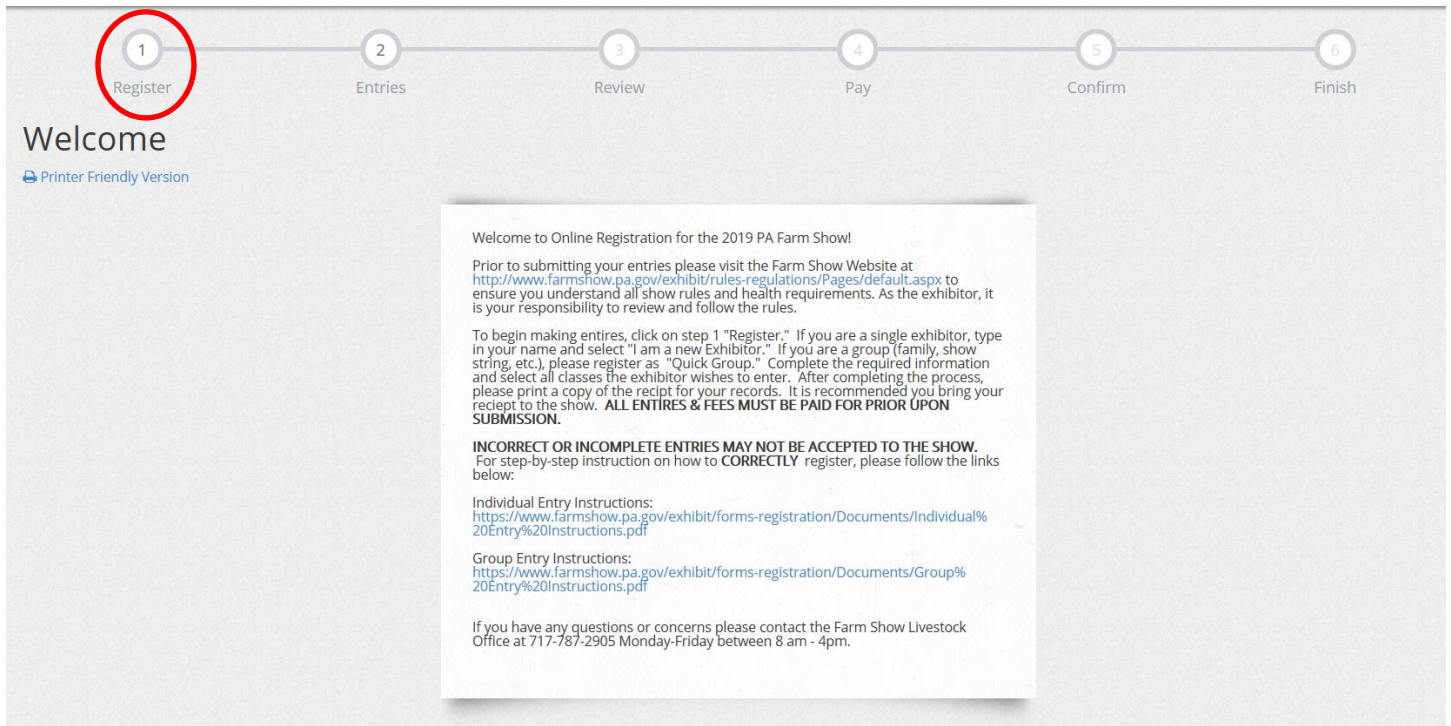


INDIVIDUAL REGISTRATION INSTRUCTIONS

Welcome to the 2019 PA Farm Show – Family Living, Commodity, and Square Dance Online Entry Website. To ensure your entries are complete and accurate, thus facilitating check-in, please read and follow the directions below. **These directions are for Individuals.** If you have any questions or need additional help, please contact the Livestock Department at 717-787-2905. **If you exit ShoWorks without submitting any entries the system will not recognize you as an exhibitor and your cart will not be saved.**

Upon entering the 2019 PA Farm Show – Family Living/Commodity/Square Dance Online Entry Website you should be directed to a page like the one below. From here, please click step 1 “Register” found in the top left corner of the page to be redirected to the correct page.



Once you are redirected to a new screen, enter your first and last name, check the circle stating “I am a new exhibitor or have yet to register this year”, and click “Continue” **DATA FROM OTHER SHOWS HAS NOT BEEN CARRIED OVER.**

The screenshot shows a registration form with a progress bar at the top with four steps: 1. Register, 2. Entries, 3. Items, and 4. Review. Step 1 is highlighted. The form is titled "Registration" and includes a "Tip" section: "Are you a family or group with multiple exhibitors? Sign in as a Quick Group to submit entries for multiple family members or a group of exhibitors." Below the tip, there is a radio button labeled "NO" with the text "I am not a Team or Company". The form has two text input fields: "First Name" with the value "John" and "Last Name" with the value "Doe". At the bottom, there are two radio buttons: "I am a new exhibitor or have yet to register this year" (which is selected and indicated by a red arrow) and "I have previously registered this year". A blue "Continue" button with a right-pointing arrow is at the bottom right.

