

**Indiana 4-H Mission:** The Indiana 4-H Youth Development mission is to provide real-life educational opportunities that develop young people who will have a positive impact in their communities and the world.

**Indiana 4-H Vision:** Indiana 4-H Youth Development strives to be the premier, community-based program empowering young people to reach their full potential.

April 17, 2024

Dear 4-H members and families,

**2024 Fair Entry**  
Entry Window: May 1-May 31

**Tips for Fair Entry project entry:**

- ☛ Make sure to check 4-H online to ensure you are signed up for the projects you will be completing this year by May 15, before beginning Fair Entry project registration.
  - Please refer to the 4-H handbook for project exhibit guidelines.
- ☛ Every 4-H member enrolled in 4-H online that completes a project(s), is eligible to receive a 4-H T-shirt.
- ☛ Complete T-shirt size for each child [Dearborn t-shirt Event on 4-H online] no later than May 15. If members and volunteers do not submit a shirt size in 4-H online, no shirt will be purchased for them this year!

**To clarify the usage for 4-H online and Fair Entry:**

- **4-H online** is the site each family visits to enroll youth into the 4-H program, select projects, select enrollment payment method and identify livestock to be exhibited during the current year.
  - Yearly, families visit the website to enroll youth in 4-H and if youth are exhibiting livestock at the fair, to identify animals by May 5th. **Rabbits, poultry, dog, cat, and small animals do not complete 4-H online animal enrollment.**
- **Dearborn County Fair Entry** (<https://dearborncountyindiana.fairentry.com>) is the site each family visits annually registering exhibits youth are bringing to the fair. Project information is required to create project check-in judging booklets; record youth exhibit results and register eligible youth for State Fair Exhibit Hall Project entries. **Deadline to complete project registration in Fair Entry is May 31, 2024.** If members have not completed Fair Entry registration by Project check in day, they must complete Entry before projects are judged.

**Dates to remember:**

- ☛ May 15, 2024- 4-H online project deadline for drop/add, animal ID enrollment [except those listed above], lease agreements, DNA samples for State Fair Livestock and animal pen assignments due to Ext. Office, T-shirt sizes declared in T-shirt event on 4-H online.
- ☛ Fair Entry dates-May 1-May 31<sup>st</sup>.

**TIPS:**

- 1) Do not use Internet Explorer web browser. The two recommended browsers are either Firefox or Google Chrome.
- 2) Register each project exhibit completing all required fields as required.
- 3) **Complete Fair Entry for all family members before hitting the Submit Button.**
- 4) **Do not hit the submit button until you are sure all is correct and you have entered all family members registrations; there is no editing after the submit button is activated and the submission is approved by Extension Office staff.**
- 5) If you do happen to submit before you are ready or you made a mistake, call the Extension Office 812-926-1189 for further instructions.
- 6) There are no fees to pay for this registration; it is just a generic section of the registration.

**Further clarification:**

In this mailing you will find step-by-step directions for completing project exhibit registration in Fair Entry. It is our expectation; every 4-H youth will register each of their project exhibits on or before May 31. You will also find a Fair Entry Resource that provides information on where to find your project in Fair Entry, both state and county projects.

If you have questions contact the Extension Office 812-926-1189 and ask for Sue, or Liz at [ebeiers@purdue.edu](mailto:ebeiers@purdue.edu) or, visit the Lawrenceburg Library and speak with Cris Green in the technology department.

