



4-H Online 2.0 Animal Entry Guide

Dairy Cow Projects

**Note: For 4-H Members 8 and above*

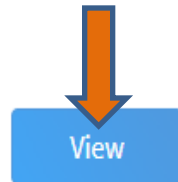
NOTE: Dairy Cow IDs must be entered before May 1.

1. Login to 4Honline.com

- Using your family email and password to log in

2. Click “View”, next to Member’s Name

Tucker Jeter #221671
Sep 18, 2010



3. Locating ‘Animals’

- **Desktop**, select “Animals” from the left side navigation



Member List

Profile

Events

4-H

Enrollment

About You

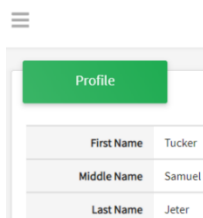
Activities

Animals

Awards

Clubs

- **Smart Phone or Tablet**, click on the 3 bars in the top left corner



With either option, this will bring up a dropdown list to begin adding Animals.



4. Adding an Animal

- Click "Add an Animal"

The screenshot shows a navigation bar with a green 'Animals' button and a blue 'Add an Animal' button. An orange arrow points from the right towards the 'Add an Animal' button.

- Select Dairy Cow
REQUIRED: Enter Tag number
Click "Save"

The screenshot shows the 'Add an Animal' form. It includes a 'New Animal' section with a dropdown menu for 'Animal Type' (set to 'Beef Breeding') and a red-bordered input field for 'tag' with a red asterisk indicating it is required. At the bottom right, there are 'Cancel' and 'Save' buttons. An orange arrow points from the right towards the 'Save' button.

5. Next, click "Show Questions"

Animal Entry is open for the current enrollment year. - Is all information complete? Check all county animal entry deadlines.

READ All County instructions for each animal species as county requirements vary.

Show Questions

Back Next



- **REQUIRED:**

Animal Name

Enter Unique Identifier (Example: Name of Animal or Smaller Hereford)

- **REQUIRED:**

Animal Birthdate

Birth Date

- **NOT REQUIRED:**

Birth Weight

Initial weight at birth or purchase

- **NOT REQUIRED:** Choose the breed from the drop-down box. Choose *Other/Cross Breed or Mixed Breed. You can only choose **one** breed

Breed

Enter the Breed Information. If Breed not listed or is Mixed Breed, select "Other/CrossBred" - Only select 1 Breed.

- **REQUIRED:**

Colors And Markings

Provide any specific animal colors and/or markings.

- **NOT REQUIRED:**

NAIS Premises ID

Premises/Location ID, if applicable in your county.

- **REQUIRED:** Select the animal gender from the drop-down box. Steers will need to be put under male.

Animal Gender



- The tag number entered on the first screen will carry over to this screen. Please verify that they tag number is correct for the animal entered above.

Tag *required*


Enter County Tag Number, if no tag number enter 0

6. Click “Next” to continue to the file uploads section

- REQUIRED:** Please upload a photo showing any distinguishing markings

Beef Breeding (Photo 1)




 Upload

- REQUIRED:** Please upload a photo of the ear tag

Beef Breeding (Photo 2)



 Upload

- OPTIONAL:** Use this if needed for additional distinguishing marks

Beef Breeding (Photo 3)




 Upload



- **REQUIRED:** Please upload brand or registration paper

Beef Breeding (Registration/Brand Papers)




 Upload

- **OPTIONAL:** Use this if needed for additional distinguishing marks

Beef Breeding (Photo 4)



 Upload

- **OPTIONAL:** Use this if needed for additional distinguishing marks

Beef Breeding (Photo 5)



 Upload

- **REQUIRED:** Please upload Bill of Sale



Bill of Sale (Beef Breeding), if required by your county



Upload

- **REQUIRED:** Please the Youth Ownership Affidavit or Lease Agreement (whichever is applicable)

Lease Agreement or Ownership (Beef Breeding), if required by your county



Upload

Back

Next

- Click next



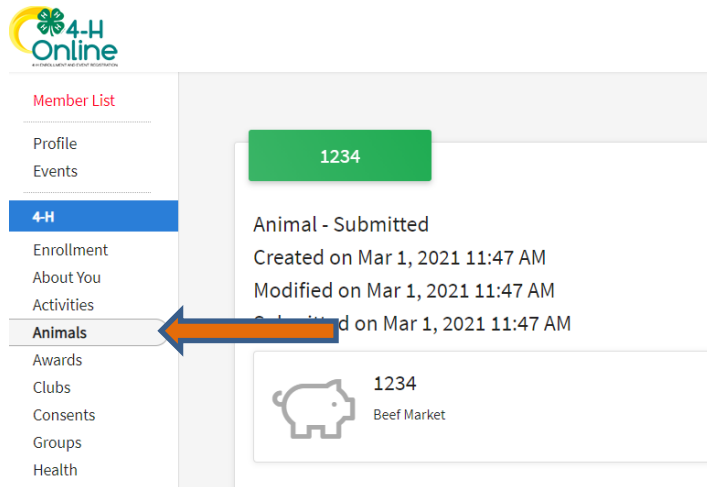
7. Confirm all information, then click 'submit'



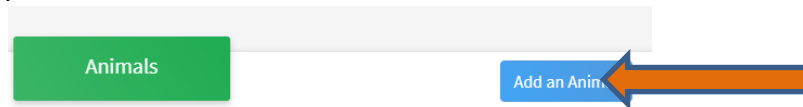
8. To add an additional animal



- From the submission confirmation screen, select the Animals tab on left side of the screen



- You should then see the option to 'Add an Animal':



- EL Paso County Extention staff, will review all information. If more is needed, members can edit. Once "Approved", an email will be sent to your family account (example below) with a time and date stamp for each animal.



Your animal submission for [REDACTED] in 4-H has been approved.

Animal - Submitted
 Created on Feb 4, 2021 5:29 PM
 Modified on Feb 4, 2021 5:48 PM
 Submitted on Feb 4, 2021 5:48 PM



Questions, please contact Karla.Wiesner@colostate.edu.