

Attn: Teachers

Welcome to **ShoWorks**, our online entry program. All entries are to be submitted online [www.agfair.org](http://www.agfair.org)

**\*Before you begin**, is this your first time entering our fair? If yes, please email our office [daa48th@aol.com](mailto:daa48th@aol.com) with:

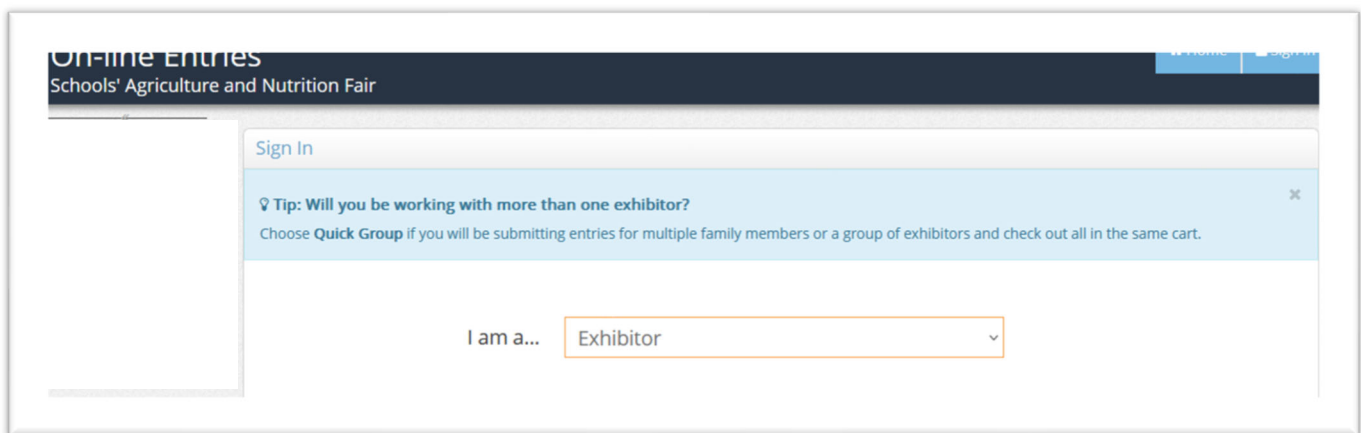
- Name
- School
- School address
- Email
- Cell and/or school phone

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

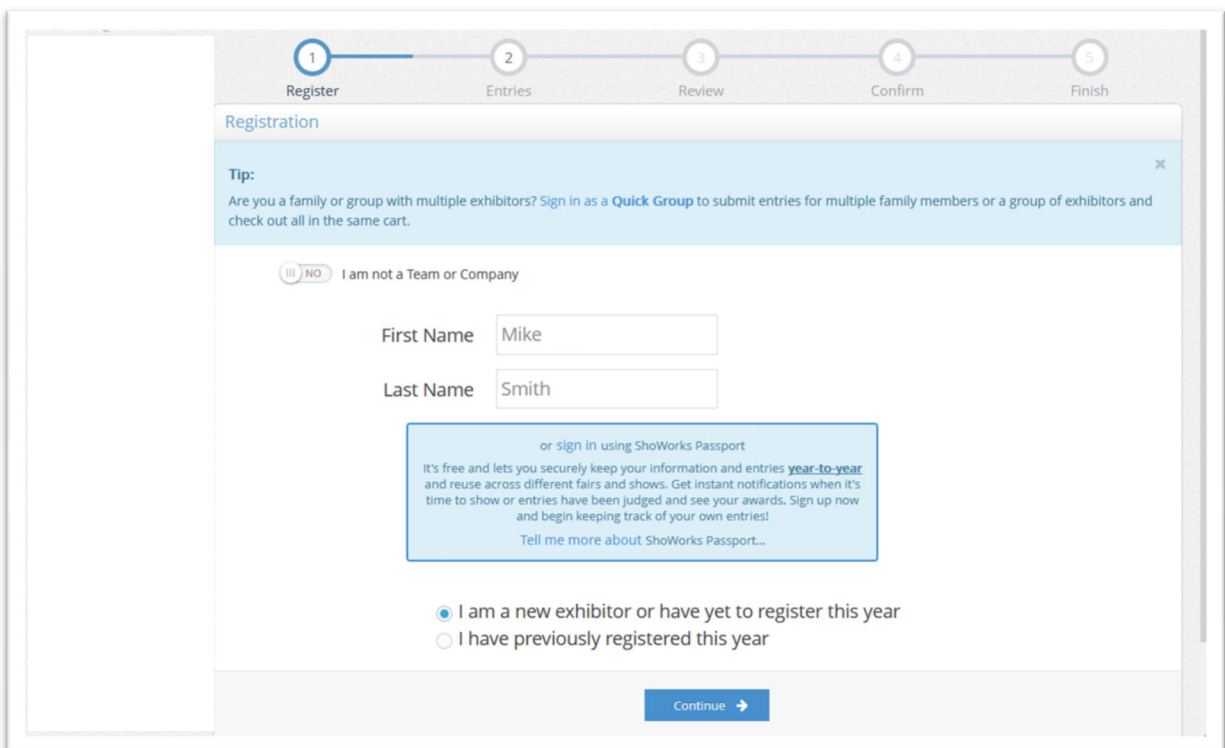
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**To Enter the Fair Online using ShoWorks:**

