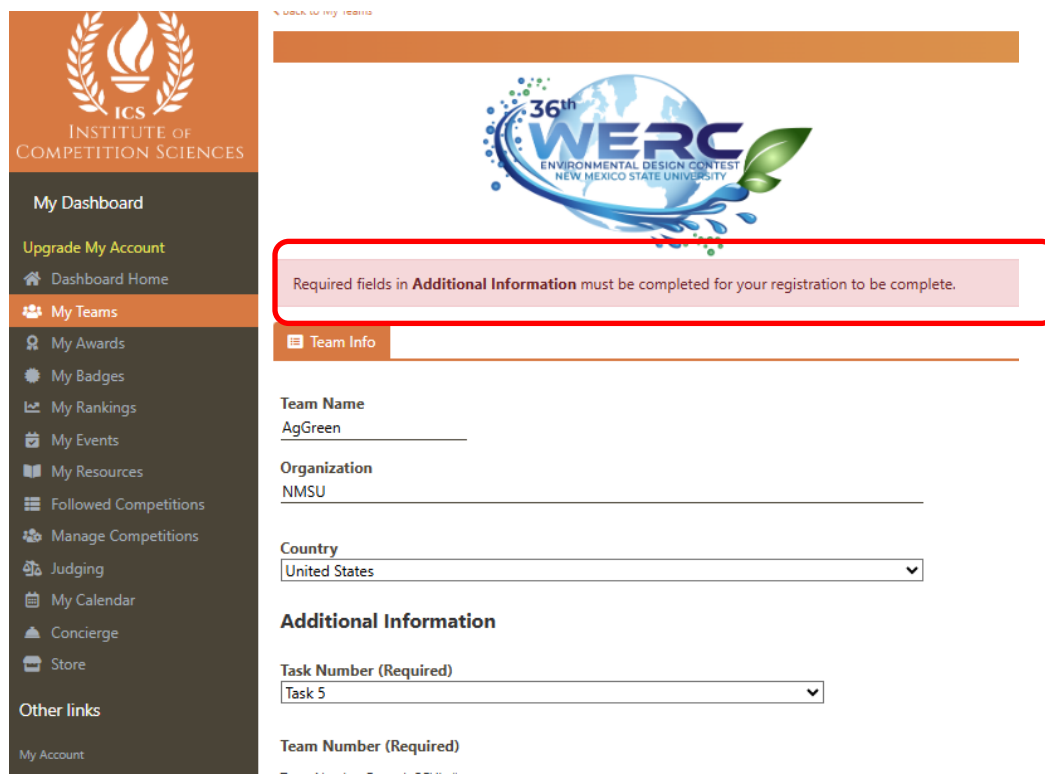
IEEE Members 12

If you claimed the discount for having at least one IEEE member on one of your teams, please enter the number of people (including yourself) on this team who are IEEE members.

3

Update Registration Delete Team 13

- If you omitted any **required** items, at the top of the page you will see a pink line “Required fields must be completed....”. Note that not all items are required.



ICS INSTITUTE OF COMPETITION SCIENCES

My Dashboard
Upgrade My Account
Dashboard Home
My Teams
My Awards
My Badges
My Rankings
My Events
My Resources
Followed Competitions
Manage Competitions
Judging
My Calendar
Concierge
Store
Other links
My Account

36th WERC ENVIRONMENTAL DESIGN CONTEST NEW MEXICO STATE UNIVERSITY

Required fields in **Additional Information** must be completed for your registration to be complete.

Team Info

Team Name
AgGreen

Organization
NMSU

Country
United States

Additional Information

Task Number (Required)
Task 5

Team Number (Required)

- Red letters will indicate what is missing [1]. For example:

Upload W9 (If school is new to the contest)

If your school has participated in the contest within the past 6 years, we already have your W9 on file, and there is no need to upload it again.

If this is your institution's first time participating in the WERC Environmental Design Contest in recent years, please upload your school's W-9 form. The

Choose File No file chosen Upload

Max Filesize: 6MB

Note: Trying to upload multiple files at the same time is not allowed. File should be a document or image. These include doc, pdf, jpg, png files, with others accepted as

IEEE Members (Required)

If you claimed the discount for having at least one IEEE member on one of your teams, please enter the number of people (including yourself) on this

Select One

This value is required. 1

Update Registration 2 Delete Team

- Be sure to **Update Registration** after any changes [2]

ADDING TEAM MEMBERS

- **Add Members to your Team:**
 - **Click on Coach & Members [1].**
 - **Coach:** The primary Faculty Advisor. You may switch to a different coach at any time [2].
 - **Add Team Members [3].** Click on **Add Members**.

