

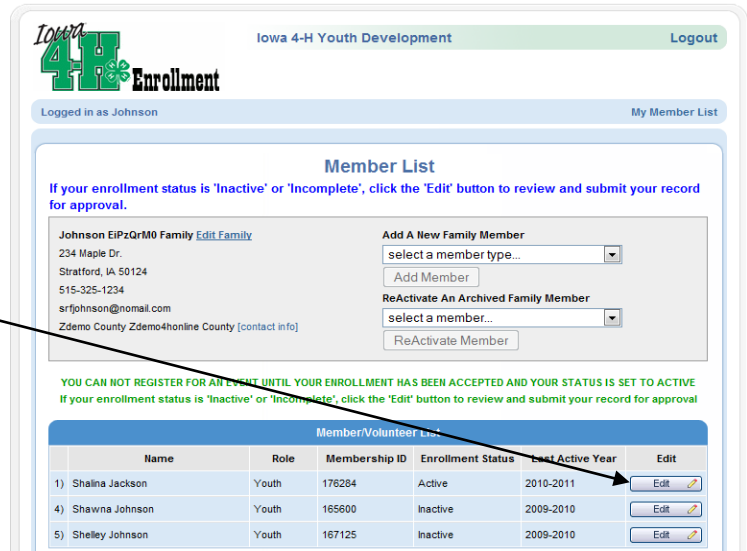
Those 4-H'ers who weighed in a market steer or market heifer during the County and State Fair Beef Weigh-in will need to confirm data entered by county extension staff prior to January 31 in order for it to be accepted by the Extension Office and the State 4-H office. Please read and follow these directions. *(Data will be input by county staff following the weigh-in)*

**\* Please note: If this is your first time logging in, please review your 4-H newsletters or contact your Extension office to verify your log-in information!**

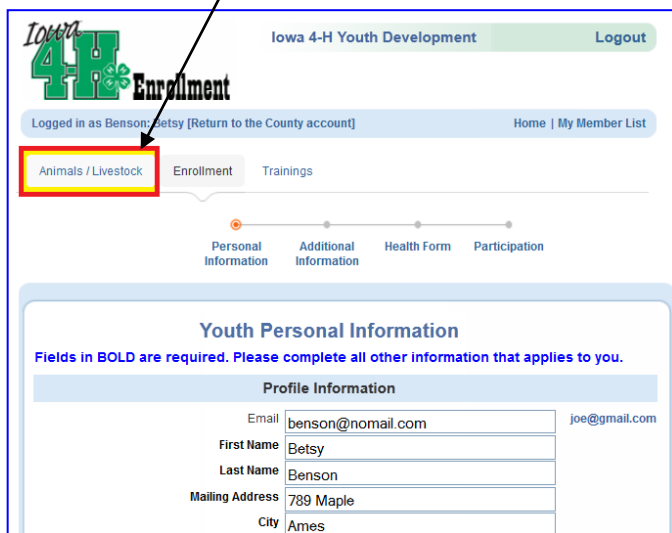
Go to [www.4Honline.com](http://www.4Honline.com) Enter your families email address and your password.

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

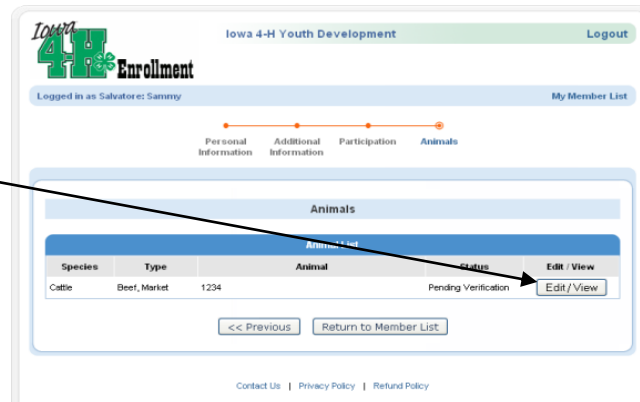
Click "Edit" to the right of the member listed. You will then be sent to that member's Personal Information Screen.



Click on the word Animals/Livestock 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:

\*It is IMPORTANT to READ the text on the TOP of your 4HOnline screen

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

(Note: there are OPTIONAL fields to list a tattoo and/or birthdate for a heifer that could possibly end up showing as a breeding heifer instead of a market heifer. The tattoo field and breed is important for state fair exhibitors; the birthdate is only important to county fair exhibitors—in counties that require that for all breeding heifers.)

HOME RAISED box can be checked IF your animal was born and raised on your farm. See guidelines in your fair book for the Allamakee County Cattlemen's home raised class.

\* 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 is January 31, at 11:59 p.m.** If you do not verify the weigh-in information, the information will stand as the county entered it. \*\*