Sincerely,  
  
Liz Beiersdorfer, 4-H Youth Development Educator

**Success Check list for members:**

- Enroll in 4-Hat <https://in.4honline.com>.
- Contact club leader and let them know you joined their club. Club leaders and contact information are located in the Dearborn County 4-H Handbook.
- Check with club leader or Extension Office: for project manual, green folder, -achievement sheet and project record sheet.
- Read the 4-H monthly newsletter. The newsletter resource provides you with 'need to know' information.
- Attend club meetings. Leaders share important information and program resources at meetings. Don't be afraid to ask questions if you don't understand something.
- Complete 2 activities in your project manual each year. Suggest manuals come to the fair on project check-in day for judge review. Activities help you learn about your project and offer additional resources where you can get information or ideas.
- Don't forget the record sheets! Record-keeping is an important learning step in every project. You need to complete record sheets in plenty of time for review by your leader.
- The green folder is used for the tenure of your 4-H experience.
- The achievement sheet is placed in front of the green folder. Record sheets from the current year are placed in the folder in the order they are listed on the achievement sheet. Current year records are the only records to be in the folder for project check-in day. Remove old records and file for future reference.
- Read the 4-H Handbook to find exhibition requirements for your project (s). The manual explains in detail what is expected for project completion.
- Schedule time throughout the spring to work on and complete projects. Try not to wait until the last minute to complete projects. You will do your best work if you are not rushed.
- If you are taking livestock: beef, boar goat, dairy goat, horse, llama/ alpaca, sheep, or swine, identify your animal on 4honline by May 15. Make sure you have a premise ID number from the Board of Animal Health in Indiana and attend tagging day for your specie. Attend poultry blood testing days or provide to poultry chair a certificate of NPIP pullorum-free flock from who you purchased poultry.
- I suggest you take projects to club meetings to be reviewed by leaders. Positive Feedback will help you improve your work. Don't take it personally, but thank the leader for helping you improve.
- Livestock Exhibitors: Make sure you are in compliance with exhibit regulations for your animals. Farms need premise ID's and animal identification must be completed in 4H online prior to May 15th each year.
- Pre-Fair forms due to the Extension Office by May 15th. (pen/class form)
- Register your exhibits on Fair Entry between May 1 and May 31.
- Project check-in this year is Saturday, June 15 from 9-11:30 AM at Agner Hall, located on the Lawrenceburg Fair Grounds.
- The judge will ask you questions about your project. Speak clearly, and do not be afraid. This is your time to show what you have learned. You may want to practice answering questions with Mom and Dad for practice.
- Attend the fair and look at other projects. This is a good time to look at other projects offered in the 4-H program. Check the fair schedule and participate in as many fair activities as your family can work into the schedule. Fair week is a great time to learn, to share, to support other 4-Her's and to get to know fellow 4-H members.

**Success Check list for parents:**

- Enroll child / children in 4-H (4honline.com) and READ the 4-H newsletter to stay informed of activities. Pay the \$15 enrollment fee if you did not pay online within 10 days of enrollment to the County Extension Office.
- Contact club leader & let them know your child has joined their club. Don't be afraid to ask questions. Club leader contact information can be found in the 4-H Handbook.
- Attend club meetings with your child. 4-H is family friendly!
- Don't hesitate to contact me at the Extension Office if you have questions or concerns.
- Encourage your child to complete 2 activities in project manual(s) every year. You may initial to verify the activity has been completed.
- Record sheets completion helps members learn an important life skill. Please review the sheets and help children collect the necessary items needed for completion. Guide them when filling out the sheets to the best of their ability. Green Folders and record sheets help document project work and achievements for use in awards and scholarships.
- Read the annual 4-H Handbook for exhibition guidelines, for each project. Help your child understand the requirements for project completion.
- Encourage your child to begin early in planning and working on projects. Help them purchase necessary supplies required for project completion.
- Ask your child to take projects to club meetings for a leader review. Help your child understand feedback and how it can lead to project improvement.
- Review livestock exhibit requirements in the handbook. Handbook is available online at <https://extension.purdue.edu/dearborn> under 4-H info. If you have questions contact the specie chair. Chair names and numbers are listed in the beginning section of the handbook.

- Read the 4-H Handbook regarding animal exhibition. All the rules and expectations are detailed for each specie. If you have additional questions, please contact the specie chair.
- **Make sure your animals are identified on 4-honline by May 15,**
- **Help youth register exhibits on Fair Entry between May 1 and May 31.**
- **Submit youth T-shirt size to T-shirt 4-H online event by May 15, 4:30 pm.**
- Allow your child to interact with the judge by himself or herself. Parents may offer prompts to help their children answer questions, but the judge wants to know what the child knows about the completion of their project. If you have a special needs child, feel free to interact with the judge as necessary to answer questions.
- Allow your child to participate in 4-H fair activities as much as you can. This is a time to bond with their peers, learn new things, and have fun.

