
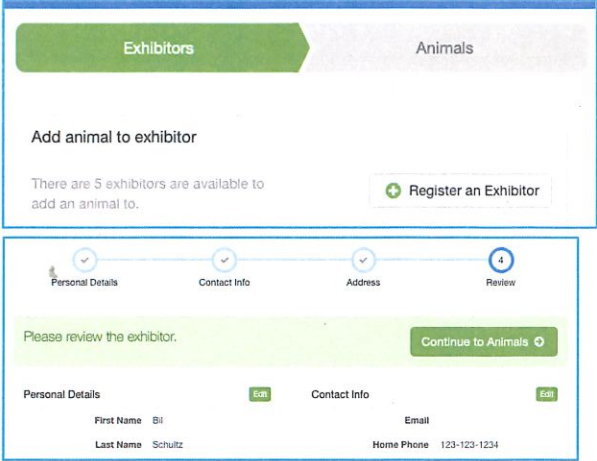




Animal ID Process for Exhibitors

These are the screens/steps that families and exhibitors will see when they log in to identify animals.

Steps	
<p>1. After logging in, the exhibitor will click on the Register an animal button. There is no option to make fair entries.</p>	
<p>2. The first step is to register the exhibitor. There are 3 screens to complete:</p> <ul style="list-style-type: none"> • First Name, Last Name, Birthdate, Grade – Names are required, Birthdate and Grade are controlled by your entry settings. • Contact Info – Phone is required, email, cell phones are optional. • Address (required) <p>3. When those 3 screens are complete, there is a Continue to Animals button on the Review screen.</p>	
<p>4. The first step is to select the Animal Type to be identified.</p>	
<p>5. After all fields are complete, the exhibitor will either see a Continue to Upload Files option (if you have set up Files for this Animal Type) or a Finish button. Files uploaded must be either PDF or an image file (GIF, JPG, PNG, TIFF).</p>	
<p>6. After clicking Finish, the exhibitor is taken to a list of all exhibitors/animals for this family. There is an option beside each to Add an Animal for that exhibitor. There is also an option to Edit existing animals. To add a new exhibitor to the family, click on the green Exhibitors tab at the top of the screen.</p>	