To register for the 4-H Livestock Quiz Bowl Contest:

Log on to 4-H Online:
This should be an agent who has access to all their county youth’s records, and can approve that all members are full time 4-H members.

1. Select the enrollment tab
2. Put a member of the teams name in under the enrollment tab
   a. Select your county (not necessary, but you can)
3. Hit search and their name should appear at the bottom of screen
4. Click the “Login” button on the far right of the screen by the members name

For additional questions or help contact Holly Halvorson at holly.halvorson@ndsu.ed or 701.231.9218
1. Move to the bottom of the screen under Register A Member In An Event
2. Select the member you are going to register your team under

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1. Move to the SECOND drop down for EVENT
2. Select the event: **2018 State Livestock Quiz Bowl Contest**
3. This will generate another screen, click **register** (picture on next page)

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1. Select your county
2. Add each individual team member into the appropriate category
3. Select continue

**NOTE:** The contest is $10 per team. 4-H Online will not calculate this for you at this time (we are working on this). Make sure you write your check for the correct amount of teams you have entered.

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1. Select “Check out” and then “Continue” on the next page to advance to payment.

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1. Press “Confirm Order”
   a. You will only see the name of the student you registered the team under
1. Final step indicates you are “Finished.”
2. Make sure if you are paying via check, make check payable to Center for 4-H and mail it to the address listed.

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