Ribbon Sets

Ribbons are used to denote the place awarded to exhibitors for their fair entries. These can be set for places 1 through 12 for each class. The ribbon sets are assigned to premium tables, which include the amount paid for each placing. There are two ribbon sets that are user definable and can be customized as needed. Use the most common ribbon set in the fair as ribbon set 1 because it is the default on the premium tables.

Define Ribbon Sets

1. Click Go to > Fair Data/Premiums > Premiums > Placing Names. See Figure 1 on page 2.

   Either ribbon set can be cleared by clicking the appropriate button.

2. Click the Set One or Set Two radio button in the Select Ribbon Set section. A placing list displays.

3. Click the Place radio button next to the place number. The place number can be selected as an option on a media report.

4. Type the name or phrase. This information is used only on this screen.

5. Enter the name abbreviation. The name abbreviation is the placing code that prints on the judges' call sheets. It can also be selected as an option on a media report.

6. Click a color square in the box of color choices. This assigns a color for the placing on the posting screen.

   FG in the posting color box means foreground color.
7. Enter a **color abbreviation**. A one-letter or two-letter abbreviation can be used. The abbreviation prints on judges’ call sheets and is available as an option for a media report.

8. Repeat the process for each placing.

9. Click **Return** after each placing is assigned.

When only one ribbon set is used throughout the entire fair, the ribbon color parameter can be changed. Click **Go to > Utilities/Password Entry > Parameters.** Highlight **Ribbon Colors.** Option 1 is for the Danish set and shows these colors on the posting screen: purple, blue, red, and white. Option 2 is for the American set and shows these colors on the posting screen: blue, red, white, yellow, green, and hot pink.