



Youth Creating Change

ADVISOR & YOUTH ENTRY PROCESS
STEP BY STEP GUIDE



YOUTH CREATING CHANGE



Directing Change
Program & Film Contest





Thank you for being a Youth Creating Change advisor!

Creating a profile as an advisor takes a few steps,
which we will walk you through.

<https://youthcreatingchange.org/create-advisor-profile/>

CREATE ADVISOR PROFILE

Create an advisor profile to allow your youth/students to enter a contest. Once you create your profile, you will need to provide your student/youth with an “Advisor Code” so they can start their own registration. Your advisor code is your email address. As an advisor you will be able see a list of students/youth who picked you as their advisor and any projects that were submitted.

If you work at multiple sites and would like to keep them separate, you can create an advisor profile for each site by using a different email address. Each profile must use a unique email address.

Name (Required)

<input type="text"/>	<input type="text"/>
First	Last

Email (Required) Cell Phone (Required)

<input type="text"/>	<input type="text"/>
----------------------	----------------------

Organization Type (Required)

Select your organization type ▼

School/Organization Name (Required)

School/Organization County (Required)

School/Organization Address (Required)

Mailing Address

Go to <https://youthcreatingchange.org/create-a-dvisor-profile/> and fill out the page.

For address, please include the mailing address for your school or organization.

If you work at multiple sites, you will need to create separate profiles with separate email addresses for each site. Only one school or organization can be linked to each email address. When youth create a profile under your advisor profile, it will autopopulate all the information you include here about their school/organization name and location. If you have youth at different sites, they will need to use your site-specific profile.

Press Submit.



YOUTH CREATING CHANGE

Enter your new password below or generate one.

New password

Hint: The password should be at least twelve characters long. To make it stronger, use upper and lower case letters, numbers, and symbols like ! " ? \$ % ^ &).

Generate Password

Save Password

[Log in](#) [Register](#)

[← Go to Youth Creating Change](#)

Check your email for a link to **activate your account and to see your username.**

You will then receive another email to set your password.

Once you click the link on the **second email**, you will see this page.

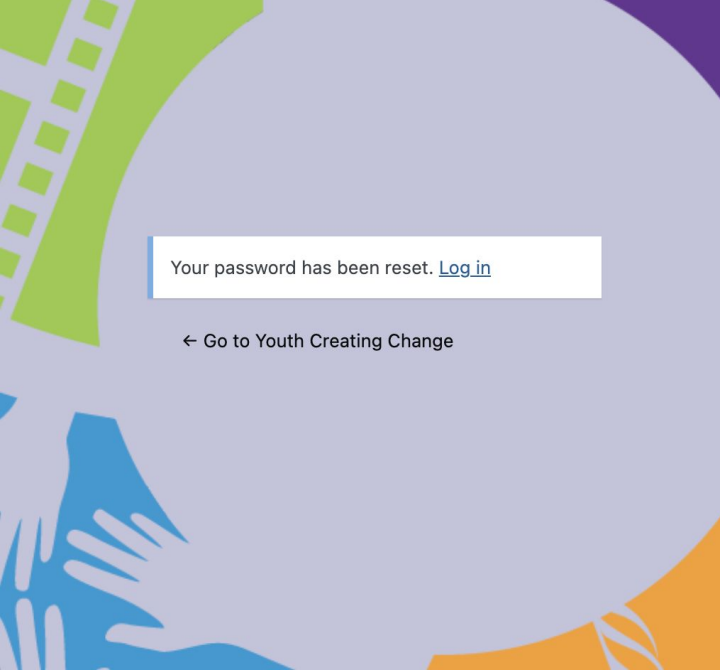
Set your password.

You can also use the password generator to make a strong password for you.

Press Save Password.



YOUTH CREATING CHANGE



The page will reset once your password has been saved.

Press Log In to go to your account.

Log in using your email and new password. Press Log In.

A screenshot of a login form on a web page with a light purple background and abstract green, blue, and orange shapes. The form is a white rectangle containing the following elements: a label "Username or Email Address" above a text input field; a label "Password" above a text input field with an eye icon on the right; a checkbox labeled "Remember Me"; a blue button labeled "Log In"; and a link "Sign Up Lost your password?". Below the form, the text "← Go to Youth Creating Change" is visible.

YOUTH CREATING CHANGE

Congrats! You have successfully created an account.

