

FairEntry Glossary

4-H Integration – the process of using information from 4HOnline for exhibitors and entries in the Fair.

4HOnline – the 4-H Enrollment system

Animal Type – the information collected about an animal based on the species (ie. Breed, birthdate, weight).

Award – a prize given to an exhibit that is not a placing (i.e. 1st, 2nd, 3rd) or colored ribbon. An example of an award may be Grand Champion, Outstanding Photography Award, Best of Show.

Budgets: the amount of money to be used for premiums in the fair. Multiple budgets can be set up if premiums for different parts of the fair are either paid or calculated separately from other departments or divisions.

Limited – a defined amount of money is paid in premiums, calculated by using points with ribbon colors/placings, etc.

Unlimited – premiums are paid on a straight-dollar basis (blue is worth \$3, for example) and the total for premiums is dependent on the number and color of ribbons given at the fair.

Check-In – the process of designating that an entry is present and available for judging.

Class – The fourth level of the FairEntry hierarchy below the Division, above the subclass. Most entries receive ribbons, placings and awards at the Class level.

Class breaks – the process of dividing the entries in a given class into smaller groups based on a specific criteria (weight, height, birthdate, etc.).

Custom Fields – questions set up by the Fair administrator to collect information about an exhibitor or entry at registration time.

Custom Files – PDF or photo files uploaded to an exhibitor or entry record.

Custom Report – a report created by a manager that includes specific information as selected by that manager and exported as a spreadsheet.

Department – The second level of the FairEntry hierarchy below Fair, above Divisions.

Division – The third level of the FairEntry hierarchy below Department, above Class.

Entry – one specific exhibit by a specific exhibitor(s) in a specific class.

Entry Fee – a set amount charged per entry (as opposed to per exhibitor or per animal).

Entry tag – a printed label or form that contains information about an entry with a unique identification barcode

Entry Settings – settings that apply rules to the entries allowed at each level of the hierarchy

Exhibitor – the person registering entries for the fair

Explicit Staff – Staff members who have been given permissions at a specific point of the hierarchy.

Fair – the highest level of the hierarchy that encompasses all departments, divisions and classes.

Fair-to-Fair Connection – used when entries from one fair advance to another fair (i.e. County Fair to State Fair)

Fair Administrator – a person with permission to view and edit the Setup and Hierarchy areas of FairEntry as well as Entries, Check-in, Judging Results and Sale.



Fair Fixture – a specific event that is repeated yearly (i.e. Fair, Horse Show).

Fair Manager – a person with permission to view and edit Entries, Check-in, Judging Results and Sale, but not Setup and Hierarchy.

Hierarchy – The structure of departments, divisions and classes at a fair (commonly outlined in a Fairbook).

Hierarchy Synchronization – the process of copying a hierarchy from a connected fair (required for advancing entries from one fair to another)

Implicit Staff – Staff members given permission to access a level of the hierarchy simply because they were given explicit permissions at a higher level.

Inherited – settings applied to a certain area of the hierarchy because they were set at a higher level.

Organization Administrator – Overall account administrator with permissions to add new fairs and/or fair fixtures, set by the company at the time of purchase.

Override – the inherited Points & Premiums structure has been changed to make an exception for a specific level of the hierarchy.

Placing – an entry's rank in comparison with other entries in the same class or division (1st, 2nd, 3rd etc.)

Points – entries are awarded a set number of points for a ribbon, placing or award (commonly known as Sliding Scale). Points are totaled and divided into a "pot" of money and money is distributed proportionally.

Premiums – entries are awarded a specific dollar value for a ribbon, placing or award (often used to designate any money associated with the results of an entry).

Project – a 4-H member's project enrollment from 4HOnline.

Range – used if premiums and/or points are based on the number of entries in a class (for example, if there are up to 10 entries in a class the premiums are \$5.00, if there are 11-20 entries the premiums are \$10)

Registration – the exhibitor's information that is not tied to entries; may include custom fields and custom files. Also the term that refers to the process of an exhibitor submitting entries to the fair.

Ribbon – an award given to an exhibit in the form of a colored ribbon.

Root – the level at which the original Points and Premiums structure was set up.

Sub-Class – the lower levels of the hierarchy below class. These are different than class breaks—a sub-class entered into the hierarchy would be something that an exhibitor would make entry into pre-fair. Class breaks are done based on information entered at check-in (weight, etc.)

