May 2, 2024

Dear 4-H Members and Families,

All 4-H members, including Mini 4-H members, need to enter all of their projects (animal and non-animal/static projects/events) into **FairEntry between May 16 and May 24, 2024** in order to participate in the Jennings County Fair. The information you put into FairEntry is used to create animal show bills, project check-in reports, record youth exhibit results and register eligible youth for State Fair Exhibit Hall Project entries.

## WHAT YOU NEED TO DO:

GO TO THIS WEBSITE: **https://jenningscounty.fairentry.com** and log in with your 4-H Online log-in information. You will then follow the step-by-step instructions found in this mailing to add your projects into FairEntry. Jennings County's FairEntry site will open at 12:00am on May 16, 2024. Every 4-H youth will pre-register each of their project exhibits on Fair Entry by 11:59pm on May 24, 2024 for all animal and non-animal projects.

## HELPFUL TIPS:

1) Do not use the Internet Explorer web browser. The two recommended browsers are either Firefox or Google Chrome.

2) You will pre-register each project one at a time. **Do not hit the submit button to submit project information until you are sure all is correct**; you will need to contact the office if you submit prior to finishing all your project additions. Think about each animal, showmanship, and static projects. Don't forget to include events like the tractor skills contests, rabbit ambassador, fashion revue, BBQ contest, etc.

3) Even if you are not sure which animal you are going to exhibit (especially for rabbits and poultry), please go ahead and select an animal or animals for each class. We can make changes at animal check-in.

4) When entering projects, members may be required to select their 4-H Club name for each project.

5) The project grade level is based on the grade the member was in as of January 1, 2024.

6) If you need assistance or want to use the tablets in the office to complete your FairEntry, please call the office and make an appointment to get help! Do not wait until the last day, May 24, to seek help with this process. Our office closes at 4:00pm so we can't guarantee help after 4:00 on the 24th.

If you have questions, please contact the Extension Office at 812-352-3033.

Rebekah Cartwright

4-H Youth Development Educator

# 4-H Online vs. FairEntry

When do we need to use them?
Why do we use them both?

## 4-H Online

### Who?

- Parents/ Families
- ALL 4-H Members
- ALL Program Volunteers
- Specialty Groups

### What?

- Animal Identification
- Selecting project areas to explore.
- 4-H Trips and other events
- 4-H Scholarships Application
- Club rosters for 4-H Leaders

## FairEntry

### Who?

- 4-H Fair Exhibitors
- Superintendents
- Fair Judges
- Check-in Volunteers
- Media Outlets for Fair Results

### What?

- Preparation for county fair
- County Fair Project Labels
- State Fair Qualifying Entries
- Livestock Show Bills
- Organization of Fair Results

## When?

From start to end of the program year: October through September.

## When?

Fair Season: Typically May through August

## Where?

https://v2.4honline.com/

## Where?

Direct link provided by county office
or
https://fairentry.com/Public/FindYourFair

## Why?

- To express interest in the 4-H Program
- Improved communication between County and State and 4-H Families

## Why?

- Prepare for county and state fair
- Get accurate numbers for project display purposes, and stall assignments

**PURDUE UNIVERSITY**® | Extension - 4-H Youth Development

# Fair Entry Departments and Divisions for 4-H Projects

4-H projects are listed as **Divisions** under different **Departments** in Fair Entry. Please use this sheet to help you find your correct Department, Division and Class for each project you want to exhibit at the fair.

## 2024 Jennings County Only Projects
**Divisions:**
4-H Achievement Book
Animal Poster Large Animal
Barbecue
Collections
Corn
Do Your Own Thing
Fashion Revue Frugal Fashion
Fashion Revue Quilting
Fashion Revue Sew-For-Fun
Fashion Revue Sewing Non-Wearable
Fashion Revue Sewing-Wearable (Junior Grades 3-7)
*Sewing grades 8-12 and consumer clothing will sign up for Fashion Revue under State projects*
Foods: Mix-it Up
Frugal Fashion
Hay and Forages
Microwave Cooking
Quilting
Recycling
Scrapbook
Sewing For Fun
Small Critters
Soybeans
Sports
Welding

## 2023 Mini 4-H Projects (non-livestock)
**Divisions:**
Mini Aerospace
Mini Crafts
Mini Do Your Own Thing
Mini Flowers
Mini Foods
Mini Forestry
Mini Model
Mini Pets
Mini Wildlife