Go to [www.agfair.org](http://www.agfair.org) and click on “Click Here to Enter Online” beneath the **2024 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 2024 fair)
- Click "Continue"

The screenshot shows a registration form titled "Registration" with a progress bar at the top indicating five steps: 1. Register (active), 2. Entries, 3. Review, 4. Confirm, and 5. Finish. The form is titled "Exhibitor Information" and includes a note: "Please provide the following information and click the **Continue** button at the bottom. Information submitted may not be reflected in the local office for a delayed period of time." The form fields are as follows:

- First Name: Mike
- Last Name: Smith
- Password: [masked with dots]
- Re-type Password: [masked with dots] (A red error message "Passwords don't match" is displayed next to this field.)
- Address: [empty text box]
- Address2: [empty text box]
- City: [empty text box]
- State/Prov: CA
- Postal Code: 91750-8370
- Phone Number: (909) 865-4633
- e-mail: smith@noemail.com
- Re-type e-mail: smith@noemail.com
- School: -- Choose a School -- (dropdown menu)
- Grade: [empty text box]

A blue "Continue" button with a right arrow is located at the bottom right of the form.

- Fill out required fields (blue asterisk\*)
- Create a password for yourself (you can use the same password for all your students/accounts, if desired).
  - Create a new password for this fair; no need to try and remember your password from last year!
- School: Choose your school, with your name, from the drop list
  - If your school is not listed, contact the 48<sup>th</sup> office before continuing for "setup" to enter
  - **Do not enter under another teacher or school name**
  - The next page will allow you to review your login information. When you are finished, click "continue".

## 2. Entries:

Register Entries Review Confirm Finish

Auto-fill from previous...

\* required

Department All Departments

Division Crafts Grade 5-6

Class \* A : Build an Insect

Description

Club -- Choose a Club --

Add 1 Entry to Cart + -

**Department** – Choose "All Departments"

**Division** – Choose the Division for your entry (i.e. Crafts)

**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:

Register Entries Review Confirm Finish

Review of Cart

Continue to Check-out

The following is a list of items in your cart. To remove an item, click the ✖ button next to the item that you want to remove. To edit an item, click the ✎ button.

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

Item	Description	Amount	Edit	Remove
items:				
Crafts Grade 5-6	Class: A - Build an Insect	\$0.00	✎	✖
Total for items with 1 entries		\$0.00		
1 TOTAL ITEMS IN CART:		\$0.00		
PAYMENTS:		-\$0.00		
BALANCE DUE:		\$0.00		

+ Add more Entries for Patty Anis Empty Cart Save this cart for later Check-out →

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

✓ Register — ✓ Entries — ✓ Review — 4 Confirm — 5 Finish

## Confirm

**Do you agree to the following?**

Below are items which are about to be entered.

⚠ You have one more step remaining. Your items will NOT be added until you type 'YES' in the box below and click 'Submit'.

Item	Description	Amount
items:		
Crafts Grade 5-6	Class: A - Build an Insect	\$0.00
<b>Total for Patty Anis with 1 entries</b>		<b>\$0.00</b>
<b>1 TOTAL ITEMS IN CART:</b>		<b>\$0.00</b>
<b>PAYMENTS:</b>		<b>-\$0.00</b>
<b>BALANCE DUE:</b>		<b>\$0.00</b>

✍ Signature

On-line submission of data requires that you agree and will abide with the terms as defined in the published rules and regulations. For a copy of these rules and regulations, please contact the fair office.

✓ Submit

YES I agree to the above statement (type 'YES' if you agree)

By typing 'YES' you agree and are bound by the above statement. This action serves as your signature.

- 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:** Keep your entry form receipt with you.

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