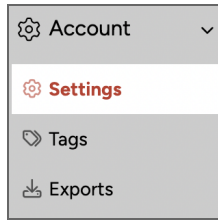


# Displaying Entries on your Website

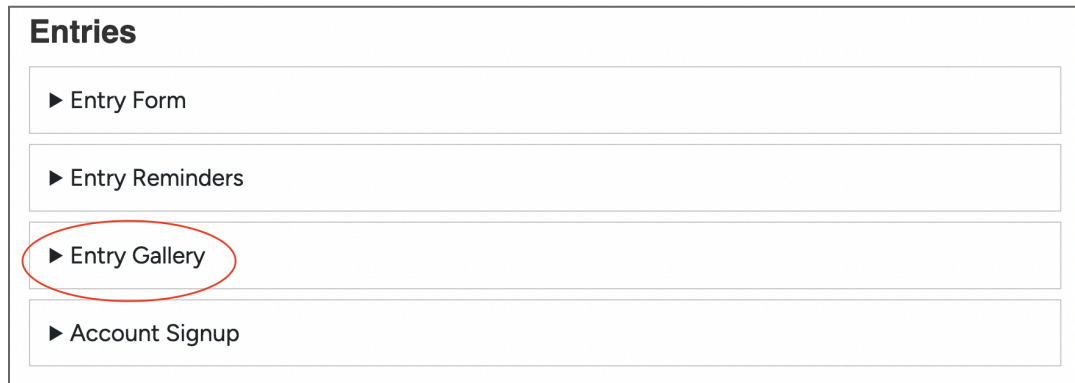


There are a few different reasons that you may want to display entries on your website, in this document we will cover how to display all entries, entries from specific categories, finalists and winners. Many of the techniques used here will also be used if you would like to use public voting as a part of your process.

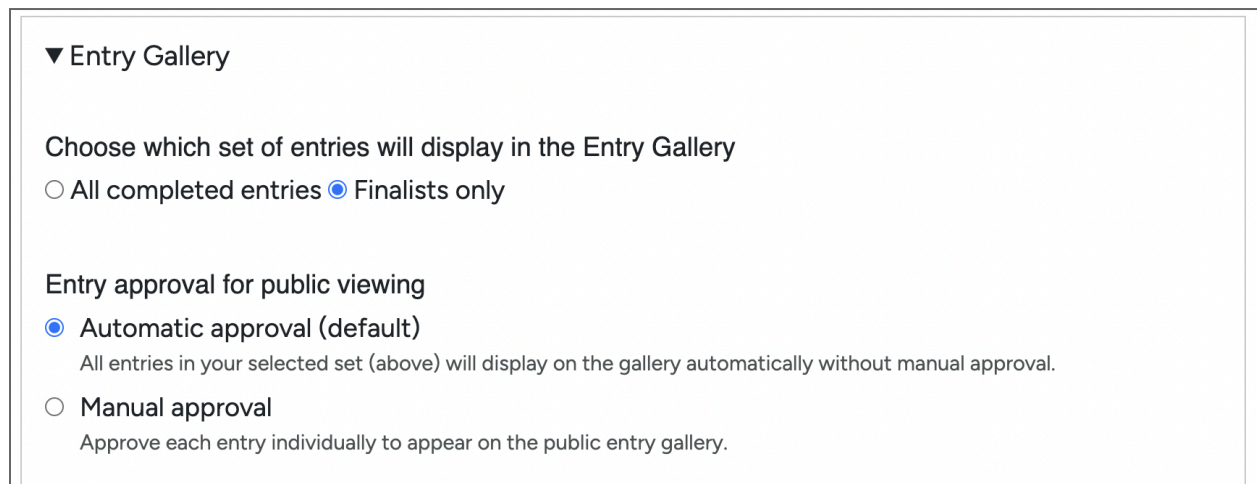
We will handle displaying Winners last, as that follows a different process. For all other entries, the area we will be working in primarily is the Account Settings.

On this page, scroll until you see the Entries section, and open the Entry Gallery dropdown. The Entry Gallery controls what is displayed to the public.

## Displaying All Entries or Finalists



First, select whether you would like all entries, or just finalists to be displayed. Then set your preferred approval method.



Next you can choose if you would like the public to be able to view the details of the entry submission. If so, you can also limit the information available to the public by choosing which field types should be visible. List view only will just display the entry title.

**Entry gallery profile format**

- Link to entry profile (default)**  
Users click on an entry to view its contents.
- List view only**  
The entry displays as a list item only. No click-through to an entry's profile.

