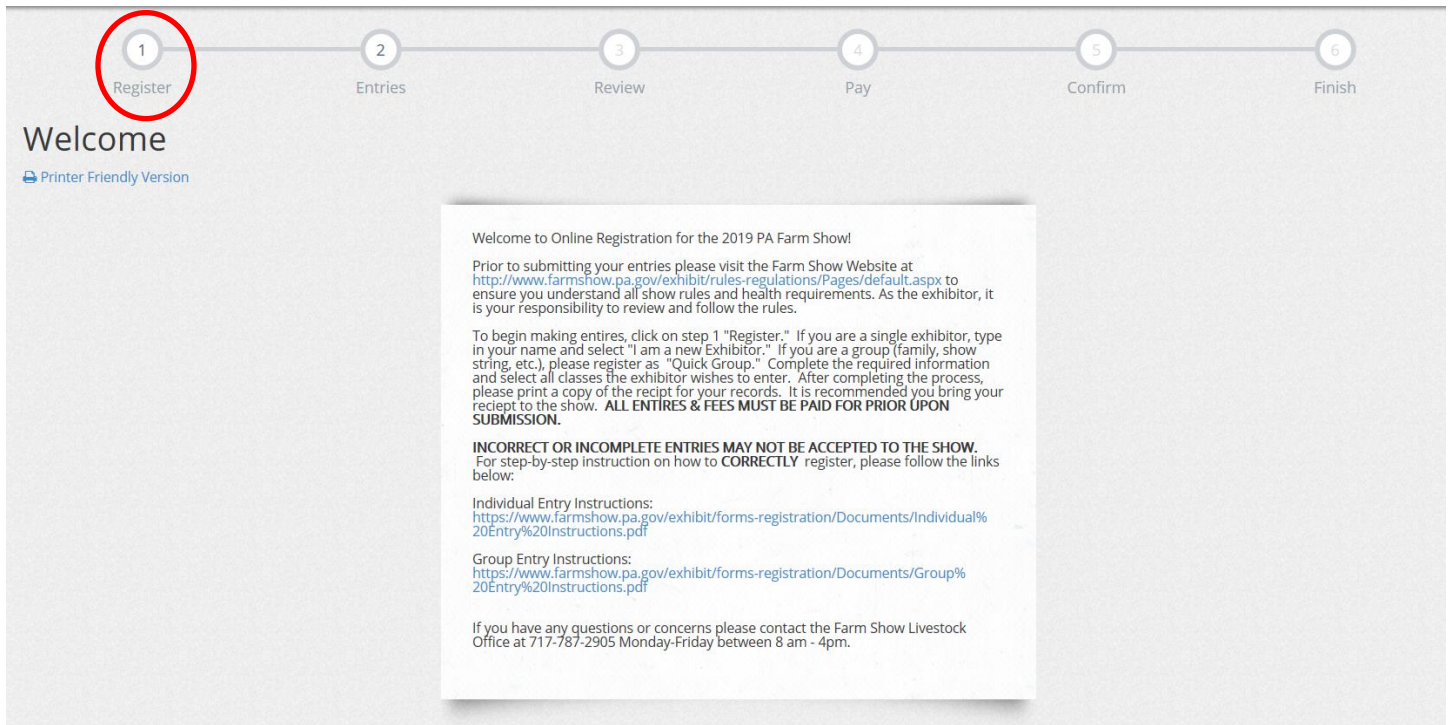


INDIVIDUAL REGISTRATION INSTRUCTIONS

Welcome to the 2019 PA Farm Show - Livestock 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 ShowWorks 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 - Livestock 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.**

1 Register 2 Entries 3 Items 4 Review

Registration

Tip:
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.

YES NO I am not a Team or Company

First Name

Last Name

I am a new exhibitor or have yet to register this year
 I have previously registered this year

Continue →

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 “Draft Horses”, “Sheep”, “Swine”, etc. while Division represents the Open and Jr. Breeds within the species. An entry will **ONLY** be made in the Department and Division you select.

Register Entries Items Review Confirm

Entries

Department

Division

Once you select the Department and Division the website will automatically redirect you. Complete all the necessary information. **PLEASE BE ACCURATE AND BE SURE THE ANIMAL BIRTHDAY CORRESPONDS WITH THE CLASS ENTERED.** Once all the information is entered click “Add 1 Entry to Cart” at the bottom of the page.

Sire Registration ID *

Dam Name *

Dam Registration ID *

Bred and Owned NO

Owner *

Breeder *

Tattoo

Electronic ID *

Add 1 Entry to Cart + -

IF TEXT OR NUMBER FIELDS ARE REQUIRED BUT DO NOT PERTAIN TO THE CLASS BEING ENTERED (REGISTRATION ID FOR A GROUP CLASS) PLACE “N/A” IN THE FIELD AND MOVE ON. IF A BIRTHDATE FIELD IS REQUIRED BUT DOES NOT PERTAIN TO THE CLASS BEING ENTERED (GROUP CLASSES) PLACE 1/1/1901 IN THE FIELD AND MOVE ON.

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

JOHN DOE:
BC03. Hereford... \$20.00
1 Items \$20.00
TOTAL \$20.00

ShoWorks™
software and technology for fairs

Register Entries Items Review

Entries

✓ 1 entry added
One 'BC03. Hereford Open' entry has been added to your cart. You may 'continue' to the next section at this time or select another Division to

Department -- Choose a Department --

+ Add different Entry Add similar Entry Continue →

From this screen, you have a lot of options to make additional entries **QUICKLY AND EASILY.**

One option is to **ADD SIMILAR ENTRY.** This is ideal when you just made an entry in the Open Show and now you want to enter the **same animal** in the Jr. Show. Clicking here will redirect you to the entry page again. By simply changing the Division and Class and then clicking “Auto fill from last entry” all the information **FROM THE LAST ENTRY MADE** will be auto-filled into the new entry. Confirm all the information is correct and add the entry to you cart.

Auto-fill from last entry

* required

Department Department 05- Beef Cattle

Division BC12. Hereford Junior

Class *

Gender *
 Male
 Female
 Castrated

Animal Birth Date * 1/1/2017

You have seen the screen you are redirected to before (**NOTE MY NEW ENTRY IN THE CART**). From here, you can “Add different entry”. Follow this step when you are entering a different animal and begin as before. Continue to repeat these steps until all entries are made. **If you exit ShoWorks without submitting any entries the system will not recognize you as an exhibitor and your cart will not be saved.**

Save Edit

Your Entry Cart

JOHN DOE:
BC03. Hereford... \$20.00
BC12. Hereford... \$0.00
2 Items \$20.00
TOTAL \$20.00

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software and technology for fairs

Register Entries Items Review

Entries

✓ 1 entry added
One 'BC12. Hereford Junior' entry has been added to your cart. You may 'continue' to the next section at this time or select another Division

Department -- Choose a Department --

+ Add different Entry Add similar Entry Continue

After making all your entries, it is time to review your entries for accuracy. Click the “Continue” button. This will redirect you to the “Items” page where you can add items such as fitting chutes and horse or alpaca fees. Once all extra items have been added to your account 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.

BC12. Hereford Junior Class: 6115 - Jr. Heifer Calves (Jan. - Feb., 2017) \$0.00

Gender: Female
Birth Date: 1/1/2017
Tag ID: 8400000000000000
Animal Name: cOW
Registration ID: 111
Sire Name: Bull
Sire Registration ID: 222
Dam Name: Cow
Dam Registration ID: 3333
RFID Number: 840
Breeder: Me

Total for John Doe with 2 entries	\$20.00
2 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.