

Blue Ribbon Online Entries Information

Entry Deadline June 10th - 10:00pm

- Go to the following link <https://www.blueribbonfair.com/BRFairProd/BlueRibbonStart.aspx?ID=1201>
The link can also be found on the Dodge County Fair website at <http://www.dodgecountyfairgrounds.com/junior-fair/>

****Please Note:** User accounts do NOT carry over from previous years. If you had an online account in previous years, you will have to create a new account for this year.

- Click ‘Create New Account’ and **follow on-screen directions.** (If you are returning to your on-line entries in the same year, select ‘Log In’ to use your password as a return exhibitor)
 - GRADE is current school year grade as of January 1 of current year
 - Complete all required fields and select ‘Save Account Information’
 - Password must be between 7-15 characters, @ symbol is not allowed
- Read the Terms of Service and click ‘Accept’

- Once you are logged in you will see different tabs on the top of the page.
 - Click on ‘Entries’.

- Click on a Department in the list to expand the ‘List of Available Entry Selections.’ Listings are in Department number order (ie. Department 001 Dairy; Department 018 Cultural Arts)

- Select one entry at a time.

- After a department is expanded click the (+) sign on the left of the page to expand the display a specific class and lot numbers.

- After displaying a particular class, click **ADD** to add the specified Lot number you want to enter.

- After you add an entry a pop up box will appear that tells you “Entry has been added.”

- To add another entry scroll to the top of the page and select another department/class/lot.

The screenshot shows the 'Dodge County Junior Fair - Juneau, WI' website. The user is logged in as 'Nina A. Joekel'. The 'Entries' tab is selected. The 'List of Available Entry Selections' page shows a dropdown for '240 - Sinissippi'. Below it, a list of departments is shown, with '018 Cultural Arts' selected. Underneath, the 'Exhibitor Division' is set to 'Junior 4-H'. A table lists available entry classes and lots for Department 018:

Department	Class	Lot	Class Desc	Lot Desc	Entry Fee	Pen Fee	Entry Type
+ 018	A		Drawing & Painting				
+ 018	B		Art 1, Art 2, Art 3				
+ 018	C		Stencil Painting				
+ 018	D		Music				
+ 018	E		Theater Arts/Cloowns				
+ 018	F		Basketry				
+ 018	G		Leathercraft				
+ 018	H		Ceramics				
+ 018	I		Creative Sttchery				
+ 018	J		Cake Decorating				
+ 018	K		Folk Arts/Latino Cultural Arts				
+ 018	L		Rubber Stamping				
+ 018	M		Kerachobama				

- When you have finished adding your fair entries, go to ‘Review Entries’ and double check your entries. Make any corrections as needed.

The screenshot shows the 'Blue Ribbon Online' website. The user is logged in as 'Nina A. Joekel'. The 'Review Entries' tab is selected. The 'Pending Entries' section shows a summary table:

Total Entry Fees	Total Entry Count	Total Pen/Stall Fees	Total Pen/Stall Count	Total Entry and Pen/Stall
\$ 0.00	2	\$ 0.00	0	\$ 0.00

Below the summary is a table of the pending entries:

	Entry Type	Club	Department	Class	Lot	Lot Desc	Entry Fee	Pen/Stall Fee	Add Pen/Stall
Remove	G	240	018	J	00006	Doll Cake frosting Gr. 6	\$ 0.00		<input type="checkbox"/>
Remove	G	240	016	F	00005	Bee Poster	\$ 0.00		<input type="checkbox"/>

6. When you have entered all of your entries go to **'Items/Checkout'** from the top of the screen and follow on-screen directions.
 - a. Print/Preview receipt is available for your records.
 - b. Once you are confident you have entered all your entries and have read the fair rules the last step is to click **'Submit.'**

Log Out Home Edit Account Entries Review Entries **Items/Checkout** History

Exhibitor: Nina A. Joechel

The pen fee required for animal projects are listed under entry fees. The following departments require a pen fee: 001 Dairy, 002 Beef, 003 Swine, 004 Sheep, 005 Goats, 007 Poultry, 008 Rabbits, 010 Animal & Vet Science. If you have any questions or concerns call 920-386-3790.

Items Available for Selection

Select Item Count	Item ID	Desc	Assoc. Department	Amount per Item
No data available in table				

Pending Items for Exhibitor

Item ID	Desc	Amount per Item	Item Count	Total Fee Amount	Required for
EXFEE	Exhibitor Fee	\$ 2.00	1	\$ 2.00	Exhibitor

Entry Count: 2 Entry Fees: \$ 0.00
 Pen Count: 0 Pen Fees: \$ 0.00
 Misc Items: \$ 0.00
 Req'd Department Items: \$ 0.00
 Req'd Exhibitor Items: \$ 2.00
 Online Conv Fees: \$ 0.00
 Total Amount Due: \$ 2.00

By Clicking this box, I affirm that I have read and understood the rules and regulations set forth by the Fair and will abide by them.

Review Fair Rules Print/Preview Receipt
 Optional Checkout Comment

At the bottom of the page be sure to click the box saying you have read and understood the rules of the fair and will abide by them. You cannot continue if you do not click this box.

- c. **The confirmation on the screen is your invoice.** You can print the receipt for your records. You will receive a confirmation email and this is also considered your invoice. **All fees must be paid to your club's General Leader** at your summer meeting. FFA/Ag Teachers will work with their students on their specific school's procedure.
7. Once your entries are submitted you will receive a confirmation on the screen and a confirmation e-mail. Print the confirmation for your records - this is your invoice.

ALL DAIRY EXHIBITORS

All Dairy exhibitors will be sent a link **AFTER JUNE 10th** requesting animal ID information to submit on a separate form. Call the Extension Dodge County Office at 920-386-3790 with questions.

ALL LIVESTOCK EXHIBITORS: Premise ID is required.
 Please have your premise ID # ready to enter online.

ENTRY DEADLINE IS JUNE 10th.

It is strongly recommended that exhibitors complete the Junior Fair online entries by 10:00pm.
 The online link closes at 11:59pm.