

Getting Started with CGA's On-Line Registry Software

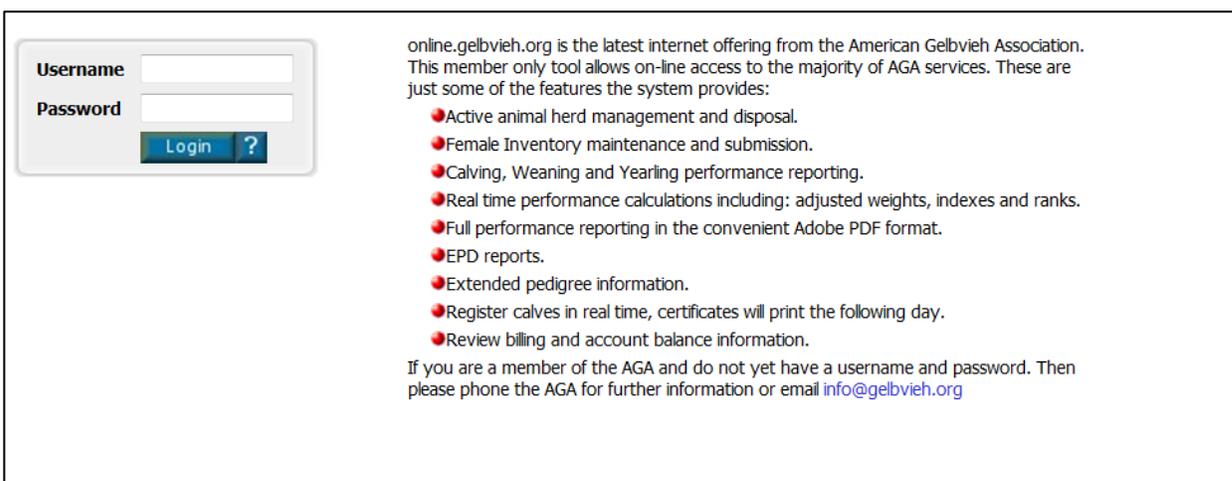
General Information

Below is some general information that should help you navigate through the online registry system (ORS). **Please Note: The screen shots used in this document are from the AGA ORS which are very similar to the CGA ORS.**

- Tab through fields - When you are entering data the easiest way to move through fields is to use the TAB key. To back up a field you can hold down the Shift key and the Tab key at the same time.
- Help screens - Basic help information can be found on most screens by clicking on the ? button, typically towards the bottom of the information that is displayed on the screen.
- Entering Registration Numbers. - In this system you do not need to enter CDGV in front of the registration number for any CDGV animal. You do need to enter the registry (CDAN for Canadian Angus animals, AMAN for American Black Angus animals, AMAR for American Red Angus) etc. for animals that are non-Gelbvieh animals.
- Entering Prefix and Tattoo - in the ORS if you want to search for an animal by Tattoo you need to enter both the Prefix and Tattoo. Enter these together without a space or any characters between i.e. SLC178F .
- It is possible that a non-CDGV animal (Angus, Red Angus, Hereford etc.) that you are using is not currently in our database. In this case we will need to create a record for that animal prior to you using it as a sire or dam. To get this animal added to the database, simply email info@gelbvieh.ca and include the animals Breed and Registration number. If the animal is not an American Angus or American Red Angus animal we will need to manually build the animal pedigree record so if you could fax or mail a copy of the animal's information to us we will complete the record. If the animal is a female and owned by your membership indicate that as well as we will need to add your ownership information to the record in order for the animal to show up in your inventory.

1. Login -

- a. You can reach the ORS system by two methods.
 - i. Type online.gelbvieh.org into your browser. You should get to a screen that looks like the information below.
 - ii. Or you can access it via the Register an Animal Quick Link on the left hand side of the Gelbvieh home page at www.gelbvieh.ca



online.gelbvieh.org is the latest internet offering from the American Gelbvieh Association. This member only tool allows on-line access to the majority of AGA services. These are just some of the features the system provides:

- Active animal herd management and disposal.
- Female Inventory maintenance and submission.
- Calving, Weaning and Yearling performance reporting.
- Real time performance calculations including: adjusted weights, indexes and ranks.
- Full performance reporting in the convenient Adobe PDF format.
- EPD reports.
- Extended pedigree information.
- Register calves in real time, certificates will print the following day.
- Review billing and account balance information.

If you are a member of the AGA and do not yet have a username and password. Then please phone the AGA for further information or email info@gelbvieh.org

- b. Your Username and Password will be issued by the CGA once you have completed an Online Registry System – User Agreement. Information on how to change your password is in the Tools sections below.

2. My Account - This tab contains information on your Membership



a. My Details

Contains contact information for your membership. If you select the My Detail option you can update phone, fax, email and website information for your operation. Address changes still need to be completed by calling or emailing the CGA Office. Changes made to this screen will be reflected on the Online Member Search page.

