

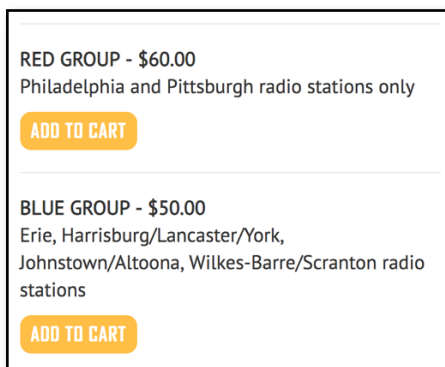
How To Enter PAB Awards

****Optional: If you have a PAB account, log in before beginning.**

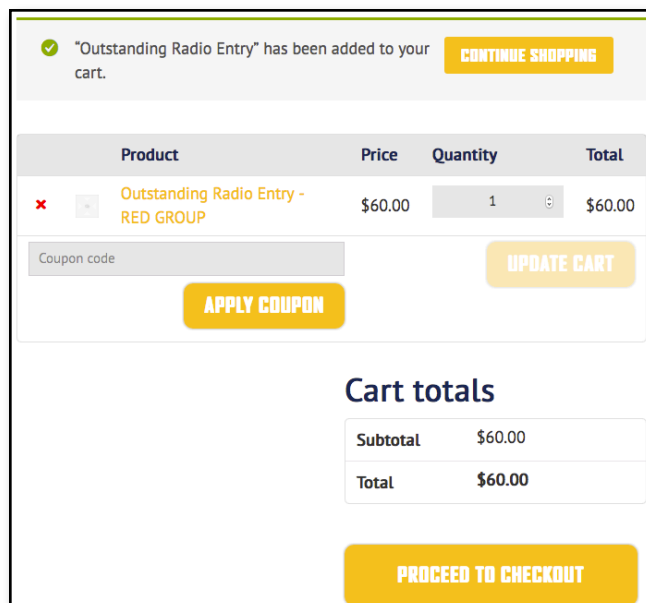
1. Open the PAB Awards Info page in a web browser: <https://pab.org/awards-info/>
2. From the Awards Info page, scroll down to the bottom and click on either:
 - a. [Enter Radio Awards](#) or [Enter TV Awards](#)



3. On the 'Outstanding Radio Entry' or 'Outstanding Television Entry' page, locate the color group for your station's region and click 'add to cart'.



4. On the cart page, review your entry selection and ensure you've selected the correct entry type (radio or television) and color group.



- a. ****Optional: To purchase multiple entries of the same type and color group, increase the number in the ‘Quantity’ column and click ‘update cart’.**
 - b. When you’re ready to continue, click ‘proceed to checkout’.
5. On the checkout page, fill in your billing details and review your order.
- a. ****Optional: If you need to make changes to your order, you can click the browser’s back button to return to the cart page. This will not work if you’ve already clicked the ‘place order’ button on the checkout page.**
 - b. When you’re ready, click the ‘place order’ button to complete your entry purchase.
6. Once your order is processed, you should see your order info on the ‘Order received’ page. This info will be emailed to you as well.
7. If you paid by credit card, you should see a link at the top of the page to complete your entry form. If you paid by check, you may have to wait for your payment to be processed before moving on to the entry form. The links to the entry forms are:
- a. [Enter Radio Awards](#) or [Enter TV Awards](#)
8. On the ‘Outstanding Radio Entry’ or ‘Outstanding Television Entry’ page, you’ll see a notice at the top of the page. This indicates how many entries you have left, and provides a link to purchase additional entries.

You have 1 remaining entry for "Outstanding Radio Entry - GREEN GROUP"
[Click here to purchase additional entries.](#)

- a. ****If you don’t see the above message, it means you’ve already completed all of your purchased entries.**
9. Choose a group entry and awards category.

Choose a group entry*

Outstanding Radio Entry - GREEN GROUP ▾

Choose an award category*

CATEGORY R-1: *Outstanding Use of Digital Media -- Radio* judged on innovative use, creativity, integration and effectiveness of station website through social media platforms.

CATEGORY R-2: *Outstanding Radio Promotional Announcement/Contest* produced by or on behalf of a station. Entries may include links to contests/announcements used in station promotion.

CATEGORY R-3: *Outstanding Radio Public Service Announcement/Campaign* produced by a radio station.

- a. ****If you need to change the awards category, click ‘start over’ at the bottom of the page.**

10. Complete all required fields and click ‘submit entry’.
 - a. ****Optional: To add another individual’s name to your entry, click the ‘+’ button under the ‘First Name / Last Name’ fields.**
11. When your submission is received, you should see the ‘Submission received’ page. To complete additional entries, use the [‘Click here to complete or purchase additional entries link’](#), or use these links to go directly to the entry pages:
 - a. [Enter Radio Awards](#) or [Enter TV Awards](#)
12. That’s it. Once entries are judged, we’ll notify you if you’ve won.