

# HEREFORD



# 101

*Breed Improvement*

## Online Registry



# Online Registry

- **No** handwritten **paper forms** and start updating your herd data online.
- **Update** your herd inventory, record and register calves and submit weaning & yearling data **online**.
- **Quicker**, more efficient **processing** of your data once it is received by AHA means you will get the results you need more quickly.
- **No waiting** on the traditional mail service to deliver your information to the AHA and no waiting for the reports of updated information from the AHA once your work has been processed.
- **Flexible**, can record information at your leisure or as time allows and submit complete information all at once.

# How it Works

- Based on use of traditional paper forms (screens look different but same information flow)
- Create batch for specific types of data
- Enter data into batch as you have time or data available
- Submit batch to AHA for processing
- Receive an email from AHA letting you know that processing is complete
- Download report files from AHA internet account “Download Files” area

# Batch List Screen

Click "Help" link to view detailed instructions

Click "Online Registry" link to view this screen

Click "Batch #" link to view and edit records in the a batch

Click "Batch Archive" link to view old or previously submitted batches

<a href="#">Home</a>	<a href="#">Information</a>	<a href="#">Animal Inquiry</a>	<a href="#">EPD Inquiry</a>	<a href="#">Mating Predictor</a>	<a href="#">Member Inquiry</a>	<a href="#">Sale Catalogs</a>	<a href="#">Semen Catalogs</a>	<a href="#">Download Files</a>	<a href="#">Online Registry</a>
<a href="#">Create a</a> <a href="#">Help</a> <a href="#">New Batch</a> <a href="#">Batch Archive</a>									
Batch #	Status	Records	Create Date	Comments	Batch Type:	Batch PDF			
<a href="#">10457 - View</a>	Submitted	225	01/19/06 16:01:09	Female inventory for 2006 Spring	Cow Herd Inventory Form	<a href="#">Click Here</a>			
<a href="#">10456 - View</a>	Initialized	0	01/19/06 15:59:04		Cow Herd Inventory Form	<a href="#">Click Here</a>			
<a href="#">7747 - View</a>	Submitted	145	10/04/05 17:47:43	2005 Spring	Weaning Worksheet (Form 2)	<a href="#">Click Here</a>			
<a href="#">7721 - View</a>	Submitted	31	10/02/05 07:39:27	2004 Fall	Yearling Worksheet (Form 3)	<a href="#">Click Here</a>			
<a href="#">7118 - View</a>	Submitted	45	08/01/05 12:19:27	Female inventory for 2005 Fall	Cow Herd Inventory Form	<a href="#">Click Here</a>			
<a href="#">5910 - View</a>	Submitted	140	05/12/05 14:18:57		Calf Record Form (Form 1)	<a href="#">Click Here</a>			
<a href="#">5095 - View</a>	Submitted	32	03/02/05 21:34:04	2004 Fall	Weaning Worksheet (Form 2)	<a href="#">Click Here</a>			
<a href="#">4682 - View</a>	Submitted	104	02/02/05 15:17:09	2004 Spring	Yearling Worksheet (Form 3)	<a href="#">Click Here</a>			
<a href="#">2593 - View</a>	Validated	51	09/19/04 22:01:50	Female inventory for 2004 Fall	Cow Herd Inventory Form	<a href="#">Click Here</a>			
<a href="#">605 - View</a>	Validated	170	01/27/04 17:30:56	Female inventory for 2004 Spring	Cow Herd Inventory Form	<a href="#">Click Here</a>			

Batch Status:  
 Initialized = batch created but no data yet entered  
 Validated = some new data entered and checked with no errors  
 Fatal Errors = some records must be corrected before submitting batch  
 Submitted = batch previously submitted, records in batch can no longer be changed

Click "Batch PDF" link to view a report of data entered in the batch to proof your work before submitting the batch

# Creating A Batch

Step 1. Click "Create a New Batch" link

[Help](#) [Create a New Batch](#) [Batch Archive](#)

