

Individual Posting

Posting enters the judging results for each class. It can be done by class, by individual, or by scanner. The fast posting section is not covered as there are too many potential for errors using this method.

Use the individual method to bring up one item for a specific exhibitor to correct the posting.

- 1. Click Go to > Posting/Sweepstakes > Individual. See Figure 1.
- 2. Click the Name or Item button to list the exhibitors In the Select Item by section.
- 3. Highlight the exhibitor.
- 4. Make the necessary changes to the placing, awards, and State Fair. Notice that the placing amount and total item amount change to the appropriate amounts.



Click the **Clear Posting** button to delete the placing and/or awards.

Enter Item Number 000000123 = 000000123)	Select Item by	Verify Livestock State Fair Data
Image: Constraint of the second sec	Itelin Name 000000045 H078015 Mouse, Minnie 000000046 H078015 Puppet, Pinocchio 000000047 H078015 Robic 000000048 H078015 Rubble, Barney 000000049 H078015 Suilor, Sinbad 000000050 H078015 Warthog, Pumbaa 000000051 H017002 Cat, Slyvester 000000052 H017002 Cat, Slyvester 000000053 H017001 Finn, Huckleberry 000000055 H017001 Farmer, Barbara 000000055 H017001 Beethoven, Schroeder 000000056 H017001 Beethoven, Schroeder 000000058 J003055 Cat, Dilbert 000000058 J003055 Chipmunk, Chip 000000059 J003001 Hoto, Robin 000000059 J003001 Hoto, Robin 000000059 J003001 Jatson, Elroy	Liss Number 12 Process Write-In Judged 12 Awards Enter Award(s) Grand Champion Reserve Champion Amount Object
State Fair Placing Enter Placing P First SF Second B Third R Fhourth W Firmh G 6 Signh	7 Geventh 7 Seventh 6 S Eignth 9 Ninth 10 Tenth 11 Eleventh 12 Twelth	Clear Posting View Premiums Exit Placing Amount 2.00 Award(s) Amount Total Item Amount 2.00

Figure 1. Individual Posting