

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 the logo for 'THE SCANMAN' and 'JudgingCard.com'. Below the logo is a 'Sign In to JudgingCard:' section with fields for 'Username:' and 'Password:', a 'Sign In' button, and a 'Search the AST Directory:' section with a search box and a 'Search' button. To the right is a 'News Feed:' section with a list of news items, each with a date and location code followed by a link to online results. Below the news feed 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. At the bottom of the page, it says 'If you have any questions or comments about JudgingCard, please email us at info@JudgingCard.com'.

JC22: Wednesday, May 09, 2012

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

This screenshot shows the same navigation bar as in the previous screenshot. The 'Registration and Information' icon, which is a calendar, is highlighted with a red rectangular box.

4. Browse to the month of **September 2023** by using the navigation arrows at the top of the calendar

The screenshot shows a calendar for September 2023. The calendar is displayed in a grid format with days of the week as columns and dates as rows. The month of September 2023 is selected. Several dates are marked with event names: 1 (South Dakota 4-H State Horticulture Skill-A-Thon), 2 (Texas State ATHS Prep Course), 3 (South Dakota 4-H State Consumer Decision Making Skill-A-Thon), 4, 5, 6, 7, 8, 9 (Indiana 4-H State Horticulture CDE), 10, 11, 12 (Indiana Area 2 Livestock Skillathon Contest), 13 (Sava FFA Cattle Grades), 14, 15, 16 (The Big E The Big E), 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27 (Illinois FFA Trade Show), 28, 29, 30.

AW5100: Wednesday, June 7, 2023

5. Click on "**The Big E Registration**" link found on **September 16, 2023**, this will take you into the event's registration page
 - a. *****Please note you may have to update your contact information at this point*****

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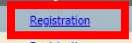
6. Carefully make note of all of the posted information on the event's main page
7. When you are ready to register, click the link to "**Online Registration**"

The Big E Saturday, September 16, 2023	
Online Registration Link:	Online Registration 
Registration Status:	Open
Location:	, MA
Online Registration Starts*:	5/17/2023 8:00 AM
Late Registration Starts*:	
Registration Closes*:	9/10/2023 11:59 PM
<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:	Emily Fleury EFleury@thebig.com
Payment Mailing Address:	Payments should be made through your state FFA office
Other Information:	

Websites or Documents / Additional Information

Description	URL	Updated
FFA schedule events 2023.docx	Click here	5/17/2023
FFA Waiver	Click here	5/22/2023

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

Event Name	Cost	# Registered	Total Cost	Options
Ag Issues	\$10.00 / Team	0	\$0.00	Registration 
Ag Tech and Mech Systems	\$10.00 / Team	0	\$0.00	Registration
AgriScience Fair	\$10.00 / Submission	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
Employment Skills	\$10.00 / Contestant	0	\$0.00	Registration
Extemporaneous Public Speaking	\$10.00 / Contestant	0	\$0.00	Registration

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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
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 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	\$10.00	Registration
Livestock Evaluation	\$10.00 / Team	0	\$0.00	Registration
Marketing Plan	\$10.00 / Team	0	\$0.00	Registration

Brett Elliot
 Tim Jones
 Shuan Murphy
 Abby Stevens

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