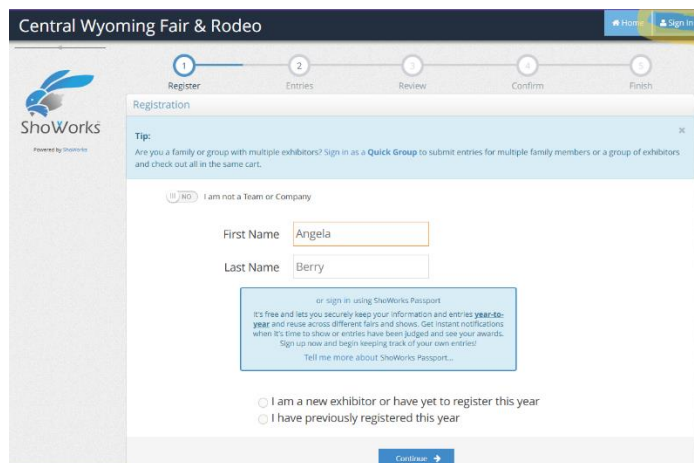


TIPS FOR USING SHOWWORKS FOR ONLINE FAIR ENTRIES

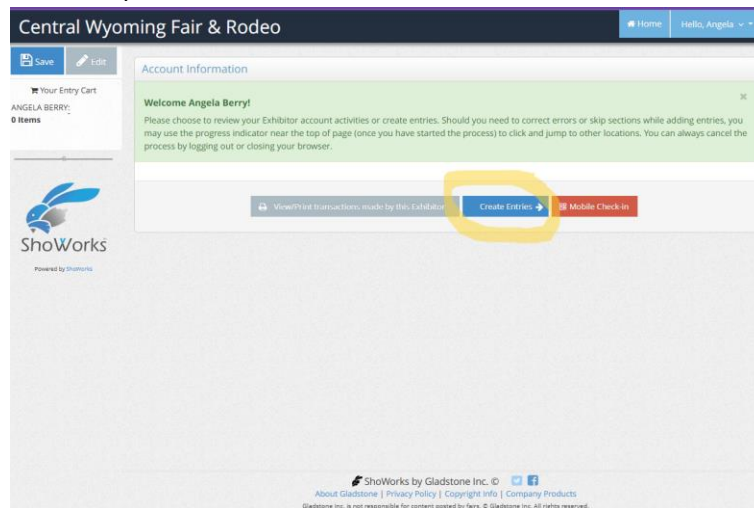
Using ShoWorks and entering your information for Fair is similar to “shopping online.” Find the department you want to enter, add the department to your cart, review the entries, approve your entries, and check out. You may enter as many entries as you like and add them to your cart. You can review your entries, edit your entries, or save the entries in your shopping cart for later. As long as you have saved your entries, you can log out of your account and return later to finish. You may also check out of the session you are in and return to make additional entries at a later date.

Please read the instructions before you begin. My ShoWorks Password is: _____

1. **BE SURE and WRITE DOWN YOUR PASSWORD, you will need it each time you log in to your account.**
2. **AS AN OPEN CLASS EXHIBITOR, YOU WILL ONLY NEED TO CREATE ONE ACCOUNT. CREATE AN ACCOUNT BY CLICKING SIGN IN AS SHOWN BELOW.** There will be a drop-down menu when you are creating your entries that lets you designate what department you are entering. You will also need to designate your group. This information is also listed on a drop-down menu.

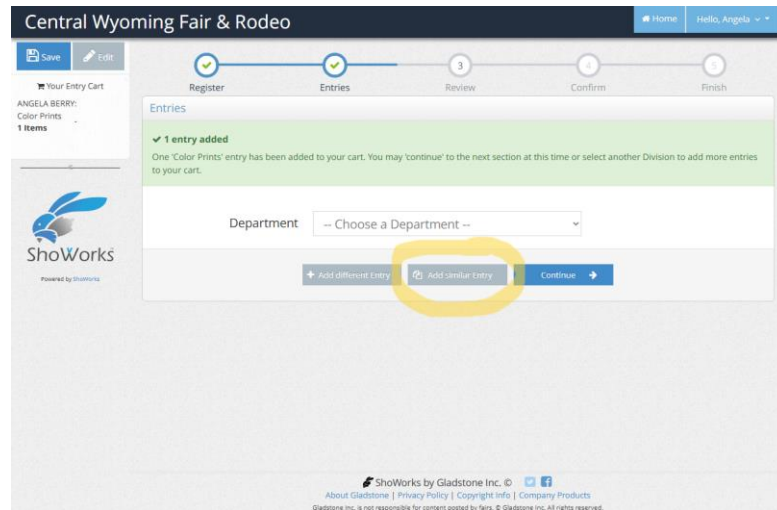


3. Create a list of everything you intend to enter before you begin. The departments on the computer match the departments in the Fair book, which you might want to have handy to refer to. Although you can use the ShoWorks program on your phone or mobile device, it is not always recommended.