Website Reference

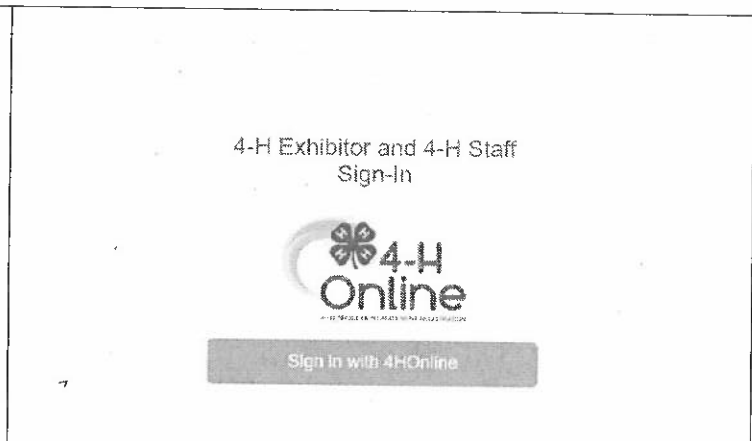


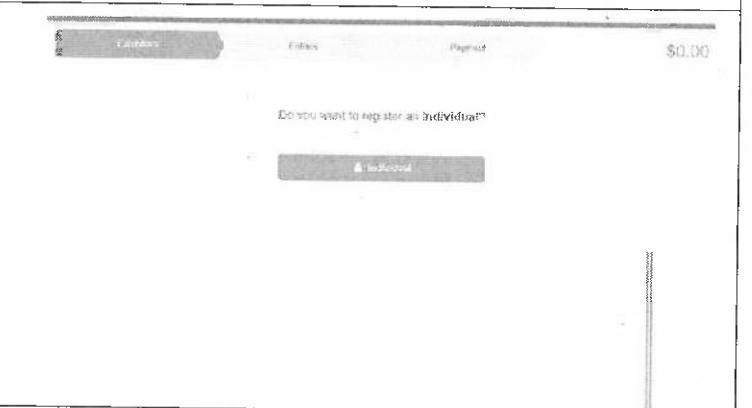
**Dearborn County Extension Office** webpage address- <https://extension.purdue.edu/Dearborn-4-Henrollment>, information and forms

**Dearborn County Extension Facebook** page - <https://www.facebook.com/PurdueExtensionDearbornCounty> - Check the page for announcements, updates, pictures and more

**Dearborn County Fair Facebook** page- <https://www.facebook.com/DearbornCounty4HandCommunityFair> - Check the page for announcements, updates, pictures, fair activity and more



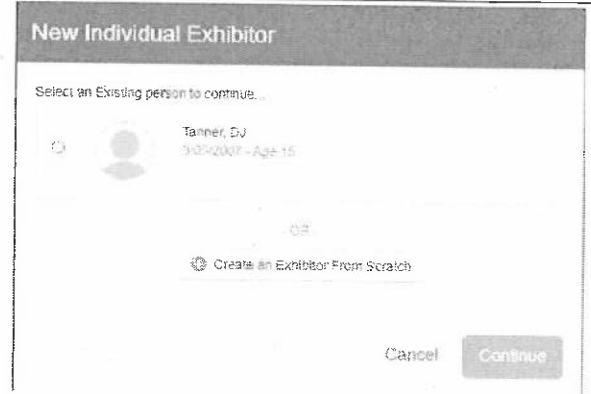
Register for the **Dearborn** County 4-H Fair:  
May 1-May 31, 2024

