

## Livestock Exhibitors' List

The exhibitors' list is a report of all exhibitors by department with name, address, phone, club, and department information.

1. Click Go to > Livestock Processing > Exhibitors' List. See Figure 1.

Instructions Report Type Class Combinin	g   Exb Type   Class Method   Counties   Ite	m Type   Includes   Sorts   Destination	1
Note: To enable the (Process / Print)	at least one item must be selected un	<b>der each tab</b> . Fair Level: 3	
Note: Tab Selected status can be seen on th	e 'Instructions' tab.		
	Available Class(es) A Fine Arts F FFA DEPARTMENT H 4H DEPARTMENT J JUNIOR SHOWS	>> Sel >> << Sel << >> All >> << All << Return New Regrest	cted Llass(es)
	Count 0	Process/Print Print	it 0 sfer Classes to Selected box in the desired order.

Figure 1. Exhibitors' List Screen

Most of the selections are preset. Only the exhibitor type, item type, and destination are selected by the user.

- 2. Click the Exhibitor Type tab.
- 3. Select the types of exhibitors to include: 4-H, FFA, and/or open class.
- 4. Click the **Item Type** tab.
- 5. Select All County Fair Items, State Fair Qualified Items Only, or State Fair Items.

- 6. Click the >>AII>> button to move all the departments to the Selected Classes list.
- 7. If only certain classes are needed, select the **desired department** in the *Available Classes* list.
- 8. Click the >>Sel>> button to move the department to the Selected Classes list.
- 9. Click the **Destination** tab.
- 10. Select Printer.
- 11. Click the **Process/Print** button. See Figure 2 for a sample report.

Goshen	County Fair 4-H Livestock Ex	5/1/2006 3:37:58 PM Page 1	
Exb Num	ld Name City State Club	Grade Gende Zip	r Home Street Phone Dept/Div
	GOS4022 Adamson, Adam Jellystone WY GOS103 Bent Barrels Crooked Arr	10 M 87000-0000 rows	355 Grand (307)234-9878 4H DEPARTMENT
	GOS4300 Appleseed, Johnny Jellystone WY GOS112 Bunny Round-Up Youth (	3 M 87000-0000 Club	123 Main (307)349-1298 4H DEPARTMENT
	GOS4202 Beethoven, Schroede Jellystone WY GOS103 Bent Barrels Crooked Arr	r 3 M 87000-0000 rows	181 1st St (307)349-8723 4H DEPARTMENT
	GOS3911 Cat, Dilbert Jellystone WY GOS110 Prairie Center	5 F 87000-0000	7660 County Road 49 (307)532-4277 4H DEPARTMENT
	GOS3597 Cat, Slyvester Jellystone WY GOS103 Bent Barrels Crooked Ar	8 M 87000-0000 rows	550 Main (307)349-8723 4H DEPARTMENT
	GOS3617 Chipmunk, Chip Jellystone WY GOS108 Huntley Farm And Home	8 M 87000-0000 Builders	PO Box 4 (308)234-9878 4H DEPARTMENT
	GOS3821 Collie, Lassie Jellystone WY GOS108 Huntley Farm And Home	6 M 87000-0000 Builders	193 1st St (307)293-8743 4H DEPARTMENT
	GOS4184 Cowboy, Woody Jellystone WY GOS100 Lone Star	11 M 87000-0000	PO Box 112 (307)938-4384 4H DEPARTMENT
	GOS4229 Coyote, Wile Jellystone WY GOS103 Bent Barrels Crooked Ar	6 M 87000-0000 rows	239 Main (307)398-4234 4H DEPARTMENT
	GOS4017 Finn, Huckleberry Jellystone WY GOS103 Bent Barrels Crooked Ar	5 M 87000-0000 rows	104 Main (307)927-4304 4H DEPARTMENT
	GOS3800 Hood, Robin Jellystone WY GOS130 Kanine Kids	7 M 87000-0000	412 2nd St (307)394-0239 4H DEPARTMENT
	GOS3839 Jetson, Elroy Jellystone WY GOS114 Rough Riders	6 F 87000-0000	1234 Rd 41 (307)983-5294 4H DEPARTMENT
	GOS4126 LaRamie, Jacque Jellystone WY GOS100 Lone Star	12 M 87000-0000	PO Box 11 (307)298-3478 4H DEPARTMENT
	GOS3709 Mouse, Minnie Jellystone WY	7 M 87000-0000	Box 93 (307)349-8783 4H DEPARTMENT

Figure 2. Livestock Exhibitors' List