

DIMSSA - HOW TO?

Version 1.0e

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1 GOOD TO KNOW

| | | |
|--------------------------|---|---|
| A Green background | = | Good to have |
| A Yellow background | = | Must have |
| Insert | = | Add a new record (Insert something that is not there) |
| Edit | = | Changing an existing record (Edit something that is there) |
| F4 or 888 Tab | = | A pick list of codes to use in the fields |
| Tab | = | Moves forwards from one field to another |
| Shift + Tab | = | Moves backwards from one field to another |
| Alt + Tab | = | Moves between programs open on the computer |
| To highlight text | = | If cursor is in the front of the text, hold in the Shift key and press End If cursor is at the back of the text, hold in the Shift key and press Home To highlight only a part of the text, click with the mouse where you want to start highlighting, hold the Shift key in and use your left or right arrows on the keyboard to highlight to where you want to Highlight, to remove or copy that text use the Ctrl C, V or X Instructions |
| Text highlighted in Blue | = | When you type the text will disappear you don't have to clear, backspace or delete it, windows does it automatically for you, but if you want to correct the text without losing it, follow the instructions below. |
| Home | = | When the text in a block is blue and you need to change something at the beginning of the text – press Home on the keyboard and the cursor will go to the front of the text. |
| End | = | When the text in a block is blue and you need to change something at the end of the text – press End on the keyboard and the cursor will go to the back of the text. |
| Ctrl + C | = | Copies text - Highlight text to be copied, Hold the Ctrl key on the keyboard down and press C |
| Ctrl + V | = | Paste text - Hold the Ctrl key on the keyboard down and press V |
| Ctrl + X | = | Cut text - This removes the text completely from where it is – Highlight text to be copied, Hold the Ctrl key on the keyboard down and press X |
| .TXT | = | File extension for text files |
| .CSV | = | File extension for Comma Separated Value files |
| .ZIP | = | File extension for compressed files |

2 ADDING NEW RECORDS, BULLS, AI BULLS AND NEW ANIMALS MALE OR FEMALE

2.1 How to enter an AI bull (semen donor)

Go to Animals

Master Animal records

Click on insert

On the General page

Enter the Herd No,

Breed,

date of birth,

nick name,

full name,

gender code (002 – male)

registration status (006 – semen donor),

identification method (999 – not applicable)

herdbook section (051 – pure bred)

colour code (000 – typical)

country code (888 tab - what ever)

In-herd status (999 – not applicable) It is important NOT to enter an AI Bull as Alive and in the Herd.

Horn/poll status (004 – de-horned)

General Page

Edit the Animal record

General | Status | Numbers

Herd Number:

Breed Code: HST | Holstein

Birth Date: 01/01/1999

Identity Number: Structured Free Form POTTER

Name: KEYSTONE POTTER

Cow Family: Name Ext.:

Gender Code: 002 | Male

Registration Status: 006 | Semen Donor

Identification Method: 999 | Not Applicable

Herdbook Section: 051 | Pure Bred

Colour Code: 000 | Typical (White & Black)

Country Code: US | United States of America

In Herd Status: 999 | Not Applicable

Horn/Poll Status: 001 | H-Horned

Eye Pigmentation:

Ease Milk:

Temperament:

Where-is-Animal:

Production Group Code:

Feeding Group Code:

Ok
 Cancel

Status page

Status page

Tick Active Breeding Sire

Numbers page

Numbers Page

Enter the registration number
Click Ok

Don't forget to enter semen under herd, semen stock & purchases

2.2 How to enter a registered (natural service) bull

Go to Animals
 Master animal records
 Click on insert
General page
 Enter the Herd No,
 Breed,
 date of birth,
 nick name,
 full name,
 gender code (002 – male)
 registration status (001– Registered),
 identification method (001 – Tattoo or 005 for Colour Markings)
 herdbook section (051 – pure bred or whatever on the certificate)
 colour code (000 – typical)
 country code (ZA – or what ever)
In-herd status (000 – Alive and in the Herd.
 Horn/poll status (004 – de-horned)
Status page
 Tick that he is an active breeding sire
Numbers page
 Enter his registration number
 Click Ok

2.3 How to enter a (commercial natural service) bull

Go to Animals
 Master animal records
 Click on insert
General Page
 Enter the Herd No,
 Breed,
 date of birth,
 nick name,
 full name,
 gender code (002 – male)
 registration status (004– Commercial),
 identification method (003 – Ear Tag)
 herdbook section (091 – Commercial)
 colour code (000 – typical)
 country code (ZA – or what ever)
In-herd status (000 – Alive and in the Herd.
 Horn/poll status (004 – de-horned)
 On the status page
 Tick that he is an active breeding sire
 Click Ok

2.4 How to enter a registered or commercial female animal

Go to Animals
 Master animal records
 Click on insert
On the General page
 Enter the Herd Number,
 Breed code,
 Birth date,
 Identity Number,
 Name,
 Gender Code (001 – female),
 Registration Status (Registered 001 or Commercial 004 animal),
 Identification Method (003 – ear tag),
 Herdbook Section (pure bred 051 or Commercial 091),
 Colour code (Typical),

Country Code (Whatever),
 In-herd Status (Animal is alive in herd – 000),
 Horn/Poll Status (De-horned – 004)

On the Status page

Start at the bottom by the Lactation Number
 Lactation Number (**VERY IMPORTANT TO LOAD THE ANIMAL IN THE CORRECT LACTATION**)
 Number of Progeny (calves)
 Last Calf Date

Tick the Udder Quarter Status – Active if it has calved
 Tick the Lactation Status if the animal is in milk
 Tick the Official Milk Recording Status if the animal partakes in milk recording

DO NOT TICK THE PREGNANCY STATUS AS YOU HAVE TO SERVICE THE ANIMAL AND CONFIRM IT IN CALF UNDER REPRODUCTION

On the Numbers page

Enter the registration number if it is a registered animal
 Enter the official milk recording number if it takes part in official milk recording
 You can enter the sire and dam if they have been loaded on the system
 Click Ok

3 HEATS

3.1 How to insert a heat

Go to Animals
 In-herd female animal's records
 Press Tab to find by identity number
 Type in the animal identity number (2004019)
 Press Tab again to get the animals record highlighted
 Click with the mouse on Reproduction top left