<ul style="list-style-type: none"> <li>- Go to <a href="https://dearborncountyindiana.fairentry.com">https://dearborncountyindiana.fairentry.com</a> Recommended browsers: Google Chrome or Mozilla Firefox. Older versions of Internet Explorer may cause unexpected results.</li> <li>- Register all entries for each exhibitor in the family before proceeding to the Payment section.</li> <li>- Be sure to click "submit" when you have completed your entries. Entries are not final until they have been submitted.</li> </ul>	
<p>2. Select the "Sign in with your 4-H Online" option – the <b>GREEN</b> box</p>	
<p>3. A separate box will pop up where you can enter the login email address and password from 4HOnline.</p> <p><i>(If you don't remember your password, you will need to select the "I forgot my password" option to get a temporary one emailed to you. If your email address has changed, log in using the old email address and change it in 4-H Online.)</i></p>	
<p>4. Click the "Sign in" box.</p>	
<p>5. This will take you to the Welcome screen, where you will need to select the green box to "Begin Registration."</p>	
<p><b>SECTION 1 - EXHIBITORS TAB</b></p>	
<p>6. Choose the register an exhibitor button and click the green "Individual" box. There is no payment necessary during this process.</p>	



7. Choose the dot next to the name of the 4-H'er you would like to register and then click the green "continue" box.

Please do not create any exhibitors from scratch, as you will not be able to add exhibits for the projects you are enrolled in.

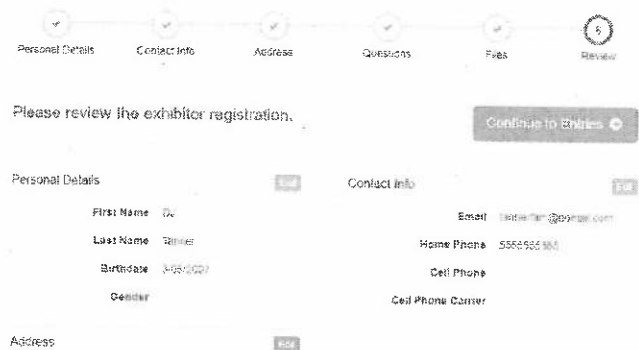


8. Answer any required questions and review the exhibitor registration information.

9. Make any necessary corrections (using the edit boxes). Remember that any corrections made here DO NOT transfer back to your 4HOnline Account

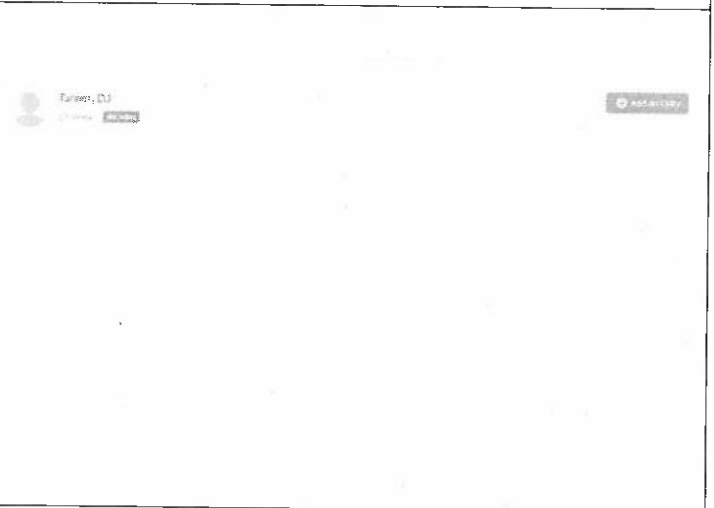
10. If Additional questions are required by your county, complete the questions and then select the green "Continue" box

11. When you are taken back to the Exhibitor information page, click the green "Continue to Entries" button

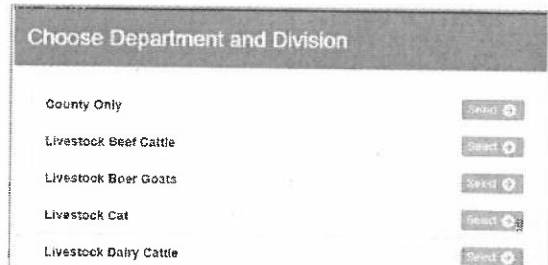


**SECTION 2 - ENTRIES TAB**

12. Click the green "Add an Entry" box to the right of the exhibitor's name.



13. Click the green "Select" box next to the Department you would like to enter. Any departments that are not available for entry will be noted as "Not Available" with a short explanation.





