

# ISBA ENTRY QUICK START GUIDE

Use this Quick Start Link Guide to navigate to the areas of Best in Media that you need to create an entry, submit your media and pay your entry fee(s)

## PRE-ENTRY PREPARATION

- [Click Here](#) to review the Entry Rules, Divisions, Categories and Criteria. Note: This information will also be available when you select the category you are entering on the Entry Form
- [Click Here](#) if you'd like to take advantage of the entry discounts by becoming a member OR if you need to renew your current membership.

## CREATE AN ACCOUNT / LOGGING IN FOR 2026

- [Click Here](#) to Create Your Account. **You will only need to do this once** this year. Last year's accounts were deleted. You can use the same information when you create your account for this year
- [Click Here](#) to log into the site every time you return to create more entries once you have created your new account.

## ENTRY FORM

- [Click Here](#) to open the Entry Form. Note: The form will walk you through the entire process.
- Note: Every time you submit an entry, a copy of your entry form will be sent to your **email. That is your only copy.** Each form will have a button that allows you to go back in and edit any part of your entry.

## MEDIA

- Every entry allows up to 4 media files of any type. As you select the category you are entering on the form, the criteria will appear to make sure you prepare your files correctly.

**VIDEO:** Submit a YouTube link to the video you want to submit. You must make sure this video is made public.

**IMAGE:** Any image either a JPG or PNG file

**AUDIO:** Any audio file formatted as an MP3 file

**DOCUMENT:** Any document formatted as a PDF file

**WEBSITE:** Any website URL

**CHECK SUBMITTED MEDIA:** [Click here](#) to view your Audio, Documents or Images. Videos and web entries only appear on your ENTRY FORM. You can also add additional MEDIA if you didn't submit them during the ENTRY FORM process

## PAYMENT

- [Click Here](#) to go to the Payment Form (if you haven't already) Your payment will be processed by PayPal or Venmo
- [Click Here](#) to go back to the site and log out