## **4-H DIGITAL** SHOWCASE

Before you begin, you will need a Google account to upload items. If you need to sign up for Gmail, the link to enroll is <u>https://gsuite.google.com/signup/basic/welcome?hl=en</u>

If you or a member of your family already has a Gmail account, you may move on to Step 1.

**Step 1.** Using your smartphone, tablet, or computer go to the 2020 Bartholomew County Digital Showcase site.



https://bcdigitalshowcase.com/upload



- **Step 2.** Select the green "Submit" button under the correct project category.
- **Step 3.** A Google Form will populate on a secondary page requiring 4-H member and project information on either the animal or exhibit.

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**Step 4.** Once information is entered, you will need to upload the files needed for the project entry. An upload tile will populate allowing you select files for upload.

**Step 5.** When all required information and uploads are entered, hit the purple "Submit" button.

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Class *	
Choose 👻	
Upload Files Here (YQCA, Registration Papers, Video) *	
A copy of your responses will be emailed to the address you provided.	
Submit	ſ

Beef-Registered Heifers Vour response has been recorded. Submit another response

Step 6. If you or your family is entering more than one entry per project, you may click the Submit another response on the confirmation page. You will then repeat steps 2 through 5.