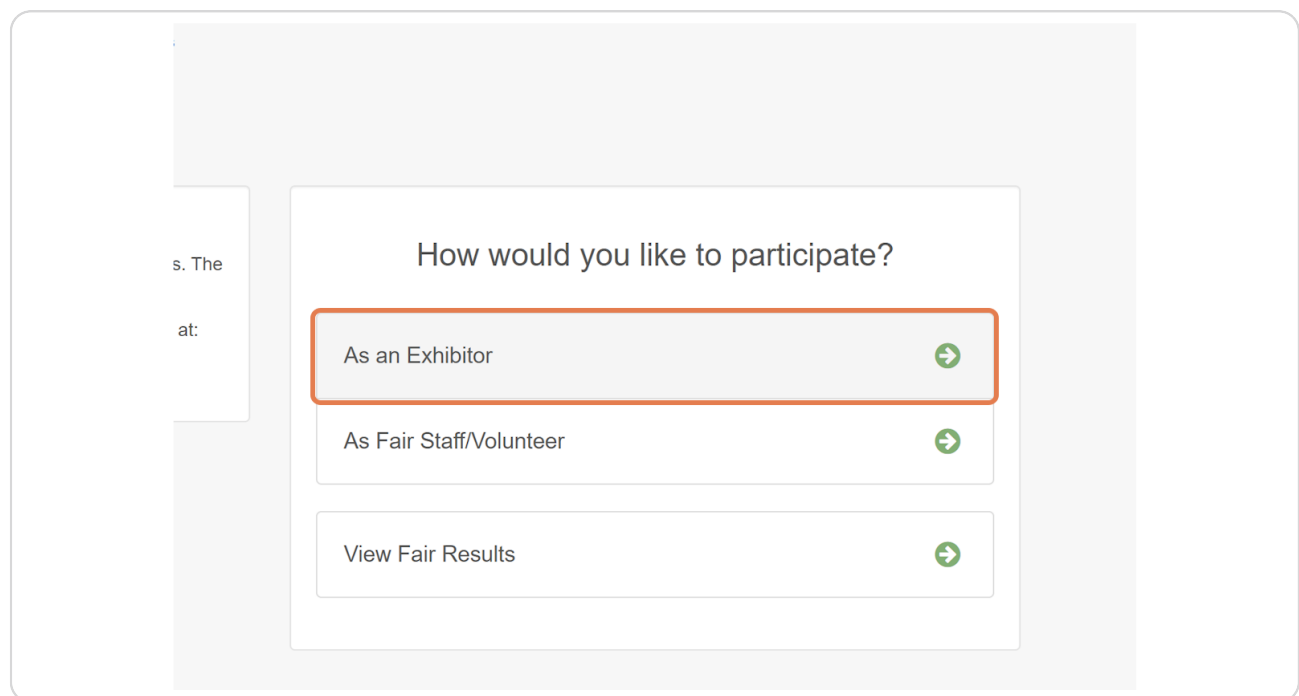


# 4-H Members (For 4-H, FFA and Open Class Departments)

## STEP 1

### Click on As an Exhibitor



Website for Entries:

[barbercounty.fairentry.com](http://barbercounty.fairentry.com)

