

# 2019 County Submitted Horse Bowl Questions

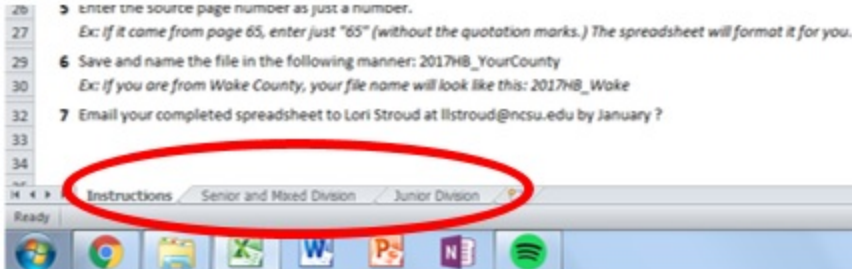
## Instructions

**\*\*Please read IN FULL before submitting your questions.\*\***

**\*\*** If you are submitting both senior/mixed and junior questions, the total number of questions submitted needs to total 40. You do NOT have to submit 40 questions for each category.

**1** If necessary, click the "Enable Editing" button at the top of the spreadsheet. Make sure you are entering your questions in the proper division's tab, located at the bottom of the spreadsheet.

Ex:



27 enter the source page number as just a number.  
Ex: If it came from page 65, enter just "65" (without the quotation marks.) The spreadsheet will format it for you.

29 6 Save and name the file in the following manner: 2017HB\_YourCounty  
30 Ex: If you are from Wake County, your file name will look like this: 2017HB\_Wake

32 7 Email your completed spreadsheet to Lori Stroud at [l1stroud@ncsu.edu](mailto:l1stroud@ncsu.edu) by January ?

**2** Type your county's name at the top of the spreadsheet.

**3** Type the question and answer in the indicated cells. Use typical capitalization and punctuation. If your question/answer involves multiple parts, do not use returns. Rather, separate parts with semicolons.

Ex: For the question "Name 3 parts of the horse's hoof," format your answer as: 1) frog; 2) toe; 3) heel; 4) bars; 5) sole; etc.

Ex:

County Name: Johnston				
	Question	Answer	Source Book	Source Page
1	How many legs does the horse have?		4	
2				

**4** Select the source book from the dropdown menu. The only sources you should use are the ones in the dropdown menu for the respective division.

Ex:



**5** Enter the source page number as just a number.

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Ex: If you are from Wake County, your file name will look like this: 2019HB\_Wake

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