

Animal ID Process for Exhibitors	
These are the screens/steps that families and exhibitors will see when they log in to identify animals.	
Steps	2023 Super Cool Fair
<ol> <li>After logging in, the exhibitor will click on the Register an animal button. There is no option to make fair entries.</li> </ol>	Animal ID is currently Open 1/3/2022 - 3/31/2022 Register an animal
<ol> <li>The first step is to register the exhibitor. There are 3 screens to complete:         <ul> <li>First Name, Last Name, Birthdate, Grade – Names are required, Birthdate and Grade are controlled by your entry settings.</li> <li>Contact Info – Phone is required, email, cell phones are optional.</li> <li>Address (required)</li> </ul> </li> <li>When those 3 screens are complete, there is a Continue to Animals button on the Review screen.</li> <li>The first step is to select the Animal Type to</li> </ol>	Exhibitors     Animals       Add animal to exhibitor     Register an Exhibitor       There are 5 exhibitors are available to add an animal to. <ul> <li>Register an Exhibitor</li> <li>Resonand Details</li> <li>Contact Info</li> <li>First Name</li> <li>Entit</li> <li>Last Name</li> <li>Schultz</li> <li>Contact Info</li> <li>Entit</li> <li>Home Phone</li> <li>123-123-1234</li> <li>Entit</li> <l< td=""></l<></ul>
be identified.	2023 Super Cool Fair source -
<ol> <li>After all fields are complete, the exhibitor will either see a Continue to Upload Files option (if you have set up Files for this Animal Type) or a Finish button. Files uploaded must be either PDF or an image file (GIF, JPG, PNG, TIFF).</li> </ol>	Animal         Animal Type       Test Animals         Animal Name       Fuzzy         Tag*       7887         Type of Pet       Cuddly and Warm         Birthdate       11/28/2021         Continue to upload Files       Continue ©
<ol> <li>After clicking Finish, the exhibitor is taken to a list of all exhibitors/animals for this family. There is an option beside each to Add an Animal for that exhibitor. There is also an option to Edit existing animals. To add a new</li> </ol>	Exhibitors     Animals       Schuitz, Bil     I Animal       1 Animals     ID: 2657       Status: Complete     I Edit       Aardvarks     ID: 3453
exhibitor to the family, click on the green Exhibitors tab at the top of the screen.	