**When should entries display to the public?**

No date restriction

**Entry's company name**

- Member account company**
- Company name field from entry**

**Field types to display on an entry's profile in the Entry Gallery**

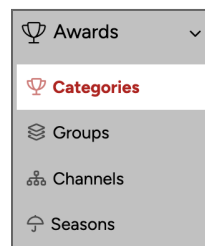
File uploads (PDF, Word, Excel, Images) Image uploads Logo upload

The last setting is an optional override setting to assign all categories to the entry gallery.

**Add all categories to the entry gallery**

**Super Override:** When checked, all categories will be added to the entry gallery. You can disabled individual categories afterward if you wish. Use this checkbox whenever you need to change all categories at once.

## Displaying Specific Categories



To display the entries from individual categories you will need to adjust the settings in each category.

Click into the chosen category, and open the Entry Gallery dropdown. Then simply check the 'Display entries in Entry Gallery' checkbox.

**Awards**

Settings Fields Criteria Entries

[+ Create](#) [← Back to Awards](#)

Seasons, Channels, Groups, and Categories

**Editing Business of the Year**

[Preview entry form](#)

[+ Make a copy](#)

[Download responses \(18\)](#)

Title: Business of the Year

Group: Business of the Year (Business Excellence Awards)

Description: [Empty]

Sponsors: Start typing...

Optional: If set, the sponsor's logo will appear in this category's description on the public website.

Judges for 2024

- First Judge (judge1@email.com)
- Second Judge (judge2@email.com)
- Third Judge (judge3@email.com)

Assign all judges to this category.

Entry Gallery

- Display entries in Entry Gallery

Nominations

Override Dates and Fee

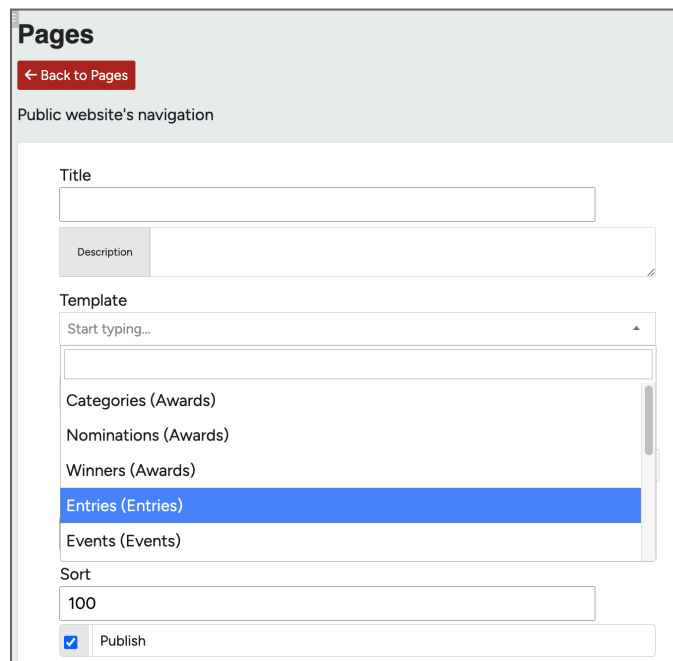
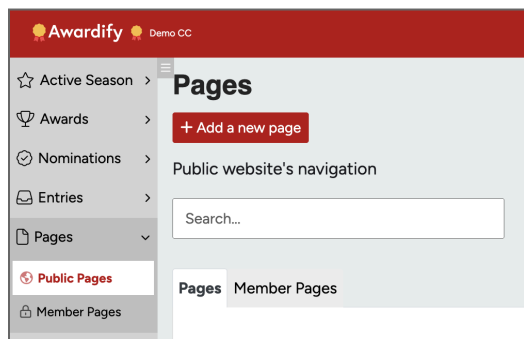
Activate dynamic pricing

Dynamic pricing increases the cost of an entry by the quantity selected by the entrant.

Now that everything is set up properly for your entries or finalists to be displayed, the last step is to set up the webpage where they will populate on your site.

If you would like more information about setting up your Finalists, check out that document.

Start by adding a new page:



Then, after you've set your page title, choose the 'Entries' template. This will cause the Entry Gallery that you created to display on this page.

## Displaying Winners

Displaying winners works separately from the Entry Gallery. After finalizing your Winner settings (see [document](#)) all you will need to do to display your winners is to create a webpage as seen above, and this time select the 'Winners' template from the list.

