Kansas State Youth Livestock Nomination Process
ShoWorks Field Description Key

FIELD	DESCRIPTION
First Name:	exhibitor's first name
Last Name:	exhibitor's last name
Password:	use one that is easy to remember and store it in a safe place – will be used to login in the future, including to enter each show (Grand Drive/KJLS)
Address:	exhibitor's mailing address *Ex: PO Boxes – put mailing address here if different than physical address
Address 2:	Apt. (if applicable) **OR** physical address, if different than mailing address
City:	exhibitor's home city; where they live
State:	exhibitor's home state; where they live
Postal Code:	zip code; where they live
County:	county where exhibitor **participates** in 4-H or FFA
Phone Number:	primary phone contact
Email:	primary email address that is checked often by family – will be main form of communication with families
Age:	exhibitor's 4-H age before Jan. 1 of the current year (same for FFA exhibitors)
KSU Family Name:	official KSU Family Name (list is available on the KSU YLP website)
KSU Nomination #:	official family KSU Nomination # (5-digit number assigned to families) NEW families should request one HERE. Returning families should check the Family Name & KSU Nomination # List posted on the KSU YLP website. If you've nominated previously, do NOT request a new number. Look for it on the list, which is sorted by county.
Agent/Advisor Name:	Extension Agent (4-H) or FFA Advisor (FFA) at the local level who will approve nominations
Agent/Advisor Email:	email address of local, home extension agent or FFA advisor
YQCA Certification #:	exhibitor's YQCA certification number – must be valid through 10/5/2025. Listed on certificate, which can be downloaded and printed from the YQCA website. Families upload certificate when first animal is added for each child.
Youth Organization:	organization through which the exhibitor participates (4-H or FFA)
Animal Housing:	declare where animals are housed. Declaration Form for current year must also be completed and uploaded for exhibitors. System will request this form when first animal is added for each exhibitor. Must be uploaded simultaneously with YQCA Certificate. Responses are subject to verification by show staff.
Use Passport App?:	Do you use the Passport App? Optional. It stores animals and allows us to send notifications to mobile devices for families.

FIELD   DESCRIPTION

Breed:	select animal's breed – this is the breed that will be used at both shows
Tag ID:	**_5-digit tag number_** on the visual part of the Kansas 4-H EID tag *must add every tag number to each child for family nomination. Otherwise, they will not be available to all exhibitors for show entry.
Club:	county (or FFA chapter) where youth participates; FFA Chapters listed by county *must select correct option for agents and/or advisors to approve nominations
Animal Name:	name family uses for animal (optional); helpful when adding animal to other exhibitors in the family through quick add option. Must add every animal to each child for family nomination. Otherwise, they will not be available for show entry.
Specify AOB Breed:	if AOB is selected as breed, list specific breed here (example – Landrace)
Dual Nom:	slide this button to the blue "YES" to dual nominate a gilt, ewe, or doe for both the market & commercial breeding divisions

SPECIE-SPECIFIC FIELDS

BEEF

Specify AOB Breed:	if AOB is selected as breed, list specific breed here (example – Gelbvieh) *also, to nominate as more than one breed, list others here
Ear Tattoo:	tattoo in calf's ear (optional)
Beef Gender:	select steer or heifer from drop-down menu
Animal Birth Date:	heifer Date of Birth (M/DD/YYYY); date submitted is how heifer will be shown
Sire Name:	name of sire (if known) (optional)

SWINE

Ear Notch:	pig's ear notch [litter number (right ear) – individual pig number (left ear)] example: 9-3 (refer to resource in back of guide or ask project leader for help)
Swine Gender:	select barrow or gilt from the drop-down menu

SHEEP

Scrapie Tag ID:	lamb's full scrapie tag number, including Flock ID & individual animal number; *must include **_both_** parts Example: KSS0035 16150 (refer to resource in back of guide for further details) no custom farm names – look on the back of tag for Flock/Premise ID number
Sheep Gender:	select wether or ewe from the drop-down menu

MEAT GOAT

Scrapie Tag ID:	goat's full scrapie tag number, including Flock ID & individual animal number; *must include **_both_** parts Example: KSS0035 16150 (refer to resource in back of guide for further details) no custom farm names – look on the back of tag for Flock/Premise ID number
Meat Goat Gender:	select wether or doe from the drop-down menu