



## Tip Sheet 2: Entering animal data using the Add / Purchase Screen

**\*\*Remember to create season first! See Tip Sheet 1\*\***

1. Events > Add/Purchase – this is the screen to enter ALL animals
2. Start by entering dam and sire. In the Ear tag field, start typing the ear tag, then use the up and down arrow keys to sort through the list. If the sire/dam is not in your inventory, click the small 'S' beside tattoo search – then click 'add to inventory' and 'select this animal' to use as parent. For AI sires in your inventory, you might not know their BIO tattoos. Use the 'S' button beside the tattoo field, search for the sire using a Registration Name or Registration ID, and then press 'Select This Animal' to use him as a sire.
3. Tab through the fields for speedy entry.
4. After Pedigree is entered, be sure to select 'Are you entering lamb data?'.
5. If 'Castrated At Birth?' is selected, sex will auto-fill to wether and castration date will appear a few rows down. Castration date will auto-fill with birth date.
6. Required fields for saving a lamb: Season Year, Location, Ear Tag or RFID or Tattoo (depending on your custom identities), Sex, Birth Date, Sire and Dam information OR breed and percentage (percentage must add up to 100% or 32 parts)
7. If you know sire and dam you DO NOT need to fill out breed and percentage. If you only know the dam for example, then you need to fill out breed and percentage (totalling to 100%).
8. For genetic evaluations a lamb must have a tattoo. For example, you could use your tattoo letters followed by the last four digits of an RFID tag or ear tag.
9. For complete genetic evaluations fill in as much information about the lamb as possible (lambing ease, born as, raised as, birth weight, etc.)
10. For embryo transfer lambs, the Dam is the original ewe who donated the egg. The recipient ewe is recorded in the donor field.
11. For fostered lambs, the Dam is the birth dam, be sure to fill in Foster as well
12. After saving an animal, click Enter New Animal beside the save button at the top of the screen. When the add purchase screen comes up, the system will have defaulted 'are you entering lamb data', season, location, and birth date. Continue this process for all your lambs.
13. If you select a death reason, you will be directed to complete a death event after saving the lamb. After saving the death event, return to Events > Add/Purchase to add the next lamb.

Need more details? Call the bio office toll free at 1-855-246-2333, or (519) 767-2665.