

Judging Booklet

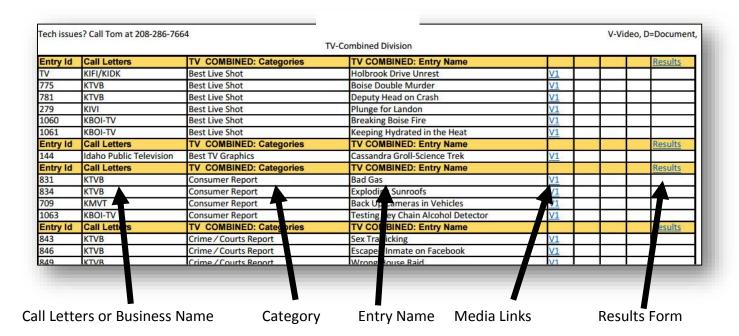
- 1. The judging log ins are: judge1 / pa551, judge2 / pa552, judge3 / pa553, judge4 / pa554, judge5 / pa555. You can use anyone you want. Please log out after each session
- 2. Click on the "LOG IN / CREATE ACCOUNT" link in the navigator bar
- Log in using any of the above username / password combinations. You DO NOT have to use the same one for each session



- 4. Once you are logged in, the JUDGING link will appear in the very top black bar
- 5. Click on the JUDGING link. You will then be on our main link page
- 6. Click on the association or organization you are judging. Not the one you belong to.
- 7. The Judging Dashboard for the association / organization you are judging will appear.
- 8. Please note: There is a Judging FAQ menu on the left. If you have any questions, this is the place to go.
- 9. Each "dashboard" has links to specific information like criteria and rules the entrants were required to following during the process. There is also an extra link to the "results return form". (There will be the same link on every "judging link sheet")
- 10. Scroll down until you see the links to the "divisions". Click on the division you have been assigned



11. A grid style link sheet will open. It has all the entries into the division sorted by category (continue to page 2 below)

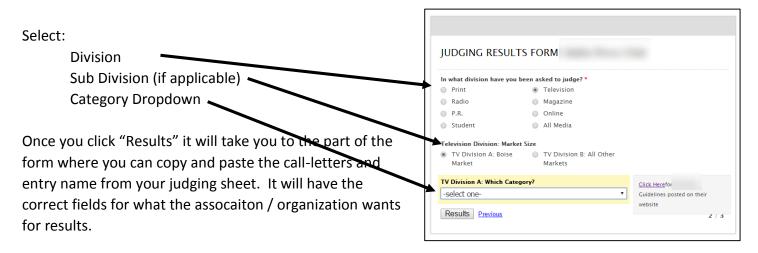




HINT: We recommend you print out the page(s) that have the category entries you are judging. This will give you a handy place to make notes as you view the entries.

Media Links Key: Video=V1 Audio=A1 Image=J1 Document=D1 Issuu.com=IS1 Website=W1 Note: Issuu.com or website links will open in a new tab in your browser. If not, once you have finished viewing the entry, simply hit "back" in your browser.

Once you have viewed all the entries and have come to a decision, use the "Results" link to open a handy, prepopulated results form that makes it very easy to return your information



The form will also allow for comments. Everybody loves to hear your feedback. Note: your name or email WILL NOT BE SHARED WITH ANYONE!

Finally, once you have finished a session, please log out.

Enjoy! Best in Media