A screenshot of the 'My Details' form. The form is titled 'My Details' and contains the following fields: Member #: 1015, Farm Name: AMERICAN GELBVIEW ASSN, Name: (empty), Address: 10900 DOVER STREET, Address2: (empty), City: WESTMINSTER, State: CO, Zip: 80021-6100, Phone: (empty), Fax: (empty), Email: (empty), and Home Page: (empty). A 'Save' button is located at the bottom right of the form.

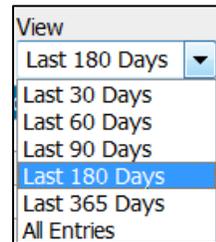
If your information was received successfully the **** Details Updated **** message box will appear.

A screenshot of the 'My Details' form with a success message box overlaid. The form fields are the same as in the previous screenshot. The message box is titled 'Message from webpage' and contains a yellow warning icon and the text '** Details Updated **'. An 'OK' button is located at the bottom right of the message box.

b. My Billing



This selection displays your current account activity. You can select several options to display recent activity or an inclusive list of all activity posted since the transition to the new computer system in November of 2010. Use the page numbers on the bottom to scroll through additional pages. Also displayed is the current balance for this membership. All work, entered from the CGA office or online will be displayed on this screen.



1015 AMERICAN GELBVIEWH ASSN - Traditional

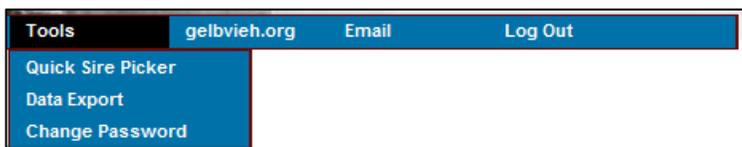
Current Balance
\$0.00

My Billing-Last 180 Days

Date	Code	Description	Regnum/Misc	Tattoo	Amount
5/5/2011	411	Weight Update	AMGV1169848	GWBG401X	\$0.00
4/14/2011	411	Weight Update	AMGV1151218	VVGR054X	\$0.00
4/13/2011	411	Weight Update	AMGV1145889	NNBRX4	\$0.00
4/9/2011	402	Traditional Registration > 365 Days			\$109.50
4/7/2011	403	1-Rate Registration - Credit	AMGV1172055	JDRFY26	\$0.00
4/5/2011	403	1-Rate Registration - Credit	AMGV1172664	CPGG326X	\$0.00
3/24/2011	402	Traditional Registration > 365 Days	AMGV1093583	GSJR0815U	-\$36.50
3/24/2011	402	Traditional Registration > 365 Days	AMGV1093562	GSJR0840U	-\$36.50
3/24/2011	402	Traditional Registration > 365 Days	AMGV1134604	GSJR0909W	-\$36.50
3/22/2011	403	1-Rate Registration - Credit	AMGV1148521	LWAC3NX	\$0.00
3/22/2011	403	1-Rate Registration - Credit	AMGV1148519	LWAC1NX	\$0.00
3/22/2011	403	1-Rate Registration - Credit	AMGV1148520	LWAC2NX	\$0.00
3/22/2011	403	1-Rate Registration - Credit	AMGV1148522	LWAC4NX	\$0.00
3/3/2011	338	DNA Results			\$30.00
3/3/2011	406	Trad Balancer/Hybrid 241 To 365 Days			\$26.50

1 2 3

3. Tools –



- a. Quick Sire Picker – Allows you to create a list of bulls to be used as sires when you enter calving data. Enter the registration numbers in the screen below and then when you go to enter calving data the sires will appear in a drop down list. This will facilitate entering of calf data.
 - i. Remember to add a non-CDGV sire you must enter the registry (CDAN for Angus) to look up the animal.
 - ii. If a sire is not found it is probably not currently in the CGA database. Email info@gelbvieh.ca with the information and we can add this animal.

Sire Quick Pick List

regnum	Tattoo	Name	Birth Date	
AMAN13062750	878	BON VIEW NEW DESIGN 878	2/17/1998	View Remove
AMGV1052428	DAYL1002T	POKER	10/2/2007	View Remove

Sirereg

[?](#)

[Click On Column Headers To Re-Order List](#)

- b. Data Export – The Data Export Utility allows you to pull data from your herd and put it into a spreadsheet or database program. More information will be added here.

Data Export

The Data Export Utility allows you to export your office data directly to you home computer. Simply select the data you require and the file type that you wish to receive and click Send. The data will be immediately emailed to you as a zip file.

Email

Export File

Export File Type

Year (If Required)

- c. Change Password – Members can change their online password as frequently as they wish. The Password must meet the criteria laid out on the screen. Passwords are stored at the CGA office so if you forgot your password please contact us and we will email you the updated password.

Change Login Password

The New Password Must:

- Be 8 Characters or more (15 max)
- Contain at least one Uppercase Letter A-Z
- Contain at least one Lowercase Letter a-z
- Contain at least one Number 0-9
- Contain at least one Special Character either #,\$,& or :

Example: fRed\$234 or 2#Albert

Old Password

New Password

Confirm New Password