Update Reproduction Statistic for: 2004019 - DIMSSA 2004019

Iden. Number :: 2004019 DIMSSA 2004019 Calf Date :: 30/05/2006 LN :: 1 SCC :: 68
 Birth Date :: 27/02/2004 Numb Progeny :: 1 Numb Emb Progeny :: Current :: 21.8 305 Est :: 7.941 Eff Ratio ::
 Sire Identity :: ITO BARBEE-M JUROR ITO - ET Lfq :: A RFQ :: A Proj Dry Date :: 25/03/2007
 Dam Identity :: 1997055 DIMSSA 97055 LHQ :: A RHQ :: A Exp Calf Date :: 29/05/2007
 Tattoo Number :: Herd :: 1 Status :: In-Herd DiC 242 DbC 41 DiM 323 DbD -24 High Prod Rating ::
 Comment No 1 :: Prod Grp :: CM Feed Grp :: Category ::
 Comment No 2 :: Prev. Mass :: 525 CS :: 3.5 Udder :: 85
 Comment No 3 :: Latest Mass :: 545 CS :: 3.5 Final Class :: 84

| Lact No | Destrus/Heats | | | | | Matings | | | | | Pregnancy Determinations | | | | | |
|---------|---------------|-------|----|-----|-----|------------|-------|-----|-------|--------------|--------------------------|------------|-------|-----|------|-----|
| | Date | Time | HI | DiM | Des | Date | Time | Imp | Straw | Sire Iden No | Biological Dam | PD Date | PD RC | DiC | AI's | Opr |
| 1 | 18/08/2006 | 18:00 | | 80 | 001 | 19/08/2006 | 06:00 | 003 | 1.00 | POTTER | | 22/09/2006 | ✓ | 34 | 1 | AL |
| 0 | 24/08/2005 | 06:00 | 14 | 18m | 001 | 24/08/2005 | 06:00 | 003 | 1.00 | MANAT | | 23/09/2005 | ✓ | 30 | 1 | AL |
| 0 | 10/08/2005 | 06:00 | | 17m | 008 | | | | | | | | | | | |

Heats: + Insert, Edit, - Delete
 Matings: + Insert, Edit, - Delete
 PD's: + Insert, Edit, - Delete

Heats

Matings / AI's

PD's

This screen is a 3-in-1 screen. If you record heats than you edit to enter a mating and edit to enter a PD, because the animal had to come on heat to be mated, to be confirmed in calf.

If you don't record heats you just have to insert the mating and edit to enter the PD.

If you don't record heats and matings you just have to insert the PD and enter all the bulling information.

Click with the mouse on the Heats insert button on the left of the reproduction window

Enter the date

Enter the time of heat

Enter the Observation Code

Enter the Observation Identity (heat spotter)

You can enter a nominated sire

Click OK

Close

Edit Heat Record for: 1998036 - DIMSSA 98036

Identity Number :: 1998036 Name :: DIMSSA 98036
 VwP Expiry Date :: 13/10/2005 Category :: Rating :: Udder :: 81
 Latest Milk Yield :: 36.0 on Date :: 05/12/2005 305 Day Yield :: 9,744 Final Class :: 84
 Prev.: Mass :: 635 on Date :: 05/07/2005 ADG :: Condition Score :: 2.5 on Date :: 05/07/2005
 Latest: Mass :: 580 on Date :: 04/11/2005 ADG :: -451 Condition Score :: 2.0 on Date :: 04/11/2005

| AI or Natural Service Recommendation | Rating | Stock | Price | Embryo Flushing Sire Recommendation | Rating | Stock | Price |
|--------------------------------------|--------|-------|--------|-------------------------------------|--------|-------|-------|
| Sire No. 1 :: DEANN | | 12.00 | 170.00 | Sire No. 1 :: | | | |
| Sire No. 2 :: DEANN | | 12.00 | 170.00 | Sire No. 2 :: | | | |
| Sire No. 3 :: | | | | Sire No. 3 :: | | | |
| Sire No. 4 :: | | | | Sire No. 4 :: | | | |

Recommendation Date :: 01/11/2005 Recommendation Date ::

General | Remarks

Lactation Number :: 5 Matings :: 1
 Heat/Destrus Date :: 01/11/2005 Days in Milk or Age :: 79
 Heat/Destrus Time :: 16:00 Days since Previous Heat :: 18
 Observation Code :: 001 Standing Heat
 Observation Iden :: FN Fano Ndwene
 Nominated Sire Identity :: DEANN ENGLAND-SCHILL DEANN 58A-ET *TV
 Flask Identity :: 1 Canister :: GRE Total Stock :: 12.00 Price :: 170.00
 Sire Recommendation :: 001 Breeders own Recommendation

Last Modified by: Name :: Herry on Date :: 01/11/2005 at Time :: 16:08

Green for Yes, you may AI her,
 Red for not yet passed her voluntary Waiting

Ok Cancel

4 MATINGS / AI'S

4.1 How to insert a Mating / AI

Go to Animals

In-herd female animal's records

Press Tab to find by identity number

Type in the animal identity number

Press Tab again to get the animals record highlighted

Click with the mouse on Reproduction

Click with the mouse on the Mating/AI insert button in the middle of the reproduction window

Enter the mating date

Enter the mating time

Enter if it is natural service or artificial insemination

Enter the bull used

Enter the mating operator

Enter the heat spotter

Enter the number of straws used

The other fields are set as default fields and could be changed if they differ from the default.

Click OK

Close

Add a Mating Record for: 1998036 - DIMSSA 98036

Identity Number :: 1998036 Name :: DIMSSA 98036
 Lact Number :: 5 Heat Date :: 15/01/2006 Time :: 18:00 Matings ::

Matings | **Treatments**

Mating Date :: 16/01/2006 Days in Milk or Age :: 154
 Mating Time :: 06:00 Days since Previous Heat :: 75
 Impregnation :: 003 Artificial Insemination
 Uterus Status :: 000 Clean - No Abnormality was Observed
 Sire Identity No. ::
 BDam Identity No. ::
 Mating Operator Iden. ::
 Heat Observation Iden. :: FN Fano Ndwene
 No Straws :: Flask Identity :: Canister Identity ::
 Semen Batch Number :: Semen Stock ::
 Sire Recommendation :: 001 Breeders own Recommendation
 Heat Observation Code :: 001 Standing Heat
 Remarks ::

Last Modified by: Name :: on Date :: at Time:

OK Cancel

If the Insert button was used you enter the date and time

5 PD's (Pregnancy Determinations)

5.1 How to enter a Pregnancy Determination

Go to Animals

In-Herd Female Animal records

Press Tab to find by identity number

Type in the animal identity number

Press Tab again to get the animals record highlighted

Click with the mouse on Reproduction

If you have entered an AI and the vet has confirmed the animal in calf

Click on the Edit button to the right of the window under the Pregnancy Determination window

It will default to Pregnant, BUT if the animal is not pregnant decide which field must be clicked either not pregnant or recheck

Tab and enter the PD date

Enter the PD Inspector

Enter a production group if it has changed

Click OK

The program will work out a predicted dry date and an expected calf date that will appear on the right hand side of the cow card

Close

Edit the PD Record

Identity Number : 1995052 Name : DIMSSA 95052

Lact Number : 8 Heat Date : 10/09/2004 Time : 06:00

Mating Date : 10/09/2004 Time : 18:00

PD Results

PD Result : (Marked = Pregnant) PD Re-Check : (Marked = Re-Check)

PD Date : 04/12/2004

Days Cow in calf : 0

Matings : 0

PD Inspector : AL Andy Landman

| | Group Date | Group Description |
|-----------------------|------------|-------------------------------------|
| Production Group : A1 | 05/07/2004 | High Producers (Mature Fresh In Mil |
| Feeding Group : | | |

Remarks :

Last Modified by: Name : on Date : at Time:

Ok Cancel

You Edit a PD if you have already entered the Mating /AI information because you are confirming the animal in calf from that bull used.