## STEP 2

**Use your 4-H Online Account. FFA Members without a 4-H Online Account will create a Fair Entry Account.**

Use your 4-H Online account

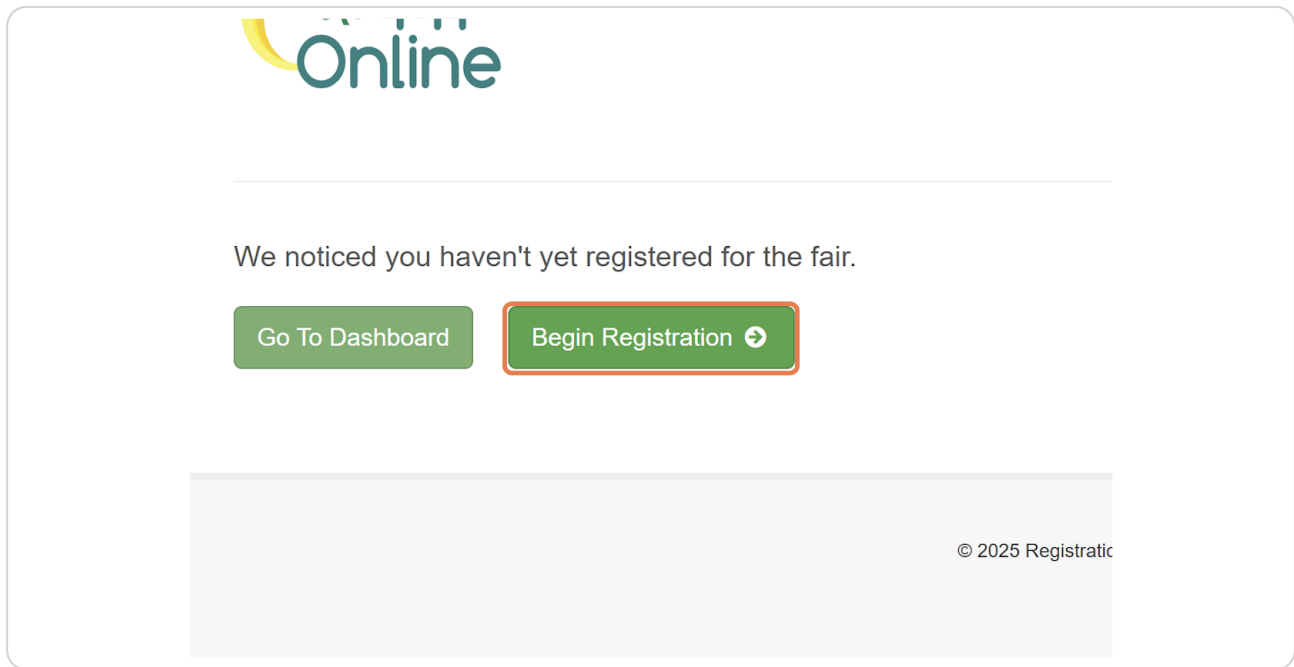


[Go to 4-H Online to reset your password?](#)

Sign in with 4-H Online

### STEP 3

#### Click on Begin Registration



Online

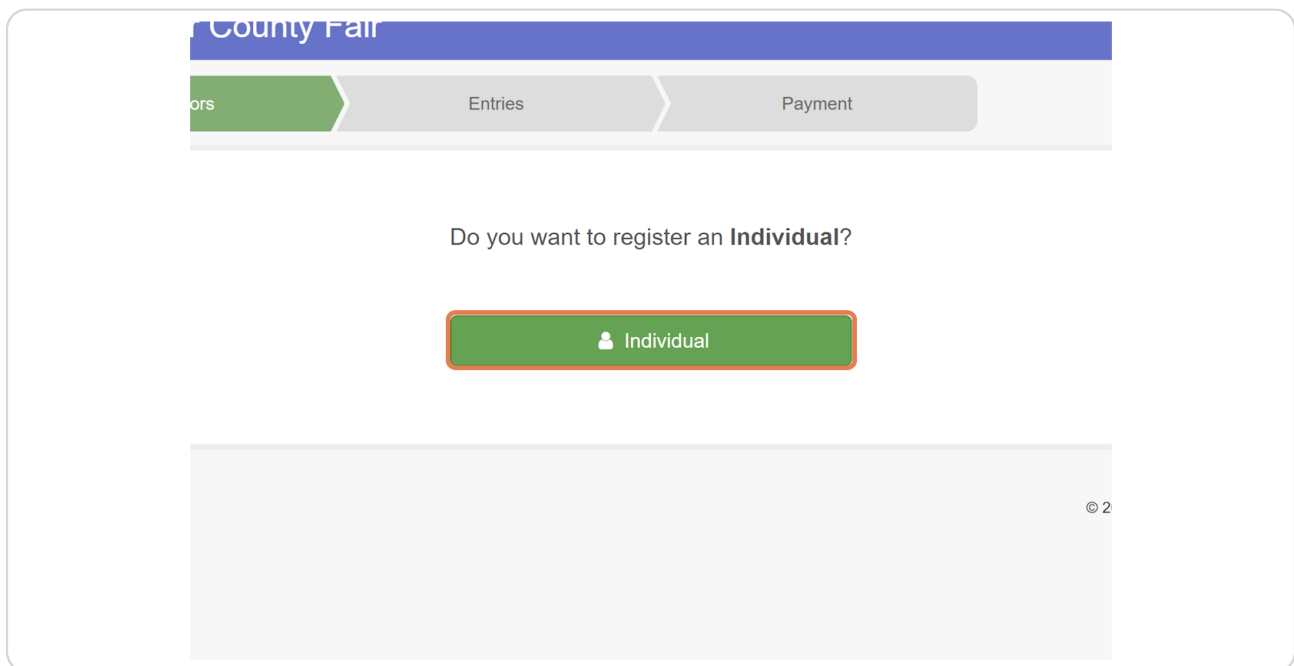
We noticed you haven't yet registered for the fair.

