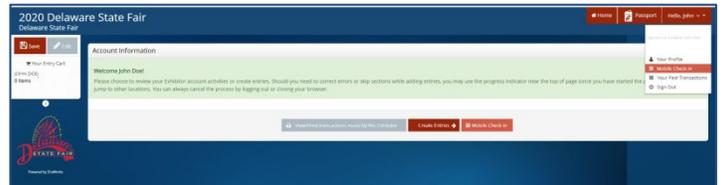
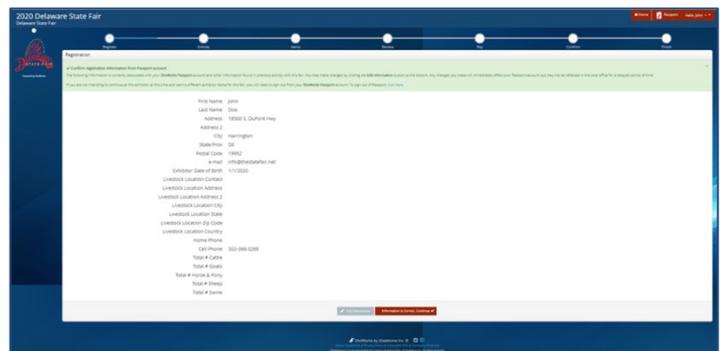
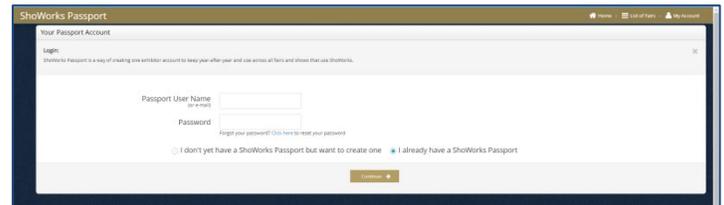
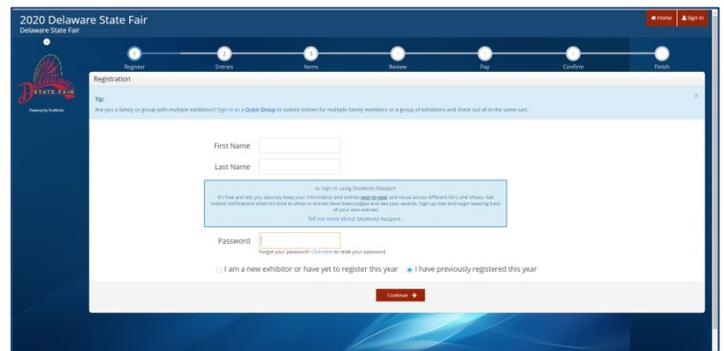
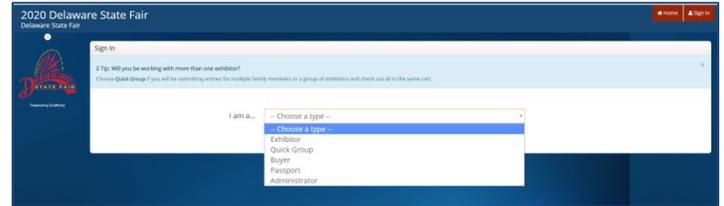




Delaware State Fair 4-H

Photograph and Video Upload Instructions

1. Go to www.DelawareStateFair.com and click on the Exhibitor's tab. Then select the "ONLINE ENTRIES - CLICK HERE TO ENTER" Button. You will then click on the "Sign In" button in the top right corner.
2. Click the drop down and select I am a... "Exhibitor" if you created your entries the traditional way or select I am a..."Passport" if you created your entries using the ShoWorks passport app.
Please Note: You must be doing this on an INTERNET BROWSER only **DO NOT** use the ShoWorks Passport App.
3. If you chose I am a... "Exhibitor"
 - a. Click "I have previously registered this year" at the bottom of the screen.
 - b. Then enter your First Name, Last Name and Password as you did when you created your entries.
4. If you chose I am a... "Passport"
 - a. Click "I already have a ShoWorks Passport" at the bottom of the screen.
 - b. Then enter your Passport User Name and Password as you did when you created your entries.
 - c. Then Click the "Home" button in the top right corner.
 - d. Then Click the "Register" button located below the number 1.
5. Verify your information is correct and select the "Information is Correct, Continue ✓" button.
6. Click on the "Hello, Name" button in the top right corner and select "Your Past Transactions"
7. Please click the red "Upload File(s)" button to be redirected to the Fair Media Solutions website, where you can upload your photographs.
8. Once the Fair Media Solutions website page opens you will see a screen that looks like Figure C. Your name will appear in the upper right corner of the page. You will see the division and class of the



photograph you need to upload below the green “Press For Instructions” box.

9. Please click the grey “Choose File” button and find the intended photograph for that division and class shown.
 - a. The max file size for any photo is 8MB. The image must be a JPEG (.jpg), GIF (.gif), PNG (.png), or BMP (.bmp) file type. NO RAW images allowed. All images must be flattened. Animated gifs or multi-layer images are not allowed.
 - b. The max file size for any video is 120 MB. Videos should be 30-60 seconds long.

10. Notice before the upload it shows a red “Preview” text across the photo and once it has been completely uploaded the “Preview” text will no be longer there. Now with the file chosen please click the grey “Upload” button.

11. Once the upload is complete you will see a grey box below the “Choose File” button stating “Upload Complete.”

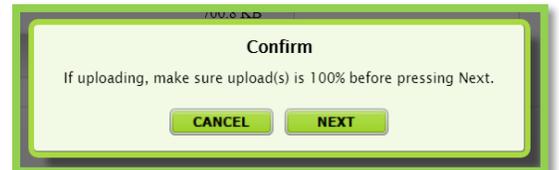
12. You can see what the photo will look like to the judges in the box to the right of “Entry Description.” Please keep an eye on the view of your photo both before and after your upload. We will not be able to see your photo if it is not uploaded.
 - a. If after reviewing the preview image concluding the upload you determine that it did not upload the way you would like, please look back at instructions 9a and 9b and make sure you have the correct file format and size.

13. Repeat steps 9 through 12 until all 3 images and 1 video is uploaded.

14. If you have more than one entry please click the green “Next” button to upload your images and video for your next entry. A confirmation box will appear, and if everything is correct click the green “NEXT” button.

15. Repeat these steps until all files have been uploaded.

16. After your last upload please click the green “Done” button. A confirmation box will appear, and if you are happy with all of your uploads click the green “DONE” button.



Thank you for your entries!