

Instructions for Registering on JudgingCard for the Big E

1. Direct your web browser to **www.JudgingCard.com**
2. In the Username and Password spaces, enter your FFA Chapters login info and click "Sign In"
 - a. **By default this will be your FFA Chapter number for both the Username and Password** (i.e. MA0010 with caps on the first two letters) Reset by contacting info@judgingcard.com

The screenshot shows the JudgingCard.com homepage. At the top left is a logo for 'THE SCANMAN'. Below it is a 'Sign In to JudgingCard:' form with fields for 'Username:' and 'Password:', and a 'Sign In' button. To the right is a 'News Feed:' section with a list of links for various contests and events, such as '4-H District 9 CDM Contest' and 'TAMU State CDEs'. Below the login form is a 'Search the AST Directory:' field with a 'Search' button. At the bottom of the page is a navigation bar with icons and links for 'Registration and Information', 'Online Results', 'Order Scan Sheets', 'My Account', 'Online AST Directory', 'CDE Resources', 'Online Quiz System', 'Agricultural Experience Tracker', and 'Forum'. A date stamp 'JC22: Wednesday, May 09, 2012' is visible in the bottom right corner.

3. Once you have logged in successfully, click the "**Registration and Information**" icon

This screenshot shows the navigation bar from the previous screenshot. The 'Registration and Information' icon, which is a calendar, is highlighted with a red box. Other icons include a blue ribbon, a notepad, a stack of money, a person icon, an envelope, 'QBank', 'AET', and the 'TEXAS Ag Ed FORUM' logo.

4. Browse to the month of **September 2012** by using the navigation arrows at the top of the calendar

The screenshot shows the calendar interface. At the top, there is a 'State:' dropdown menu set to 'All' and a checkbox for 'Show only My Entries' with links for 'List of My Entries' and 'List of All Contests'. Below this is a navigation bar for months: 'Jul', 'Aug', 'Sep', 'Oct', 'Nov', 'Dec', 'Jan', 'Feb', 'Mar', 'Apr', 'May', 'Jun'. The 'Sep' month is highlighted with a red box. Below the navigation bar is a calendar grid for 'May 2012'. The grid shows days from Sunday to Saturday. On Tuesday, May 1st, there is a link for 'Area VI District Speaking Events'. On Wednesday, May 2nd, there are links for 'Wichita Falls Equine Education Workshop', 'Lone Star District FFA Banquet and Decree Check', and 'District 1 4-H CDM Contest'. On Thursday, May 3rd, there are links for 'Tarleton/Clarendon State Livestock/Meats Workout' and 'National Land, Range, and Homesite CDEs'. On Friday, May 4th, there are links for 'Wharton Co Livestock Contest', 'Arkansas State Ag Issues CDE', 'Arkansas State Forestry CDE', 'TJLA Livestock Contest', and 'SHSU State CDEs'. On Saturday, May 5th, there are links for 'Colorado State 4-H Meat Judging Contest', 'TAMU State CDEs', and '4-H District 9 CDM Contest'.

5. Click on "**The Big E Registration**" link found on **September 14, 2012**, this will take you into the event's registration page
 - a. *****Please note you may have to update your contact information at this point*****

Instructions for Registering on JudgingCard for the Big E

6. Carefully make note of all of the posted information on the event's main page
7. When you are ready to register, click the link to "**Online Registration**"

The Big E Registration Friday, September 14, 2012	
Online Registration Link:	Online Registration 
Registration Status:	Open
Location:	, MA
Online Registration Starts*:	1/24/2012 12:00 AM
Late Registration Starts*:	
Registration Closes*:	6/1/2012 12:00 AM
<small>*These dates are subject to change by the event host.</small>	
Registration will open/close automatically	Yes
Entry fees billed to JudgingCard.com account:	No
Registration Information Contact:	
Payment Mailing Address:	Payments should be made through your state FFA office
Other Information:	

Websites or Documents / Additional Information

At this time, there is no additional information.

Event Name (Entry Restrictions)	Pre-reg. \$	Late Reg. \$	Scan Sheet	# Registered	
Ag Tech and Mech Systems ()	\$10.00 / Team	\$0.00	(None/Unspecified/Provided)	2	Map
Agronomy ()	\$10.00 / Team	\$0.00	(None/Unspecified/Provided)	0	Map
Creed Speaking ()	\$10.00 / Contestant	\$0.00	(None/Unspecified/Provided)	0	Map

8. For each event you would like to register in, click the corresponding link to "**Registration**"

Agronomy	\$10.00 / Team	0	\$0.00	Registration
Creed Speaking	\$10.00 / Contestant	0	\$0.00	Registration
Dairy Cattle Handlers	\$10.00 / Contestant	0	\$0.00	Registration
Dairy Cattle Mgmt and Eval	\$10.00 / Team	0	\$0.00	Registration
ENR	\$10.00 / Team	0	\$0.00	Registration
Extemporaneous Public Speaking	\$10.00 / Contestant	0	\$0.00	Registration
Farm Bus. Management	\$10.00 / Team	0	\$0.00	Registration
Floral Arrangement	\$10.00 / Contestant	0	\$0.00	Registration

Instructions for Registering on JudgingCard for the Big E

9. Change the radio button to designate the appropriate number of your entry then select your Advisor for the entry and then type in your **contestant names** for the entry. Finally click the "Submit Entry" button

Landscaping

Number of Teams: 0 1

Price per Team: **\$10.00**

Advisor for this entry: ▼

	#	First Name	Last Name
Names:	1	<input type="text" value="Tim"/>	<input type="text" value="Jones"/>
	2	<input type="text" value="Shuan"/>	<input type="text" value="Murphy"/>
	3	<input type="text" value="Brett"/>	<input type="text" value="Elliot"/>
	4	<input type="text" value="Abby"/>	<input style="border: 2px solid orange;" type="text" value="Stevens"/>

10. Review your entry on the summary page and then make any additional entries as needed in other event areas

Floriculture	\$10.00 / Team	0	\$0.00	Registration
Forestry	\$10.00 / Team	0	\$0.00	Registration
Horse Evaluation	\$10.00 / Team	0	\$0.00	Registration
Job Interview	\$10.00 / Contestant	0	\$0.00	Registration
Landscaping	\$10.00 / Team	1 Brett Elliot Tim Jones Shuan Murphy Abby Stevens	\$10.00	Registration
Livestock Evaluation	\$10.00 / Team	0	\$0.00	Registration
Marketing Plan	\$10.00 / Team	0	\$0.00	Registration

11. In you have any questions, please contact JudgingCard at info@judgingcard.com