

**Log on to ShoWorks at: <https://conversecofair.fairwire.com>**

**Entries May 30th - June 17<sup>th</sup> 2025 @4pm**

### **Tips for using ShoWorks on-line fair entries**

Using ShoWorks and entering your information for Fair is much like shopping on-line. Find the classes you want to enter, add the classes to the cart, review your entries, approve your entries and check out. You may enter as many entries as you like and add them to your cart. You can review your entries, edit entries or save the entries in your shopping cart for later. If you have saved your entries, you can log out of your account and finish later. You may also checkout of the session you are in and return later to add more entries.

### **Instructions**

1. **BE SURE to remember your PASSWORD!** You will need your password each time you log into ShoWorks.
2. Two Ways to Create an account in ShoWorks
  - a. Register as an exhibitor, you will have your own individual account with a password OR
  - b. Families can enter as a "Quick Group". By doing this you do not have to create a separate account for each family member & can use the same password for each exhibitor in a family. To create a Quick Group, click on the "log in" button in the right-hand corner of the page and select "Quick Group". You can submit entries for multiple family members and check them all out.
3. **If you are both a 4-H & FFA member, you will only need to create one account.** There is a drop-down menu when you are creating your entry that lets you designate if your project is 4-H or FFA. You will also need to designate your 4-H club or FFA chapter.

### **LIVESTOCK EXHIBITORS: Things you need to know when creating entries**

1. Animals ear tag # and weather it was tagged 4-H or FFA
2. Animals date of birth (breeding animals)
3. Animals scrapie tag #
4. **ENTER SHOWMANSHIP**
  - a. Showmanship is required if you are selling in the Converse County Market Sale, please don't miss entering showmanship.
  - b. Enter Showmanship only 1 time for each animal. If your animal is tagged 4-H then you will add an entry for 4-H showmanship, if your animal is tagged FFA then you will add an entry for FFA Showmanship.
5. **Showmanship classes are now listed under your division (example) Market Beef Division- You will sign up for your Market Class and your Showmanship Class under the same Division.**

### **STATIC EXHIBITORS (non-animal)**

1. Static exhibits should be entered individually (example) you have 6 photos you want judged individually than you will have 6 entries.

### **MOST IMPOTANT**

1. **Entry Deadline is Tuesday, June 17<sup>th</sup>, 2025 @ 4pm NO LATE entries will be taken!!!!!!!!!!!!**
2. **Be sure to submit all saved entries** in your shopping cart, any saved items that are not submitted will not be accepted.
  - a. If you begin entering items and want to finish your entries later, be sure to save those entries in your cart before you log out of your account. If you don't save your cart, the entries will no longer be there.
3. **PRINT YOUR RECEIPT** as proof that you completed the checkout process. This is the best way to keep track of what you have entered and the only way to verify your entries if there was an issue to arise.
4. **MAKE SURE YOU RECEIVE A CONFIRMATION EMAIL** of the entries you have made. If you do not receive a confirmation email then that means your submission may not have gone through and that you are not registered.

**If you have any questions or concerns, please contact Kelsey Stephens the Converse County Fair Office 307-359-0349**