5.2 How to enter a Batch PD

- Go to Batch
- Click on Update PD results

Batch Update the Pregnancy Determination Results

Static Information | Dynamic Information

Static Pregnancy Determination Examination and Treatment Information

Pregnancy Determination Examination Date : 07/03/2007

PD/Ovary Examination Code : OVA Ovary Related

Animal Health Activity Code : PDE Pregnancy Determination Examination

Pregnancy Determination Herd Operator : AL Andrew Landman

Treatment Date : 07/03/2007

Treatment Time :

Treatment Herd Operator :

Next Vet Visit Date : 09/03/2007

Pregnant Heifer Production Group : Apply Default Do Not Apply

Pregnant Heifer Feeding Group : Apply Default Do Not Apply

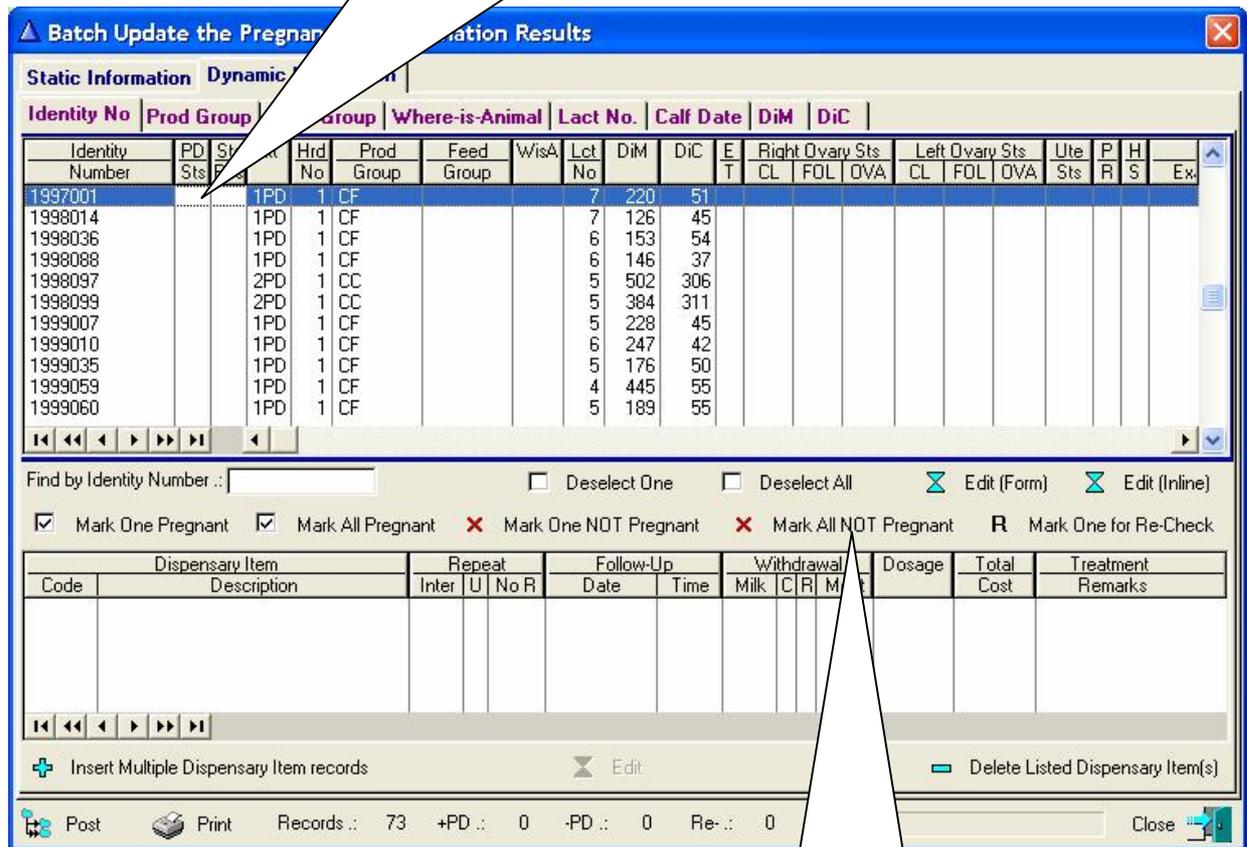
Post Print Records : 73 +PD : 0 -PD : 0 Re : 0 Close

Complete the compulsory fields on the static page

If the records at the bottom are zero, you have not drawn up an attention list with 1st and 2nd PD's

Click on the dynamic page and mark off the different animals either Pregnant, Not pregnant or mark for a Recheck

Double click to mark pregnant, double click again to mark not pregnant and double click again to mark for a re-check or use the buttons below to mark PD status.



Use "Mark One Pregnant" or "Mark One Not Pregnant" or "Mark One for Re-Check"
 Enter Next Vet Visit Date and the PD Inspector (Vet) and Post

The animals marked not pregnant can be for a follow up examination if they had a problem and the Vet needs to see them again

Click on the Edit (Form) and use the user codes you set up for the Vet

You can click on the Multiple Dispensary Items for any treatments that were administered at this stage

When you have completely finished with the PD checks

Post the transactions

Click OK

Close

You may now clear the PD's in the attention list

6 CALVINGS

6.1 How to insert a calving

- Go to Animals
- In-Herd Female Animal records
- Press Tab to find by identity number
- Type in the animal identity number
- Press Tab again to get the animals record highlighted
- Click with the mouse on Calving

Update Calvings for: 2004019 - DIMSSA 2004019

Ident. Number.: 2004019 DIMSSA 2004019 Calf Date.: 30/05/2006 LN.: 1 SCC.: 68
 Birth Date.: 27/02/2004 Numb Progeny.: 1 Numb Emb Progeny.: Current.: 21.8 305 Est.: 7.941 Eff Ratio.:
 Sire Identity.: ITO BARBEE-M JUROR ITO -ET Lfq.: A Rfq.: A Proj Dry Date.: 25/03/2007
 Dam Identity.: 1997055 DIMSSA 97055 LHq.: A RHq.: A Exp Calf Date.: 29/05/2007
 Tattoo Number.: Herd.: 1 Status.: In-Herd DiC 242 DbC 41 DiM 323 DbD 24 High Prod Rating.:
 Comment No 1.: Prod Grp.: CM Feed Grp.: Category.:
 Comment No 2.: Prev. Mass.: 525 CS.: 3.5 Udder.: 85
 Comment No 3.: Latest Mass.: 545 CS.: 3.5 Final Class.: 84

| Calf Date | Lact No | BN Sts | Progeny's Identity No | Prog Born | Identity Numbers of Parents | | Progeny Codes | | Calving Status Codes | | | Dam's Info | |
|------------|---------|--------|-----------------------|-----------|-----------------------------|----------------|---------------|--------|----------------------|------|---------|------------|-----|
| | | | | | Sire | Biological Dam | Breed | Gender | Birth | Dyst | Service | Age | ICP |
| 30/05/2006 | 1 | A | 2006046 | 1 | MANAT | 2004019 | HST | 001 | 001 | 011 | 003 | 27m | 0 |

Remarks.: + Insert X Edit - Delete

Pedigree Close

Click on insert

NB! NB! NB!
If it is twins remember to enter 2 here

▲ Add a Calving Record for: 1997073 - DIMSSA 97073

General | Groups & Growth | Multiple Birth |

Dam's Herd No.: 1 DIMSSA Farm

Calf Date.: 27/07/2008 Mating Date.: 04/11/2007 Progeny Born.: 2 Dam's Gestation Length.: 266

