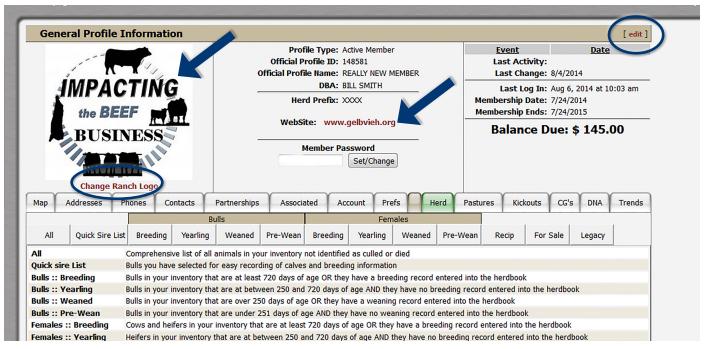
# **AGA REGISTRY SERVICE**

## **How To: Add Ranch Logo and Website Address**

The AGA Registry Service allows members to add a ranch logo and website to their general profile information.



The initial screen of the AGA Registry Service member login is the General Profile Information. From here, members can add/change a ranch logo and a website address.

### Accessing the member login

The member login can be accessed from the Gelbvieh home page by clicking on the banner that says AGA Registry Service Login.

- Go to www.Gelbvieh.org using any Internet browser.
- Click on AGA Registry Service Login in the upper right hand corner of the Gelbvieh home page.
- Do not use the Login and Register links on the Gelbvieh home page. This login is for AGA's Exchange Listing Service and can be used to post bulls, females and feeder cattle for sale. To access the AGA Registry Service member login, you must click on the AGA Registry Service Login button.
- The member login is located in the upper left hand side of the Registry Service screen. Enter your User name and Password.

### Adding a ranch logo

To add a logo, click on the red Add Ranch Logo link in the top left hand corner of the General Profile Information screen. A ranch logo must be a .jpg file type no bigger than 2MB.

Click on Browse, navigate to where you have the logo stored on your computer, select the image file, and then click open. The name of the image file will now appear next to the Browse button. If this is not the correct file, simply click Browse and re-navigate to the correct file.

The last step is to click Upload this Image. Now the logo is displayed.

Change your ranch logo as often as desired by clicking the Change Ranch Logo link and repeating the process.

Quick tip: To make the screen bigger or smaller, use keyboard shortcuts. If you are using a PC, Control + makes it bigger, Control - makes it smaller. If you are using a Mac, use Command + or Command -.

#### Adding a website address

Members can also add or change your farm or ranch's website address, which is listed in the center of the General Profile Information screen. Once a website address is provided, it is automatically linked on your membership information and can be accessed by anyone from the Ranch Search or the Breeder map.

To edit the website associated with your membership, click edit on the top right of the screen. Enter the website address in the WebSite field.

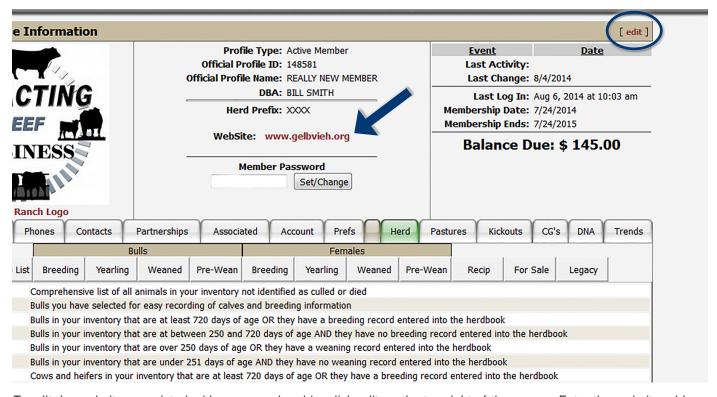
Click the Save/Update button to save the changes or click cancel to go back to the general profile information screen without making changes.

Note, that all other information under this edit section can only be changed by AGA staff. If there is a change to your membership name please contact the AGA office at 303-465-2333 or registration@gelbvieh.org.

Once you hit the Save/Update button the website will appear in the general profile information.

For more tutorials and information on the AGA Registry Service, visit the Registry Service Tutorials page under the Education Center tab at Gelbvieh.org.

Quick tip: Forgot your password? Call the AGA office at 303-465-2333 or email registration@gelbvieh.org, to have your password sent to you or to have it reset. New user to the online registry service? Contact the AGA office to request an online agreement form. Send the completed form back to the AGA office, and login and password information will be sent to you.



To edit the website associated with your membership, click edit on the top right of the screen. Enter the website address in the WebSite field.