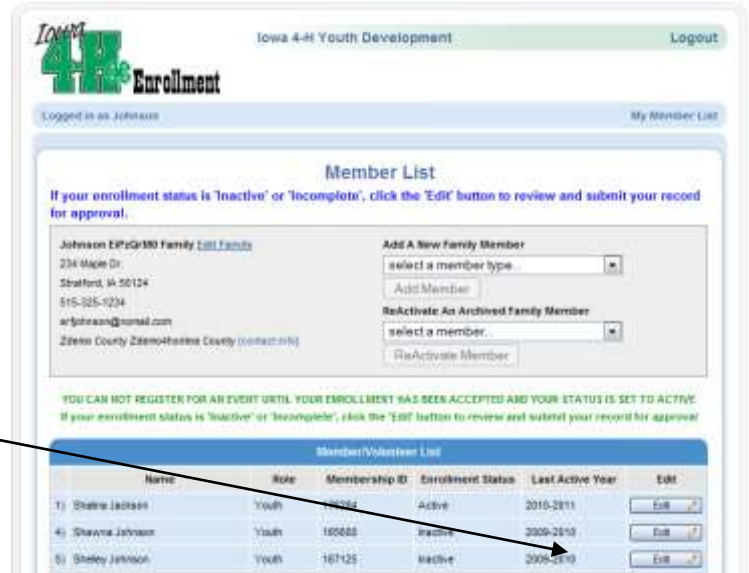


Those 4-H'ers who verified a market steer or market heifer during the county beef weigh-in will need to confirm data entered by county extension staff prior to February 1 in order for it to be accepted by the State 4-H office. Please read and follow these directions.

Log into 4HOnline, just as you did to enroll.

This will take you to the **Member List** which includes all of your family members enrolled in 4H: members, leaders, volunteers.

Click "Edit" to the right of the member listed. You will then be sent to that member's Personal Information Screen.



On this screen, there will be a 4th dot that will say Animals. Click on the word Animals to go to your Animal ID screen.



You will then see your animals listed in a manner similar to this:



Click the edit button to view the information for this animal.

Your animal's information will be displayed in a manner similar to this:

* Review all information that has been entered by Extension Staff. Compare to your hard copy ID Sheet.

* Please contact your Extension office if anything is listed incorrectly.

* If everything looks correct, click on the box next to the statement "I verify the information above is accurate".

* **Be very certain you are approving the correct information!**

* Click on the "Save" button to submit your approval. Clicking this button confirms to the Extension Office and the State 4-H Office that you verified the data entered by the county office. **If you have "verified" your information and hit save, this information can no longer be edited by your county office. Contact them immediately if you have certified wrong information!**

Deadline for completing this process for your State Fair market animals is February 1, 11:59PM. If you do not verify by this time, the information will stand as entered.