

## Frequently Asked Questions for 4-H Exhibitors and County Extension Staff *(rev. 3-19-19)*

### General

- **What is the website to enter in livestock nominations?**

<https://www.showstockmgr.com/>

- **What is a (livestock) nomination?**

A livestock nomination is the identification process for making an individual animal eligible for entry and showing evidence that the animal is part of the youth livestock project. When successfully completed online through Show Stock Manager, the nomination will add the animal to an exhibitors list of eligible animals (4-H/FFA) for entry for State Fair.

- **What animals are required to be “nominated” on the Show Stock Manager website for State Fair?**

Market Beef, Market Swine, Market Lambs, Market Goats, Breeding Beef, Breeding Sheep, Breeding Goats. FFA Breeding Swine and FFA Feeder Calves will also need to be nominated on Show Stock Manager.

### Parent and Exhibitor Questions

#### *Online Nomination Questions*

- **What if the parent created a Parent Account in Show Stock Manager with the child’s name (exhibitor) instead of the parent name?**

The parent is able to edit the parent account profile to update any information, including first and last name. The parent can then update the correct information in the parent account profile.

- **Can I as the 4-H Club Leader input all nomination in for all the youth in my 4-H Club?**

No. The parent of the exhibitor will need to create their own parent account and only input the nomination information for their animals.

- **What if the child (exhibitor) is not in high school, how should the parent complete the exhibitor information section?**

The parent should enter the high school that the child is expected to attend in the future. This question is asked in reference to scholarships and for FFA nominations.

- **How can the parent see what nominations they have entered in the Show Stock Manager?**

All completed and submitted nominations for each child (exhibitor) will be available under the nominations tab in the Parent Account.

- **If the parent has an issue creating a nomination, who should they ask for help?**
  - 1) For database or payment based questions, the County Extension Staff or families can send questions to [bwagner5@unl.edu](mailto:bwagner5@unl.edu).
  - 2) We will encourage families to first ask their County Extension Staff for basic nomination questions.
  
- **When I complete the online livestock nomination process on Show Stock Manager, does this mean I am entered for State Fair?**

No. Exhibitors will still need to complete the online entry for the Nebraska State Fair through the designated online registration website.

**NOMINATION (STATE FAIR):** [www.showstockmgr.com](http://www.showstockmgr.com)

(DEADLINE: June 15-**Market Beef**, Market Swine, Market Sheep, Market Goat, Breeding Beef, Breeding Sheep, Breeding Goats, FFA Feeder Calves, FFA Breeding Swine)

**STATE FAIR ENTRY:** [www.statefair.org](http://www.statefair.org) (DEADLINE: 8:00 PM CST, August 10)

\*\*There is not a late entry option for 4-H/FFA.\*\*

- **Do I have to enter a weight for market animals?**

No. This is an optional field for exhibitors.

- **What is the Animal ID number and what is the purpose of it?**

The Animal ID number is a computer generated number given to each nomination when entered into the database. [The computer generated animal ID number allows Show Stock Manager to transfer data to the State Fair entry site.](#) This is also the reference number given to the exhibitors when they check-out and pay for their market nominations. It will be included with the payment receipt email sent when payment is received through PayPal. It can also be found online under each parent account in the nominations section.

- **Can animals can be nominated as both a market animal and a breeding animal?**

Yes, as long as all identification requirements for both market and breeding within that specie are met [and the exhibitor selected and paid for both breeding and market during their nomination entry.](#)

- **What is the procedure on how to nominate an animal as market and breeding?**

To dual nominate an animal as both breeding and market, the parent/exhibitor can simply select the “Breeding” and “Market” check boxes under that specie. As long as all identification requirements are available for both, the animal will be dual nominated as both a breeding and market animal. [New in 2019, there will be a \\$2.00 fee for all breeding animals. Exhibitors will need to also pay for both breeding and market in order to have a complete nomination.](#)

- **At what point does a nominated animal become designated as either a market animal or a breeding animal?**

Determination of final breeding or market designation for beef, sheep and goats will be determined at check-in during the Nebraska State Fair.

- **We had to retag an animal, who should I inform?**

Please contact your local County Extension Office or FFA Advisor with the new tag number and the old tag number. Staff can create the edit in Show Stock Manager but also directly notify Brandy W. Schulze at [bwagner5@unl.edu](mailto:bwagner5@unl.edu) with the edit.

### ***DNA Envelope Questions***

- **What is the black line on the back of the envelope used for?**

The black line is for office use only. This will be where retag numbers will be documented.

- **Do I have to write down all 15 digits for my EID tag number?**

Yes. Please write clearly so we can confirm the numbers are correct.

- **Do I have to put my Premise ID number on my DNA envelope?**

Exhibitors are encouraged to write the premise ID number on the envelope but this is not a requirement. By writing the number on the DNA envelope, it will help with retags [and help with county validation of the nomination.](#)

- **Where do I put the computer generated Animal ID number on my DNA envelope?**

Exhibitors are encouraged to write the computer generated animal ID number on the middle of the top of the envelope. [This is no longer a requirement but is recommended. Exhibitors can write in the animal id as directed by their County Extension Staff.](#)

- **If I am only showing at the Nebraska State Fair, should I be using the “Aksarben Stock Show” DNA envelopes?**

Yes. The Aksarben Stock Show manages the DNA for the Aksarben Stock Show, South Dakota State Fair and Nebraska State Fair so that is why it is labeled with Aksarben Stock Show. All three livestock shows will use the same DNA envelope for collection but will be conducted as three different shows.