Batch #	Status	Records	Create Date	Comments	Batch Type:	Batch PDF
<a href="#">10457 - View</a>	<a href="#">Submitted</a>	225	01/19/06 16:01:09	Female inventory for 2006 Spring	Cow Herd Inventory Form	<a href="#">Click Here</a>
<a href="#">10456 - View</a>	<a href="#">Initialized</a>	0	01/19/06 15:59:04		Cow Herd Inventory Form	<a href="#">Click Here</a>
<a href="#">7747 - View</a>	<a href="#">Submitted</a>	145	10/04/05 17:47:43	2005 Spring	Weaning Worksheet (Form 2)	<a href="#">Click Here</a>
<a href="#">7721 - View</a>	<a href="#">Submitted</a>	31	10/02/05 07:39:27	2004 Fall	Yearling Worksheet (Form 3)	<a href="#">Click Here</a>

Step 2. Select Batch Mode and Batch Type to create

Note: Using the automatic mode for creating batches allows you to create a batch using previously submitted data submitted from your herd. Example would be creating a yearling batch using information from previously recorded weaning data. This can save an enormous amount of time and ensure that you have submitted complete information required by Whole Herd TPR.

[List My](#)  
[Help](#) [Current Batches](#)

Batch Mode:	<input type="radio"/> Manually add records <input checked="" type="radio"/> Automatically create a batch based on association worksheets
Batch Type:	<input checked="" type="radio"/> Calf Record Form (Form 1) <input type="radio"/> Weaning Worksheet (Form 2) <input type="radio"/> Yearling Worksheet (Form 3) <input type="radio"/> Cow Herd Inventory Form <input type="radio"/> Bull Herd Inventory Form
Comments *:	<input type="text"/>

\* Enter comments describing the batch then click add to create

Step 3. Click the "Create" button

# Creating A Batch (Cont'd)

Step 4. Tick the worksheet you would like to use

Select	Report Date	Form Type	Form Description	No. of Animals
<input checked="" type="checkbox"/>	01/20/06	Calf Record Form (Form 1)	2006 Spring	166
<input type="checkbox"/>	08/02/05	Calf Record Form (Form 1)	2005 Fall	30

Clear Go

Step 5. Click "Go" button

Step 6. Put "Check" on animals from worksheet to include in batch being created

#	Tick to include	Herd ID	Name	Identifier	Birth Date	Sex
164	<input checked="" type="checkbox"/>	99130	<u>CHURCHILL LADY 9130 (41167271)</u>	41167271	03/20/1999	Cow
165	<input checked="" type="checkbox"/>	99139	<u>CHURCHILL LADY 9139 (41167276)</u>	41167276	03/27/1999	Cow
166	<input checked="" type="checkbox"/>	V4	<u>ME ALICE V4 (41132761)</u>	41132761	01/10/1999	Cow

Note: By default all animals are selected to be included

Finish

Step 6. Click "Finish" button

You will be returned to the batch list screen ready to start editing each animals detailed information in the batch.

# Batch Detail Screen

Edit batch a 10 records at a time, click "1-10-Edit" link

Click on the "List My Batches" link to return to Batch List screen

[Help](#)
[List My Current Batches](#)
[View Batch Summary and Batch Submission Screen](#)

[1-10 - Edit](#)
[11-17 - Edit](#)