## State Garden
**Divisions:**
Garden Education
Garden Collection
Herb
Potato
Single Vegetable
Tomato Plate

## State Projects
**Divisions:**
Aerospace
Arts & Crafts, General
Beekeeping
Cake Decorating
Cat Poster/Display
Child Development
Computer
Construction & Architectural Replica
Consumer Clothing
Creative Writing
Demonstration
Dog Poster/Display
Electric
Entomology
Fashion Revue, Consumer Clothing
Fashion Revue, Sewing
Fine Arts
Floriculture
Foods, Baked
Foods, Preserved
Forestry
Genealogy
Geology
Health
Home Environment
Informative 4-H Presentation
Lawn & Garden Tractor Safety Education (poster)
Llama/Alpaca Craft
Llama/Alpaca Poster/Display
Model Craft
Needle Craft
Photography
Poultry Poster/Display
Professional Persuasive Presentation
Public Speaking
Rabbit Ambassador
Rabbit Poster/Display
Sewing Construction, Non-wearable
Sewing Construction, Wearable
Shooting Sports Education
Small Engines
Soil and Water Science
Sport Fishing
Tractor Operator Skills (contest)

## State Projects continued:
Tractor Safety Education (poster)
Veterinary Science
Weather and Climate Science
Wildlife
Woodworking
Zero-turn Radius Mower Operator Skills (contest)
Zero-turn Radius Mower Safety Education (poster)

## Animal/Livestock Projects & Mini 4-H Showmanship:
Animal projects are listed under the species' name under "Department".

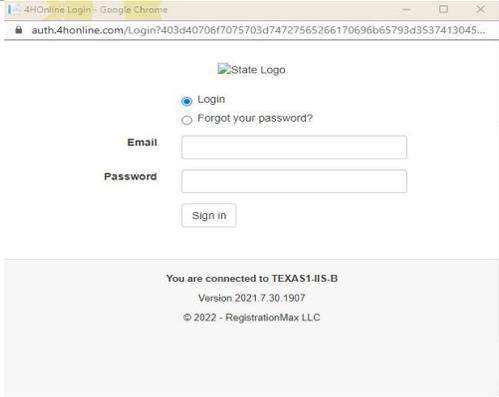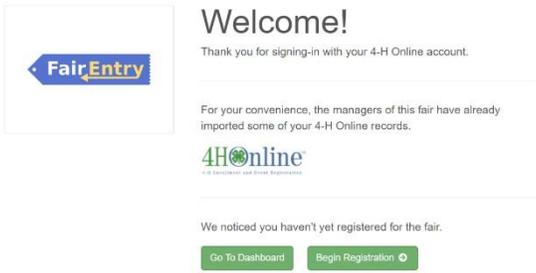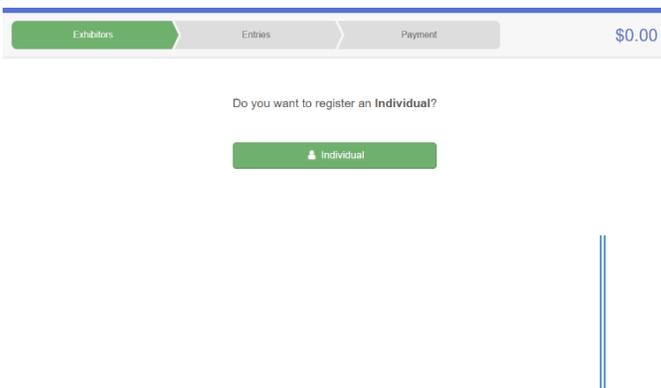Animal classes are usually in alphabetical order by the breed name followed by the class name.

Crossbred classes are always listed at the bottom of the list after all the breed classes.

<span style="color:red">*New this year* Rabbit Ambassador will be under State Projects</span>