14. Click the green "Select" box next to the Division you would like to enter.

Department State Projects Change

110: Aerospace (AE) Select

120: Arts and Crafts, General (CR) Select

125: ATV Safety Education (AS) Select

130: Beekeeping (BK) Select

15. Click the green "Select" box next to the Class you would like to enter

(Check the Dearborn County 4-H handbook for exhibition descriptions, requirements and rules)

Starting an Entry

Department State Projects Change

Division 160: Child Development (CD) Change

Select a Class to continue

18011: Level A (CD) Select

18021: Level B (CD) Select

18031: Level C (CD) Select

18041: Level D (CD) Select

16. Review the selection of the Department, Division and Class. To correct errors in the Department, Division or Class, click the corresponding blue 'Change' button in case you mistakenly select an incorrect department, division, or class. Click the green 'Continue' button to move to the next step.

Exhibitors Entries Payment

Starting an Entry

Department State Projects Change

Division 160: Child Development (CD) Change

Class 18041: Level D (CD) Change

**Continue**

17. Select the dot next to the 4-H Club that you belong to and then select the green "Continue" box. Next, enter in a description of your exhibit and click Continue— *please be specific as this description for non-animal exhibits will be used to distinguish between exhibits, example – don't just type in "photo", type in more description, such as "Butterfly on leaf photo"*

18. Answer any Additional Questions required for that entry.

\*\*Once you are done with the uploads, then click the green "Continue" box.

Entry #59 Details

Termed (X)

Entry Details

Department State Projects

Division 160: Child Development (CD)

Class 18041: Level D (CD)

**Continue**



19. When each class entry is complete, you have 4 choices for what to do next:

- If this exhibitor has more class entries to make, you can Add another Entry
- If all class entries have been completed for one exhibitor, you can Register another Exhibitor in this family.
- If all entries for all exhibitors in the family have been completed, Continue to Payment to finalize and submit your entries.

**\*\*The payment section is a formality of the system. No payment is needed, but you must go through the steps to submit your entries.**

### What do you want to do next?

For DJ Tanner

Add another Entry

Register another Exhibitor

Everything looks good!

Continue to Payment

### SECTION 3 -- Animal Entries

20. The first two steps of selecting a department and division are similar. Once those elections are made, the exhibitor will be asked to first select a class.

#### Starting an Entry

Department Livestock Beef Cattle Change

Division Heifers Change

Select a Class to continue

101001 : Angus Junior heifer calves (AN) Select

101002 : Angus Winter heifer calves (AN) Select

101003 : Angus Senior heifer calves (AN) Select

101004 : Angus Late summer yearling heifers (AN) Select

101005 : Angus Early summer yearling heifers (AN) Select

101006 : Angus Spring yearling heifers (AN) Select

20. To register an animal entry from 4-H Online, you will select the white "add an animal" box during the entry process.

21. A list of those animals that you have previously ID'd in 4-H Online that are eligible for that class are listed. Select the circle next to the animal you would like to enter. Then select the green "Select Animal" box.

**\*\*To enter a Cat, Dog, Rabbit, or Poultry, please select "Enter a New Animal Record", and complete all applicable fields on the screen.**



Entry Animals

There is no animal in this slot

Add an animal

Continue

#### Adding an Existing Animal

Allowed Animal Types:

