

ONLINE ENTRIES NOW AVAILABLE

www.showday.online

Enter quickly 24hrs a day

HOW TO PLACE AN ENTRY ON SHOWDAY ONLINE

REGISTER

1. When visiting Showday online for the first time you will need to create an account. Single click the **Register** button. Complete your details and then single click the green **Create New Account** button.
2. You will need to have the correct punctuation, address info etc, as this information is how all the shows you enter (via Showday.online) will identify you. An individual show cannot change this information once they have received your entry and you are responsible to keep this information up to date on Showday.online.
3. You will receive a welcome email from Showday.online. Follow the directions and setup your Showday.online login password. Then single click the green **Save** button. If you do not receive this email, please contact Showday.online via their **Contact** link.
4. YOU MUST DO THIS TO ACTIVATE YOUR ACCOUNT
5. Please do not create multiple accounts on Showday.online as each show will have information against accounts already created.

LOG IN

1. When you are a 'returning user' you will login with your email address and password. If you have forgotten your password, please refer to the 'Reset your Password' option on the login screen.
2. Once logged in, if you need to update your contact details click on your name in the top right hand corner of the screen. Any email address changes will need to be made by Showday.online.
3. From the '**Home & Shows**' screen select the show you would like to enter from the list of shows open for entries. You will now be able to start placing entries.

For further instructions please follow this link:

www.showday.online/howto