**Mini 4-H Showmanship is listed under each animal species' showmanship classes.**
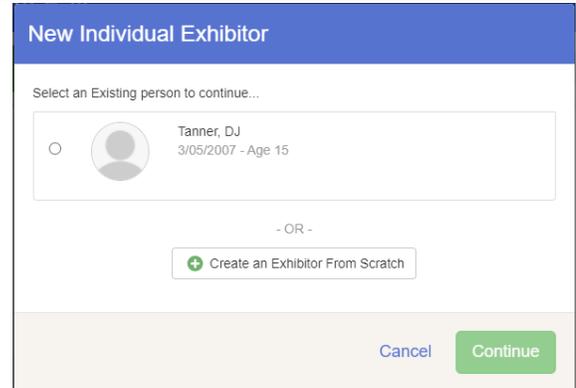
# PURDUE UNIVERSITY
Extension - 4-H Youth Development

| | |
|---|---|
| 1. Go to http://jenningscounty.fairentry.com<br>- Recommended browsers: Google Chrome or Mozilla Firefox. Older versions of Internet Explorer may cause unexpected results.<br>- Register all entries for each exhibitor in the family before proceeding to the Payment section.<br>- Be sure to click "submit" when you have completed your entries. Entries are not final until they have been submitted. | 4-H Exhibitor and 4-H Staff Sign-In<br><br>4-H Online<br>4-H ENROLLMENT AND EVENT REGISTRATION<br><br>Sign in with 4HOnline |
| 2. Select the "Sign in with your 4-H Online" option – the GREEN box | |
| 3. A separate box will pop up where you can enter the login email address and password from 4HOnline.<br><br>*(If you don't remember your password, you will need to select the "I forgot my password" option to get a temporary one emailed to you. If your email address has changed, log in using the old email address and change it in 4-H Online.)*<br><br>4. Click the "Sign in" box. | 4HOnline Login - Google Chrome<br>auth.4honline.com/Login?403d40706f7075703d74727565266170696b65793d3537413045...<br><br>State Logo<br>○ Login<br>○ Forgot your password?<br>Email<br>Password<br>Sign in<br><br>You are connected to TEXAS1-IIS-B<br>Version 2021.7.30.1907<br>© 2022 - RegistrationMax LLC |
| 5. This will take you to the Welcome screen, where you will need to select the green box to "Begin Registration." | Welcome!<br>Thank you for signing-in with your 4-H Online account.<br><br>FairEntry<br><br>For your convenience, the managers of this fair have already imported some of your 4-H Online records.<br><br>4HOnline<br><br>We noticed you haven't yet registered for the fair.<br><br>Go To Dashboard    Begin Registration ○ |
| SECTION 1 - EXHIBITORS TAB | |
| 6. Choose the register an exhibitor button and click the green "Individual" box. There is no payment necessary during this process. | Exhibitors    Entries    Payment    $0.00<br><br>Do you want to register an **Individual**?<br><br>& Individual |

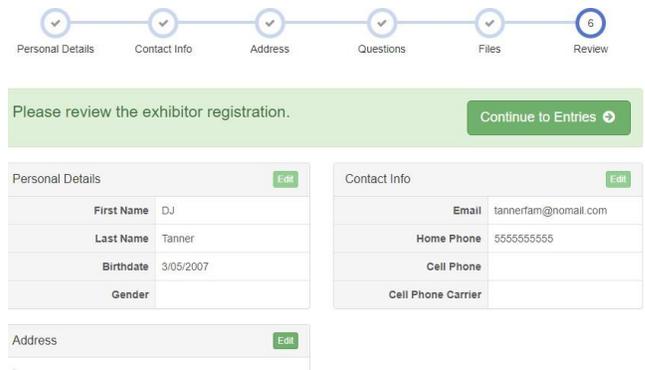| | |
|---|---|
| 7. Choose the dot next to the name of the 4-H'er you would like to register and then click the green "continue" box.<br><br>Please do not create any exhibitors from scratch, as you will not be able to add exhibits for the projects you are enrolled in. | **New Individual Exhibitor**<br><br>Select an Existing person to continue...<br>○  Tanner, DJ<br>    3/05/2007 - Age 15<br><br>- OR -<br><br>⊕ Create an Exhibitor From Scratch<br><br>Cancel   Continue |
| 8. Answer any required questions and review the exhibitor registration information.<br><br>9. Make any necessary corrections (using the edit boxes). Remember that any corrections made here DO NOT transfer back to your 4HOnline Account<br><br>10. If Additional questions are required by your county, complete the questions and then select the green "Continue" box<br><br>11. When you are taken back to the Exhibitor information page, click the green "Continue to Entries" button | Personal Details  Contact Info  Address  Questions  Files  Review(6)<br><br>Please review the exhibitor registration.   Continue to Entries ➡<br><br>**Personal Details**  Edit<br>First Name  DJ<br>Last Name  Tanner<br>Birthdate  3/05/2007<br>Gender<br><br>**Contact Info**  Edit<br>Email  tannerfam@nomail.com<br>Home Phone  5555555555<br>Cell Phone<br>Cell Phone Carrier<br><br>**Address**  Edit |
| **SECTION 2 - ENTRIES TAB** | |
| 12. Click the green "Add an Entry" box to the right of the exhibitor's name. | Tanner, DJ   ⊕ Add an Entry<br>0 Entries  4HOnline |
| 13. Click the green "Select" box next to the Department you would like to enter. Any departments that are not available for entry will be noted as "Not Available" with a short explanation. | **Choose Department and Division**<br><br>**County Only**  Select ➡<br>**Livestock Beef Cattle**  Select ➡<br>**Livestock Boer Goats**  Select ➡<br>**Livestock Cat**  Select ➡<br>**Livestock Dairy Cattle**  Select ➡ |
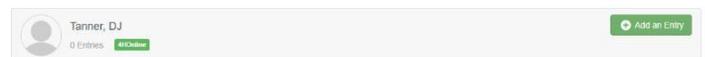
14. Click the green "Select" box next to the Division you would like to enter.

