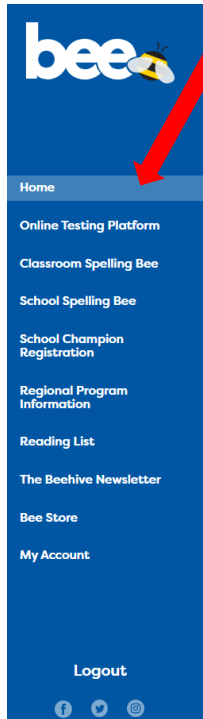




2023 TEACHER PORTAL TOUR

Once your school is enrolled, the key bee contact at your school may log into our website at <https://secure.spellingbee.com/admin>.

Home Page: Below is the page your school's key bee contact will see when they log into spellingbee.com. Note that all menu options are located on the left side of the page.



Welcome back, Weeks School!

Thank you for enrolling your school in the 2023 Scripps National Spelling Bee program!

Your school's spelling bee materials, including study lists, competition instructions and supplemental resources, are now available for the 2022-2023 school year.

If you have any questions, do not hesitate to [contact us](#).

Once again, you have access to a variety of resources as part of your school's spelling bee enrollment. Along with everything needed to conduct Classroom and School Spelling Bees, we also encourage you to check out the following resources:

- **Great Words, Great Works book list:** Select **Reading List** from the left menu to download this year's list of 27 books through which your students can read their spelling bee study words on the pages of engaging stories.

- **Word Club app:** This year, the Bee's premier study tool is completely free for your students. Encourage your parents to download the app and allow students to learn their study words through spelling games and quizzes. [Learn more](#).

- **Online Testing Platform:** Beginning September 30, you and educators that you delegate access to at your school will be able to create spelling and word meaning online tests using the Bee's newest tool.

Online Testing Platform: The classroom-level and school-level tests become available **September 30, 2022**.

- If your students are learning remotely, you can use the Bee's Online Testing Platform to administer your spelling bee program through online tests.
- When you create a Classroom Test in the Online Testing Platform, your selections determine the number and level of words, which are automatically included in your test. There is no need to input words, and the test includes audio pronunciations for all words from Dr. Bailly, our official pronouncer.
- When you create a School Test in the Online Testing Platform, your selections determine the total number of words and whether the words are studied words only, or a mix of studied words and additional words. There is no need to input words, and the test includes audio pronunciations for all words from Dr. Bailly, our official pronouncer.

You know your students better than anyone, and we encourage you to choose the method that works best for your students' current learning situation.



2023 TEACHER PORTAL TOUR

Classroom Spelling Bee:

- By selecting this left menu option, you may access everything you need to run your classroom bees, including study lists for your students and the 2023 Classroom Competition List.
- Note that the 2023 Classroom Competition List should only be used to conduct a classroom bee, it is not a study list.

bee

How To Study Lists Competition Lists Rules

Home
Online Testing Platform
Classroom Spelling Bee
School Spelling Bee
School Champion Registration
Regional Program Information
Reading List
The Beehive Newsletter
Bee Store
My Account

The Scripps National Spelling Bee has been around for over **90 years**, but we still get tons of great questions from teachers and administrators about how to conduct spelling bee programs. We've provided three different ways for you to consider when planning the structure of your Classroom Spelling Bee, so your Classroom Champion can move forward to the School Spelling Bee. Let's take a look!

If another teacher will administer a Classroom Spelling Bee, you can provide them with **this PDF version** of the information listed below. Then, you will only need to provide them with the appropriate study lists and competition guide to get them started.

In-Person Spelling Bee

If your students are learning in the classroom, we encourage you to host your Classroom Spelling Bee through a traditional oral spelling bee event.

- You will need a **Pronouncer** who will use the [2023 Classroom Competition List](#) to administer the competition. If your Classroom Spelling Bee will include word meaning questions as well as spelling, you will also need the [2023 Classroom Competition List: Word Meaning Supplement](#).
- Whether you have a separate **Judge** and/or **Record Keeper**, or if you will fulfill the roles of **Pronouncer** and **Judge**, you can use the **Record Keeping Sheet** to keep track of spellers' spellings.

If social distancing guidelines prohibit you from having your students lined up together at the front of your classroom, you can have students spell from their desks or write their spellings using our **Written Test Form**.

Visit the next page of this PDF for a quick view of the School Spelling Bee section of the Teacher Portal.



2023 TEACHER PORTAL TOUR

School Spelling Bee:

- By selecting this left menu option, you may access everything you need to run your school-wide bee, including study lists for your students and the 2023 School Competition List.
- Note that the 2023 Classroom Competition List should only be used to conduct a classroom bee, it is not a study list.
- Select the Prizes option at the top of the page to download the Britannica Online for Kids certificate and instructions. If your school enrolled on or before September 30, 2022, you may access TWO Britannica Online for Kids certificates to award to TWO students in your spelling bee program.
- Select the Prizes option at the top of the page to create custom certificates for your school bee participants.