- **If I submit a DNA envelope for a market animal for the Nebraska State Fair, will that animal be eligible for the Aksarben Stock Show or will I have to submit another DNA sample?**

Any DNA submitted for the Nebraska State Fair by the appropriate deadlines will also be eligible for the Aksarben Stock Show and exhibitors will not have to submit DNA twice on the same animal.

- **Where do I turn in my DNA envelopes?**

Nebraska State Fair exhibitors will turn in all completed DNA to the County Extension Staff or FFA Advisor by the appropriate deadline. Nebraska State Fair exhibitors will NOT directly mail their DNA in to the Aksarben Stock Show office. County Extension Staff and FFA Advisors will mail in all Nebraska State Fair DNA by the appropriate deadline.

- **County Staff/FFA Advisors: Where do I mail the DNA to once I have collected it from my youth?**

Aksarben Stock Show, P.O. Box 130, Grand Island, NE 68802

- **If I am wanting to only show at the Aksarben Stock Show, can I obtain my DNA envelopes from the County Extension Office?**

No. Aksarben Stock Show exhibitors will need to order DNA envelopes online at <https://www.aksarbenstockshow.com/>.

### **Market Beef**

- **If our county already had a market beef weigh-in/check-in/tagging date, how will our families know what to enter in online to Show Stock Manager?**

The County Extension Office should provide their families with a copy of the DNA envelope so they have the proper information to enter their nominations online through Show Stock Manager.

- **What if the parent/exhibitor already turned in their DNA envelopes to the County Extension Office or FFA Advisor without writing down the computer generated Animal ID number on the envelope?**

For record keeping purposes, keep notes of the computer generated number that coincides with the animal's identification number. [This is no longer a requirement to write the computer generated animal id but is recommended.](#)

- **What if the exhibitor attended a beef weigh-in at one county but will show in another county?**

The County Extension Office that will validate the families' nominations should be the county that copies/records the data and mails the DNA envelopes.

## Payment

- **Is there a fee for breeding animal nominations?**

Yes. At this time there will be a \$2.00 fee for any breeding animal.

- **Is there a fee for market animal nominations?**

Yes, each market animal nomination is \$7.00. This cost will cover a nomination for both State Fair and the Aksarben Stock Show.

- **If an exhibitor accidentally created a livestock nomination, how can they remove the animal from the nomination list so the parent will not have to pay for that nomination?**

In order to remove any fee for a livestock nomination, the exhibitor can uncheck the “State Fair Nomination” box under the Nomination Selection. If left unchecked the fee will read as \$0.00. If the livestock nomination is not selected for State Fair and left unpaid by the deadline, the animal will be ineligible to show at State Fair.

- **How does the parent know if they paid for their livestock nominations?**

After each payment, an email receipt will be issued to the email listed on the parent account. The email will hold the following items: receipt amount paid, payment date, payment id, and the species with the animal id number. Also in the parent account nominations tab, each nomination will show in the “Fee” column (Amount)-P. If the livestock nomination is still unpaid, the “Fee” column will read (Amount)-U. Another tip is to see if there is a red box with “Make Payment For Nominations” in the upper right corner of your profile. (See visual example below.)



- **Can the parent partially pay for livestock nominations?**

No.

- **Does the parent have to pay the full amount for the livestock nominations before the deadline?**

Yes. In order for an animal nomination to be complete, payment must be made by the deadlines June 15-**Market Beef**, Market Swine, Market Sheep, Market Goats, Breeding Beef, Breeding Does, Breeding Sheep, FFA Feeder Calves and FFA Breeding Swine.

- **Can the parent make edits to their nominations once they have submitted payment? (Ex: gender, breed, retags) How will the parent request an edit to the already paid nomination?**

Exhibitors will not be able to make edits once a nomination has been paid. All changes/edits to any nomination once paid will need to be submitted to the County Extension Office. The County Extension Office will need to make edits in their County Extension account through the validation tab.

- **What does the parent do if they pay for a nomination more than once?**

Any animal that the parent suspects has been paid more than once will need to report the duplication to County Extension Staff for confirmation. County Extension Staff must report the confirmed duplication to Brandy W. Schulze [bwagner5@unl.edu](mailto:bwagner5@unl.edu).

- **How will the County Extension Staff know if their families have paid for their livestock nominations?**

County Extension Staff are able to open their county account to view the payments that have been made and also the payments that are still pending. Two ways to do this is the view the "Payment Log" tab and see the timestamp and amount paid for each of the families. Another option is on the main screen all exhibitors will be listed along with the amount still due under the "Parent Manager" column. This will be located on the left-hand side of the screen.

- **If I submit a market nomination but show the animal as breeding at State Fair will I receive a refund for my DNA fee?**

No, refunds will not be allowed for this situation.

- **If I submit a breeding nomination but show the animal as market at State Fair will I receive a refund for my breeding nomination fee?**

No, refunds will not be allowed for this situation.