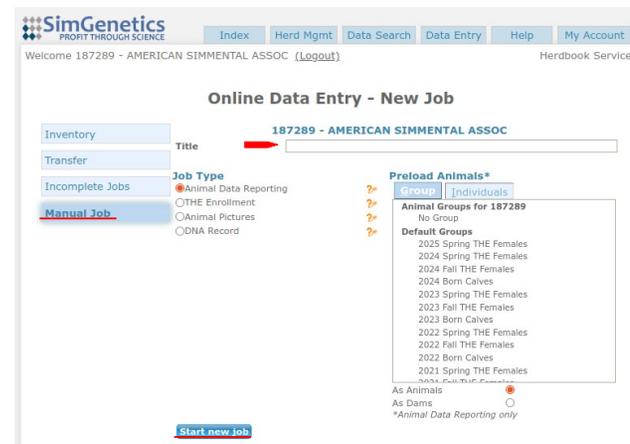


Start a Registration Job

- Login to Herdbook
- Go To **Data Entry – Online**
- Select **Manual Job** from the blue tabs on the left side of the screen
- Enter a job title in the **Title** box that will help you identify the purpose of the job
- **Job Type – Animal Data Reporting**
- Select **Start New Job**
- Enter the following calf data



Enter Calf Data (all underlined fields are required)

1 DamRegNbr (Birth Dam Registration Number) – Enter ASA number of dam who actually gave birth to the calf. (Natural Dam or Recip Dam)

- If dam is a new commercial dam that has never had a calf reported with ASA
 - a. Enter Dam Tattoo
 - b. Select the **BrthDam** tab
 - c. Enter her birth date in the **BrthDt** column
 - d. Enter her Breed Codes in **BrdCds** column
 - Use “PB” if animal is purebred. Breed codes must be entered as fractions with a space between the fraction and breed code. (Example – **PB AN** or **3/8 AN 5/8 GV**)
- If calf is an embryo select the **DonorDam** tab (for additional Donor Dam and Embryo registration requirements see page 4)
 - e. Enter Donor Registration number in the **DonorRegNbr** column

2 AnmRegNbr – If registering an animal previously reported, enter animal’s ASA number.

3 AnmTatt (Animal Tattoo) – Enter calf tattoo. To register an animal, the tattoo must contain the letter representing the year of birth.

J – 2021 K – 2022 L – 2023 M – 2024 N – 2025 P – 2026 R – 2027 S – 2028

Job: 1099923 Membership: 187289 Title: Test Job for Instructions Type: Animal Data/Registration

Save/Exit Submit Data Options

(Click on a column header for help)

Animal		BrthDam		DonorDam		Wean	Year	Transfer	Lease	Errors	Warnings															
<u>DamRegNbr</u>	<u>DamTatt</u>	<u>AnmRegNbr</u>	<u>AnmTatt</u>	EID	Hd	CalfRemoval	SireNbr	TattLoc	Sex	BirthWt	BwMethod	BirthDt	MBC	CE	AI	Name	Reg	Cert	Simbrah	HPS	Color	Owner	Breeder	BrdCds	CalfYear	
1	1.a	2	3				4	5	6	7		8	9	10		11	12	13	14	15	16					

4 **SireNbr (Sire Registration Number)** – Sire must be registered before calf will qualify for registration.

- Natural service sires born on or after 1/1/2025 and all AI sires must meet ASAs DNA requirements (may include testing for genetic defects) before their calves can be registered, this includes sires of other breeds.
- If sire is registered with another breed and not already Foundation Registered with ASA send a copy of his pedigree or other breed registration number to simmental@simmgene.com to request registration for \$25.00.

5 **TattLoc (Tattoo Location)** – The location of tattoo or brand on the animal.

- BE – Both Ears LH – Left Hip
- RE – Right Ear LS – Left Shoulder
- RH – Right Hip LE – Left Ear
- RS – Right Shoulder LR – Left Rib
- RR – Right Rib CE – Combination Ears

6 **Sex*** – Sex of calf

- B – Bull S – Steer C – Heifer/Cow
- *If male is castrated at birth use S for birth sex. If castrated at weaning or later designate S at yearling.*

7 **BirthWt (Birth Weight)** - Birth weight of the calf.

8 **Birth Date** – Birth date of the calf.

9 **MBC (Multiple Birth Code)**

- 1 – Single 6 – Frozen ET
- 2 – Twin Same Sex 7 – ET Twin Same Sex
- 3 – Triplets 8 – ET Twin Opposite Sex
- 4 – Twin Opposite Sex 9 – Fresh ET

10 **AI** – Breeding Method.