| Department | State Projects | Change |
|---|---|---|
| 110: Aerospace (AE) | | Select ➡ |
| 120: Arts and Crafts, General (CR) | | Select ➡ |
| 125: ATV Safety Education (AS) | | Select ➡ |
| 130: Beekeeping (BK) | | Select ➡ |

15. Click the green "Select" box next to the Class you would like to enter
    (Check the <mark>2024 Jennings County 4-H Handbook</mark> for exhibition descriptions, requirements, and rules)

**Starting an Entry**

| Department | State Projects | Change |
|---|---|---|
| Division | 160: Child Development (CD) | Change |

ℹ Select a Class to continue

| | |
|---|---|
| 16011: Level A (CD) | Select ➡ |
| 16021: Level B (CD) | Select ➡ |
| 16031: Level C (CD) | Select ➡ |
| 16041: Level D (CD) | Select ➡ |

16. Review the selection of the Department, Division and Class. To correct errors in the Department, Division or Class, click the corresponding blue 'Change' button in case you mistakenly select an incorrect department, division, or class. Click the green 'Continue' button to move to the next step.

Exhibitors  >  Entries  >  Payment

**Starting an Entry**

| Department | State Projects | Change |
|---|---|---|
| Division | 160: Child Development (CD) | Change |
| Class | 16041: Level D (CD) | Change |

Continue ➡

17. Select the dot next to the 4-H Club that you belong to and then select the green "Continue" box. Next, enter in a description of your exhibit and click Continue– *please be specific as this description for non-animal exhibits will be used to distinguish between exhibits, example – don't just type in "photo", type in more description, such as "Butterfly on leaf photo"*

18. Answer any Additional Questions required for that entry.

**Once you are done with the uploads, then click the green "Continue" box.

Entry #59
Tanner, DJ
3/05/2007 • 14 years old
(4-H age) • Grade: 9
#11  4HOnline  Training •
Boilermakers Club

| Department | State Projects |
|---|---|
| Division | 160: Child Development (CD) |
| Class | 16041: Level D (CD) |

⊗ Delete this Entry

① Club/Chapter  ——  ② Details

**Entry Details**

ℹ Briefly describe your entry. (Required)

[                    ]

Continue ➡

19. When each class entry is complete, you have 4 choices for what to do next:
   a. If this exhibitor has more class entries to make, you can Add another Entry
   b. If all class entries have been completed for one exhibitor, you can Register another Exhibitor in this family.
   c. If all entries for all exhibitors in the family have been completed, Continue to Payment to finalize and submit your entries.

*\*\*The payment section is a formality of the system. No payment is needed, but you must go through the steps to submit your entries.*

**What do you want to do next?**

For DJ Tanner:

⊕ Add another Entry

⊕ Register another Exhibitor

Everything looks good!

➡ Continue to Payment

---

SECTION 3 – Animal Entries

---

20. The first two steps of selecting a department and division are similar. Once those elections are made, the exhibitor will be asked to first select a class.

