



**2020 Australian  
Mathematics Competition**  
Coordinator's Handbook – Online



AUSTRALIAN MATHS TRUST



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## ABOUT THE AMC

The Australian Mathematics Competition (AMC) has 25 multiple-choice questions and five questions that require whole number answers. Students may attempt as many questions as they wish. The earlier problems may use more familiar mathematics while the later problems are more difficult and intended to challenge, requiring more sophisticated problem-solving skills

### Date of the AMC - Thursday 30 July 2020–6 August

There will be a window to sit the Online AMC between 7 am Thursday 30 July and 6 pm Thursday 6 August (Australian Eastern Standard Time).

**Duration:** The actual competition takes 60 minutes for primary and 75 minutes for secondary. Please allow additional time for student registration and competition administration.

Sitting the AMC on an earlier date will not be possible. Supervisors should conduct the competition in a controlled environment according to the [Competition guidelines](#).

### Registering for the competition at

<https://competitions.amt.edu.au/admin/>

A Coordinator is a school administrator or educator responsible for conducting the competition. To register students, a Coordinator will need their registered username and password. If these are not known, a Coordinator can register themselves and this will be approved by the AMT. Coordinators enter student numbers for the competition and pay the appropriate entry fees.

### Important

If your school details or contact information have changed please notify us before the competition sitting date, by email at [amc@amt.edu.au](mailto:amc@amt.edu.au), to ensure the school details on your certificates are correct.

## COMPETITION GUIDELINES

Please notify supervisors of these rules:

- No student may sit more than one division of the competition.
- No student is to leave the room during the AMC unless accompanied by a supervisor. Students are to remain in the room until the AMC has concluded.
- Students are NOT permitted to supervise the AMC.
- Supervisors must collect all scribble sheets from students on the day of the AMC. These can be returned to students after 10 September.

To ensure the integrity of the AMC and to identify outstanding students, the AMT reserves the right to re-examine students before deciding whether or not to grant official status to their score.

### Competition site

The AMC competition site is located at <https://competitions.amt.edu.au/>

## PREPARING FOR THE COMPETITION

### Student registration for online competition

Students register individually for the Online AMC on the day of the competition. To prepare for this, a Coordinator should go to <https://competitions.amt.edu.au/admin>, log in and click on **Students**.

You will be prompted to click a box stating you understand the competition rules and regulations under the box marked 'Download Rules'

amc200670	100	unknown	Not participated	Delete
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**Download rules**

Before downloading the competition usernames and passwords, please read the competition rules below.

- No student may sit more than one division of the competition.
- No student is to leave the room during the competition unless accompanied by a supervisor. Students are to remain in the room until the competition has concluded.
- Students are NOT permitted to supervise the competition.
- Supervisors must collect all scribble sheets from students on the day of the competition. These can be returned to students a week after the competition has been sat.

Please click on the button to indicate that your school agrees to comply with the above rules.

**I agree to the rules**

Click on 'I agree to the rules' to proceed. You will be presented with two options export CSV and Export XLS.

For online competitions, a list of generated usernames will be displayed. The usernames are different for each competition. To select only the usernames for AMC, enter 'amc' in the username box.

Consent settings

**Students**

Teams

Coordinators

Import files

Export files

Statistics

Orders

## Students

Name

Username

usr class

usr grade

Show participated only

Create Skeleton Users

Name	Username	usr class	usr grade
	amc01		0
	amc02		0
	amc03		0
	amc04		0
	amc05		0
	amc06		0
	amc07		0
	amc08		0
	amc09		0
	amc10		0

Export CSV

Export XLS

Export HTML

Underneath this list are three export file icons, one creates a CSV file, one an XLS file and one creates a HTML document

*HTML Version (Recommended)*

- Click on the 'Export HTML' button to download the sheet below

This will open up a webpage with student usernames and log-ins. If you have edited each student to show their names, these will be displayed as below otherwise, there will be no Firstname or Lastname.

If you print this webpage (ctrl-P) it will format as the example below. You can then cut these out and distribute to the students. Please ensure you print these as single sided



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AMT SCHOOL (3).htm

## AMT Contest System

competitions.amt.edu.au

Username: amc02 Password: P383932	Username: amc03 Password: P679163	Username: amc04 Password: P304310
Username: amc05 Password: P336160	Username: amc06 Password: P813934	Username: amc07 Password: P829897
Username: amc08 Password: P679934	Username: amc09 Password: P450541	Username: amc10 Password: P202185
Firstname Lastname Username: amc01 Password: P909403		

This version is recommended as it provides a consistent sizing for usernames and passwords and enables faster cutting out of usernames than the excel version. It will fit 33 student usernames per A4 Sheet

**VERY IMPORTANT:** Do NOT issue passwords to students until the lesson when the students begin the competition.

### Spreadsheet Versions

If you choose XLS or CSV - These files have 8 columns: Name, Firstname, Lastname, Class, Username, Password, Gender and Grade. You can print these and hand them to students immediately before the competition so they can log in using the supplied username and password, then enter their personal details. Please note will need to expand the fields to ensure you can view all of the passwords.