You will see your home page, which has links to allow you to see your profile, see all youth who have selected you as their advisor, and eventually, all contest entries submitted by your youth.

If you need to edit anything on your profile (such as phone number or street address), you can do that with the “My Profile” link.

ADVISOR HOME PAGE

Thank you for being a youth advisor! The following pages are available to manage your information.

[My Profile](#)

[Youth Who Have Selected Me as Their Advisor](#)

[Contest Entries for My Youth](#)



YOUTH CREATING CHANGE

Adding youth to advisor profiles

Have youth navigate to this page:

<https://youthcreatingchange.org/youth-profile/>

**Before they can sign up,
youth will need:**

- **Their advisor registered**
- **Their advisor code**
- **A signed release form, as a PDF**

Use your advisor's code to start your profile. If you do not know their code, please ask your advisor - they will need to have created their advisor profile before you can register as a youth participant.

You will also need a signed release form.

Each student who is participating needs to fill this out.

CREATE YOUTH PROFILE

Step 1 of 2

To submit an entry to the contest, you need to complete a youth profile. To get started please enter your advisor code below. If you are doing this as a class project, this will be provided by your teacher. If you are submitting outside of school, your advisor can be any adult you choose. Once your advisor has registered, they can provide you with an advisor code.

Enter Your Advisor Code (Required)

Next



YOUTH CREATING CHANGE

CREATE YOUTH PROFILE

Step 2 of 2

My Advisor: Devin Saragosa
Neighborhood High School
San Diego County

My Age (Required)

Please enter a number from 8 to 25.

My Grade (Required)

Name (Required)

First

Last (first letter only if under 13 years old)

Fill out the form with your personal information.

If you are under the age of 13, please put only your first name and the first initial (first letter) of your last name. For example, Devin S.

Grade: If you are not in school, please select “Other” for grade.

Email: If you are 13 and over, please include an email. For your email address, please use a non-school email so that you can receive emails from the Youth Creating Change team.



YOUTH CREATING CHANGE

Emergency Contact

Name (Required)

First

Last

Relationship (Required)

Phone (Required)

Release Form

All youth participants must sign a release form. The PDF can be downloaded using the link below. Once the form is signed by both the participant and their legal guardian, you can scan it or take a photo of the form and upload it below.

[The document can be downloaded here.](#)

Signed Release Form (Required)

Choose File No file chosen

Accepted file types: pdf, jpg, png, jpeg, Max. file size: 10 MB.

Previous

Submit

Emergency Contact:

Please include an adult as your emergency contact (generally a parent or guardian). Please include this even if you are over 18.

Release form:

All youth participants must submit a release form in order to sign up. You will print, sign, and scan a PDF of this release form. If you are under 18, a parent or guardian must also sign this form. If you are 18 or older, you do not need a parent/guardian signature. All youth must sign this form.

If you are 18+, you can also sign an electronic version of it and upload the PDF of the electronically signed form.



YOUTH CREATING CHANGE

You're done signing! Release of Image and Voice - Devin Saragosa-Harris



Release of Image and Voice - Devin Saragosa-Harris

If you are under the age of 18, this form has to be signed by a parent or legal guardian. Forms that are not signed properly will result in the automatic disqualification of the film or entry.

RELEASE OF IMAGE AND VOICE for Directing Change Program and Film Contest

Participant Name:

School or Organization Name:

Entry Title:


1. In consideration of my participation in the production title ("Entry") as part of the Directing Change Program

[Print Document](#)[Save As PDF](#)

If you are over 18 and sign the electronic form, you will have the ability to save the signed form as a PDF. Select "Save As PDF" and upload this PDF into the release form uploader on the registration page.




After you press submit, you will see this confirmation page. You are all set!

 YOUTH CREATING CHANGE

[About Us](#) [What We Do](#) [Programs & Initiatives](#) [Partner With Us](#) [Learning Lab](#) [Events](#) [Resources](#) [Contact Us](#) [DONATE](#)

CREATE YOUTH PROFILE

Thank you for creating a youth profile – you’re all set! If you need to make any changes to your profile, please contact your advisor and they can update it for you.

 YOUTH CREATING CHANGE [Advisors](#)
[Contact Us](#)

[!\[\]\(62d4d3494d4340f830d2a84926a2cbde_img.jpg\)](#) [!\[\]\(f352fb86fd942855f49bb0ef3403ffdf_img.jpg\)](#) [!\[\]\(bb7d30538f2dfd629b893033401c9a1c_img.jpg\)](#) [!\[\]\(62858d4247555be7beae258ecdaf2710_img.jpg\)](#) [!\[\]\(2f45c66e4bc443738267a798697f0fcd_img.jpg\)](#)

Entry Form

When you are ready to submit some projects!