Record No.	Status	Dam Herd Id.	Dam Regn. No.	Reg. Calf?	Calf Herd Id.	Calf Sex	Calving Date	Calv. Ease	Calf Name
<a href="#">17 - Edit</a>	Validated	020	42138195	N	54	B	01/12/2005	1	
<a href="#">16 - Edit</a>	Validated	31N	42456347	N	515	B	01/19/05	1	
<a href="#">15 - Edit</a>	Warnings	34	42519201	N	527	B	04/12/2005	1	
<a href="#">14 - Edit</a>	Validated	35N	42456319	N	520	C	03/18/2005	1	
<a href="#">13 - Edit</a>	Warnings	36	42456337	N	526	C	04/07/2005	1	
<a href="#">12 - Edit</a>	Validated	76	24045168	N	532	B	05/26/2005	1	
<a href="#">11 - Edit</a>	Validated	223	42355904	N	55	C	02/01/2005		
<a href="#">10 - Edit</a>	Validated	227	42355914	N	517	B	02/02/2005	1	
<a href="#">9 - Edit</a>	Validated	228	42355870	N	516	S	02/20/2005		
<a href="#">8 - Edit</a>	Validated	310	42456332	N	525	B	04/05/2005	1	
<a href="#">7 - Edit</a>	Validated	316	42456317	N	523	C	03/31/2005	1	
<a href="#">6 - Edit</a>	Validated	319	42456311	N	522	C	03/31/2005	1	
<a href="#">5 - Edit</a>	Validated	320	42456310	N	521	C	03/22/2005	1	
<a href="#">4 - Edit</a>	Warnings	715	24045172	N	52	C	01/01/2005	1	
<a href="#">3 - Edit</a>	Validated	6927	24026649	Y	59	C	02/08/2005	1	AW LADY BOOMER 59
<a href="#">2 - Edit</a>	Validated	L131	42274782	N	513	B	02/15/2005	1	
<a href="#">1 - Edit</a>	Validated	M017	42291410	Y	440	B	12/11/2004	1	AW DOUBLE DOMINO 440

[View Batch Summary and Batch Submission Screen](#)

Edit batch a single record at a time, click "Record #" link

Add additional records to this batch, click "Add" button

Submit this batch for processing, click "Batch Submission Screen" link

# Single Record Edit Screen

Enter data into appropriate fields provided

Note: Warnings will be displayed in green text next to field. They inform you of possible mistakes and the batch can be submitted with warnings.

Errors will be displayed in red text and must be corrected before the batch can be submitted.

After entering data for the record, select the appropriate update option and click "Go" button to save the data you have entered. Failure to do so will result in data not being saved to the batch.

- Dam of Calf -			
Enter Herd Id OR Reg. No. (Herd Id applicable ONLY for TPR Breeders)			
Herd Identity Number	<input type="text" value="92L"/>		
Dam Registration Number	<input type="text" value="42287912"/>	Warning: SS is not the current owner of C CHVALERIE 326C 92L (P42287912).	
- Sire of this Calf and Mating Details -			
Sire Herd ID	<input type="text" value="N33"/>		
Sire Registration Number	<input type="text" value="P42429315"/>	Error: Sire Registration Number not found.	
Mating Type	<input type="text" value="Natural Service"/>		
- Recipient Dam Details -			
Recip Dam ID	<input type="text"/>		
Recip Dam Registration Number	<input type="text"/>		
- Calf Details -			
Register Now	<input type="text" value="Yes"/>		
Calf Herd ID	<input type="text" value="16R"/>		
Right Ear	<input type="text" value="16R"/>	Left Ear	<input type="text" value="16R"/>
Sex	<input type="text" value="Cow"/>		
Date Calved	<input type="text" value="03/05/05"/>	Mar 5 2005	
Birth Weight	<input type="text" value="90"/>	Dam Udder Score	<input type="text" value="8"/>
Calving Ease	<input type="text" value="1 No difficulty, no assistance"/>	Horn	<input type="text" value="Polled"/>
Number in Birth	<input type="text" value="1 Single"/>	Birth Mgt. Group	<input type="text" value="1"/>
Name	<input type="text" value="C VALERIE ONLINE 16R"/>		
- Transfer On Entry -			
Sale Date	<input type="text"/>	New Owner	<input type="text"/>
Send Certificate To:	<input type="text"/>		
Update Options	<input type="button" value="Check Data, Redisplay if Error(s)"/> <input type="button" value="Check Data and Proceed"/> <input type="button" value="Return to list"/> <input type="button" value="DELETE this record"/>		<input type="button" value="Go"/>