Starting an Entry

| Department | Livestock Beef Cattle | Change |
| Division | Heifers | Change |

ⓘ Select a Class to continue

| 101001 : Angus Junior heifer calves (AN) | Select ⊕ |
| 101002 : Angus Winter heifer calves (AN) | Select ⊕ |
| 101003 : Angus Senior heifer calves (AN) | Select ⊕ |
| 101004 : Angus Late summer yearling heifers (AN) | Select ⊕ |
| 101005 : Angus Early summer yearling heifers (AN) | Select ⊕ |
| 101006 : Angus Spring yearling heifers (AN) | Select ⊕ |

---

20. To register an animal entry from 4-H Online, you will select the white "add an animal" box during the entry process.

21. A list of those animals that you have previously ID'd in 4-H Online that are eligible for that class are listed. Select the circle next to the animal you would like to enter. Then select the green "Select Animal" box.

\*\*To enter a Cat, Dog, Rabbit, or Poultry, please select "Enter a New Animal Record", and complete all applicable fields on the screen.

✓ Club/Chapter    ② Animals    ③ Questions    ④ Review

Entry Animals

There is no animal in this slot                ⊕ Add an animal

Continue ➡

**Adding an Existing Animal**

Allowed Animal Types:
• Beef Commercial & Market Heifers
• Beef Registered Heifers
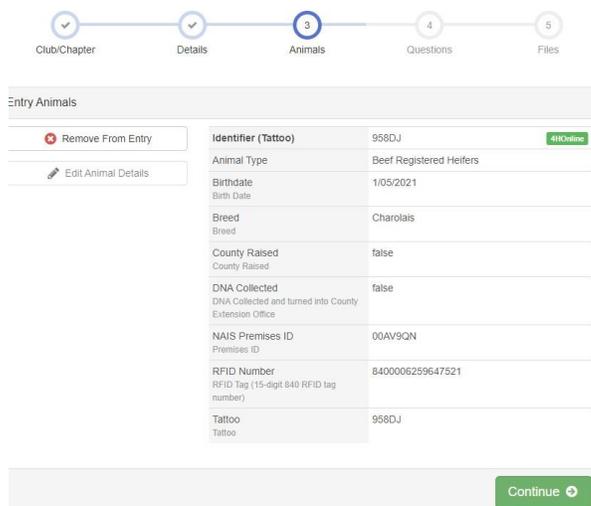
DJ Tanner

○ Tattoo: 958DJ    View Info                        4HOnline

Cancel        Select Animal

22. All of the information about that animal will be pulled over from 4-H Online, so that you can check to make sure that is the correct animal. If you want to switch to a different animal, click on the "remove from entry" box. If it is correct, click the green "Continue" box.

23. This then takes you to answer any Additional Questions required for that entry (similar to Step 18).



### SECTION 4 - PAYMENT TAB

***The payment section is a formality of the system.  No payment is needed, but you must go through the steps to submit your entries. It is best to enter all entries for all exhibitors in your family before completing the Payment and submission steps.***

26. Review your invoice, in either summary format or detail format.  If it looks correct, click the green "Continue" box. If not, go back to the entries tab and fix what you need to.
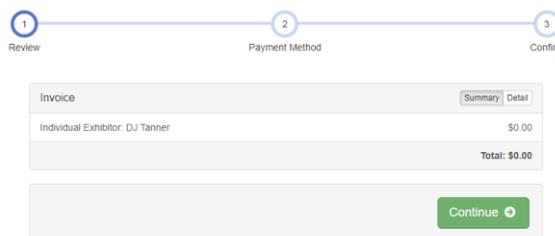
27. Select the green "Continue box.

28. Continue to confirm and submit your entries.
NOTE:  Once you hit submit, you cannot edit your entries.



29. Click the Submit button to submit your entries.
30. You will receive a "Thanks!" message. You can choose the button to "Visit Dashboard" to see your entry.
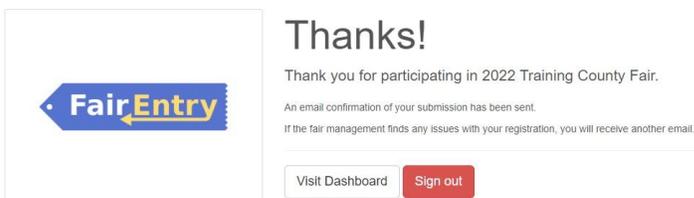
You will receive an email from FairEntry after your entry has been submitted.

You will also receive an email from FairEntry letting you know if your entry was approved or rejected by the County Extension Staff. If part of your entry was rejected, a reason will be listed and you will be able to log in and fix the problem before submitting that entry again. Please contact the Jennings County Extension Office if you have any problems with this process at 812-352-3033.