- Beef Commercial & Market Heifers
- Beef Registered Heifers

DJ Tanner

Tattoo: 988DJ View Info

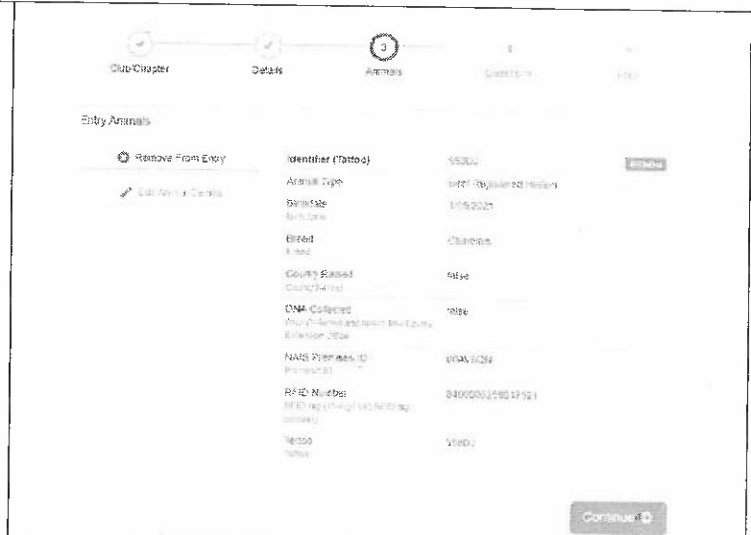
Create

Cancel

Select Animal



22. All of the information about that animal will be pulled over from 4-H Online, so that you can check to make sure that is the correct animal. If you want to switch to a different animal, click on the "remove from entry" box. If it is correct, click the green "Continue" box.

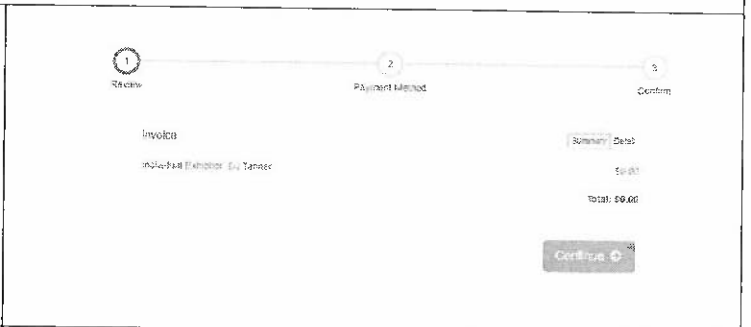


23. This then takes you to answer any Additional Questions required for that entry (similar to Step 18).

#### SECTION 4 - PAYMENT TAB

\*\*\*The payment section is a formality of the system. No payment is needed, but you must go through the steps to submit your entries. It is best to enter all entries for all exhibitors in your family before completing the Payment and submission steps.

26. Review your invoice, in either summary format or detail format. If it looks correct, click the green "Continue" box. If not, go back to the entries tab and fix what you need to.



27. Select the green "Continue" box.

28. Continue to confirm and submit your entries.

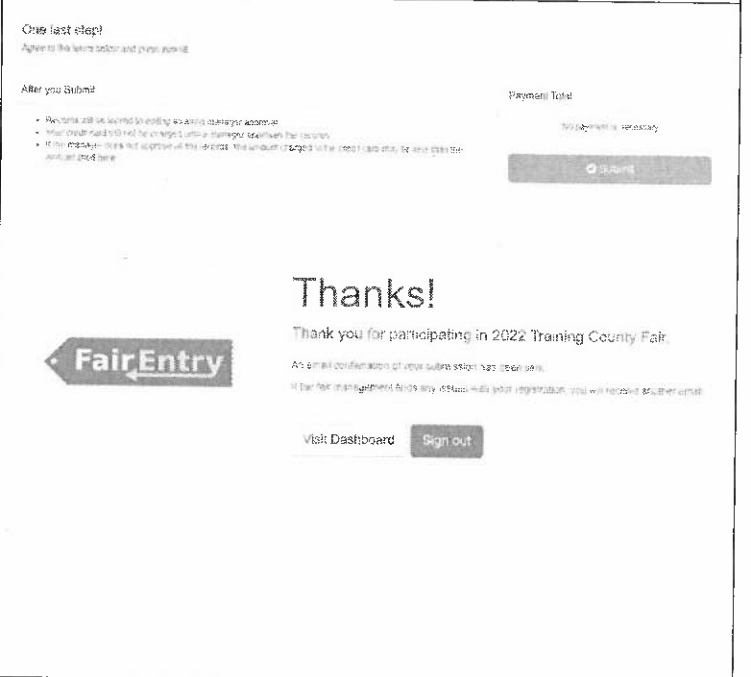
NOTE: Once you hit submit, you cannot edit your entries.