Go To Dashboard    Begin Registration →

© 2025 Registratic

### STEP 4

#### Click on Individual



County Fair

ors    Entries    Payment

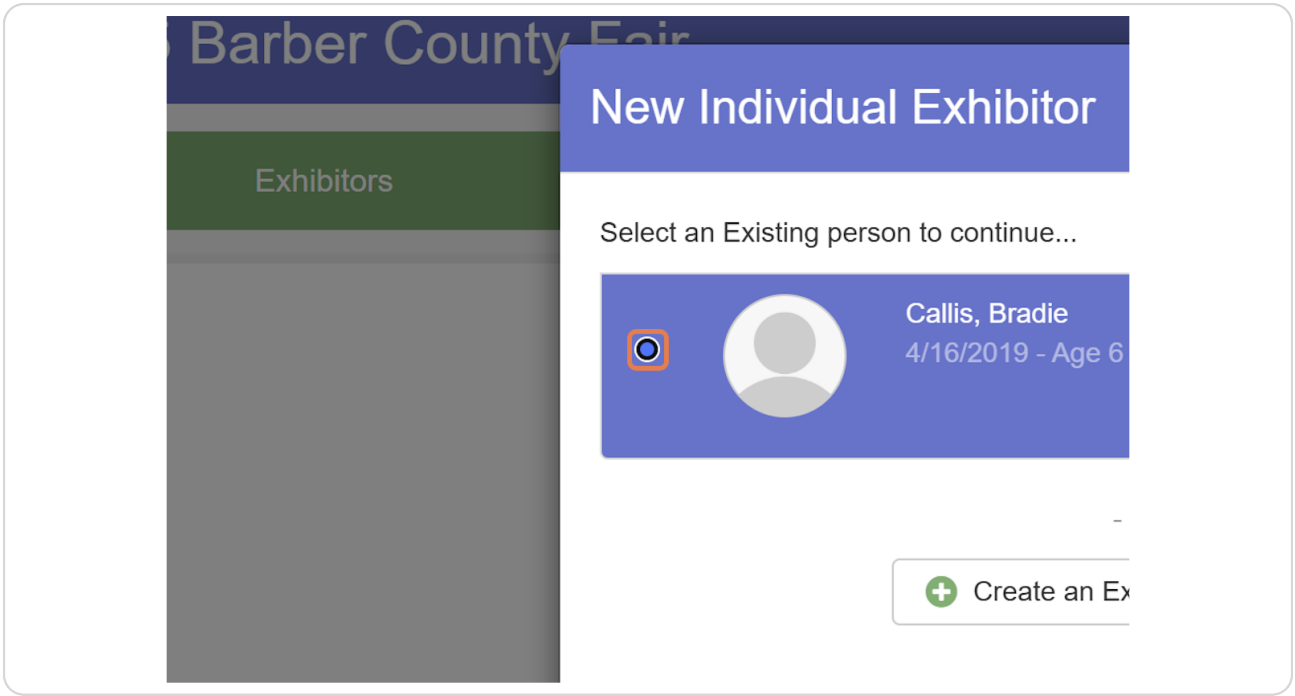
Do you want to register an **Individual**?

Individual

© 2

STEP 5

Select a 4-H Member.



## STEP 6

### Select 4-H Member or FFA Member, Click Continue

You will also be able to add Open Class entries at the same time.

The screenshot shows a registration form for an exhibitor. At the top, there are tabs for "#10" and "4-H Online", with "4-H Online" being the active tab. Below the tabs, there is a button labeled "Delete this Exhibitor". The main content area is divided into two sections. The top section is titled "Questions" and contains a question: "1. Which type of exhibitor are you?" followed by "\*Required". There are four radio button options: "4-H Member or FFA Member" (which is selected), "Open Class - Youth Under 16 years o", "Open Class - Adult 17 to 64 years old", and "Open Class - Senior Adult 65 years o". The bottom section is titled "Exhibitor Types Information" and contains a note: "You may only select 1 type in the".