Progeny's Herd No.: 1 DIMSSA Farm

Gender Code.: 001 Female

Req Registration.: 001 Registered Progeny New Lactation Number.: 8

Progeny Idem No.: Structured Free Format 2008 091 2008091

Progeny's Name.: Structured Free Format DIMSSA 2008091

Sire's Identity No.: FORTUNE TO-MAR-D-FORTUNE - ET Dam's Age.: 10:09

BDam Identity No.: 1997073 DIMSSA 97073 Dam's ICP.: 365

Service Code.: 003 Artificial Insemination Dam's Dry Period.: 53

Birth Status.: 001 Normal (Progeny is Alive)

Dystokia Code.: 010 Normal

Country Code.: ZA South Africa

Breed Code.: HST Holstein

Colour Code.: 000 Typical (White & Black)

Farm IDM.: 003 Ear Tag

Official IDM.: 007 Photo

Horn/Poll Code.: 001 H - Horned

Eye Pigmentation.: 999 Not Applicable

Birth Notification Type
 Printed Electronic None
[Birth Notification Status](#)
 Unresolved Printed/Transmitted
 Accepted Rejected

Tattoo No.:

Clear Normal Sire Recommendations.:

Clear Embryo Flushing Sire Recommendations.:

 Ok  Cancel

Enter calf date

Enter number of progeny born, if twins enter 2

Enter progeny herd number

Enter gender, male or female

Enter required registration status, registered animal, commercial animal or discarded animal not for registration

Enter the progeny identity number

Enter the progeny name

DIMSSA will automatically default the rest of the fields that need to be completed, **BUT**

if the animal is not alive or if it was an assisted birth you must enter the correct code under these two fields namely birth status and dystokia code

Complete the 2nd page - Groups & Growth

Add a Calving Record for: 2004104 - DIMSSA 2004104

General | Groups & Growth | Multiple Birth

Dam's Herd No.: 1 DIMSSA Farm

| | Group Date | Group Description |
|---------------------------------------|------------|-------------------|
| Dam's Production Group: CM | 03/02/2007 | First Calvers |
| Dam's Feeding Group: | | |
| Dam's Where-is-Animal Code: | | |
| Progeny's Production Group Code: BABY | 03/02/2007 | NEW BORN CALVES |
| Progeny's Feeding Group: | | |
| Progeny's Where-is-Animal Code: | | |

| | Meas. Date | Herd Oper Iden | Herd Operator Name | Dam's Previous | |
|-----------------------|------------|----------------|--------------------|----------------|-----|
| Dam's Mass: 0 | | | | 03/08/2006 | 440 |
| Dam's Height: 0 | | | | 03/08/2006 | 138 |
| Dam's Cond Score: 0.0 | | | | 03/08/2006 | 3.0 |
| Progeny's Mass: 0 | | | | | |
| Progeny's Height: 0 | | | | | |

Remarks:

Last Modified by: Name: on Date: at Time:

Ok Cancel

Complete the multiple birth page if it was twins

Add a Calving Record for: 1996054 - DIMSSA 96054

General | Groups & Growth | Multiple Birth

Dam's Herd No.: 1 DIMSSA Farm

| Req Sts | Iden No | Prog Name | Gender | Colour | Birth Sts | Farm IDM | Off IDM | Horn Poll | Mass | Height |
|---------|---------|-----------|--------|--------|-----------|----------|---------|-----------|------|--------|
| | | | | | | | | | | |

Remarks:

Ok Cancel

Click on Insert to add the twin calf

Add a Calving Record for: 2004 104 - DIMSSA 2004 104

Dam's Herd No.: 1 DIMSSA Farm

Progeny's Herd Number: 1 DIMSSA Farm

Gender Code: 000

Req Registration: 000

Prog Iden No.: Structured Free Format

Progeny's Name: Structured Free Format

Colour Code: 000

Birth Status: 000

Farm IDM: 000 Tattoo No.:

Official IDM: 000

Horn/Poll Code: 000

Eye Pigmentation:

Progeny's Production Group:

Progeny's Feeding Group:

Progeny's WisA Code:

Progeny's Mass: 0

Progeny's Height: 0

Remarks:

Ok Cancel

Click OK
 Click Ok again
 Close

6.2 How to correct a wrong calving of a discarded animal

6.2.1 A bull or heifer calf that is just recorded and not on as a commercial or registered animal

Go to Animals
 In-herd female animal's records
 Press Tab to find by identity number
 Type in the animal identity number
 Press Tab again to get the animals record highlighted
 Click with the mouse on Calving
 Delete the calving record
 Close the calving window
 Check on Current Production if a lactation record was opened for the wrong calving, delete the lactation
 Edit the Cows own record and click on the status page
 Change the lactation number one backwards
 Change the number of progeny one backwards
 Change the calving date to the last calf date before this calving
 Change her lactation status flag to not lactating (unmarked)
 If it was a heifer change the udder status to not applicable
 On the General Page
 Change the production group to a dry cow group
 Click Ok for the changes to take effect
 The warning that appears – The animal was confirmed pregnant for the last mating, can the expected calf date be accepted,

Answer yes, the program will stop at the expected calf date, if it is correct
Click Ok
Re-enter the calving.
Close

6.3 How to correct a wrong calving record of a commercial or registered animal

Go to Animals
Master animal records
Press Tab to find by identity number
Type in the **calf** identity number
Press Tab again to get the animals record highlighted
Delete the animal record (**Calf**)
Press Tab to find by identity number
Type in the **cow** that calved identity number
Press Tab again to get the animal record highlighted
Check on Current Production if a lactation record was opened for the wrong calving, delete the lactation
Edit the Cows own record and click on the status page
Change the lactation number one backwards
Change the number of progeny one backwards
Change the calving date to the last calf date before this calving
Change her lactation status flag to not lactating (unmarked)
If it was a heifer change the udder status to not applicable
On the General Page
Change the production group to a dry cow group
Click Ok for the changes to take effect
The warning that appears – The animal was confirmed pregnant for the last mating, can the expected calf date be accepted,
Answer yes, the program will stop at the expected calf date, if it is correct
Click Ok
Re-enter the calving.
Close

7 ABORTIONS

Firstly you must decide whether the animal is going to continue with her current lactation or whether the animal must start a new lactation.

If the animal was dry when she aborted then most likely she would start a new lactation. Enter a calving record with the birth status either as '011' Abortion before 7 months or '012' Abortion after 7 months.