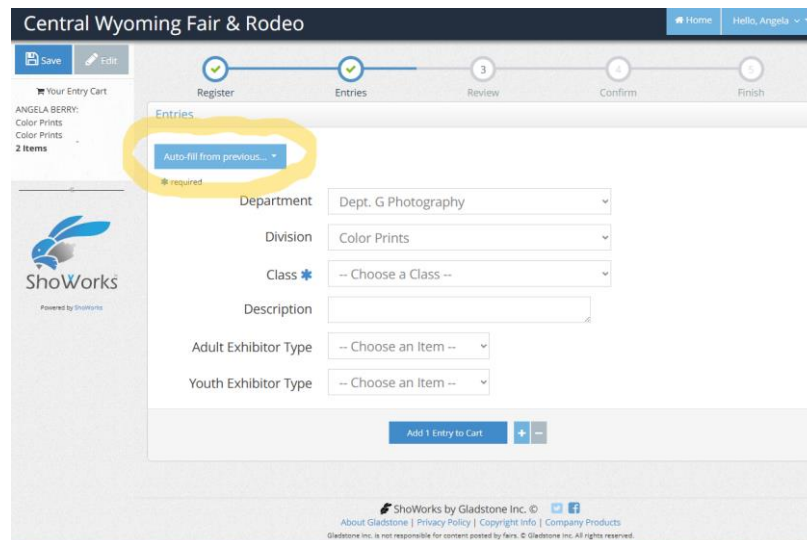


OPEN CLASS EXHIBITS

1. Static Exhibits should be entered individually. **Example:** you have 6 photographs to be judged, you would enter each photograph individually. For sewing, you will enter each item you have sewn or created separately. **If you are entering multiple projects in the same department, click on the “Add Similar Entry” button as seen below:**

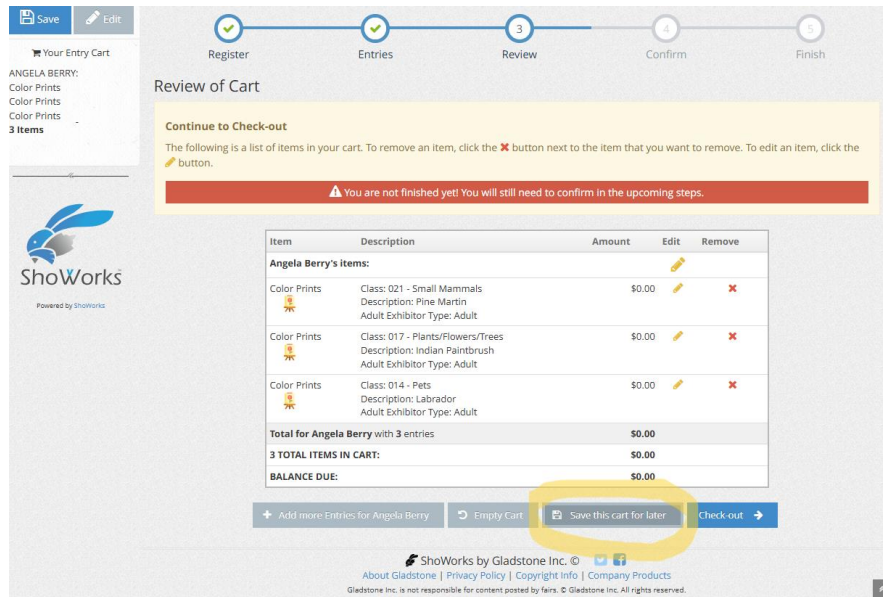


2. There is an “Autofill from your last Entry” option available, it is located to the left of the screen and is highlighted in blue as shown here:

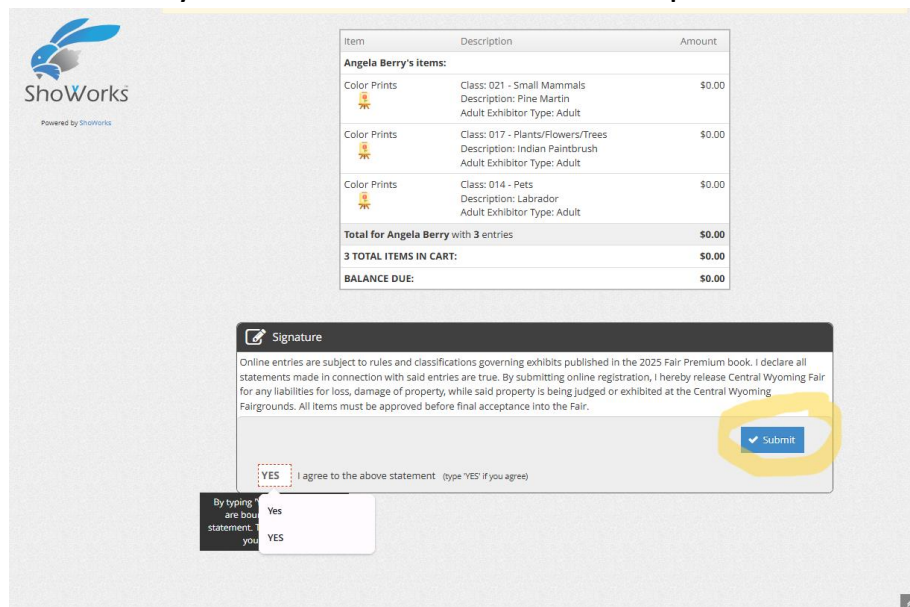


MOST IMPORTANT:

1. If you begin entering items and want to finish your entries at a later time, be sure and save those entries to your cart before you log out of your account. If you do not save your cart, the entries made will no longer be there.



2. **BE SURE and SUBMIT ANY SAVED ITEMS** in your shopping cart. All items must be submitted by the June 27th entry deadline. Any saved items not submitted will not be accepted after that date.




3. **BE SURE you PRINT YOUR RECEIPT** as proof that you completed the checkout process. This is the best way for you to keep track of what you have entered and the only way for you to verify your entries if a problem were to arise. See a sample of a receipt on the following page.

Central Wyoming Fair & Rodeo				
Receipt				
ITEM	DESCRIPTION	WEN#	AMOUNT	
Container-Grown Plants	Class: 014 Class Description: Hanging Basket, One Variety of Plant Adult Exhibitor Type: Adult	A2EC83	\$0.00	
Container-Grown Plants	Class: 027 Class Description: Any Other Plant Not Listed Adult Exhibitor Type: Adult	66ED6A	\$0.00	
Total for Angela Berry with 2 entries Address: 899 N Lakeview Ln City: Casper State/Prov: WY Postal Code: 82604 Phone: (307) 259-5114 e-mail: wyberrys@gmail.com Adult Exhibitor Type: Adult				
TOTAL:	\$0.00			
PAYMENTS:	\$0.00			
BALANCE DUE:	\$0.00			
EXHIBITOR NAME:	Angela Berry			
CONFIRMATION ID:	cwfro-5121100233329			
TRANSACTION TIME:	5/1/2025 10:02:33 AM			
 				
Thank you for registering for online entries. See you at the Central Wyoming Fair & PRCA Rodeo, July 4-12, 2025!				
Central Wyoming Fair & Rodeo				
Receipt Summary				
2 TOTAL ITEMS IN CART:			\$0.00	
PAYMENTS:			-\$0.00	
BALANCE DUE:			\$0.00	
CONFIRMATION ID:			cwfro-5121100233329	
Transaction Time: 5/1/2025 10:02:33 AM				

4. **BE SURE THAT YOU PRINT THE CONFIRMATION OF THE ENTRIES YOU HAVE MADE.** If you do not receive the confirmation email, this means that your submission may not have gone through, and you are not registered.

Central Wyoming Fair & Rodeo
Home Hello, Angela



1
Register

2
Entries

3
Review

4
Confirm

5
Finish

Completed!

Submission Successful

Below is a summary of your transaction. You should print a detailed version at this time for your records or include in any correspondence.

Don't forget to print!

Transaction Summary for Central Wyoming Fair & Rodeo

Confirmation ID:	cwfro-5121100233329
Total Exhibitors:	1
Total Entries:	2
Total Additional Items:	0
Transaction Time:	5/1/2025 10:02:33 AM
Transaction Amount:	\$0.00
Transaction Payment:	\$0.00
Transaction Balance:	\$0.00

Also, email a copy of my receipt to:

5. If you have any questions, please feel free to call the Fairgrounds Office 307.235.5775.

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