29. Click the Submit button to submit your entries.

30. You will receive a "Thanks!" message. You can choose the button to "Visit Dashboard" to see your entry.

You will receive an email from FairEntry after your entry has been submitted.

You will also receive an email from FairEntry letting you know if your entry was approved or rejected by the County Extension Staff. If part of your entry was rejected, a reason will be listed and you will be able to log in and fix the problem before submitting that entry again. Please contact the **Dearborn County Extension Office** if you have any problems with this process at **CONTACT the Extension Office at 812-926-1189**.





4-H Online Project Categories	FairEntry Departments	FairEntry Project Names
Aerospace	State Projects	Aerospace (AE)
Animal Education	State Projects	Cat Poster or Display (CP) Dog Poster or Display (DP) Llama-Alpaca Poster or Display (LP) Poultry Poster or Display (PP) Rabbit Poster or Display (RP)
	County Projects	Beef Dairy Cattle Goat Horse Science Sheep Swine
Arts and Crafts	Arts and Crafts	<b>General Arts &amp; Crafts-examples</b> <ul style="list-style-type: none"> <li>• Basket Weaving</li> <li>• Bead Craft</li> <li>• Candle Making</li> <li>• Ceramics</li> <li>• Decoupage</li> <li>• Felt Craft</li> <li>• Jewelry</li> <li>• Latch Hook</li> <li>• Leather</li> <li>• Lego models</li> <li>• Macramé</li> <li>• Metal Craft</li> <li>• Other Craft</li> <li>• Paint by Number</li> <li>• Pottery</li> <li>• Scrap Craft</li> <li>• Seed Craft</li> <li>• Silk Flowers</li> <li>• Tie Dye</li> <li>• Wearable Art</li> <li>• Wood Craft</li> </ul>
Beef	Beef Cattle	Steers and Dairy Beef Steers Heifers Showmanship
Beekeeping	State Projects	Beekeeping (BK)
Bicycle	County Only Project	Bicycle
Cake Decorating	State Projects	Cake Decorating (CK)
Cat	Cat	Kitten Adult Adult Cat Showmanship
Child Development	State Projects	Child Development (CD)
Collections	County Only Project	Collections
Communications	State Projects	Creative Writing (CW) Demonstration (DE) Informative 4-H Presentation (IP) Professional Persuasive Presentation (PR)

		Public Speaking (PS)
Computer Science (Includes Robotics)	State Projects	Computer (CO) Robotics
Consumer Clothing	State Projects	Consumer Clothing (CC) notebook
Crop Science	County Only Project	Crop Science <ul style="list-style-type: none"> <li>• Crop Science careers</li> <li>• Seed art project</li> <li>• Cover crops</li> <li>• Crop science poster</li> <li>• Alfalfa</li> <li>• Corn</li> <li>• Soybean</li> <li>• Non-alfalfa Hay</li> <li>• Small Grain Examples: Barley Oats, Wheat, Soybeans</li> </ul>
	Dairy Cattle	Dairy Female <ul style="list-style-type: none"> <li>• Dairy Showmanship</li> </ul>
Dairy Goats	Dairy Goats	Dairy Goat Doe Dairy Goat Wether Dairy Goat Showmanship
	County Only	Fiber Goat [Cashmeres or Angoras]
Dog	Dog project	Obedience Agility Dog Showmanship
Electric	State Projects	Electric (EL)
Entomology	State Projects	Entomology (EN)
Fashion Revue	State Projects	Fashion Revue, Consumer Clothing (CF) Fashion Revue (FR) Member must choose fashion review or sewing; cannot do both
	County Fashion Review	Open to all youth in wearable sewing project in grades 3-12. Do not use Fair Entry as County fashion review form must be returned to office by May 28 <sup>th</sup> !
Fine Art	State Projects	Fine Arts (FA)
Floriculture	State Projects	Floriculture (FL)
Foods	State Projects	Foods, Baked (FB) Foods, Preserved (FP)
Forestry	State Projects	Forestry (FO)
Garden	State Garden	Garden Education (GE) Garden Collection (GC) Herb (HB) Potato (PO) Single Vegetable (SV) Tomato Plate (TM)
Genealogy	State Projects	Genealogy (GN)
Geology	State Projects	Geology (GO)
Gift Wrapping	County Only Projects	Gift Wrapping
Health	State Projects	Health (HT)