ICS INSTITUTE OF COMPETITION SCIENCES

My Dashboard

Upgrade My Account

Dashboard Home

My Teams

My Awards

My Badges

My Rankings

My Events

My Resources

Followed Competitions

Manage Competitions

Judging

My Calendar

Concierge

Store

Other links

My Account

Logout

Delete Account

Home

News

Competitions

← Back to My Teams

Team Control Panel

WERC Environmental Design Contest: 2026

Team: AgGreen

Admin: MG Scarbrough

Team ID: 24501

Registration saved.

Team Info News Timeline Resources & Files Rounds & Submissions **Coach & Members** Scores

Team Coach

Team Coach must be 18 years of age or older.

☒ Check here if you will be the Team Coach.

☐ Check here if the Team Coach is someone else.

Update Coach

Team Members

There are currently no members

Add Members

Non-Registered Members

One per line. Use only for members who are not able to register as a user on the system.

Update Non-Registered Members

- An **Add Members** window will pop up. In the pop-up window:
 - **Copy the link and place it in an email to all members of this team [4].**
 - **Invite Team Members (two options):**
 - Easiest:** copy the validation code (unique to each team) and email it to all students on that team [4].
 - Second option:** Separately enter the email address of each person you are adding to this team [5].

The screenshot displays the ICS Institute of Competition Sciences dashboard. On the left is a sidebar with navigation options: My Dashboard, Upgrade My Account, Dashboard Home, My Teams, My Awards, My Badges, My Rankings, My Events, My Resources, Followed Competitions, Manage Competitions, Judging, My Calendar, Concierge, Store, and Other links (My Account, Logout, Delete Account, Home, News, Competitions). The main content area features a header with the 36th WERC logo and a 'Back to My Teams' link. Below the header, a 'Registration saved.' message is visible. The 'Team Coach' section includes a note that the coach must be 18 years or older, with radio buttons to select if the user is the coach or if someone else is, and an 'Update Coach' button. The 'Team Members' section shows 'There are currently no members' and an 'Add Members' button. Below this is a 'Non-Registered Members' section with a text area for adding members and an 'Update Non-Registered Members' button. An 'Add Members' pop-up window is overlaid on the right, containing three numbered steps: 4. Copying a link to give to new team members; 5. A validation code 'si43bk' to request joining the team; and 6. An email input field to send an invitation to a new member.

USING THE TEAM SITE: NEWS, TIMELINE, RESOURCES, SUBMISSIONS, SCORES

- **News:** Find all WERC news such as updates made to tasks, etc.
- **Timeline:** Find a calendar of milestones and deliverables.

The screenshot shows the WERC Team Control Panel. On the left is a sidebar with the ICS logo and navigation links: My Dashboard, Upgrade My Account, Dashboard Home, My Teams (highlighted), and My Awards. The main content area has a header with a 'Back to My Teams' link and a 'Team Control Panel' title. Below this is the WERC logo and team information: WERC Environmental Design Contest: 2026, Team: AgGreen, Admin: MG Scarbrough, and Team ID: 24501. A green notification bar says 'Registration saved.' Below the notification is a horizontal menu with tabs: Team Info, News (highlighted with a red box), Timeline (highlighted with a red box), Resources & Files, Rounds & Submissions, Coach & Members, and Scores.

- **Resources & Files:** Find all forms and templates you will need for submissions.

This screenshot shows the 'Resources & Files' section of the WERC Team Control Panel. The sidebar is identical to the previous screenshot, with 'My Teams' highlighted. The main content area shows the 'Resources & Files' tab selected in the horizontal menu (highlighted with a red box). Below the menu, the section is titled 'Resources & Files' with a help icon. It lists three resources: '30% Project Review Form', 'Equipment Transport Form', and 'ESP Template', each with a document icon.

- **Rounds & Submissions [1]:** Your Task is one of the numbered Rounds [2], [3], etc.
 - Find the same templates and forms within this area as are in the “Resources & Files” tab.
 - After the registration deadline, you will only be able to see your team’s Task plus the Flash Pitch Round.
 - **To submit items that are due**, such as your team photo or the report: **Press Edit [4]** under **Status**.
- (Continued on next page).



