

Show Order Set Up

Show Order set up is **optional**.

Show Program reports will be sorted in the order in which the entry classes are listed in the hierarchy. If the order of the Show will not follow the order in which the entry classes are listed (i.e. class 20121 is Angus, class 20122 is Charolais, but Charolais will be shown first), use the Show tab to re-arrange the Entry Classes to match the order in which they will be show.

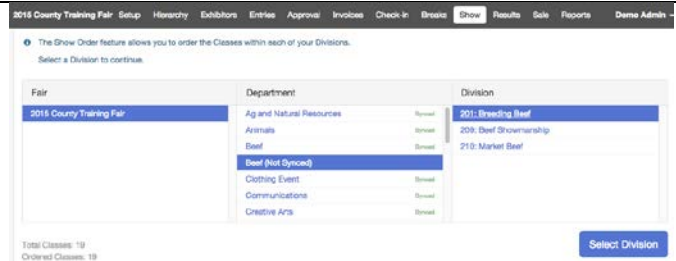
Sub-classes and Show Classes will be sorted numerically within their respective Entry Classes with entries listed in the order in which they were set using the Breaks feature.

It is not necessary to order the classes if one of the following is true:

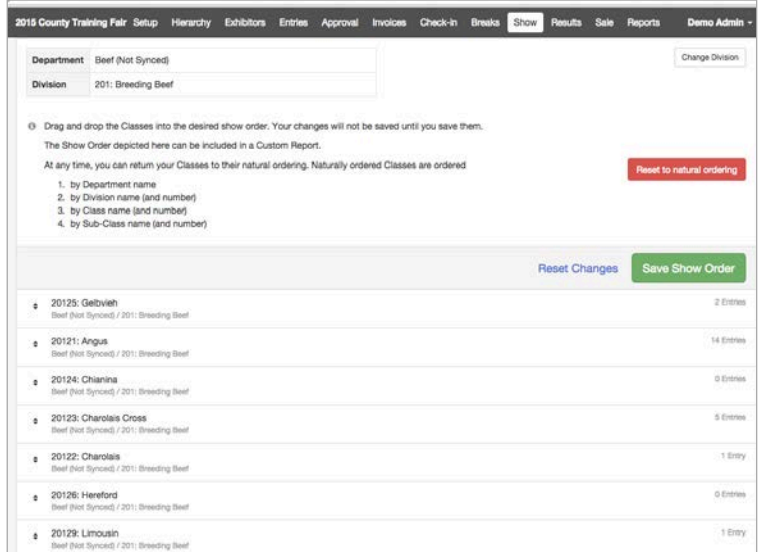
- Entry Classes will not be on a Show Program
- Entry Classes will be shown in the order in which they are listed in the hierarchy – ordered by class name or number.

If it is necessary to change the order of the Entry Classes in preparation for printing a Show Program:

1. Click on the Show tab.
2. Select the Division you would like to re-order.



3. Drag and Drop the Classes to represent the appropriate Show Order.
4. Click Save Show Order to save the new order, the new order will not auto-save.
5. Click Reset to natural ordering to reset the Show Order.
6. Click Change Division to sort a different Division.
7. The system will assign a Show Order number to each of the classes in the order in which they are listed. This number will be available on Custom Reports as a tool used to sort a Show Program Report.



Helpful Definitions:

Entry Class: The original class in which the exhibitor submitted the entry (listed as Class in the hierarchy).

Sub Class: A subset of the entry class that can be broken in to smaller subclasses and/or show classes (created from the Hierarchy Editor or during Class Breaks).

Show Class: Sometimes knows as the “ring class” this is the lowest/smallest class in which the entry will show (created by breaking classes/subclasses).

Show Program: A printable report that lists entries in the order in which they will be shown.



