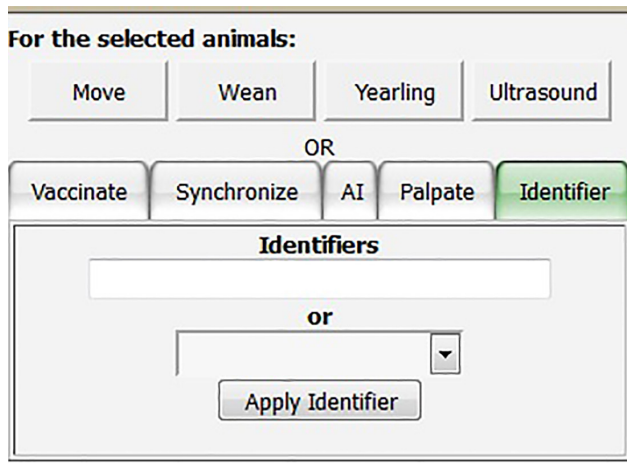


How To: Use Identifiers

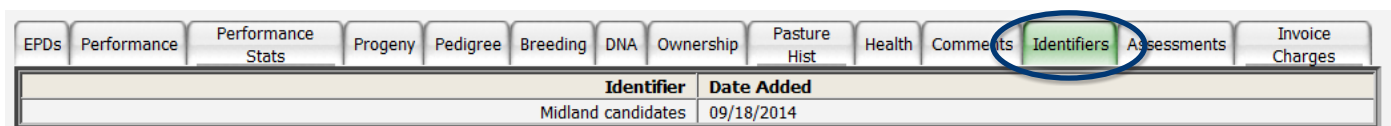
Assign identifier groups for animals in your herd for quick and easy recording.

1. Click Herd Management on the work menu to the left then click Pasture Groups.
2. Set the date you would like that identifier assigned. (All dates must be in the *mm/dd/yyyy* format.)
3. Select the animals you wish to assign the identifier to by checking the box to the right of the animal's tattoo.
4. Once you have selected the animals click the Identifier tab on the right hand side of the screen. A box will then appear allowing you to either type a new identifier or select from an existing group using the pull down menu.



Type the new identifier name or select from an existing group in the pull down menu.

5. After an identifier is applied to an animal, you can view it on the animal's record under the identifiers tab that will now appear on the animal's detail screen.



Identifier	Date Added
Midland candidates	09/18/2014

Identifiers now show up on the animal's record on the Animal Detail Screen.

7. Back on the Pasture Groups Management screen you can filter your herd by identifier to record information such as pasture, weaning data, vaccination records, etc.

Create a custom report

8. Click Reports on the work menu to the left.
9. Click begin under Custom Report Builder.
10. Animals can be filtered by location (premise/pasture) or identifier. The results can then be sorted by sex, tattoo, registration number or birthdate.
11. Once all desired results are selected for, click get report and an excel spreadsheet will be generated.