The screenshot shows the 2023 Teacher Portal interface. On the left is a blue sidebar menu with the following options: Home, Online Testing Platform, Classroom Spelling Bee, **School Spelling Bee** (highlighted with a red circle), School Champion Registration, Regional Program Information, Reading List, The Beehive Newsletter, Bee Store, and My Account. At the top of the main content area is a navigation bar with five links: **How To** (underlined), Study Lists, Competition Lists, Prizes, and Rules. A red oval highlights the 'How To' link and the introductory paragraph below it. The introductory paragraph reads: 'The Scripps National Spelling Bee has been around for over **90 years**, but we still get tons of great questions from teachers and administrators about how to conduct spelling bee programs. We've provided three different ways for you to consider when planning the structure of your School Spelling Bee. Let's take a look!'. Below this is the section header 'In-Person Spelling Bee'. The text under this header states: 'If your students are learning in the classroom, we encourage you to host your School Spelling Bee through a traditional oral spelling bee event. You can use the **School Spelling Bee Checklist** with helpful steps for using the materials within this online portal to administer a great school spelling bee program.' This is followed by two bullet points: '• You will need a **Pronouncer** who will use the [2023 School Competition List](#) to administer the competition. If your School Spelling Bee will include word meaning questions as well as spelling, you will also need the [2023 School Competition List: Word Meaning Supplement](#). We have also developed this **School Spelling Bee Script** that you can use.' and '• We also recommend that you have 2-3 **Judges** and a **Record Keeper** who will use the **Spelling Bee Record Keeping Sheet** to keep track of spellers' spellings.' The final paragraph reads: 'If social distancing guidelines prohibit you from having your students together on a stage, you can have students spell from appropriately spaced seats or write their spellings down using our **Written Test Form**.'



2023 TEACHER PORTAL TOUR

School Champion Registration:

- If your regional partner (the organization/business that runs your regional bee program) has elected to use our online School Champion Registration form, you will have this option on your left menu.
- To register your school champion, click the Registration Form link in the center of the page.
- If you do not see the School Champion Registration option on your left menu, select the Regional Program Information option to obtain contact information for your regional partner. Email your regional partner to ask how you should register your school bee champion for the next level of competition in your area.

bee

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School Champion Registration

This is the school champion registration for the WCPO 9 (Region II Ohio) Spelling Bee Program.

You must complete and submit your school champion registration form(s) by 01/15/2023.
Select Area Sponsor Information link from the left side navigation menu to review comprehensive information about your local program—dates, deadlines and participation guidelines.

Your sponsor allows 1 students from each school to advance to the next level of competition.
Please complete a School Champion Registration Form for each of your advancing students.

[Registration Form](#)

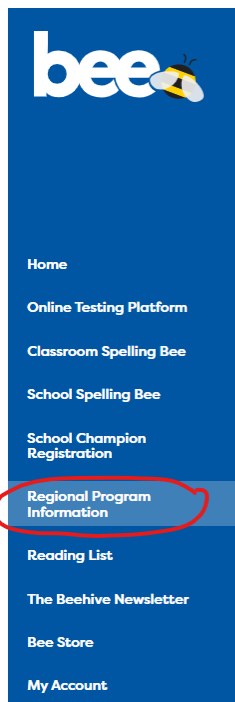
You have 1 registration to complete.



2023 TEACHER PORTAL TOUR

Regional Program Information:

- Below is an **EXAMPLE** of the information you see when the Regional Program Information option is selected from the left menu. *****THE ACTUAL INFORMATION YOUR SCHOOL COORDINATOR SEES ON THIS PAGE WILL BE SPECIFIC TO YOUR AREA'S REGIONAL PROGRAM.*****
- Regional Program Information typically includes all the dates, deadlines, and participation guidelines for your local Bee program. For example, it is here that you should find the date by which you must complete your school spelling bee program.
- The Regional Program Information includes contact information for your local program's spelling bee coordinator. In the example below, schools enrolled in the SNSB Michigan and Ohio Regional Bee program are instructed to submit their questions to spellingbee.com/contact.



KEY CONTACTS

The Scripps National Spelling Bee Office is running the SNSB Michigan and Ohio Regional Bee for the 2022-2023 school year! It's easy to participate. To enroll your school, visit spellingbee.com. If your school is already enrolled, see the dates and deadlines below. Your first step is to select your school spelling bee champion by January 31, 2023, and register your champion for the 50-item spelling and word meaning online test. Questions? Contact us any time via www.spellingbee.com/contact.