<https://youthcreatingchange.org/2025-entry-form/>

Before they can submit, youth need:

- Their advisor code
- A list of who was on their team
- All members of the team registered under their advisor
- Their film or art file

To start, you will need your advisor's code again. If you don't know your advisor's code, please ask them. Make sure you have created your youth profile as well before submitting this entry form!

2025 Entry Form

Step 1 of 3

Before using this form both youth and advisors need to create a profile. To get started with your profile, please click [here](#).

Your advisor will have a code to share with you after their profile is created. If you don't know the code please ask them.

Enter Your Advisor Code (Required)

Enter the code your advisor supplied you

Next

 Save & Continue



YOUTH CREATING CHANGE

My Advisor: Devin Saragosa
Neighborhood High School
San Diego County

Number of Participants (Everyone that worked on your project) (Required)

2

Please enter a number from 1 to 10.

Select Participant 1 (Required)

Emma Spiekerman

Select Participant 2 (Required)

La Tisha Conto

Previous

Next

Save & Continue

On page 2, you will need to select all the people who worked on your film. This includes directors, writers, actors, and editors.

Type in how many people participated, including yourself. Then under each participant, you'll be able to select from the list of other youth who work with your advisor. *If you are missing anyone's name, they have not registered under your advisor yet.* Make sure all participants have created a youth profile first.

Once you have put in all names, press Next.



2025 ENTRY FORM

2025 Entry Form

Step 3 of 3

Title of Entry (Required)

Contest (Required)

Select the contest you are entering



Language of Your Project (Required)

Select



Tell us about your submission (Required)

Tell us a little about your entry and how your submission relates back to the required content submission criteria. Specifically, provide a description about your entry that we can share with the judges.



Please share why you chose this category (Required)

Please share why you chose this category or any special effort that went into the entry, or something new that you learned or did as a result of working on this project.



Select which contest you are entering (Directing Change Annual Film Contest or Hope & Justice Monthly Art and Film Contest).

For the Directing Change film contest: Select which film category you made your film for (e.g., Mental Health or Suicide Prevention).

For Hope and Justice: Select the topic category and submission format (e.g., original music or visual art).

Then tell us a bit about your submission, and then why you chose your category.

Tip: If you want to prep those written answers ahead of time, it can save you time on submission day - you can copy/paste what you already wrote straight into that box. These answers can be as long or as short as you'd like! It's up to you what to share. Most people write a couple sentences for each.



YOUTH CREATING CHANGE

Copyright (Required)

☐ By checking this box, I confirm that my submission does not contain any copyrighted material (images, music, etc.), or that I have obtained the necessary permissions to use such material.

A.I. (Required)

☐ By checking this box, I confirm that I did not use A.I. to create any part of my entry (including but not limited to: script, background, editing, etc). A.I. models are based on millions of images, including artists' work, therefore this is not considered to be original work. As storytellers, artists and filmmakers we ask that you act with honesty, integrity and respect as you create your submission for this contest.

Upload your film to our Vimeo channel (256mb max size) (Required)

The title and description below will appear on Vimeo. We recommend 1080p resolution. Larger file sizes may cause delays in upload or timeouts. Your film will be uploaded to the directing change Vimeo account. Vimeo's terms and conditions can be found at <https://vimeo.com/terms>. – Please upload your film as an mp4 or .mov file. Make sure the film size is less than 256mb or the form will not submit. – Please also include a short summary/description of what happens in your film.

Title*

Description

Click or drag a file to this area to upload.

Previous

Submit

Save & Continue

Pieces should be copyright-free and not include the use of AI. Please check both boxes to confirm your entry fulfills both of these requirements. The last piece is uploading your film or art piece!

For films, please include a title for your film, and a short sentence or two of what your film is about (you can include the same information you wrote above if you'd like). This information will appear next to your uploaded film on Vimeo.

You can drag and drop your film file (mp4 or mov files) in the box below “Description” or you can click on that area to select the film file directly from your computer or phone. Films should be in mp4 or .mov format, and have a limit of 256 MB. We recommend 1080p resolution. Press Submit. **It will probably take a few minutes as your film uploads** to our system and the rest of your entry form submits.

