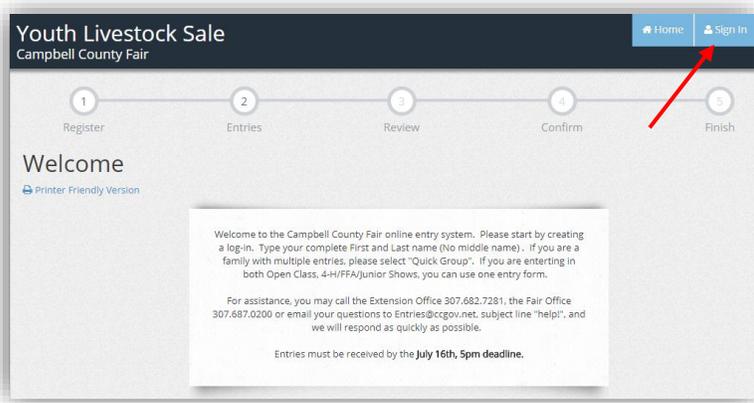
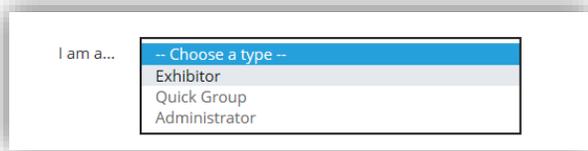


Campbell County Fair - ShoWorks Entry Process



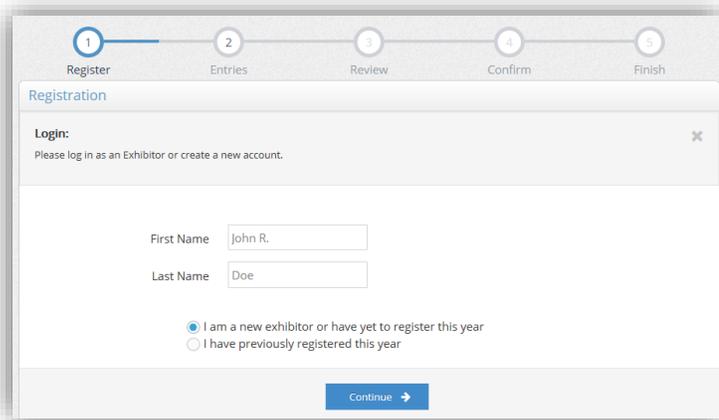
1. To enter exhibits in the Campbell County Fair first go to <https://www.ccgov.net/1536/Youth-Information-Page> or <https://www.ccgov.net/262/4-H-Forms-Registrations> and click on the Enter Here.

2. Select the Sign In icon on the upper right hand side of the screen.



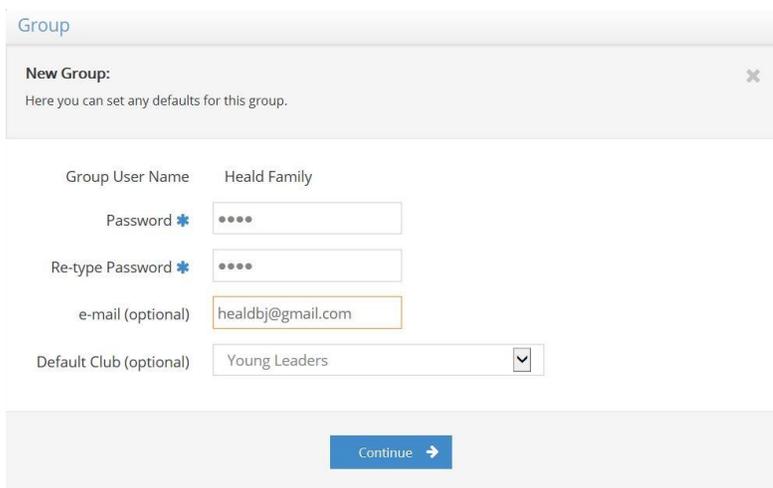
3. Once you have selected Sign In, select “Choose a Type” from the drop down menu. This allows you to select the type of exhibitor.

4. Select “Exhibitor” for an individual.



5. Proceed to fill out the LEGAL first, and last name of the person entering an exhibit.

6. Select “I am a new exhibitor.” Even if you have participated in fair in previous years you are still considered a new exhibitor if you have not used ShoWorks for the Campbell County Fair before.