## STEP 7

### Click on Continue to Entries

The screenshot shows the final step of the registration process. At the top, there is a progress bar with five steps: "Personal Details", "Contact Info", "Address", "Questions", and "Review". The "Review" step is the current step, indicated by a blue circle with the number "5". Below the progress bar, there is a green box with the text "Please review the exhibitor registration." and a green button labeled "Continue to Entries" with a right arrow. At the bottom, there are two tabs: "Personal Details" and "Contact Info". Each tab has an "Edit" button next to it.

## STEP 8

### Click on Add an Entry

All entries are Free for the Barber County Fair, but the system is set up to show you any potential fees.

The screenshot shows the 'Entries' step of a registration process. At the top, there is a progress bar with three segments: 'Exhibitors' (green), 'Entries' (green), and 'Payment' (grey). To the right of the progress bar, the amount '\$0.00' is displayed. Below the progress bar, there is a message: 'Everything looks good!'. To the left of this message, there is a button labeled '+ Register another Exhibitor'. To the right of the message, there is a button labeled 'Continue to Payment'. Below these elements, there is a section for 'Bradie' with a '4HOnline' status. To the right of this section, there is a button labeled '+ Add an Entry'.

## STEP 9

### Click on Select Department

You will enter 1 Department at a time. You can add more entries until the July 8th Pre-Entry Deadline.

The screenshot shows a modal titled 'Choose Department and Division'. The modal contains a list of departments and divisions, each with a 'Select' button. The list includes: 4-H FFA Ag Mechanics, 4-H FFA Beef, 4-H FFA Bucket Calf, 4-H FFA Clothing and Textiles, 4-H FFA Dairy Cattle, 4-H FFA Dog & Pet, 4-H FFA Ento & Geology, 4-H FFA Foods & Nutrition, 4-H FFA Goats, 4-H FFA Horse, 4-H FFA Photography, 4-H FFA Plant Science, 4-H FFA Posters, Notebooks & Displays, 4-H FFA Poultry, 4-H FFA Rabbit, 4-H FFA Sheep, 4-H FFA STEM, 4-H FFA Swine, 4-H FFA Visual Arts, For People with Developmental Disabilities, Open Agriculture and Horticulture, and Open Antiques. The '4-H FFA Visual Arts' option is highlighted with a red box. The background shows the 'Exhibitors' section of the registration process, with a button labeled '+ Register another Exhibitor' and a button labeled 'Continue to Payment'.

## STEP 10

**After selecting Department "4-H FFA Visual Arts" You will select Division. This follows the Fair Book set up. Sometimes this is by age. Other times this is Breeding, Market or Showmanship.**

You can only enter 1 Division at a time. Revisit a Department to add classes in a 2nd Division.

Choose Department and Division

|                             |                        |                        |
|-----------------------------|------------------------|------------------------|
| Department                  | 4-H FFA Visual Arts    | <a href="#">Change</a> |
| Visual Arts Age 10-13       | <a href="#">Select</a> |                        |
| Visual Arts Age 14 and Over | <a href="#">Select</a> |                        |
| Visual Arts Age 7-9         | <a href="#">Select</a> |                        |

[Cancel](#) [Choose](#)

## STEP 11

**For 4-H Building Exhibits, select the class then enter the quantity. Refer to the Fair Book for quantity limits.**

You can enter each class in the department with different quantities on the same screen.

### or More Entries

Bradie Callis

Individual

4HOnline

Change

-H FFA Visual Arts / Visual Arts Age 7-9

Change

and Class selections to continue.

Continue →

Change

Division may require you to be enrolled in projects: arts  
Open Class, your club selection will be ).

Class or Classes

☐ 180: Fine Arts

☐ 181: Clay and Ceramics

☐ 182: Leather and Jewelry

☒ 183: Three Dimensional

☐ 184: General Crafts

Quantity: 3 ▾



STEP 12

Click on Continue when you are done with this Division.

My Entries

Individual4HOnline

Change

Visual Arts / Visual Arts Age 7-9

Change

Make selections to continue.