Add a Calving Record for: 2006007 - DIMSSA 2006007

General | Groups & Growth

Dam's Herd No.: 1 DIMSSA Farm

Calf Date: 27/07/2008 Mating Date: 30/12/2007 Progeny Born: 1 Dam's Gestation Length: 210

Progeny's Herd No.: []

Gender Code: 000 Unknown (Abortion)

Req Registration: 003 Recorded Birth (Progeny Discarded) New Lactation Number: 1

Progeny Iden No.: [] [] [] [] [] []

Progeny's Name: [] [] [] [] [] []

Sire's Identity No.: PONTIAC KLUMBS DURHAM PONTIAC TL TV Dam's Age: 30m

BDam Identity No.: 2006007 DIMSSA 2006007 Dam's ICP: 0

Service Code: 003 Artificial Insemination Dam's Dry Period: 0

Birth Status: 011 Abortion (Before 7 Months)

Dystokia Code: 010 Normal

Country Code: ZA South Africa

Breed Code: HST Holstein

Colour Code: 000 Typical (White & Black)

Farm IDM: 999 Not Applicable

Official IDM: 999 Not Applicable

Horn/Poll Code: 999 Not Applicable

Eye Pigmentation: 999 Not Applicable

Birth Notification Type: Printed Electronic None

Birth Notification Status: Unresolved Printed/Transmitted

Accepted Rejected

Tattoo No.: []

Clear Normal Sire Recommendations:

Clear Embryo Flushing Sire Recommendations:

Ok Cancel

If the animal was still in lactation when she aborted then enter a heat record and make the observation code "005' Abortion 50 days or more after mating

Add a Heat Record for: 2003111 - DIMSSA 2003111

Identity Number: 2003111 Name: DIMSSA 2003111

WVP Expiry Date: 02/06/2006 Category: [] Rating: [] Udder: 84

Latest Milk Yield: 14.8 on Date: 29/01/2007 305 Day Yield: 7.021 Final Class: 84

Prev.: Mass: 495 on Date: 16/11/2005 ADG: 1.207 Condition Score: 3.0 on Date: 16/11/2005

Latest: Mass: 550 on Date: 10/02/2006 ADG: 640 Condition Score: 3.0 on Date: 10/02/2006

| AI or Natural Service Recommendation | Rating | Stock | Price | Embryo Flushing Sire Recommendation | Rating | Stock | Price |
|--------------------------------------|--------|-------|--------|-------------------------------------|--------|-------|-------|
| Sire No. 1: POTTER | [] | 11.00 | 132.00 | Sire No. 1: [] | [] | [] | [] |
| Sire No. 2: [] | [] | [] | [] | Sire No. 2: [] | [] | [] | [] |
| Sire No. 3: [] | [] | [] | [] | Sire No. 3: [] | [] | [] | [] |
| Sire No. 4: [] | [] | [] | [] | Sire No. 4: [] | [] | [] | [] |

Recommendation Date: 10/05/2005 Recommendation Date: []

General | Remarks

Lactation Number: 1 Matings: 1

Heat/Destrus Date: 07/03/2007 Days in Milk or Age: 348

Heat/Destrus Time: 06:00 Days since Previous Heat: 247

Observation Code: 005 Abortion (50 Days or more after Mating)

Observation Iden: FN Fanie Ndlela

Nominated Sire Identity: [] []

Flask Identity: [] Canister: [] Total Stock: [] Price: []

Sire Recommendation: [] []

Ok Cancel

Last Modified by: Name: [] on Date: [] at Time: []

8 BIRTH CERTIFICATES

8.1 How to change the status of an animal when birth certificates are received via post

- Go to Animals
- In-herd female animal's records
- Press Tab to find by identity number
- Type in the animal identity number
- Press Tab again to get the animals record highlighted
- Edit the animal record
- On the general page
- Change the registration status to registered
- Change the Herdbook section to that of the certificate, e.g. pure bred, appendix A or B
- On the numbers page
- Enter the registration number of the animal from the certificate
- Tab
- If the animal is marked for OMR the number will jump across to the OMR number
- Click OK for the settings to take effect.

Enter the registration number that appears on the registration certificate on the numbers page

Change to whatever appears on the registration certificate should be registered

Change to whatever herdbook section appears on the registration certificate

Edit the Animal record

General | Status | Numbers

Herd Number : DIMSSA Farm

Breed Code : HST Holstein

Birth Date : 28/01/2007

Identity Number : Structured Free Format 2007 016 2007016

Name : DIMSSA 2007016

Cow Family : 1997011 Name Ext. :

Gender Code : 001 Female

Registration Status : 002 Recorded Animal (Pending Registration Acceptance)

Identification Method : 007 Photo

Herdbook Section : 999 Not Applicable

Colour Code : 000 Typical (White & Black)

Country Code : ZA South Africa

In Herd Status : 000 Animal is Alive (In-Herd)

Horn/Poll Status : 001 H - Horned

Eye Pigmentation : 999 Not Applicable

Ease Milk :

Temperament :

Where-is-Animal :

Production Group Code : BABY 28/01/2007 NEW BORN CALVES

Feeding Group Code :

Ok Cancel

8.2 How to change the status of an animal when birth certificates are received via post in batch format

Go to Batch

Go to Update Notification Transaction Results

Enter the Herd Number

Enter the Breed Code

Click Compile

Edit the animal record and enter the ARU = Accepted, Rejected or Unresolved field (it should be an A)

Tab to the next field and enter the registration number

Tab to the next field and enter the HBS = Herdbook Section (Registered, appendix etc)

Click Post to transfer the information to each animal's record.

| Transaction Code | Type | Sts | Animal Identity | Surrogate Dam Identity | Biological Dam Identity | Sire Identity | Birth or Calf Date | Reg Reg | ARU | Registration or OMR Number | HBS | Pst | Ani |
|------------------|------|-----|-----------------|------------------------|-------------------------|---------------|--------------------|---------|-----|----------------------------|-----|-----|-----|
| BNT | E | T | 2006057 | | 1997011 | POTTER | 20/06/2006 | 001 | U | | | | MA |
| BNT | E | T | 2006072 | | 1998043 | TYREL | 21/07/2006 | 001 | U | | | | MA |
| BNT | E | T | 2006016 | | 1998H25 | TYREL | 19/02/2006 | 001 | U | | | | MA |
| BNT | E | T | 2005054 | | 1999010 | WIZARD | 10/07/2005 | 001 | U | | | | MA |
| BNT | E | T | 2006063 | | 1999010 | POTTER | 03/07/2006 | 001 | U | | | | MA |
| BNT | E | T | 2005046 | | 1999067 | WIZARD | 12/06/2005 | 001 | U | | | | MA |
| BNT | E | T | 2006054 | | 2000001 | LETHAL | 13/06/2006 | 001 | U | | | | MA |
| BNT | E | T | 2005055 | | 2000002 | LYNCH | 10/07/2005 | 001 | U | | | | MA |
| BNT | E | T | 2006060 | | 2000002 | POTTER | 24/06/2006 | 001 | U | | | | MA |
| BNT | E | T | 2006075 | | 2000008 | SAILOR | 29/07/2006 | 001 | U | | | | MA |
| BNT | E | T | 2004135 | | 2000020 | LYNCH | 23/12/2004 | 001 | U | | | | MA |
| BNT | E | T | 2005053 | | 2000025 | POTTER | 08/07/2005 | 001 | U | | | | MA |
| BNT | P | T | 2005010 | | 2000038 | ITO | 14/02/2005 | 001 | U | | | | MA |
| BNT | E | T | 2005043 | | 2001018 | WIZARD | 04/06/2005 | 001 | U | | | | MA |
| BNT | E | T | 2006071 | | 2001029 | LETHAL | 17/07/2006 | 001 | U | | | | MA |
| BNT | P | T | 2004129 | | 2001043 | WIZARD | 09/12/2004 | 001 | U | | | | MA |
| BNT | E | T | 2006056 | | 2001084 | LETHAL | 14/06/2006 | 001 | U | | | | MA |
| BNT | E | T | 2005047 | | 2001091 | WIZARD | 17/06/2005 | 001 | U | | | | MA |
| BNT | E | T | 2006058 | | 2002004 | POTTER | 20/06/2006 | 001 | U | | | | MA |
| BNT | E | T | 2006061 | | 2002011 | LETHAL | 26/06/2006 | 001 | U | | | | MA |
| BNT | E | T | ITO'S POTTER | | 2002017 | POTTER | 30/06/2006 | 001 | U | | | | MA |

The buttons 'A Births', 'A Cancellations' and 'A Transfers' below the browse list can be used to mark a group of records as accepted.