When it is competition time, students should go to <https://competitions.amt.edu.au/> and click on LOGIN at the top-right (see below). They then enter their AMC username and password and click the blue Login button.

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WELCOME COMPETITIONS LOGIN

Login

Username: amc1234

Password: \*\*\*\*\*

Login

Students will then be prompted to enter their first name, last name and class (i.e. school year), birthdate and gender and click the Save button.

**AMT.**  
AUSTRALIAN MATHS TRUST

WELCOME COMPETITIONS LOGOUT ACCOUNT

User score

Please fill out the form below before participating

First name

Last name

Class

Birthdate

Gender

**Save**

After clicking Save, students will see this message (see below).

**AMT.**  
AUSTRALIAN MATHS TRUST

WELCOME **COMPETITIONS** LOGOUT ACCOUNT

User score

Your information has been saved. Click on 'Competitions' to start your competition.

Please fill out the form below before participating

First name

Last name

Class

**Save**

Students then click on Competitions to see a list of the competition(s) to which they have access. The student selects the appropriate division and year from the list. The clock will begin as soon as they click **Start**.

## System requirements

The online competition application is cloud-based and only requires broadband connectivity and an internet browser. There is no software installation required.

The easiest way to check compatibility is to organise each class taking part in the competition to try one of the practice sets, in the room where they will do this year's competition. These can be found at <https://competitions.amt.edu.au/>

**VERY IMPORTANT:** Do NOT issue them with their usernames and passwords prior to the event. If they log in to the competition before the set time at your school, they will find themselves out of time on competition day and unable to sit the AMC.

They do not need to log in to use the practice sets.

If the students can do the practice sets without difficulty, then skip to the [Room requirements](#) section.

Make sure that student accounts on your system are allowed to use javascript.

Make sure all of your students can log in to their accounts and are not blocked by any school filters from using this address: <https://competitions.amt.edu.au>

Run a thorough test of each lab to be used for the competition, in case the computers have been set up with different permissions. If you are using iPads or other tablets also run a test on those.

Ask your IT Manager how many different student account types they have set up and test them all.

## Running a test

1. Log in to a computer with a student's school account. If your school has different permissions for different age groups then it is wise to use the most restricted student account for testing.
2. Open a browser and point it to <https://competitions.amt.edu.au>
3. Click on COMPETITIONS.
4. Click on one of the links to test.
5. Feel free to let your students try these themselves. They will not need to log in.

**VERY IMPORTANT:** Do NOT issue passwords to students until the lesson when they are doing the competition.

## Room requirements

The competition should be conducted in a quiet area under supervision. The following should be made available:

1. desks, chairs, and computers or tablets with internet access (one device per student, not mobile phone)
2. ample supply of pencils and scrap paper
3. pocket and scientific calculators are optional for the primary papers only
4. whiteboard or blackboard and a clock visible to all students (optional, but recommended).

## Selecting competition supervisors

An authorised supervisor may be a competition Coordinator, or any other staff member authorised to supervise the competition. Students are NOT permitted to supervise the AMC under any circumstance.

1. One supervisor per 40 or fewer students is required.
2. A supervisor must supervise students for the duration of the online competition to ensure 'fair play' by all the students.
3. Bring a mobile phone in case it is necessary to contact the AMT. While not essential, a computer may be useful.
4. Review [Instructions for supervisors](#) for guidelines on how a supervisor should conduct the competition. Photocopy, complete, and distribute this document to each supervisor.
5. It is strongly recommended that you meet with supervisors at least once before the competition to go over the entire competition process.





## **Scribble sheets**

Scribble sheets are diagrams and figures from the actual competition papers to assist students. They will be made available to Coordinators for download a few days prior to the competition under **Documents** on the registration website. Print these sheets (one set for each student in each division of the competition) and keep them in a secure place. Distribute them to supervisors to give to the students on the day of the competition.

## **After the competition**

After the competition, the AMT will send student results to the school email contact as well as a copy of the 2020 AMC solutions. Certificates for students will follow by mail.

## COORDINATOR CHECKLIST (ONLINE)

- Register for the competition.
- Identify supervisors for the competition. See [Selecting competition supervisors](#) for more information. For each supervisor, fill out and distribute a copy of [Instructions for supervisors](#) for their careful review.

Supervisor's name	Class	Location	Time

- Confirm compliance with system and room requirements in every room. See [Preparing for the competition](#) for more information.
- Meet with supervisors before the competition to go over the process.
- One week prior to the competition, display reminder notices advising students of the competition date and time and advising staff of supervisor arrangements.
- A few days before the competition, download, print and distribute scribble sheets to supervisors. See [Scribble sheets](#) for more information. Do not distribute to students until just prior to the competition.
- A few days before the competition, download, print and distribute student login details to supervisors. See [Student registration](#) for more information.