If you would like to enter an entire family or group, select Quick Group and that will allow you to do all the entries for your family under one account.

Type in group user name. Choose a password, retype the password. Put in a valid email so that your receipt will be sent to you. And select the club to start with (You can do 4-H and FFA entries under Quick Group, just make sure for each individual exhibit you have the right club selected.)

7. Create a password. You may log-in numerous times by using your first name, last name, and password.

8. Complete form. All fields with asterisk are required to move on.

9. Select continue once all the fields are filled out.

10. Registration Confirmation, make sure the information is correct and select “Continue”

11. To make an entry, choose the department in which you want to exhibit.

12. Choose a division you are entering from the drop down list.

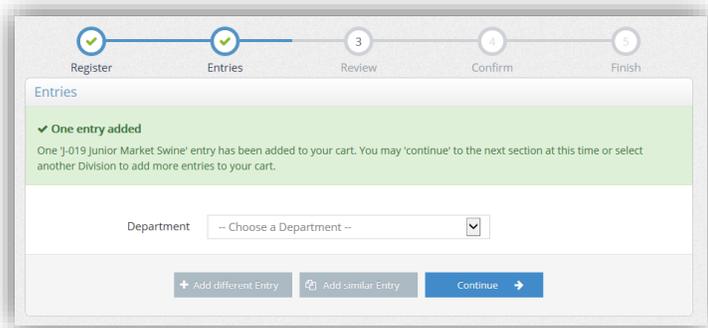
13. Choose the class you are entering from the drop down list.

14. Choose the club you are entering for. You will have to do this for each entry.

15. If you are exhibiting in both FFA and 4H you can enter both under the same profile.

16. If exhibiting a market animal you will need to enter the tag# for each entry.

17. After selecting, the department, division, and class, select “Add Entry to Cart”



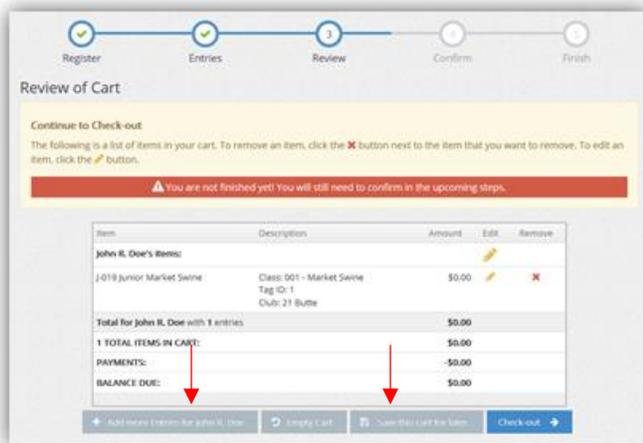
“Add a different entry” will take you back to choose your department

“Add similar entry” will take you to enter in additional classes under the same Department and Division you just entered in.

Remember if you are wanting to show multiples in the same class, you must enter them in the multiple times. Ex. If you plan to show 5 photography exhibits, you must enter 5 times.

18. “Continue” when you are finished with your entries.

DO NOT SIGN OUT AT THIS POINT, OR YOUR ENTRIES WILL NOT BE SAVED.

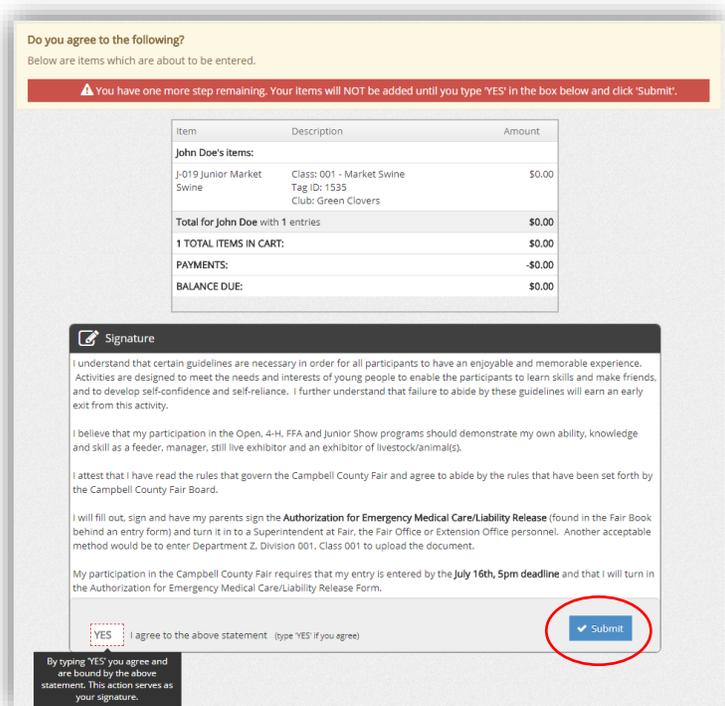


19. **Review your cart!**

You can still select, “Add More Entries” if anything is missing.

