



4-H Online 2.0 Animal Entry Guide

Breeding Swine Project

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

NOTE: Breeding Swine 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



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4-H

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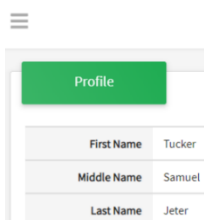
Animals

Awards

Clubs



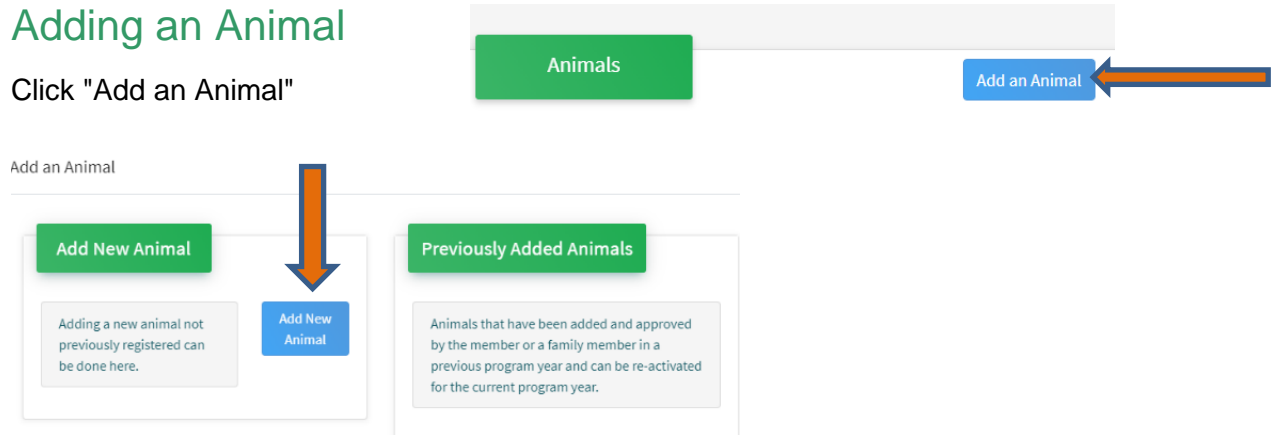
- **Smart Phone or Tablet**, click on the 3 bars in the top left corner



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. To its right is a blue 'Add an Animal' button, which is highlighted by an orange arrow pointing left. Below the navigation bar is a section titled 'Add an Animal' containing two panels. The left panel is titled 'Add New Animal' and contains a text box with the text 'Adding a new animal not previously registered can be done here.' and a blue 'Add New Animal' button, which is also highlighted by an orange arrow pointing down. The right panel is titled 'Previously Added Animals' and contains a text box with the text 'Animals that have been added and approved by the member or a family member in a previous program year and can be re-activated for the current program year.'

- Select Swine - Breeding, from the drop down. **REQUIRED:** Enter Animal Tag *or if the animal does not have a tag type "000"*



The screenshot shows a form titled 'New Animal'. It has a dropdown menu for 'Animal Type' with 'Swine - Breeding' selected. Below it is a text input field for 'tag'. The 'Animal Type' label is followed by the word 'required' in red. The 'tag' label is also followed by 'required' in red.



The screenshot shows two buttons: a grey 'Cancel' button and a blue 'Save' button. An orange arrow points left towards the 'Save' button.

5. Next, click "Show Questions"

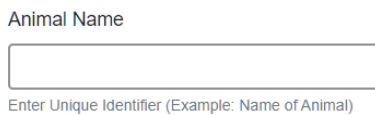


The screenshot shows a blue button labeled 'Show Questions' with an orange arrow pointing left towards it.



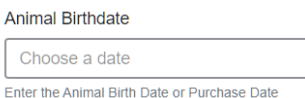
The screenshot shows two buttons: a grey 'Back' button and a blue 'Next' button.

- NOT REQUIRED:** Animal's name

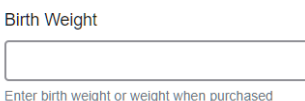


The screenshot shows a text input field labeled 'Animal Name'. Below the field is a small text box with the text 'Enter Unique Identifier (Example: Name of Animal)'.

- REQUIRED:** Animal's birthdate, birth weight is not required



The screenshot shows a date picker input field labeled 'Animal Birthdate'. Below the field is a small text box with the text 'Enter the Animal Birth Date or Purchase Date'.



The screenshot shows a text input field labeled 'Birth Weight'. Below the field is a small text box with the text 'Enter birth weight or weight when purchased'.

- **NOT REQUIRED:** Enter the Breed information. If Breed is not listed select “Mixed Breed” or “Other Breed” – Only select 1 Breed.

Breed

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

- **NOT REQUIRED:** Enter the distinguishing colors or markings.

Colors And Markings

Enter any distinguishing color or markings

- **REQUIRED:** Enter ear notch for both Right and Left ear. (Example: Right Ear 10 Left Ear 6 = 10-6)

Earnotch

Ear Notch Right/Left (Example - Right Ear 10 - Left Ear 6 = 10-6)

- **NOT REQUIRED:** Enter Premises or Location ID

NAIS Premises ID

Premises/Location ID, if applicable in your county.

- **REQUIRED:** Enter Animal Gender, male or female

Animal Gender

- **NOT REQUIRED:** Sire Name

Sire Name

- **REQUIRED:** The Tag number be brought over from the first screen, as this is required. This field can be updated to reflect the correct tag of the animal.


Tag *required*

Enter County Tag Number, if no tag number enter 0 (Or Tattoo if used by your County)

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

- **REQUIRED:** Please upload a photo with any distinguishing marks, or a profile photo
Swine (Image w/Animal)




 Upload

- **REQUIRED:** Swine Breeding (Left side image) – Please upload photo of left ear notches
- **REQUIRED:** Swine Breeding (Right Side Image)- Please upload photo of right ear notches
- **NOT REQUIRED:** Swine Breeding – Additional Image
- **NOT REQUIRED:** Swine Breeding (Registration Papers)
- **NOT REQUIRED:** County Use Form (Swine –Breeding)

County Use Form (Swine - Breeding)



 Upload

- **REQUIRED:**
Please upload ONE of the following:
Youth Livestock Ownership Affidavit **OR** Lease Agreement **OR** Bill of Sale (whichever is applicable)

Swine Breeding - Lease or Ownership Form, if required by your county



 Upload

- 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



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1234

Animal - Submitted
 Created on Mar 1, 2021 11:47 AM
 Modified on Mar 1, 2021 11:47 AM
 Submitted on Mar 1, 2021 11:47 AM

1234

Beef Market

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

Animals

Add an Animal

- EL Paso County Extension staff, will review all information. ***If the information is not complete the extension staff will send it back to be completed and the email will address the errors.*** Once "Approved", an email will be sent to your family account (example below) with a time and date stamp for each animal. ***This must all be completed by May 1st, no exceptions.***



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 Shawna.Lamothe@colostate.edu