Home Environment	State Projects	Home Environment (HE)
Horse and Pony	Horse and Pony	Contesting English Western
Jr. Leaders	County Only Projects	Jr. Leaders
Lawn and Garden Tractor Safety and Operator Skills	State Projects	Lawn and Garden Tractor Operator Skills (LO) Lawn and Garden Tractor Safety Education (LG)
Llama and Alpaca Craft	State Projects	Llama-Alpaca Crafts (LC)
Llama/Alpaca	Llama/Alpaca	Halter Costume Obstacle Course Public Relations Pack Class Showmanship
Boer Goats	Boer Goats	Boer Goat Breeding Does Meat Goat Showmanship Myotonic Does and Wethers
Meat Goat	Meat Goat	Market Kids [wethers or does]
Mini Projects	Mini Projects	Before You Sew Bicycle Bugs Collections Crafts Farm Animals Foods Forestry Gardening Models More Bugs My Pet and Me Plants & Flowers Reading Sun, Stars & Space Trees Whales & Dolphins Wildlife
Model Craft	Arts and Crafts	Model Craft (MC)
Needle Craft	Arts and Crafts	Needle Craft (NC)
Photography	State Projects	Photography (PH)
Pocket Pets	County Only Project	Gerbils Hamsters Guinea Pigs Ferret Rats Other
Poultry	Poultry	Commercial Chickens Commercial Waterfowl Exhibition Waterfowl Standard Exhibition Large Fowl Game Birds

		Turkey Geese Bantam Exhibition Poultry Showmanship
Pygmy Goats	Pygmy Goats	Pygmy Goat Doe Pygmy Goat Wethers
Rabbits	Rabbits	Rabbit Meat Rabbits Rabbit Showmanship
Recycling	County Only Projects	Recycling/Creative Science Project
Scrapbooking	County Only Projects	Scrapbook
Sewing	State Projects	Sewing Construction, Non-Wearable (SN) Sewing Construction, Wearable (SW)
Sheep	Sheep	Breeding Ewes Market Lambs Sheep Showmanship
Shooting Sports	State Projects	Shooting Sports Education (SS) List exhibit discipline: archery, muzzleloader, outdoor skills, pistol, rifle, shotgun
Small Engine	State Projects	Small Engines (SE)
Soil and Water Science	State Projects	Soil and Water Science (SW)
Sportfishing	State Projects	Sport Fishing (SF)
Sports	County Only Project	Sports
Swine	Swine	Litter Class Breeding Gilt Market Gilts Swine Barrows Swine Showmanship
Tractor Safety and Operator Skills	State Projects	Tractor Operator Skills (TO) Tractor Safety Education (TP)
Veterinary Science	State Projects	Veterinary Science (VS)
Weather and Climate Science	State Projects	Weather and Climate Science (WC)
Welding	County Only Project	Welding
Wildlife	State Projects	Wildlife (WI)
Woodworking	State Projects	Woodworking (WW)
Zero-Turn Mower Safety and Operator Skills	State Projects	Zero-Turn Radius Mower Operator Skills (ZO) Zero-Turn Radius Mower Safety Education (ZE)