For other types of art, please review the accepted file types and maximum upload size.



YOUTH CREATING CHANGE

Once you press “Submit”, you will see this confirmation page!

Congratulations! We will be in touch if you are missing anything.

2025 ENTRY FORM

Thank you for your entry! We will reach out if we need any further information.



YOUTH CREATING CHANGE

If you need to stop at any point during submission, you can press “Save & Continue” to come back to this page later.

PLEASE NOTE that the Youth Creating Change team does not have access to these saved links so we recommend both copy/pasting the link it gives you here in a safe place (like a Word document or email) as well as entering your non-school email address there, so you will receive an email with the link.

These links will stay live for 30 days so please make sure to submit your project within that window of time!

2025 ENTRY FORM

Link to continue editing later

Please use the following link to return and complete this form from any computer.

https://youthcreatingchange.org/2025-entry-form/?gf_token=8dad0ac2f31543aa9620ef0d591cbfb9

Note: This link will expire after 30 days.

Enter your email address if you would like to receive the link via email.

Email Address (Required)

Send Link

PLEASE NOTE that the Youth Creating Change team does not have access to these saved links so we recommend both copy/pasting the link it gives you here in a safe place (like a Word document or email) as well as entering your non-school email address there, so you will receive an email with the link.



YOUTH CREATING CHANGE

Advisor Home Page

<https://youthcreatingchange.org/advisor-home-page/>

ADVISOR HOME PAGE

Thank you for being a youth advisor!

To manage your information and youth entries. You are able to edit the following: 1) Youth profiles and 2) Details on the Entry Form. Please note that youth are not able to edit their own youth profiles or entries.

Important Note for Film Submissions: If you need to upload a replacement film, you or the youth will have to submit a completely new entry form. You will not be able to replace a film once it has been submitted. Other non-video formats such as digital art or written works can be updated by editing the entry and do not need a new entry form.

[My Profile](#)

[Youth Who Have Selected Me as Their Advisor](#)

[Contest Entries for My Youth](#)



YOUTH CREATING CHANGE

ADVISOR – YOUTH SUMMARY

Search Entries:

Search

Displaying 1 – 2 of 2

Emma Spiekerman

emma@directingchange.org

Age 18 on August 23, 2024

Release Form

[YCC-September24-Prompt-Never-a-Bother.pdf](#)

La Tisha Conto

latisha@directingchange.org

Age 44 on August 23, 2024

Release Form

[LC-release-form-.pdf](#)

Once your students have registered, you can click on “Youth Who Have Selected Me as Their Advisor” to see all of their registrations listed together.

You can also check to confirm their release forms are submitted.

You can search by name for specific students once they register as well.



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MY YOUTH ENTRIES

Search Entries:

[Search](#)

Displaying 1 – 3 of 3

[Edit Entry](#)

[You Are Not Alone Film](#)

Directing Change Annual Film Contest

Video coming soon!

This is a film about a friend connecting to help.

Emma Spiekerman

La Tisha Conto

[Edit Entry](#)

[Helping a Friend Mental Health Film](#)

Directing Change Annual Film Contest

Title: Film Title

Description: This is a film description.

[View on vimeo](#)

This is a film.

La Tisha Conto

Emma Spiekerman

[Edit Entry](#)

[Sample Art Submission](#)

Hope & Justice Monthly Film and Art Contest



It's really great.

La Tisha Conto

Once students have submitted entries, you can click on “Contest Entries for My Youth” to review all their submissions, by title of their project and the student participants (listed at the bottom in the grey box).

Click on the [underlined entry title name](#) to see a summary of the entry, including the title, number of participants, and youth names.

If you need to edit an entry, you can select “**Edit Entry**”. You can edit the entries if you need to add/delete student names, or to change the category or information about the submission.

Please note that you cannot upload a new version of a film here. If you need to submit a new film, please fill out a new entry form. You *can* upload a new art file (non-film) to Hope and Justice submissions.



YOUTH CREATING CHANGE

Quick links:

New advisor registration:

<https://youthcreatingchange.org/create-advisor-profile/>

Create youth profile:

<https://youthcreatingchange.org/youth-profile/>

Entry form:

<https://youthcreatingchange.org/2025-entry-form/>

Advisor login:

<https://youthcreatingchange.org/wp-login.php>

Advisor home page:

<https://youthcreatingchange.org/advisor-home-page/>