FINAL LOCAL SPELLING BEE

2023 SNSB Michigan and Ohio Regional Bee
Location: Virtual (Zoom)
Date & Time: 12-31-1969 TBA

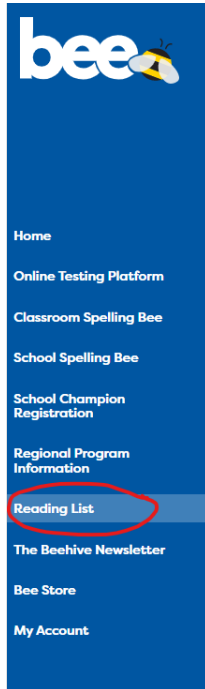
IMPORTANT DATES

- December 31, 2022 - Deadline to enroll your school at spellingbee.com
- January 31, 2023 - Deadline to select your school bee champion
- January 31, 2023 - Deadline to register your school bee champion by logging into spellingbee.com
- February 10, 2023 - 50-item spelling and vocabulary online test OPENS
- February 17, 2023 - 50-item spelling and vocabulary online test CLOSES
- 2022 SNSB Michigan and Ohio Regional Bee (via Zoom): March 2023
- 2023 Scripps National Spelling Bee: May 28-June 2, 2023



2023 TEACHER PORTAL TOUR

Reading List: By selecting this left menu option you may download the 2023 Great Words, Great Works List.



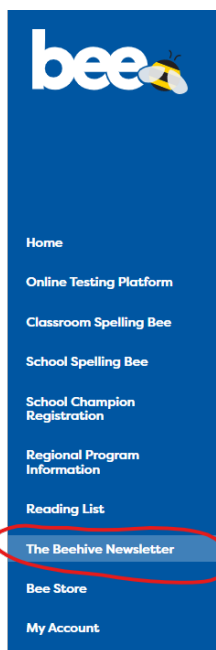
As part of your spelling bee enrollment, you receive access to the **Great Words, Great Works** reading program, a list of 27 books that the Bee has selected for their rich vocabulary, engaging content and grade-appropriate subject matter.

All of the words from the *2023 School Spelling Bee Study List* can be found in the Great Words, Great Works books, allowing your students to get to know these words in the context of great stories!

2023 Great Words, Great Works Book List (two-page PDF)

The 2023 Great Words, Great Works book list is divided by grade level just like our 2023 study resources. You can learn more about the Great Words, Great Works book list at spellingbee.com/book-list.

The Beehive Newsletter: Select this left menu option to subscribe to our FREE biweekly email newsletter.



[Classroom Materials](#) [Archives](#)

Teacher's BEEhive

The *Teacher's BEEhive* is a biweekly email newsletter where you can find words of the week from national finals pronouncer Dr. Bailly, plus ideas and tips to help your students improve their spelling, increase their vocabularies, and learn concepts. To receive emails and this free newsletter from the Scripps National Spelling Bee, please enter your email address in the box below.

Your email address:

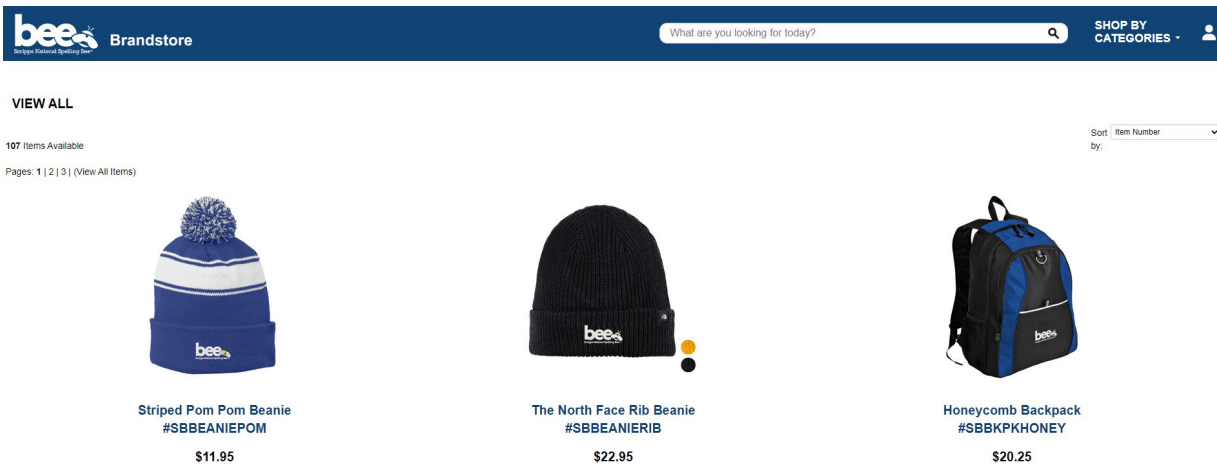
Verify email address:

[submit](#)



2023 TEACHER PORTAL TOUR

Bee Store: Select this left menu option to be directed to our Bee online store, where you may purchase official Bee-branded apparel and swag. Note that anyone may access the Bee online store any time at <https://spellingbee.shop/>.



My Account:

- Select this left menu option to view the information the Bee has on file for your school.
- Select this left menu option to change your account password, access a receipt for your school's Bee enrollment fee, or view the Terms of Enrollment for the current school year (under Enrollment Agreement).

