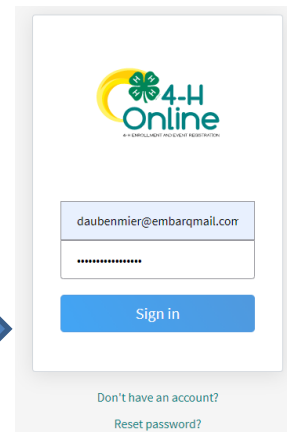


Adding Animals to your 4-HOnline Profile

Andrea Rees, Extension Educator, 4-H Youth Development, OSU Extension – Knox County

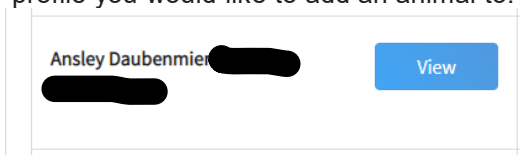
Step 1:

- Log onto <http://v2.4honline.com>.
- Type in your email address and password in the appropriate boxes.
- Select Sign in.



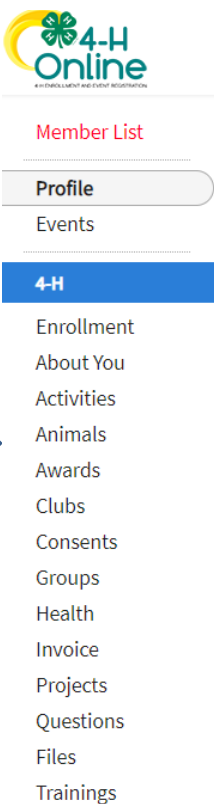
Step 2:

- Click View on the member profile you would like to add an animal to:



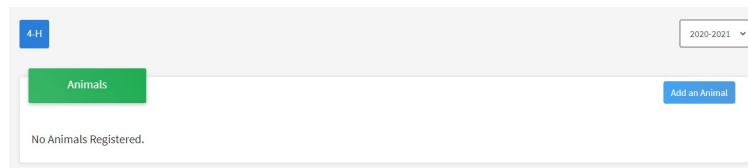
Step 3:

- On the left-hand side click on Animals:



Step 4:

- Click on Add an Animal:

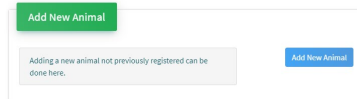


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Step 5:

- Click on Add New Animal



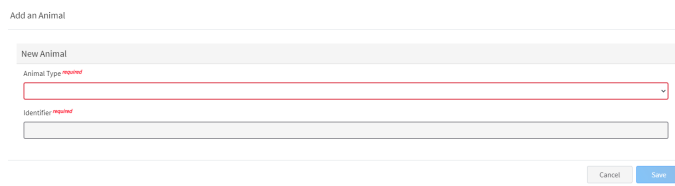
Add New Animal

Adding a new animal not previously registered can be done here.

Add New Animal

Step 6:

- From the Animal Type Drop Down box, select your species you are adding and insert your tag number into the Tag/Identifier Box (County Tag Number, Scrapie Tag or Tattoo, County Tattoo. Click Save.



Add an Animal

New Animal

Animal Type **required**

Identifier **required**

Cancel Save

Step 7:

- Fill in the required fields. Refer to your specie charts listed on the following pages to assist with entering information on this page. Then click Next.

Step 8:

- Now you will upload your pictures. You will need a front, left, right, and a picture of the tag(s) in the ears. Click Next.

Step 9:

- The next page will be the answers to the questions and your photos. If everything is correct hit Submit. If you need to make corrections, please click Back and fixt the needed information.

Listing of Required and Optional Fields/Information by Animal Species

Beef/Dairy Beef Animals		
	<u>Beef Feeder & Dairy Feeder</u>	<u>Beef & Dairy Market Steer/Heifer</u>
Animal Age	Optional	Optional
Animal Name	Required: Insert B or DMF depending on your project	Required: Insert MB or MDS depending on your project
Beginning Weight		Optional: If you weighed in during the December Weigh-in you can insert that weight here
Animal Birthdate	Required	Required
Breed	Required: Choose from the drop-down box	Required: Choose from the drop-down box
Breeder Name	Required: Insert N/A if needed	Required: Insert N/A if needed
County Raised	Make sure to mark if your animal is bred, born and raised on your farm	Make sure to mark if your animal is bred, born and raised on your farm
RFID Number	Required: This is the button tag number	Required: This is the button tag number
Animal Gender	Required: Chose from the drop-down box	Required: Chose from the drop-down box
Tag	Required: This is your county tag number that was put in on the previous page	Required: This is your county tag number that was put in on the previous page
Tattoo	Leave blank	Leave blank

Goat – Market

	<u>Market Goats</u>
Animal Age	Optional
Animal Name	Optional
Animal Birthdate	Required
Breed	Required: Chose from the drop-down box
Breeder Name	Required: Insert N/A if needed
Color and Markings	Required
County Raised	Make sure to mark if your animal is bred, born and raised on your farm
RFID Number	Leave blank
Animal Gender	Required
Tag	Should be your Scrapie Tag number or tattoo that you entered on previous page
Tattoo	Leave blank

Rabbits – Breeding/Market Animals

	<u>Market Rabbits</u>
Animal Age	Optional
Animal Name	Optional
Animal Birthdate	Required
Breed	Required
Breeder Name	Required: Insert N/A if needed
County Raised	Make sure to mark if your animal is bred, born and raised on your farm
Animal Gender	Required: Chose from the drop-down box
Tag	Leave blank
Tattoo	Required: This is your county tattoo number that was put in on the previous page

Sheep – Market Animals

	<u>Market Lambs</u>
Animal Age	Optional
Animal Name	Optional
Animal Birthdate	Required
Breed	Required: Choose from the drop-down box
Breeder Name	Required: Insert N/A if needed
County Raised	Make sure to mark if your animal is bred, born and raised on your farm
RFID Number	Leave blank
Animal Gender	Required: Chose from the drop-down box
Tag	Should be your Scrapie Tag number or tattoo that you entered on previous page
Tattoo	Leave blank

Swine - Market Animals

Animal Age	Optional
Animal Name	Optional
Animal Birthdate	Required
Breed	Required: Choose from the drop-down box
Breeder Name	Required: Insert N/A if needed
County Raised	Make sure to mark if your animal is bred, born and raised on your farm
Earnotch	Optional
RFID Number	Required: This is the button tag number
Animal Gender	Required: Choose from the drop-down box
Tag	Required: This is your county tag number that was put in on the previous page.
Tattoo	Leave blank

Listing of Required and Optional Fields/Information by Animal Species

Horse/Pony Animals		
	<u>Horse</u>	<u>Pony</u>
Animal Age	Optional	Optional
Animal Name	Required	Required
Animal Birthdate	Required	Required
Breed	Required	Required
Breeder Name	Required: Insert N/A if needed	Required: Insert N/A if needed
Colors and Markings	Required	Required
County Raised	Required	Required
Height	Required	Required
Owned or Leased	Required	Required
Owner Name	Required: Insert your name or the owner's name of who you lease your animal	Required: Insert your name or the owner's name of who you lease your animal
Animal Gender	Required	Required

Under Animal Photo – Identifier please upload your Lease Agreement if your animal is leased.

Under County Document 1 please upload your Permission to Participate