The 'A Births' button will mark all the Not-for-Registration birth notification transactions as accepted. It will not mark the for Registration transactions as the Registration number and Herdbook Section must also be supplied.

The 'A Cancellation' button will mark all the cancellation notification transactions as accepted and the 'A Transfers' button all the transfer notification transactions.

8.3 How to print Registered or Commercial Birth Notifications

(BNT = Birth Notification Transactions)

Go to reports

Go to Notification Transactions

Enter Herd Number

Enter Breed Code

Click Compile

Select notifications to be printed

If the system has a problem with an animal it will write the problem in the remarks block at the bottom, please correct the problem before sending the births otherwise it will be a rejected notification.

Send via post or fax to the Breed Society

| Transaction Code | Birth/Calf Date | Animals Identity Number | Act Req | Can or Trf Date | Biological Dam Identity | Sire Identity | Surrogate Dam Identity | Transac Type | Sts |
|------------------|-----------------|-------------------------|---------|-----------------|-------------------------|---------------|------------------------|--------------|-----|
| BNT | 21/10/2005 | 2005097 | 001 | | 1998097 | POTTER | | E | R |
| BNT | 09/11/2005 | 2005101 | 001 | | 1999063 | POTTER | | N | U |
| BNT | 18/11/2005 | 2005105 | 001 | | 2002083 | TYREL | | N | U |
| BNT | 19/09/2006 | 2006097 | 001 | | 1999008 | POTTER | | N | U |
| BNT | 15/01/2007 | | 003 | | 2002044 | JUDD | | E | U |
| BNT | 15/01/2007 | | 003 | | 2004077 | JUDD | | E | U |
| BNT | 16/01/2007 | 2007007 | 001 | | 2004109 | POTTER | | E | U |
| BNT | 17/01/2007 | 2007008 | 001 | | 2002032 | POTTER | | E | U |
| BNT | 17/01/2007 | 2007009 | 001 | | 2001046 | SAILOR | | E | U |
| BNT | 18/01/2007 | 2007010 | 001 | | 2001087 | POTTER | | E | U |
| BNT | 19/01/2007 | 2007011 | 001 | | 2000080 | JUDD | | E | U |
| BNT | 19/01/2007 | | 003 | | 2004088 | POTTER | | E | U |
| BNT | 20/01/2007 | 2007012 | 001 | | 2003042 | POTTER | | E | U |
| BNT | 20/01/2007 | | 003 | | 1999025 | JUDD | | E | U |
| BNT | 22/01/2007 | | 003 | | 2003101 | POTTER | | E | U |
| BNT | 24/01/2007 | 2007013 | 001 | | 2003109 | JINX | | E | U |
| BNT | 24/01/2007 | | 003 | | 2002092 | JUDD | | E | U |

8.3.1 How to reprint a birth notification if the printer has jammed or the cartridge is empty

Go to Animals

In-herd female animal's records

Press Tab to find the mother of the calf whose notification should be reprinted

Type in the animal identity number

Press Tab again to get the animals record highlighted

Click with the mouse on Calving

Edit the calving record

The computer will give you a warning

Click OK

Reset the birth notification type by clicking on the 'None' and again on 'Printed' in the Birth Notification type window on the right hand side

Click Ok

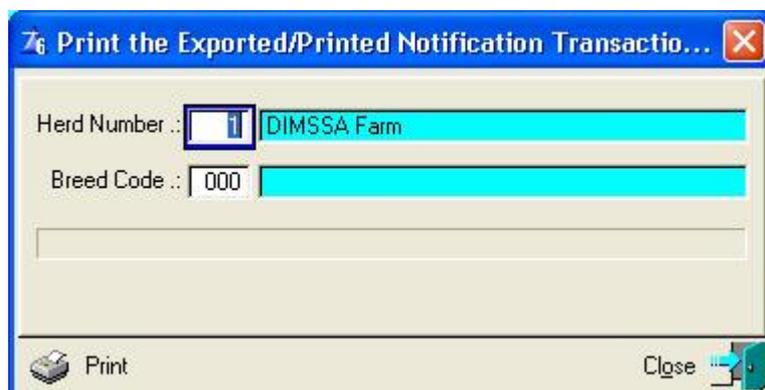
Go to the Reports

Click on Notification Transactions and the Birth Notification Transaction should re-appear

Select and reprint.

8.4 Notification Transaction Log

This enables the user to check which certificates have not been received from the registration body.



9 DRY OFF'S

9.1 How to dry off a current lactation

Go to Animals

In-herd female animal's records

Press Tab to find by identity number

Type in the animal identity number

Press Tab again to get the animals record highlighted

Click with the mouse on Current Production Tool Bar Button

A current lactation will be indicated with a red cross at the bottom left of the window

Edit that record

Enter the dry date

And the rest of the fields should be default fields that will automatically be completed for you, if they differ change accordingly.

Click on Ok for the changes to take effect.

Close the current production window

Update Current Production for: 1997073 - DIMSSA 97073

Iden. Number.: 1997073 DIMSSA 97073 Calf Date.: 04/08/2006 LN.: 6 SCC.: 359
 Birth Date.: 05/11/1997 Numb Progeny.: 7 Numb Emb Progeny.: Current.: 36.4 305 Est.: 10,956 Eff Ratio.:
 Sire Identity.: DUSTER PEN-COL DUSTER LFG.: A RFQ.: A Proj Dry Date.: 26/06/2007
 Dam Identity.: 1995051 DIMSSA 95051 LHQ.: A RHQ.: A Exp Calf Date.: 02/08/2007
 Tattoo Number.: Herd.: 1 Status.: In-Herd DIC 196 DbC 87 DIM 276 DbD 50 High Prod Rating.:
 Comment No. 1.: Prod Grp.: CF Feed Grp.: Category.:
 Comment No. 2.: Prev. Mass.: 695 CS.: 2.5 Udder.: 80
 Comment No. 3.: Latest Mass.: 680 CS.: 2.0 Final Class.: 83

| Measuring | Mk | Milk | | | | | | | P | V | Clc | Ins | E |
|------------|-------|------|-------|-------|-------|--------|--------|------|-----|---|-----|-----|---|
| Date | Time | No | Stall | Yield | Durat | A.Flow | P.Flow | Temp | | | | | |
| 29/01/2007 | 05:00 | 2 | 0 | 21.2 | 0:00 | 0.00 | 0.0 | 0.0 | 0.0 | ✓ | | CF | |
| 29/01/2007 | 16:00 | 1 | 0 | 15.2 | 0:00 | 0.00 | 0.0 | 0.0 | 0.0 | ✓ | ★ | CF | |
| 22/01/2007 | 05:00 | 2 | 0 | 24.4 | 0:00 | 0.00 | 0.0 | 0.0 | 0.0 | ✓ | | CF | |
| 22/01/2007 | 16:00 | 1 | 0 | 12.8 | 0:00 | 0.00 | 0.0 | 0.0 | 0.0 | ✓ | ★ | CF | |
| 15/01/2007 | 05:00 | 2 | 0 | 16.8 | 0:00 | 0.00 | 0.0 | 0.0 | 0.0 | ✓ | | CF | |