Continue

Change

My selections require you to be enrolled in

When you are ready to submit your selections, your club selection will be

Class or Classes

☐ 180: Fine Arts

☐ 181: Clay and Ceramics

☐ 182: Leather and Jewelry

☒ 183: Three Dimensional

Quantity: 3

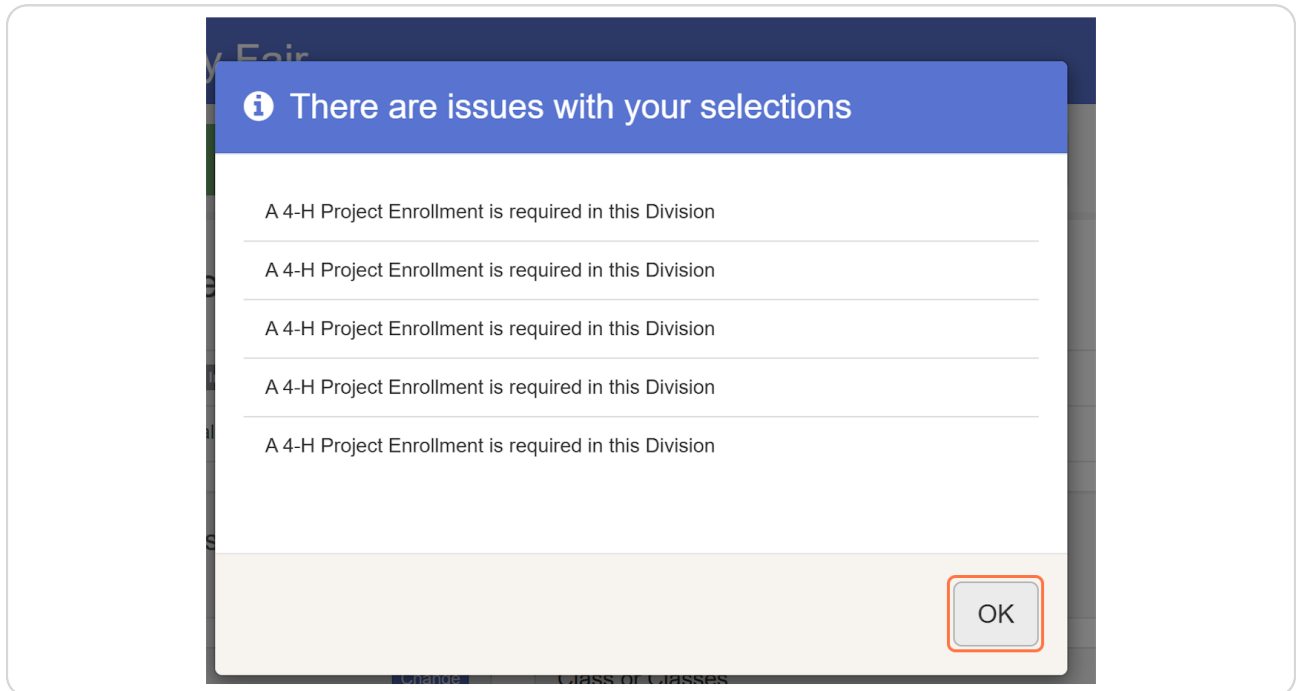
☒ 184: General Crafts

Quantity: 2

### STEP 13

**If you get an error message, you can return and fix the issue. Once errors are fixed, select Continue and Create Entries.**

For 4-H Members, you must be enrolled in the project to be able to enter in that department. If you think there is an mistake, please contact the Extension Office. In this example, the member will be able to enter the crafts in Open Class.



## STEP 14

### Adding A Livestock Entry – Start with Add an Entry

Fair

Eubank ▾

Entries

Payment

\$0.00

itor in this invoice.

another Exhibitor

Everything looks good!

Continue to Payment

Add an Entry

## STEP 15

### Select Department

Fair

Choose Department and Division

4-H FFA Ag Mechanics

Select ▾

4-H FFA Beef

Select ▾

4-H FFA Bucket Calf

Select ▾

4-H FFA Clothing and Textiles

Select ▾

4-H FFA Dairy Cattle

Select ▾

4-H FFA Dog & Pet

Select ▾

4-H FFA Ento & Geology

Select ▾

4-H FFA Foods & Nutrition

Select ▾

4-H FFA Goats

Select ▾

4-H FFA Horse

Select ▾

4-H FFA Photography

Select ▾

4-H FFA Plant Science

Select ▾

4-H FFA Posters, Notebooks & Displays

Select ▾

4-H FFA Poultry

Select ▾

4-H FFA Rabbit

Select ▾

4-H FFA Sheep

Select ▾

4-H FFA STEM

Select ▾

4-H FFA Swine

Select ▾

4-H FFA Visual Arts

Select ▾

For People with Developmental Disabilities

Select ▾

Open Agriculture and Horticulture

Select ▾

Open Agriculture

Select ▾

STEP 16

Select Division. You may enter in more then 1 Division in the Department

Fair

Choose Department and Division

Department4-H FFA Bucket CalfChange

2nd Year Bucket Calf - BreedingSelect

2nd Year Bucket Calf - SteerSelect

Bucket CalfSelect

Cancel

Choose

## STEP 17

**For Livestock Entries, you will enter 1 class at a time. You may enter the class more than once, if the rules allow**

This example is bucket calf, you can only show 1 bucket calf. But in Meat Goats, you may enter up to 4 meat goats in the market show. You will select the class, add 1 animal, and then select the class again to continue adding more entries.