## INSTRUCTIONS FOR SUPERVISORS (ONLINE)

Competition URL: <https://competitions.amt.edu.au>

Supervisor's name

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Class

Location

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Time

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### Before the competition

Competition URL: <https://competitions.amt.edu.au>

1. Collect student usernames and passwords, one per student, from your competition Coordinator.
2. Collect scribble sheets, one per student (different for each division) from your competition Coordinator. Place them face down on each desk.
3. Ensure there is an adequate supply of spare pens or pencils and scrap paper.
4. Provide a safe place to store students' mobile phones.
5. Arrange the desks so that no student can see the computer screen of another student in the same division.
6. Write the competition URL on a whiteboard.

**Browser Requirements:** JavaScript must be enabled in your browser.

### Logging in and registering students

Before beginning, you should ensure that every student in the room is registered and ready to begin the competition.

1. Each student should have their browser open at the competition URL: <https://competitions.amt.edu.au>
2. Students should then login using their user name starting with 'amt' and the password provided.
3. Students will then be prompted to fill out their details including first name, last name and class (i.e. school year), birthdate and gender and click the Save button
4. If competing in a non-Australian jurisdiction, you will need to check the Australian school year equivalent form and note the school year/s applicable. Australian school year level equivalents can be found at <http://www.amt.edu.au/wp-content/uploads/2019/03/School-year-equivalents-AMC-and-AMC.pdf>
5. Once a student has logged in and registered, they should click on COMPETITIONS again and select the correct paper for their division and year, one of: Middle Primary (Year 3), Middle Primary (Year 4), Upper Primary (Year 5), Upper Primary (Year 6), Junior (Year 7), Junior (Year 8), Intermediate (Year 9), Intermediate (Year 10), Senior (Year 11), Senior (Year 12). Students should only click the Start button when the class is ready to begin.

## After students are registered and seated

1. Check that each student:
  - **has** a pen or pencil, scribble sheets and access to scrap paper
  - **has** the competition start page showing on their computer and no other tabs or windows are open
  - **does not have** a mobile phone at their desk
  - **has not** brought aids other than pocket and scientific calculators (primary only) and language dictionaries (check dictionaries for loose pages or insertions).
2. Read out the following instructions and ensure that students understand them:
  - There are 30 questions. Questions 1–10 are 3 points each, questions 11–20 are worth 4 points and 21 to 25 are worth 5 points. Questions 26 to 30 are worth 6, 7, 8, 9, and 10 points respectively.
  - The first 25 questions are multiple choice with 5 choices. The last 5 questions require an integer answer from 0–999.
  - You may have the competition window **ONLY** open on your device; you may use pocket and scientific calculators (primary only).
  - Use the scribble sheets supplied to assist in questions with diagrams.
  - You can skip questions and return to earlier questions using the menu provided.
  - You have 60 minutes (primary papers) or 75 minutes (secondary papers) to complete the competition.
  - Press **Start** when ready. The timer starts automatically once you do.

## During the competition

1. Please ensure that examination conditions are maintained. Supervisors will need to be vigilant that students are not accessing any windows other than the competition site. Record and report any breach of regulations to the AMT office.
2. If any student experiences a serious computer malfunction, move the student to another computer where they can log in again and continue. Note: the timer will continue to count down during the move.
3. If a student wishes to leave the room, a supervisor must accompany the student; otherwise the student will not be re-admitted.
4. If conducting multiple sessions at different times, please collect all scribble sheets immediately after each session to minimise sharing of questions.
5. Ensure no student leaves the competition area until the last student has finished.

## Finishing the competition

1. The competition will finish automatically when time has elapsed. A student can also click on “End competition”.
2. Please collect all scribble sheets from students. If students would like them back, please instruct them to write their name on the sheet in the space provided. These can be handed back after 10 September.

## INSTRUCTIONS FOR STUDENTS (ONLINE)

Class

Location

Time

### Sitting the competition

- No student may sit more than one division of the competition.
- Do not start the AMC competition until told to do so.
- Maintain silence at all times.
- Do not bring mobile phones into the room.
- You may NOT borrow equipment without a supervisor's permission.
- You are allowed 60 minutes working time for primary papers and 75 minutes working time for secondary papers.
- This is a competition not a test; do not expect to answer all questions.
- Diagrams are NOT drawn to scale. They are intended only as aids.
- The questions have been thoroughly checked. Each question stands as written. No further explanation of questions can be provided.
- You must not leave your seat. If you have any other questions or problems, please raise your hand and wait for a supervisor. If you wish to leave the room a supervisor must accompany you.
- To ensure the integrity of the AMC and to identify outstanding students, the AMT reserves the right to re-examine students before deciding whether to grant official status to their score.

### Scoring system

- There are 30 questions. Questions 1–10 are 3 points each, questions 11–20 are 4 points each and 21–25 are 5 points each. Questions 26–30 are worth 6, 7, 8, 9, and 10 points respectively.
- The first 25 questions are multiple choice with 5 choices. The last 5 questions require an integer answer from 0–999.
- Penalties do not apply for incorrect answers.

### Equipment

- Primary students may use any teaching aids normally available in the classroom, such as MAB blocks, currency, pocket and scientific calculators etc. and printed language dictionaries. Teachers may explain the meaning of words.
- Secondary students may not use calculators or other calculating aids. Printed language dictionaries are allowed.