On the next screen, you will be prompted to enter additional information including address, email, phone number, and to create a password for your account. **The address listed here will be the address where ALL correspondence and premiums checks are mailed.** After you have entered all the required information and verified it for accuracy you can begin to make entries. **WRITE DOWN YOUR PASSWORD SO YOU DO NOT FORGET IT.**

From this page, you can now select which “Department” and “Division” you want to enter. Departments include “Mushrooms”, “Fruit”, “Family Living”, “Corn”, etc. while Division represents specific sections within the Department. An entry will **ONLY** be made in the Department and Division you select.

Entries

Department

Division

Once you select the Department and Division the website will repopulate with a list of classes in the division. To enter a class, click the circle next to the class. **Multiple classes in a division can be entered at one time.** Once all classes in a division are checked click “Add Entry to Cart” at the bottom of the page.

* required

Department

Division

Class *

- 005 : 10 ear open pollinated or hybrid dent red
- 006 : 10 ear open pollinated or hybrid dent white
- 007 : 10 ear open pollinated large Indian ornamental
- 008 : 10 ear open pollinated mini Indian ornamental
- 009 : 10 ear popcorn, white
- 010 : 10 ear popcorn, yellow
- 011 : 10 ear popcorn, strawberry

The website will redirect you to another page where you can see the entries in your cart. **CHECK YOUR CART AFTER EACH ENTRY IS MADE TO CONFIRM IT HAS BEEN ADDED.**

Save Edit

Your Entry Cart

CURRENT EXHIBIT...
C3. Statewide \$2.00
C3. Statewide \$2.00
C3. Statewide \$2.00
TOTAL \$6.00

ShoWorks™
software and technology for fairs

1 Register 2 Entries 3 Review 4 Pay

ENTRIES

✓ 3 entries added
3 'C3. Statewide' entries have been added to your cart. You may 'continue' to the next section at this time or select another Division to add more entries

Department

If you want to add entries from a different department click the “Add Different Entry” Icon and continue to repeat the steps above, moving from between Departments and Divisions entering classes as you wish. **Remember to check your cart each time entries are made to ensure nothing is missed.**

Save Edit

1 Register 2 Entries 3 Review 4 Pay

Your Entry Cart

CURRENT EXHIBIT...:

C3. Statewide	\$2.00
C3. Statewide	\$2.00
C3. Statewide	\$2.00
H&S4. Straw	\$2.00
H&S4. Straw	\$2.00
F07. Overwrap ...	\$2.00
F07. Overwrap ...	\$2.00
F07. Overwrap ...	\$2.00
F07. Overwrap ...	\$2.00
F07. Overwrap ...	\$2.00
F07. Overwrap ...	\$2.00
TOTAL	\$20.00

Entries

✓ 5 entries added

5 'F07. Overwrap Tray' entries have been added to your cart. You may 'continue' to the next section at this time or select another Division to add

Department -- Choose a Department --

+ Add different Entry + Add similar Entry Continue →

After making all your entries, click the “Continue” button. You will be redirected to a page which allows you to review your entry for accuracy. Clicking the “pencil” icon next to an entry allows you to go back to that entry and make any necessary edits while clicking the “x” icon will remove the entry from your cart. **PLEASE TAKE THE TIME TO REVIEW ALL INFORMATION IS ACCURATE AS INCORRECT OR INCOMPLETE ENTRIES MAY NOT BE ACCEPTED TO THE SHOW.** Once you have confirmed all information is correct click “Check-out” and proceed as the site directs you.

⚠ You are not finished yet! You will still need to confirm in the upcoming steps.

Item	Description	Amount	Edit	Remove
John Doe's items:				
C3. Statewide	Class: 008 - 10 ear open pollinated mini Indian ornamental	\$2.00		
C3. Statewide	Class: 009 - 10 ear popcorn, white	\$2.00		
C3. Statewide	Class: 010 - 10 ear popcorn, yellow	\$2.00		
H&S4. Straw	Class: 067 - Oat Straw	\$2.00		
H&S4. Straw	Class: 068 - Rye Straw	\$2.00		
F07. Overwrap Tray	Class: 1704 - Overwrap Tray - Delicious	\$2.00		
F07. Overwrap Tray	Class: 1706 - Overwrap Tray - Fuji	\$2.00		
F07. Overwrap Tray	Class: 1707 - Overwrap Tray - Gala	\$2.00		
F07. Overwrap Tray	Class: 1720 - Overwrap Tray - Stayman	\$2.00		
F07. Overwrap Tray	Class: 1801 - Overwrap Tray - Green/Yellow not listed	\$2.00		
Total for John Doe with 10 entries		\$20.00		
10 TOTAL ITEMS IN CART:		\$20.00		
PAYMENTS:		-\$0.00		
BALANCE DUE:		\$20.00		

+ Add more Entries for John Doe Empty Cart Save this cart for later Check-out →

A receipt should be emailed to you. Print it for your records and bring with you to check-in. If you misplace your receipt, you can always log back into your account. In the upper right hand corner of the page, select “Show Past Transactions” to get a full report.

If you have any questions or need additional help, please contact the Livestock Department at 717-787-2905.