### 2025 Barber County Fair

Exhibitors

Entries

Payment

Starting an Entry

|                                                   |                     |                        |
|---------------------------------------------------|---------------------|------------------------|
| Department                                        | 4-H FFA Bucket Calf | <a href="#">Change</a> |
| Division                                          | Bucket Calf         | <a href="#">Change</a> |
| <div><div>i</div>Select a Class to continue</div> |                     |                        |
| 45: 7-9 year old member                           |                     | <div>Select →</div>    |
| 46: 10-12 year old member                         |                     | <div>Select →</div>    |

STEP 18

Once you have the correct class selected, click continue.

2025 Barber County Fair

Exhibitors

Entries

Payment

Starting an Entry

|            |                         |                        |
|------------|-------------------------|------------------------|
| Department | 4-H FFA Bucket Calf     | <a href="#">Change</a> |
| Division   | Bucket Calf             | <a href="#">Change</a> |
| Class      | 45: 7-9 year old member | <a href="#">Change</a> |

Continue ➡

## STEP 19

**If you are an FFA Member and a 4-H Member, this is where you will declare if this is a FFA project or 4-H Project.**

This step is required for each animal. State Policies require tracking which animals are 4-H Projects and which are FFA Projects.

NOTE: Because of the design of the system Homemakers Units also show up in this list.

1 Club/Chapter 2 Animals

Club/Chapter

Please select the 4-H Club or FFA Chapter that is associated with this entry.

**Selected Club:** Medicine Lodge FFA FFA

Search...

|                                  |                          |       |
|----------------------------------|--------------------------|-------|
| <input checked="" type="radio"/> | Medicine Lodge FFA       | FFA   |
| <input type="radio"/>            | Sharon Valley            | Other |
| <input type="radio"/>            | South Barber FFA         | FFA   |
| <input type="radio"/>            | Stampede (Barber County) | 4-H   |
| <input type="radio"/>            | Valley Builders          | Other |
| <input type="radio"/>            | Young Homemakers         | Other |

