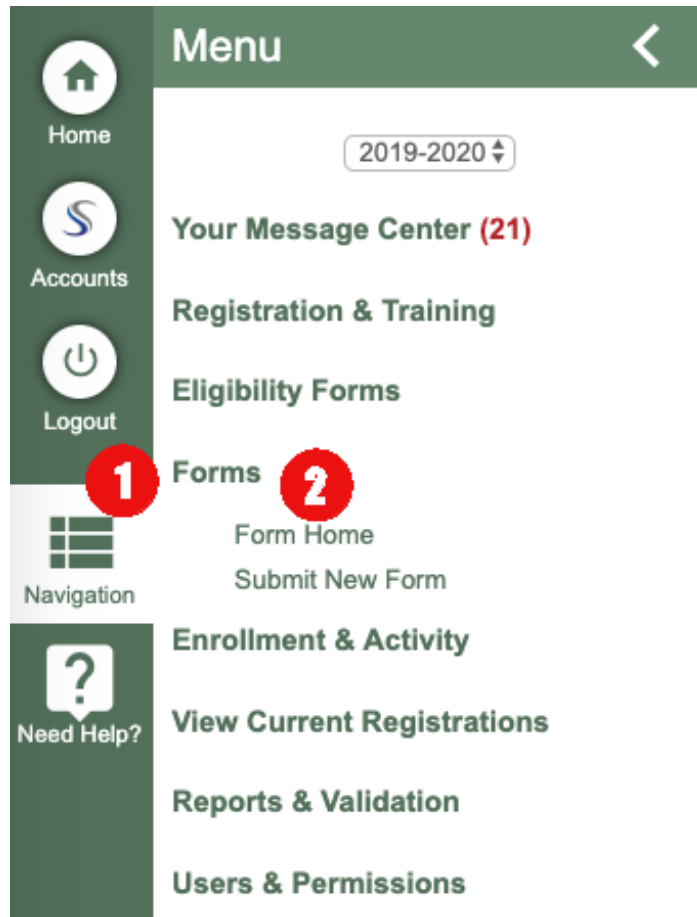
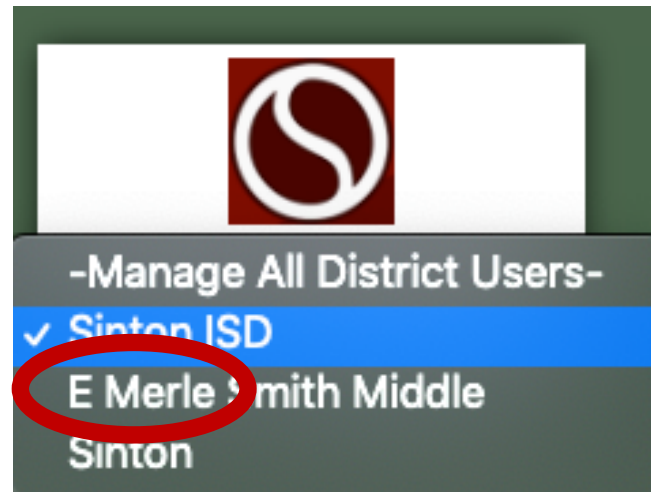


Forms

Submitting Forms to the UIL



- 1) Left Column -> Navigation -> Forms
- 2) Forms can only be filled out at the school level, so be sure that you have correctly selected your school before you get started. (See Slide 3 for additional details)



Submitting Forms to the UIL

Forms




- 1) Form Home - This page will allow you to see the forms that have been submitted for your school/district. This will view will allow you to see what the UIL has received. (Slide 6)
- 2) Create Form – Using this option you can select from the forms available. See the next slide for more details about the forms available. (Slide 4)


Forms Available for Submission


The screenshot displays a web application interface for Sinton ISD. On the left is a dark green sidebar with navigation icons: Home (house icon), Accounts (S icon), Logout (power icon), Navigation (grid icon), and Need Help? (question mark icon). The main content area has a dark green header with the Sinton ISD logo (a blue figure in a brown box with '404' and 'SINTON ISD' text) and a dropdown menu showing 'Sinton'. Below the header is a grey box with the text 'What form do you need to complete?'. Underneath are two white buttons with black text: 'AED Use Reporting Form' and 'Catastrophic Injury Reporting Form'.


You currently have access to these forms. Clicking the name of the form will allow you to fill it out, and submit it to the UIL for review. As soon as a form is submitted, you will be able to review it on the Form Home Page (Slide 6).


Form Example


Home


Accounts


Logout


Navigation


Need Help?

Catastrophic Injury Reporting Form

Definition from NCCSIR - Catastrophic injuries are defined as: fatalities, permanent disability injuries, serious injuries (fractured neck or serious head injury) even though the athlete has a full recovery, temporary or transient paralysis (athlete has no movement for a short time, but has a complete recovery), heat stroke due to exercise, sickle-cell trait associated collapse, sudden cardiac arrest/death, commotio cordis, or severe acquired cardiac illness.

Your Name*

Your Email Address*

Title*

Date of Incident*

Time of Incident*

Location *

Level of Game

Sport

Home School Name*

Visiting School Name*

Which School was involved in the incident?*

Report information about the incident:*

Please only click "Submit" once.

Fill out all of the fields and submit. Depending on the answers to some questions additional details may be requested before form can be submitted. The system will guide you as you progress through the form questions.

As soon as the form is submitted the UIL will be notified, and the form will show up in the queue for your school.

Form Home Page

The screenshot shows the Form Home Page interface. At the top, there are filters for 'View' (04/06/2019), 'To' (07/05/2019), and 'Form Status' (Active). Below these is a search bar and an 'Export Table' button. The main content is a table with columns: Form Name, Date Reported, Reported By, School Name, Status, and a 'View Form' button. The table contains two entries for 'Catastrophic Injury Form'. At the bottom, there is a pagination bar showing 'Showing 1 to 2 of 2 entries' and 'Previous 1 Next'.

View: 04/06/2019 To: 07/05/2019 Form Status: Active

Search: _____ Export Table

Show 50 entries

Form Name	Date Reported	Reported By	School Name	Status	
Catastrophic Injury Form	07/02/2019	Chris Brown	St. John's	Complete	View Form
Catastrophic Injury Form	07/03/2019	Chris Brown	St. John's	Complete	View Form

Showing 1 to 2 of 2 entries Previous 1 Next

Forms will be displayed to you for the last 90 days. Filtering options allow you to change this as is needed.

- 1) This filter sets the date you want to view forms from
- 2) This filter sets the dates you want to view from through.
 - The Status filter will allow you to view any form that has been archived
- 3) This shows the name of the form that was submitted, including the date reported, who reported it, which school it was reported at, and the status.
- 4) This allows you to view the specific details for the forms submitted.