

START HERE: Logging in to Register for event using FairEntry

The registration process will be ONLINE ONLY using FairEntry a program connected to 4hOnline the Montana 4-H enrollment system. To access the registration, families will need to sign in using your family 4honline profile.

FOR COUNTY OFFICE:

If you have permissions set so families cannot login to their 4-H profile and create or edit a record this DOES NOT affect this permission in any way. Giving families access to their family email and password to login for registration purposes does not allow them to enroll or edit enrollment in 4honline.

How to reset a family's password so they can use their 4honline account to login to FairEntry

1. Login to 4honline and go to the enrollment tab
2. Click on the "Families" tab. Type the family name in the keyword bar and search for the family
3. The family primary email is listed in the EMAIL column. They are able to reset their password themselves by going to: <http://www.fairentry.com/Fair/SignIn/13888> and selecting "I forgot my password"

Name	Address	Phone	Email	Status	Created	Login
4HOnline	36 Richmond Ave Dallas, TX 75208	555-555-5555	james.patrick.younglikood@gmail.com	Active	Sep 18, 2012	Login
4HOnline	4000 Camber Court College Station, MT 77345	979-555-5555	james@registrationmax.com	Active	Jan 06, 2015	Login
anniedemo	1234 New Family Rd Bozeman, MT 59717	406-555-5555	annekassan93@gmail.com	Active	May 03, 2018	Login

I have a profile
 I forgot my password

Email:

Password:

Role: Family

Login

Or to reset the password for them, click login on the far right. Click on the family name (blue link) in the box on the left.

Manager Control Panel

View: Active Records

Find Member: Enter member name ...

Find Family: Enter family name ...

Create New Family (enter family name):

Schomer Demo Family

Add Adult Add Youth

Montana 4-H Youth Development

Logged in as Schomer Demo (County)

Member List

If you are a **NEW** adult volunteer, please submit a [Volunteer Application, 4-H Volunteer Agreement](#) and [Disclosure & Consent Form](#) to your County Extension Office to be approved as a 4-H volunteer. Your County Office will add your enrollment information to your family's profile.

Schomer Demo Family Edit Family

1725 Bridger Dr
Bozeman, MT 59715-2329

Address is Verified

406-579-5815
4hdemofamily@gmail.com [send mail]
Demo - Admin County [contact info]

Add A New Family Member
select a member type...
Add Member

ReActivate An Archived Family Member
select a member...
ReActivate Member

YOU CAN NOT REGISTER FOR AN EVENT UNTIL YOUR ENROLLMENT HAS BEEN ACCEPTED AND YOUR STATUS IS SET TO ACTIVE

Then click on reset password at the bottom of the page. This will generate a new password they can use with their family email to login to the FairEntry <http://www.fairentry.com/Fair/SignIn/13888>. You will need to give them this password either by email or phone.

The screenshot shows the 'Family Information' page for 'Schomer Demo Family'. The 'Profile Information' section contains fields for Email (4demofamily@gmail.com), Last Name (Schomer Demo), Mailing Address (1725 Bridger Dr), City (Bozeman), State (Montana), Zip Code (59715-2329), Primary Phone (406-579-5815), Correspondence Preference (Mail), and 4-H County (Demo). A red circle highlights the 'Password Management' section, which displays the message: 'Password has been reset. The new temporary password is: vt+r+p1'. A 'Reset Password' button is visible below the message.

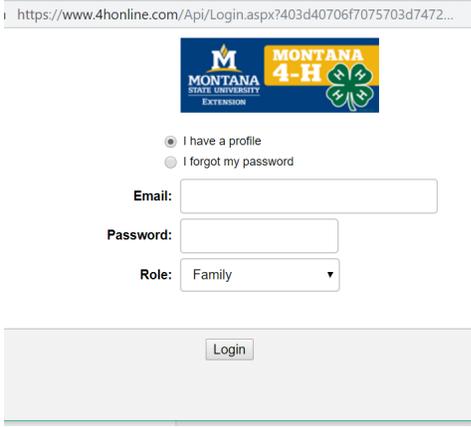
<https://fairentry.com/Fair/SignIn/2728>.

The screenshot shows the registration page for the '2019 Montana State 4-H Shooting Competition'. It includes the Montana 4-H logo, a 'Registration is currently Open' status, and a 'Sign in with 4Honline' button. A red arrow points from the 'Sign in with 4Honline' button to the login page on the right.

The screenshot shows the login page for 4Honline. It features the Montana 4-H logo, radio buttons for 'I have a profile' (selected) and 'I forgot my password', and input fields for 'Email:', 'Password:', and 'Role: Family'. A 'Login' button is located at the bottom of the form.

FOR FAMILIES:

IF YOU HAVE A 4-H MEMBER ENROLLED IN MONTANA 4-H, YOUR FAMILY HAS A 4HONLINE PROFILE.

If you access your own 4honline account in the county and <u>KNOW YOUR EMAIL AND PASSWORD</u>	If you do not use 4hOnline and <u>DO NOT KNOW YOUR FAMILIES PRIMARY EMAIL AND PASSWORD</u>
<ol style="list-style-type: none"> 1. Navigate to this link http://www.fairentry.com/Fair/SignIn/13888 2. Using 4honline your email and password sign in. 	<ol style="list-style-type: none"> 1. Navigate to this link http://www.fairentry.com/Fair/SignIn/13888  <ol style="list-style-type: none"> 2. If you may know what email is your “primary family email address” you can try entering it and selecting “I forgot my password”. If the correct email is entered you will get an email from 4honline with a temporary password. You can then use that password to return to this login page and login. If you are NOT able to identify the email associated with your 4honline account you can contact your county extension office to have them “reset the family password”. They can also tell you what email is listed as the primary email.
<ol style="list-style-type: none"> 3. Follow the FairEntry registration instructions to complete registration for each competitor. 	<ol style="list-style-type: none"> 3. Follow the FairEntry registration instructions to complete registration for each competitor.