

## Animal Identification

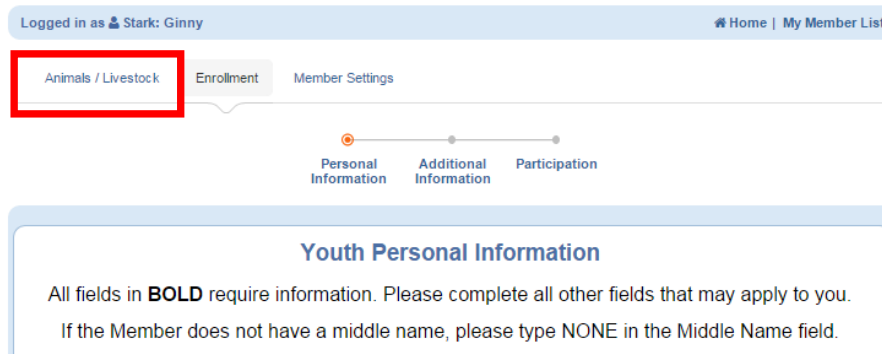
4-H members (Grades 3 – 12) must identify all Beef and Dairy Cattle, Goats, Horses, Llamas, Sheep and Swine in the 4HOnline system by the species deadline or earlier county deadline if applicable\* to be eligible for exhibition.

- **All Swine must be entered into 4HOnline no later than May 15\*.**
- **All swine must have an 840-RFID tag and a DNA hair sample submitted to the County Extension office by May 15 to be eligible for the Indiana State Fair.**

## Animal Identification in 4HOnline

Please complete the following steps to identify your livestock in the 4HOnline system.

1. Login to your family profile at: <https://in.4honline.com> using your family email address and password you created at the time of family profile creation.
  - a. If you have forgotten your password, please use the 'I forgot my password' option on the 4HOnline login page, and you will be sent a new temporary password.
  - b. If you turned in a paper 4-H enrollment form, please contact your local Purdue Extension Office for assistance.
2. Click the orange 'Continue to Family' button.
3. Find the 4-H member's name in the Member/Volunteer list for your family.
4. Click 'Edit' next to the 4-H member's name to which you wish to identify animals for in the system.
5. Click the text that says 'Animals/Livestock'.



Logged in as Stark: Ginny Home | My Member List

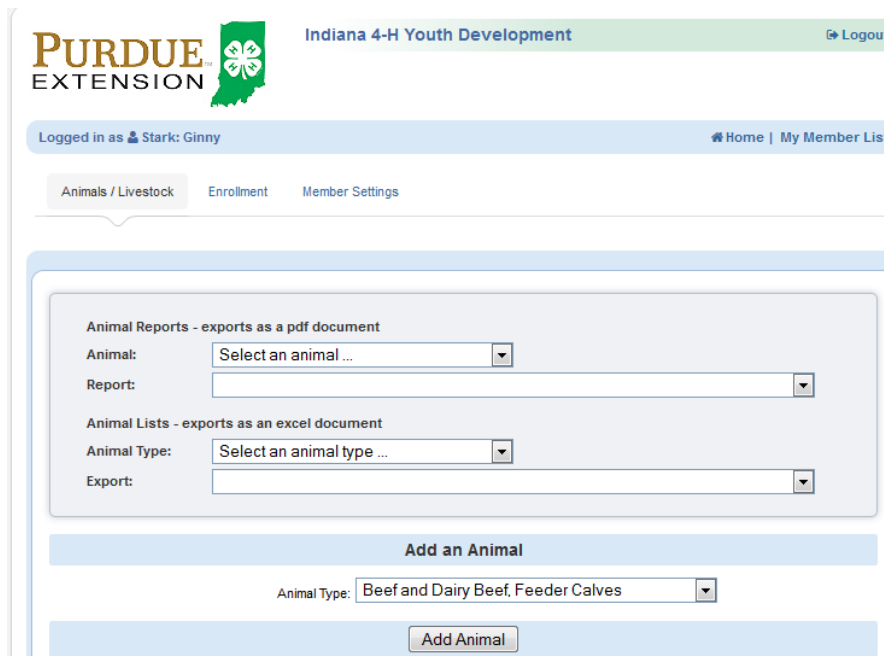
**Animals / Livestock** | Enrollment | Member Settings

Personal Information | Additional Information | Participation

### Youth Personal Information

All fields in **BOLD** require information. Please complete all other fields that may apply to you.  
If the Member does not have a middle name, please type NONE in the Middle Name field.

6. Select the appropriate Animal Type from the Add an Animal drop-down menu for the animal you first wish to identify. See the available Swine options below.
  - a. Swine Barrows
  - b. Swine Gilts
7. Click the 'Add animal' button.



The screenshot shows the 'Indiana 4-H Youth Development' web interface. At the top, it says 'Logged in as Stark: Ginny' and has a 'Logout' button. Below that are navigation tabs for 'Animals / Livestock', 'Enrollment', and 'Member Settings'. The main content area is divided into two sections:

- Animal Reports - exports as a pdf document:**
  - Animal: Select an animal ...
  - Report: [Dropdown menu]
- Animal Lists - exports as an excel document:**
  - Animal Type: Select an animal type ...
  - Export: [Dropdown menu]

Below these sections is a large blue button labeled 'Add an Animal'. Underneath that button is a dropdown menu for 'Animal Type' with the selected option 'Beef and Dairy Beef, Feeder Calves'. At the bottom of this section is another 'Add Animal' button.

8. Read the on-screen instructions for Animal ID requirements for Indiana State Fair Exhibition.
9. You must complete all fields with BOLD titles.
10. Complete all other visible fields as applicable.
11. Once the information is complete, click 'Save'.
12. Verify that the animal is now listed in the Animal List below the Add Animal button.
13. Repeat steps 6 – 11 for each animal the member needs to identify.
14. Members are able to edit Animal ID information until the species specific Animal ID deadline.
15. Click the 'My Member List' in the upper right to return to the list of family members to select another 4-H member to identify animals.

## Family Enrollment of Animals

Animals may be co-enrolled within the same family (Siblings and step-siblings). The animals may be listed under a single 4-H member, and at a later point, the animal may be associated with a different sibling. With this capability in 4HOnline, animals do not need to be entered under each 4-H member in the family. It is strongly suggested that at least 1 animal be identified by each member enrolled in the project.

## Changing the Animal to another Member of the Family

1. Login to the member record that currently has the animal listed.
2. Click the Animals/Livestock text to navigate to the Animal ID area.
3. Click the Edit/View button next to the animal you need to move to a different member of the family.
4. Use the drop-down menu to change the member the animal is associated, and click Save.
5. Animals may be changed to a different member of the family up to the County and State Fair check-in.