# Multiple Record Edit Screen

Enter data into appropriate fields provided

Rec No	- Dam of Calf - Enter Herd Id OR Reg. No. (Herd Id applicable ONLY for TPR Breeders)		- Sire of this Calf and Mating Details -			- Recipient Dam Details -		Register Now	Calf Herd ID	Right Ear	L
	Herd Identity Number	Dam Registration Number	Sire Herd ID	Sire Registration Number	Mating Type	Recip Dam ID	Recip Dam Registration Number				
41	69J	42003419	102K	P42053464	Natural Service			Yes	23R	23R	:
42	88G	24047228	102K	P42053464	Natural Service			Yes	65R	65R	(
43	88K	42170471	102K	P42053464	Natural Service			No	22R	22R	:
44	89K	42170475	26J	P42003361	Natural Service			No	03R	03R	(
45	90K	42170472	A611	ANGUS 611	Natural Service			No	21R	21R	:
46	92L	42287912	N33	P42429315	Natural Service			Yes	16R	16R	:
47	94L	42287882	A611	ANGUS 611	Natural Service			No	94R	94R	(
48	106E	23912283	780M	42264107	Natural Service			Yes	20R	20R	:
49	107J	42050901	A611	ANGUS 611	Natural Service			No	26R	26R	:
50	9794	24039826	102K	42053464	Natural Service			No	67R	67R	(

Update Options

After entering data for all records in the screen, select the appropriate update option and click "Go" button to save the data you have entered. Failure to do so will result in data not being saved to the batch.

Note: To view specific errors and warnings you will have to return to the record list for the batch and click on each record individually to view the offending information.

# Batch Summary & Submission Screen

Note: After entering all data and clearing all errors, you should click on the “Batch Submission Screen” link and you will be presented with the following screen.

[Help](#)   [List My Current Batches](#)   [View Records in this Batch](#)

Batch #	10527
Status	Validated
Comments	2005 Spring, R calves of 2 yr. old cows
Create Date	01/23/06 08:41:56
Last Update Date	01/24/06 08:57:59
Records in Batch	17
Records Validated	17
Records With Errors	0
Records With Warnings	0
Submit Date	

**Batch Options**

[\[Edit Comments\]](#)   [\[Delete this Batch\]](#)   [\[Submit this batch to Enhanced - AHA Hereford\]](#)

To Submit this batch, click “Submit this batch” link

Your work is done. Now all you have to do is wait for the AHA to process the data. You will be notified via email that processing is complete and a report file will be made available for you to download from the download files area and a new worksheet file will be created for you to use in creating batches for the next type of data to be submitted for this calf-crop.

# Download Files Area

Click "Download Files" link to view this screen

[Home](#) [Information](#) [Animal Inquiry](#) [EPD Inquiry](#) [Mating Predictor](#) [Member Inquiry](#) [Sale Catalogs](#) [Semen Catalogs](#) [Download Files](#) [Online Registry](#)

Files from past 12 months shown below.

**[Click Here to View All Files](#)**

File Name	File Description	Create Date	File Size
<a href="#">7000801 DAM SMRY 2005SPRING.pdf</a>	Dam Production Summary	19 Sep 2005	15.3KB
<a href="#">7000801 FORM2 2005SPRING.pdf</a>	Weaning Worksheet (Form 2)	30 Sep 2005	35.1KB
<a href="#">7000801 FORM3A 2005SPRING.pdf</a>	Barn Sheet (Form 3A)	01 Dec 2005	14.8KB
<a href="#">7000801 FORM3 2005SPRING.pdf</a>	Yearling Worksheet (Form 3)	01 Dec 2005	35.8KB
<a href="#">7000801 INVENT BULL 2005FALL.pdf</a>	Bull Herd Inventory	07 Jun 2005	11.2KB
<a href="#">7000801 INVENT BULL 2006SPRING.pdf</a>	Bull Herd Inventory	30 Nov 2005	13.9KB
<a href="#">7000801 INVENT COW 2005FALL.pdf</a>	Cow Herd Inventory	07 Jun 2005	11.2KB
<a href="#">7000801 INVENT COW 2006SPRING.pdf</a>	Cow Herd Inventory	30 Nov 2005	28.6KB
<a href="#">7000801 REGOAPPS 2005SPRING.pdf</a>	Calf Recording Form (Form 1)	19 Sep 2005	20.4KB

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