STEP 20

Click on Add an animal

✓

Club/Chapter

2

Animals

Entry Animals

There is no animal in this slot

+ Add an animal

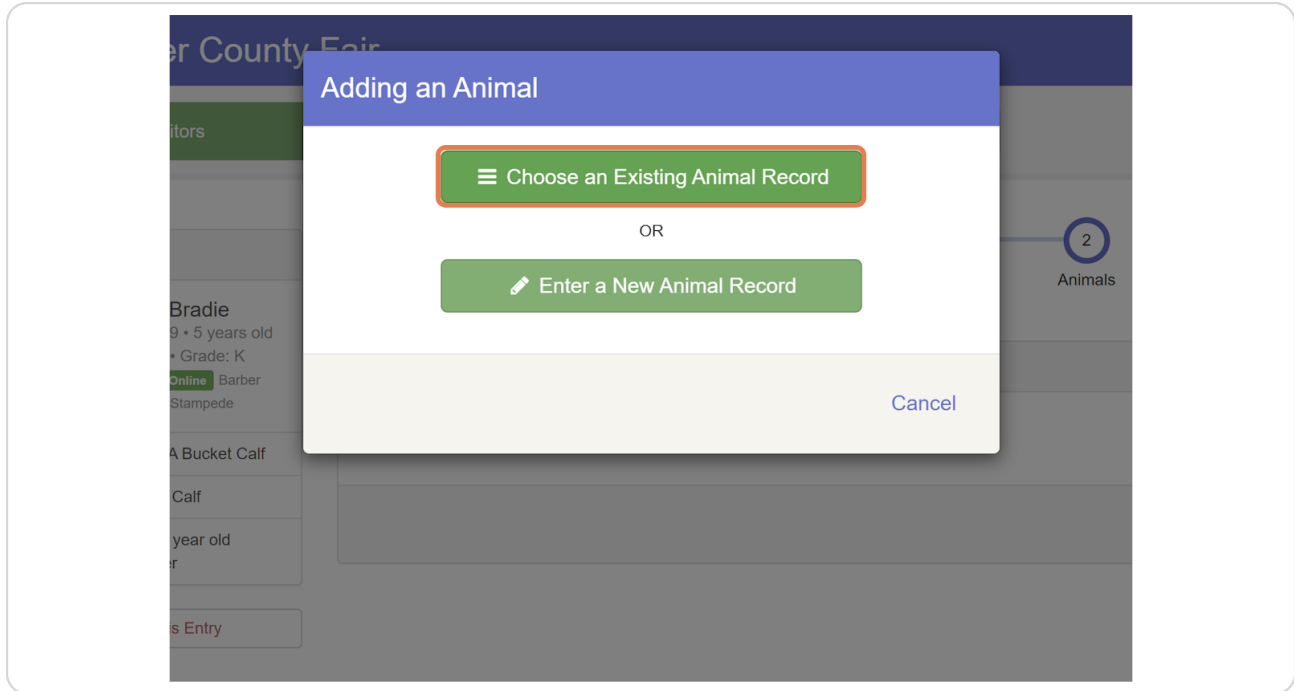
Continue →



## STEP 21

**For 4-H Members, all of your animals should be Existing Records in 4-H Online.**

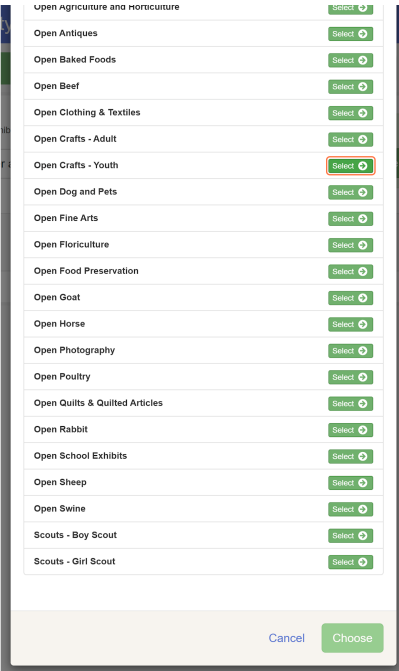
**STOP:** To avoid duplication, please do not enter a New Animal. If your animal does not show up on this list, please call the office for assistance.



## STEP 22

### 4-H or FFA Members adding Open Class Entries

4-H or FFA Members may exhibit in any departments in Open Class that they are not enrolled in through 4-H.



The screenshot shows a vertical list of 21 categories, each with a green 'Select' button to its right. The 'Open Crafts - Youth' button is highlighted with a red border. At the bottom of the list are two buttons: 'Cancel' and 'Choose'.

|                                   |        |
|-----------------------------------|--------|
| Open Agriculture and Horticulture | Select |
| Open Antiques                     | Select |
| Open Baked Foods                  | Select |
| Open Beef                         | Select |
| Open Clothing & Textiles          | Select |
| Open Crafts - Adult               | Select |
| Open Crafts - Youth               | Select |
| Open Dog and Pets                 | Select |
| Open Fine Arts                    | Select |
| Open Floriculture                 | Select |
| Open Food Preservation            | Select |
| Open Goat                         | Select |
| Open Horse                        | Select |
| Open Photography                  | Select |
| Open Poultry                      | Select |
| Open Quilts & Quilted Articles    | Select |
| Open Rabbit                       | Select |
| Open School Exhibits              | Select |
| Open Sheep                        | Select |
| Open Swine                        | Select |
| Scouts - Boy Scout                | Select |
| Scouts - Girl Scout               | Select |

Cancel Choose

## STEP 23

**Follow the same process for selecting Divisions within the Departments.**

In open class, you are limited to 1 entry per class with the exception of Antiques.