Last 21 Measuring Day Totals

| C | O | Calf Date | Lact No. | Age | Dry Date | Term Code | Lact Lgth | Milk | BFat | Prot | Lact | Lactation Totals | Lactation Percentages | Avg Yield | Peak Yield | 305 D | |
|---|---|------------|----------|------|------------|-----------|-----------|--------|------|------|------|------------------|-----------------------|-----------|------------|-------|--------|
| ✗ | | 04/08/2006 | 6 | 8:09 | | | 178 | 7,281 | 227 | 187 | 337 | 3.12 | 2.58 | 4.64 | 40.9 | 54.6 | 10,956 |
| ✓ | | 21/08/2004 | 5 | 6:09 | 13/04/2006 | 001 | 600 | 16,989 | 660 | 548 | 781 | 3.89 | 3.23 | 4.60 | 28.3 | 55.2 | 10,646 |
| ✓ | | 02/06/2003 | 4 | 5:08 | 02/07/2004 | 001 | 369 | 12,768 | 448 | 374 | 612 | 3.51 | 2.93 | 4.80 | 34.6 | 51.2 | 11,294 |
| ✓ | | 02/05/2002 | 3 | 4:06 | 25/03/2003 | 001 | 327 | 10,036 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.0 | 0.0 | 0 |

Red Cross indicates a lactation still in progress

Edit the current lactation to dry off the animal

Edit Completed Lactation Record for: 2003111 - DIMSSA 2003111

Dry-Off | Treatments

Calf Date : 24/03/2006 Age : 28m Lactation No : 1

Dry-off Date : Marked = Completed else Predicted :

Termination Reason : 000

Lactation Length : 311 Marked = Official Lactation was Terminated :

Total Milk : 7,108 Est 305 Day : 7,021

Avg Yield : 22.9 Peak Yield : 31.2

Tot Butterfat : 289 Total Protein : 208 Total Lactose : 353

Butterfat Perc : 4.07 Protein Perc : 2.93 Lactose Perc : 4.97

Avg Temperature : 0.0 Avg Milk Flow : 0.00 Avg Mlk Duration : 0:00

Avg SCC (K) : 48 Avg Urea Level : 18.44 Avg Citric Acid : 0.00

Avg Conductive : 0.0 Rand Value Ind : 0 Endocrine Treat : 0

Production Group : M1 12/10/2006 Bottom Herd

Feeding Group :

Where-is-Animal :

Mass : Operator Iden :

Height : Operator Iden :

Condition Score : Operator Iden :

Last Modified by: Name : Bunny on Date : 30/01/2007 at Time : 09:56

Ok Cancel

9.2 How to correct the animal that was dried off wrongly

Go to Animals

In-herd female animals

Find the animal that was wrongly dried off

Go to current production

Delete the lactation that should not be marked with a tick (**CHECK THE CALF DATE**)

The computer will prompt you to answer 3 or 4 checks

The first 2 checks you can answer 'Ok' or 'Yes'

BUT the last 1 or 2 checks, **must be answered - NO**

Must the daily milk yields also be deleted '**NO?**'

Must the test day results also be deleted '**NO?**'

Close current production

Edit the animal's own record

Go to the status page

Tick the lactation status (Marked Lactating)

Go to the General page

Put the animal into the correct production group

Click Ok

The program could stop at the dry off date for you to enter a date, enter a date 2 months before calving.

Go to current production

Post the daily milkings to open the current lactation again

Close current production

Make sure that the expected calf date is still correct on the cow card, if not

Go to reproduction

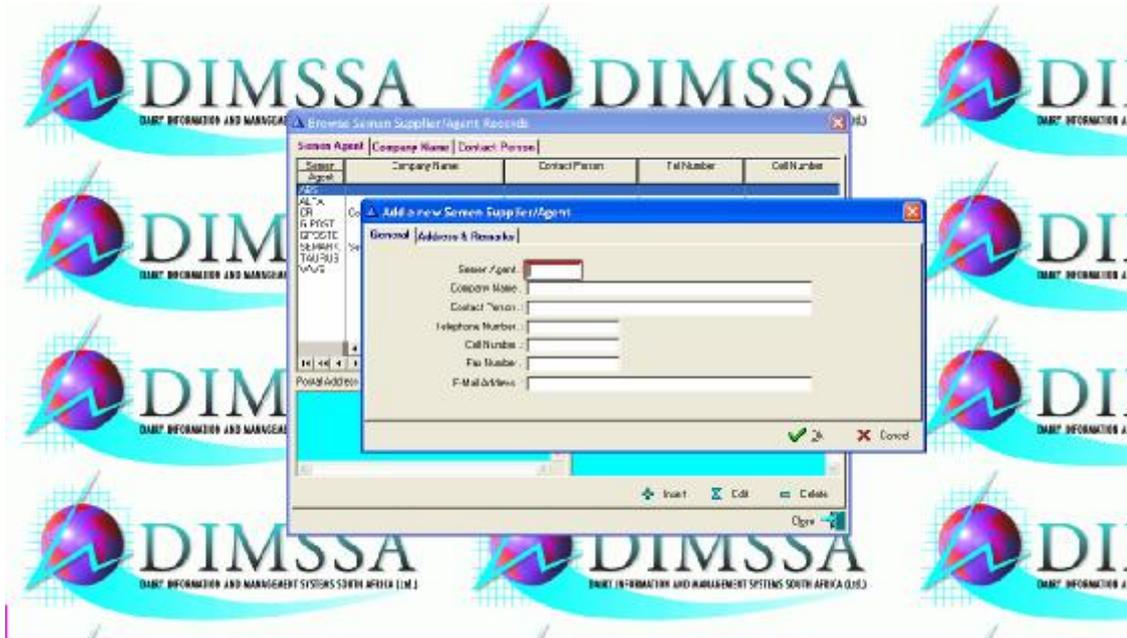
Delete the PD on the right of the window

Enter the PD again to activate the projected dry off date and expected calf date
Close reproduction

10 SEMEN STOCK

10.1 How to enter new Semen Agents

Go to Herd
Semen Stock & Purchases
Supplier Agent Particulars
Click Insert
Complete the form
Click OK



