Welcome to Judgify

• Starting with DLC 2017, Missouri FBLA-PBL will use Judgify for all competitive event submissions for prejudging

• Judgify is similar to Wufoo, but offers several key distinctions
  – Ability to view and edit any submission
  – Digital scoring rubrics for accuracy
Landing Page

Step 1: Visit [www.judgify.me/mofblapbdlc](http://www.judgify.me/mofblapbdlc) and select “Submit an Entry”
Login or Create an Account

Step 2: Register for an account
(Note: This will be your chapter’s account for both DLC and SLC. Ensure that the adviser who creates the account is prepared to manage all DLC and SLC submissions.)

Once you have created an account, you may simply login each time you return to submit an additional event.
Creating an Account

Step 3: Complete the registration information for your chapter
(Note: If you make an error, you can go back and edit at a later date in your user profile).

Adviser information has no fields below, but will auto-populate using the information you key in.
Submitting an Event

Step 4: Select the event you are submitting

Step 5: Enter the Chapter Name & Event
(Note: This must be 100% accurate. Any typos or incorrect information may cause a judging error).
Submitting an Event

Step 6: Upload the required information for the event

Step 7: Enter the student and chapter information

Step 8: Save As Draft if your students have not completed all their work for an event (Ex. Only 2 of 5 jobs complete for Graphic Design).

Step 8: Submit the entry or Submit & Add New if you have another event ready for submission.

(Note: You can go back and add events through the deadline at any time).
Submitted Events Report

Step 10: Submit a New Entry until all events are uploaded

Step 11: Review all submissions for accuracy and completion

Step 12: View, Edit, or Withdraw a submission
Viewing an Entry

View an entry for details on the submission, including links and uploads. Test for accuracy.
Editing an Entry

Edit an entry to change a link or upload.

(Note: Editing a student name here DOES NOT edit their registration information. Registration details cannot be changed after December 7.)
Withdrawing an Entry

Withdraw an entry for a student/team who is no longer competing.