The screenshot shows a modal dialog titled "Choose Department and Division". At the top, there is a blue header bar with the title. Below the header, the "Department" is set to "Open Crafts - Youth" with a "Change" link to its right. Underneath, there is a list of four divisions, each with a "Select" button and a right-pointing arrow. The "Preschool to Kindergarten" division's "Select" button is highlighted with a red rectangular border. At the bottom of the dialog, there are two buttons: "Cancel" and "Choose".

| Department          | Change                 |
|---------------------|------------------------|
| Open Crafts - Youth | <a href="#">Change</a> |

|                           |                          |
|---------------------------|--------------------------|
| 1st to 3rd Grade          | <a href="#">Select</a> → |
| 4th to 6th Grade          | <a href="#">Select</a> → |
| 7th to 12 Grade           | <a href="#">Select</a> → |
| Preschool to Kindergarten | <a href="#">Select</a> → |

[Cancel](#) [Choose](#)

STEP 24

Select all classes leaving the quantity at 1.

Class or Classes

☐ 1030: Leather Craft

☐ 1031: Wood Item

☒ 1032: Coloring

Quantity: 1

☐ 1033: Ceramics

☐ 1034: Beads

☐ 1035: Tin Punch

☐ 1036: Painting

☐ 1037: Drawing - Sketch

☐ 1038: Nature Craft

☐ 1039: Fabric Paint - Shirt

☐ 1040: Finger Paint - Picture

☐ 1041: Poster

☐ 1042: Novelties

☐ 1043: Stencil

☐ 1044: Decorated Picture Frame

☒ 1045: Rock Collection

Quantity: 1

☐ 1046: Insect Collection

☒ 1047: Lego Construction

Quantity: 1

☐ 1048: Miscellaneous

STEP 25

Click on Continue when you are done selecting classes.

Change

Change

Continue

## STEP 26

**Review your entries. You can select Create Entries or Cancel to make changes.**

The screenshot shows a modal window titled "Review your selections" with a blue header. Inside, a message states: "Before we actually create your entries, please review your selections." Below this, a note says: "If you continue with your current selections, 3 entries will be created with the following information:"

|            |                           |
|------------|---------------------------|
| Department | Open Crafts - Youth       |
| Division   | Preschool to Kindergarten |
| Club       | Stampede 4-H              |
| Animal(s)  | No Animals                |

Below the table is a section titled "Entry Classes" containing a list:

- 1. 1032: Coloring
- 2. 1045: Rock Collection
- 3. 1047: Lego Construction

At the bottom of the modal are two buttons: "Cancel" and "Create Entries". The "Create Entries" button is highlighted with a red border.

## STEP 27

**Once all Entries are made for all members enrolled in 4-H, select continue to Payment on the Entries tab.**

The screenshot shows the "2025 Barber County Fair" interface. At the top, there's a blue header with "2025 Barber County Fair" and a "Eubank" dropdown. Below the header is a navigation bar with three tabs: "Exhibitors", "Entries", and "Payment". The "Entries" tab is active, and the "Payment" tab shows a balance of "\$0.00".

Below the navigation bar, a message states: "There are 3 entries belonging to 1 exhibitor in this invoice." To the left of this message is a button: "+ Register another Exhibitor". To the right is a green box with the text "Everything looks good!" and a button: "+ Continue to Payment". The "Continue to Payment" button is highlighted with a red border.

At the bottom of the interface, there's a footer bar with a profile icon and the name "Callis, Bradie" on the left, and a button "+ Add an Entry" on the right.

STEP 28

You will review the total, you will not enter a payment method, because the total cost is \$0.00. Keep clicking on Continue.

2025 Barber County Fair

Exhibitors

Entries

Payment

1

2

3

Review

Payment Method

Confirm

Invoice

Summary

Detail

Individual Exhibitor: Bradie Callis

\$0.00

Total: \$0.00

Continue

## STEP 29

The last step is to agree to abide by the rules. Click the check mark box. Then you are ready to Submit Entries.

2025 Barber County Fair

Eubank ▾

Exhibitors

Entries

Payment

\$0.00

✓

Review

✓

Payment Method

3

Confirm

One last step!

Agree to the terms below and press submit.

After you Submit

- Records will be locked to editing awaiting manager approval
- Your credit card will not be charged until a manager approves the records
- If the manager does not approve all the records, the amount charged to the credit card may be less than the amount cited here.

Payment Total

No payment is necessary

✓ Submit

Agree to Terms

I agree to abide by all rules in the [Barber County Fair Book](#).  
The Barber County Fair Board is not responsible for accidents.

☒ I agree to the above statement

## STEP 30

The Extension Office will review all entries and print cards for Indoor Exhibits. Cards will start being available after July 6.

**Printed cards will be available at the Extension Office or the Kiowa Library.**

Livestock entries will not have printed cards. Stall Cards will continue to be written at the Fair and posted in Livestock areas.