- My Dashboard
- Upgrade My Account
- Dashboard Home
- My Teams
- My Awards
- My Badges
- My Rankings
- My Events
- My Resources
- Followed Competitions
- Manage Competitions
- Judging
- My Calendar
- Concierge
- Store
- Other links
- My Account
- Logout
- Delete Account
- Home
- News

Team Control Panel



WERC Environmental Design Contest: 2026

Team: AgGreen

Admin: MG Scarbrough

Team ID: 24501

Team Info
News
Timeline
Resources & Files
Rounds & Submissions
Coach & Members
Scores

Round	Submissions Open	Submissions Close	Status ⓘ
Task 1. After RO: Brine Management in the Desert Resources for this round: 30% Project Review Form Complete the 30% Project Review form and submit by January 30, 2026. ESP Template Template for submitting the Experimental Safety Plan Equipment Transport Form Submit by March 30, 2026, only if shipping items to Las Cruces.	Nov 4, 2025 11:59pm PST	Apr 2, 2026 11:59pm PDT (Pacific Time)	0 of 4 required done Edit 4
Task 2. Power Plants: Recovering Water from Cooling Towers Resources for this round: 30% Project Review Form Complete the 30% Project Review form and submit by January 30, 2026. ESP Template Template for submitting the Experimental Safety Plan Equipment Transport Form Submit by March 30, 2026, only if shipping items to Las Cruces.	Nov 4, 2025 11:59pm PST	Apr 2, 2026 11:59pm PDT (Pacific Time)	0 of 4 required done Edit 4
Task 3. Bio-inspired Critical Mineral Recovery in Mining Waters Resources for this round: 30% Project Review Form etc.	Nov 4, 2025 11:59pm PST		0 of 4 required done Edit 4

Page continues through Task 7

- **To Submit (continued):**
 - After clicking **Edit**, a **Submission** menu will pop up [1]. Make sure it is for the correct Task. [2]
 - All but two submissions require file uploads.** For the two exceptions:
 - Juanita Miller will check for your ESP Course attendance
 - Email your ESP to Juanita Miller.
 - After any submission, press **Save** at the bottom of the Submission Window [3].
 - You may come back to the Submission window at any time.

Submission for: Task 2. Power Plants: Recovering Water from Cooling Towers

Team Photo - Traditional
Upload a team photo in a traditional pose that would be more appropriate for business distribution.
Choose File No file chosen
Max Filesize: 6MB
Note: Trying to upload multiple files at the same time is not allowed. File should be a document or image. These include doc, pdf, jpg, png files, with others accepted as well.

Team Photo - Fun
Upload a photo of your team doing something fun or creative.
Choose File No file chosen
Max Filesize: 6MB
Note: Trying to upload multiple files at the same time is not allowed. File should be a document or image. These include doc, pdf, jpg, png files, with others accepted as well.

30% Project Review *Required*
Due by Jan. 30, 2026
Choose File No file chosen
Max Filesize: 6MB
Note: Trying to upload multiple files at the same time is not allowed. File should be a document or image. These include doc, pdf, jpg, png files, with others accepted as well.

ESP Course *Required*
Complete by February 20, 2026. All team members are required to attend the course.
Find the link to the course under "Resources."

ESP Forms
Due: March 13, 2026 Email to Juanita Miller (miljgh@nmsu.edu)

Equipment Transport Form *Required*
Due March 30, 2026 if shipping items to Las Cruces Find form template under "Resources"
Choose File No file chosen
Max Filesize: 6MB
Note: Trying to upload multiple files at the same time is not allowed. File should be a document or image. These include doc, pdf, jpg, png files, with others accepted as well.

Technical Report *Required*
Due April 2, 2026, 11:59 PM, your time zone. Uploads are limited to 5MB on this site. If needed, compress your file prior to submission.
Choose File No file chosen
Max Filesize: 6MB
Note: Trying to upload multiple files at the same time is not allowed. File should be a document or image. These include doc, pdf, jpg, png files, with others accepted as well.

Save 3

- **Coach & Members:** Discussed on pages 9-10.
- **Scores:** Find your team's scores after April 15, 2026.