



4-H Online 2.0 Animal Entry Guide

Dog Project

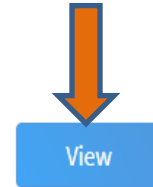
**Note: For 4-H Members 8 and above*

Log into 4-H Online

- Use your family email and password co.4honline.com

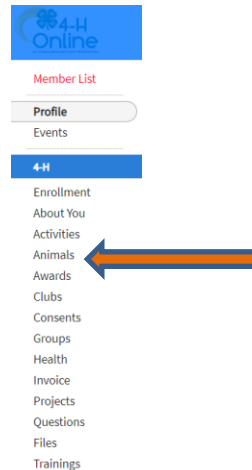
Click “View”, next to Member’s Name

Tucker Jeter #221671
Sep 18, 2010

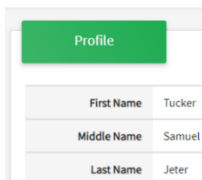


Locating ‘Animals’

- **Desktop**, select “Animals” from the left side navigation



- **Smart Phone or Tablet**, click on the 3 bars in the top left corner



With either option, this will bring up a drop down list to begin adding Animals.



Adding an Animal

- Click "Add an Animal"

Add an Animal

Then select "Add New Animal"

- Select Dog, from the drop down. **REQUIRED:** Enter Animal's name, click "Save"

Add an Animal

- Next, click "Show Questions"

Animal Entry is open for the current enrollment year. - Is all information complete? Check all county animal entry deadlines.

READ All County instructions for each animal species as county requirements vary.

Show Questions

Back Next

- The animal's name will be carried over from the previous screen.

- Enter the **CURRENT** weight of the animal. This is for determining size of the animal.

Beginning Weight

Enter Current Weight of Animal

- Enter the animal's birth date.

Animal Birthdate

Birth Date

- Choose the breed from the drop-down box. Choose "other breed" or "mixed breed" if breed isn't listed. **ONLY** select one breed.

Breed required



- Fill in a description of the dog's colors and markings.

Colors And Markings

Provide any specific animal colors and/or markings.

- Enter the dog's height in inches as measured from the ground to withers (highest point of the dog's shoulders).

Height

- Enter whether you own the dog or are leasing it.

Owned Or Leased

OwnedOrLeased

- Enter all vaccination information (Note: Enter **Expiration/Renewal** dates)

Bordetella Vaccination Date

Bordetella Vaccination Date

Distemper VaccinationDate

Enter Expiration Date vaccination was given (Could also be included in a combo shot called DHPP or DHLPP)

Parvo Expiration Date

Parvo Expiration Date - Enter Expiration Date of Vaccine

Rabies Expiration Date

Enter Rabies Expiration Date

Rabies Tag Number

Enter Rabies Tag Number

Rabies Vaccination Date

Enter Rabies Vaccination Date

- Enter the registration information if your dog is registered.

Registered Name

RegisteredName

Registration Number **required**

RegistrationNumber

- Enter the Animal Gender – male or female.

Animal Gender

Sex

- Enter a Tag or Tattoo, if applicable.

If applicable, Enter Tag number

Tag

If applicable, Enter Tattoo information or Optional Microchip Number

Tattoo



- Click “Next”, continue with the “File Uploads” that are required by your local county extension office. These will vary by county and species. **Please follow your county guidelines.**
- **Routt County** – requires two identifying photos of the dog.
- **Routt has no county form to upload.**



The screenshot shows a web form with several upload sections:

- Dog (Photo 1) ^{required}**: A circular area with "No Image Selected" and an "Upload" button.
- Dog (Photo 2)**: A circular area with "No Image Selected" and an "Upload" button.
- Dog - Veterinarian Immunization and Health Record (pdf only) ^{required}**: A PDF upload area with "No File Uploaded" and an "Upload" button.
- Dog - Veterinarian Rabies Record (pdf only) ^{required}**: A PDF upload area with "No File Uploaded" and an "Upload" button.
- County Use Form (Dog ID)**: A PDF upload area with "No File Uploaded" and an "Upload" button.

At the bottom, there is a progress bar with three steps: "Questions", "Files", and "Confirm". The "Files" step is currently active. Below the progress bar is a "Back" button and a "Submit" button.

- Confirm all information, click 'submit'

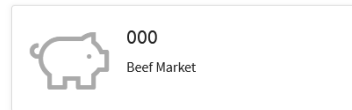


- County Extension staff, will review all information. If more is needed, members can edit. Once “Approved” by your local county extension office an email will be sent to your family account (example below) A time and date stamp for each animal.



Your animal submission for [redacted] in 4-H has been approved.

Animal - Submitted
 Created on Feb 4, 2021 5:29 PM
 Modified on Feb 4, 2021 5:48 PM
 Submitted on Feb 4, 2021 5:48 PM



Questions, please contact your [local extension staff](#).