- Y – AI Bred N – Pasture Bred

Job: 1099923

Membership: 187289

Title: Test Job for Instructions

Type: Animal Data/Registration

[Save/Exit](#) [Submit Data](#) [Options](#) 

(Click on a column header for help)

Animal		1.b		1.c																					
DamRegNbr	DamTatt	AnmRegNbr	AnmTatt	EID	Hd	CalfRemoval	SireNbr	TattLoc	Sex	BirthWt	BwMethod	BirthDt	MBC	CE	AI	Name	Reg	Cert	Simbrah	HPS	Color	Owner	Breeder	BrdCds	CalfYear
1	1.a	2	3				4	5	6	7		8	9	10	11	12	13	14	15	16					

11 **Name** – Name of the calf. (30 characters or less including spaces)

12 **Reg (Registration Request)** – if left blank calf will not be registered

Y – Register

T – Register and transfer the registration certificate

N – Reporting data, registration not requested

13 **Cert (Certificate)** – if left blank certificate will not be issued

Y – Paper registration certificate will be printed

N – Paper registration certificate will not be printed

14 **Simbrah** – Simbrah registry?

Y – Yes

N – No

15 **H/P/S (Horned/Pulled/Scurred)**

H – Horned

P – Polled

S – Scurred

16 **Color** – Dominant color of the calf.

R – Red

G – Grey

Y – Yellow

W – White

B – Black



Tips:

A) You can only use a prefix in an animal name if you own the prefix. Contact ASA to register a prefix (2 – 4 characters) to your account.

B) The original certificate is included in the cost of registration. Each additional certificate will be charged \$5.00. If you see a charge for a certificate it means one has already been issued. If you have entered new/corrected information and would like updated EPD's contact ASA.

Job: 1099923

Membership: 187289

Title: Test Job for Instructions

Type: Animal Data/Registration

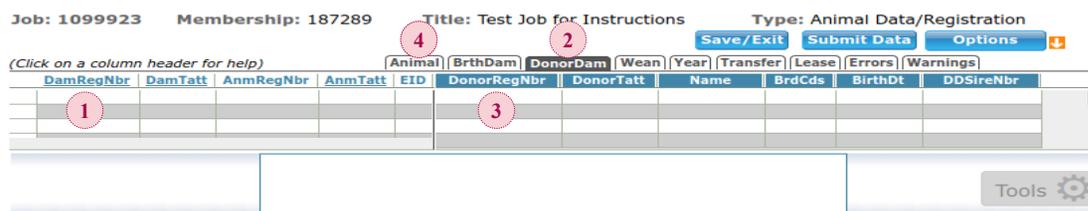
Save/Exit Submit Data Options

(Click on a column header for help)

DamRegNbr	DamTatt	AnmRegNbr	AnmTatt	EID	Hd	CalfRemoval	SireNbr	TattLoc	Sex	BirthWt	BwMethod	BirthDt	MBC	CE	AI	Name	Reg	Cert	Simbrah	HPS	Color	Owner	Breeder	BrdCds	CalfYear	
1	1.a	2	3				4	5	6	7		8	9	10		11	12	13	14	15	16					

Donor and Frozen/Purchased Embryo's Requirements

- 1 Recip Dam registration number (if linking) goes in the **DamRegNbr** column (column furthest to the left)
- 2 Select the **DonorDam** tab
- 3 Enter the Donor Dam ASA Registration number in the **DonorRegNbr** column



- a. All columns to the right will auto-populate
- b. All Donors must meet ASA DNA requirements, and be approved as a Donor before embryos may be registered

- 4 Return to the **Animal** tab to enter the remaining calf data (minimum required data from pages 1-3 must be entered)

- a. Ensure the MBC column shows correct code for the type of embryo
- b. Enter the account number of the owner of the dam at the time of flush in the **Breeder** column.
 - i. If it is a purchased embryo, to find the owner of the Donor, select **Save/Exit**
 - ii. Go to **Animal Search**. Enter the Donors Registration number and select **Search**
 - iii. Write down the owners account number
 - iv. Return to job and enter account number in the **Breeder** column
- c. All purchased embryos must be parent verified prior to registration.
 - i. Enter "N" in the **Reg** column. Once job is submitted the animal will be assigned an ASA number to use for DNA testing. Once testing is complete load the animal back in a registration job and enter Y in the **Reg** and **Cert** columns. This will complete the registration process.

