Attn: Teachers

Welcome to ==ShoWorks==, our online entry program. All entries are to be submitted online www.agfair.org

**\*Before you begin**, is this your first time entering our fair?  If yes, please email our office daa48th@aol.com with:
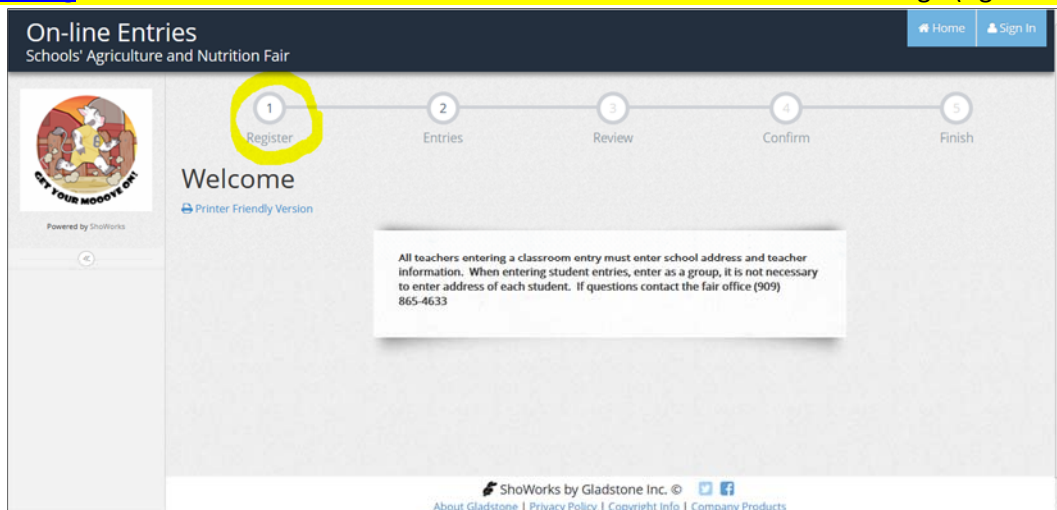- Name
- School
- School address
- Email
- Cell and/or school phone

Our office will prepare your "setup" for online entering. We will notify you when this is completed (2-3 days).

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**To Enter the Fair Online using ShoWorks**:

==Go to www.agfair.org and click on "2020 Online Entries Click Here" beneath the 2020 Fair Logo (right side of homepage)==



1. **Register**: Create a new account (click on #1 at top of page)



- Ignore "I am not a Team or Company" -- Leave as "no"
- **IMPORTANT**: for INDIVIDUAL STUDENT entries, fill out the student's name.
    - ==STUDENT NAME==: for ==all== individual projects; use TEACHER NAME for classroom/group projects involving more than one student.
    - Student's/teacher's name to be filled in on the "Login" page
- Click "I am a new exhibitor or have yet to register this year" (for 2020 fair)
- Click "Continue"

- Fill out required fields (blue asterisk*)
- Create a password for yourself (you can use the same password for all your students/accounts, if desired).
- School: Choose your school, with your name, from the drop list
  - If your school is not listed, contact the 48th office before continuing for "setup" to enter
  - Do not enter under another teacher's name
  - The next page will allow you to review your login information. When you are finished, click "continue".

2. **Entries**:



**Department** – Choose "All Departments"
**Division** – Choose the Division for your entry (i.e. sawhorse)
**Class** – Choose from the list
**Club** (ignore this Line)

- When you are done with your first item, click "Add to Entry Cart"
- Follow on-screen instructions to add additional entries

**Review**:



When done with your entries, click "Continue"
- Review your Cart (Review)
- If all items are correct, click "check-out"
- "I Agree" field, type in "yes," then click SUBMIT

- Print out your receipt
- Be sure the box to "email the receipt" is checked (if you do not receive your receipt, check your "spam" folder – Subject line of email will read "ShoWorks Online Entries Receipt")
- **IMPORTANT**: Bring your entry form receipt with you when you bring your projects to Take-In.

Call 48th DAA office at 909-865-4633 or email daa48th@aol.com if you have questions; we want to help you submit your entries.