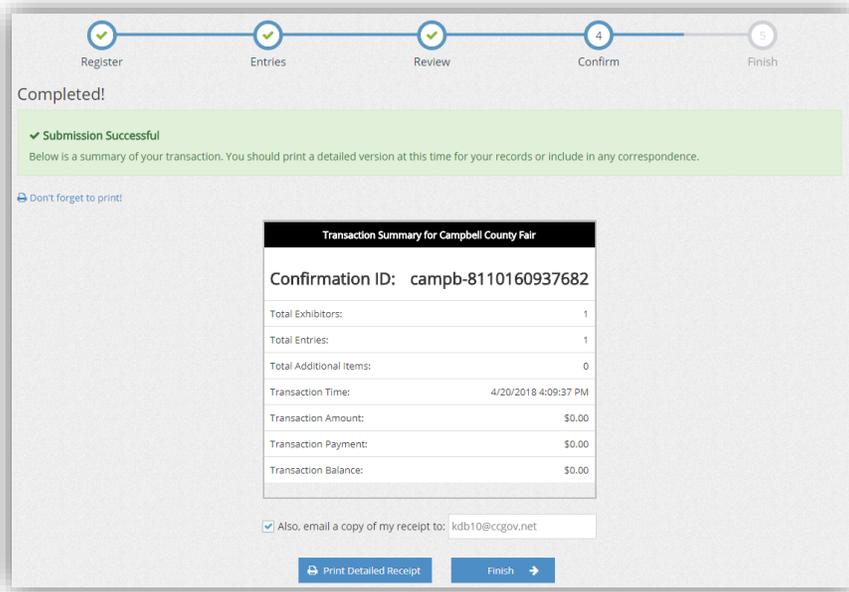
“Save this cart for later” will only save the entries. This does not mean that you have submitted them to the fair. If you log out without saving your cart, your entries **WILL NOT BE SAVED!**

You can come back in and add more entries after you have checked out.



20. You must agree that you will abide by the rules and regulations in the Campbell County Fair book.

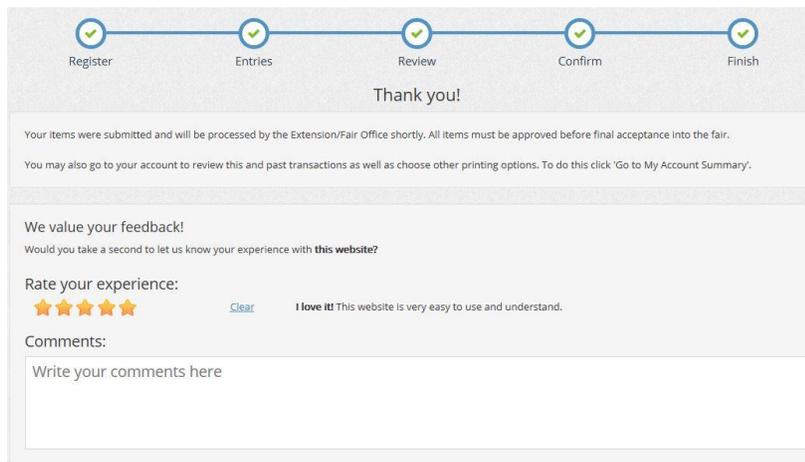
21. Please review it carefully before submitting your entry. Please note if you don't click the “submit” button your entries will be saved, but not submitted to the fair office. **You MUST click the “submit” button in order for your entry to be sent to the fair's database.**



22. Your entry is completed and will be automatically sent to the fair office. You will receive a confirmation email, please keep this for your records.

23. You can Print Detailed Receipt here. After clicking, a pop-up window will come open to display the receipt.

24. Click Finish



If at any time you need assistance you may call the Extension Office at 307.682.7281 or the Fair Office at 307-687-0200 or email your questions to entries@ccgov.net, subject line “Online Entry Help” and we will respond as quickly as possible.