10.2 How to enter semen stock that is in the flask

REMEMBER THE BULL MUST BE LOADED ON YOUR COMPUTER TO ENTER SEMEN STOCK

Go to Herd
Semen Stock & Purchases
Stock

Browse Semen Stock Statistics - Only Animals with Semen Stock

| Iden No | A BS | Straw Identity | | Stock | Semen Straws Used | | Embryo Trans | Positive AI | |
|----------|---------|----------------|--------|-------|-------------------|-----------------|-----------------|----------------|--|
| | | Code | Colour | | Total (AI + EF) | Total (Only EF) | | | |
| FORTUNE | ✓ | MAX | GREEN | 43.00 | 206.00 | 2.00 | 0 | 67 | |
| MATT | ✓ | MINI | | 7.00 | 75.00 | 0.00 | 0 | 17 | |
| PONTIAC | ✓ | MAXI | Yellow | 2.00 | 212.00 | 3.00 | 0 | 87 | |
| TOYSTORY | ✓ | MAXI | Green | 41.00 | 554.00 | 2.00 | 0 | 222 | |
| ZENITH | ✓ | MAXI | GREEN | 25.00 | 168.00 | 0.00 | 0 | 56 | |
| ZESTY | ✓ | MAXI | White | 18.00 | 77.00 | 0.00 | 0 | 28 | |

| Flask | Can | Stock |
|-------|-----|-------|
| 1 | RED | 43.00 |

Find by Identity Number :

Print Filtered + Insert Edit Delete Close

This filter button will toggle between the different sorts, see window top heading

Insert on the left hand side window

Add a new Semen Stock record

Identity Number :

Straw Identity :

Straw Colour :

Semen Used :

Last Modified by: Name : on Date : at Time :

Enter the nickname of the bull
Enter the semen straw number (not compulsory)
Enter the semen straw colour (not compulsory)
Click OK

Click cancel for the input form to disappear
 Highlight the bull on the left hand side window
 Insert on the right hand side window

Add a new Detail Semen Stock record

Identity Number :: POTTER KEYSTONE POTTER

Straw Identity :: Straw Colour :: Pale Green

Flask Identity :: 1

Canister Identity :: YEL

Semen Stock :: 100.00

Last Modified by: Name :: on Date :: at Time ::

Ok Cancel

Enter the flask No (compulsory)
 Enter the canister No (compulsory)
 Enter the semen stock
 Click Ok
 Click close

10.3 How to enter semen purchases

REMEMBER THE BULL MUST BE LOADED ON YOUR COMPUTER TO ENTER SEMEN PURCHASES

Go to Herd
 Semen Stock & Purchases
 Purchases
 Click Insert
 Complete the form
 Click Ok
 Click cancel for the input form to disappear

Edit the Semen Purchase record

Identity Number :: BOSS BOSSIDE RUBEN

Straw Identity :: MINI

Straw Colour :: WHITE

Semen Agent :: WWS

Quantity Ordered :: 50

Quantity Delivered :: 50

Quantity Outstanding :: 0

Semen Price :: 94.00

Purchase Date :: 17/06/2004 Delivery Date :: 17/06/2004

Remarks ::

Last Modified by: Name :: Charlie on Date :: 17/06/2004 at Time: 11:51

Ok Cancel

11 ANIMALS THAT LEFT THE HERD (HISTORICAL)

Animals that were culled, died, sold for dairy purposes or sold discarded.

Go to Animals

In-Herd female animals

Find the animal that left the herd

Go to Historical

Insert a Historical transaction

Update Historical Statistics for: 1999038 - DIMSSA 99038

Ident. Number: 1999038 DIMSSA 99038 Calf Date: 17/02/2008 LN: 7 SCC: 290
 Birth Date: 10/06/1998 Numb Progeny: 7 Numb Emb Progeny: Current: 34.0 305 Est: 9,830 Eff Ratio:
 Sire Identity: ROXETTE MOOMLEI BOWETTE REX 4 LFQ: A RFQ: A Proj Dry Date:
 Dam Identity: 1993026 DIMSSA 93026 LHQ: A RHQ: A Since Last Heat: 37
 Tattoo Number: Herd: 1 Status: In-Herd Barren Open DIM 153 High Prod Rating:
 Comment No 1: "/ Reason(s) for marking an Animal Barren: Prod Grp: CF Feed Grp: Category:
 Comment No 2: [010] - Poor Udder Conformation Prev. Mass: 680 CS: 3.0 Udder: 85
 Comment No 3: Latest Mass: 716 CS: 2.5 Final Class: 84

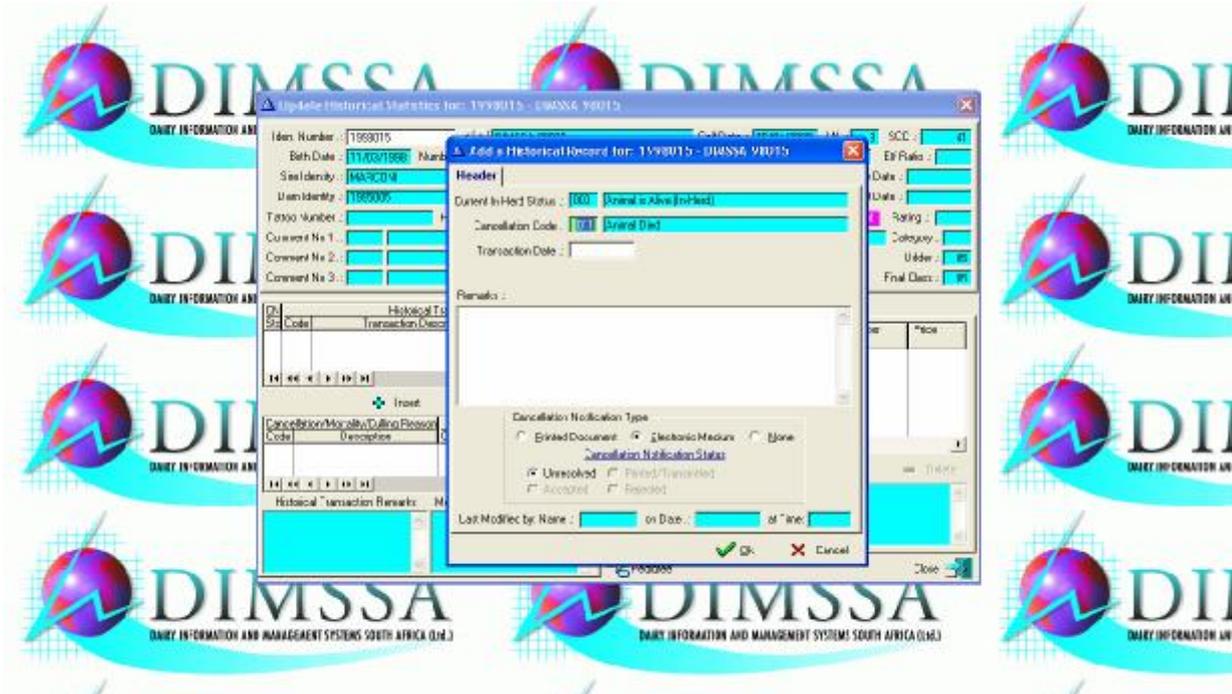
| Historical Transaction | | | |
|------------------------|------|-------------------------|------|
| Sts | Code | Transaction Description | Date |
| | | | |

| Cancellation/Mortality/Culling Reason | | User Mortality Reason | |
|---------------------------------------|-------------|-----------------------|-------------|
| Code | Description | Code | Description |
| | | | |

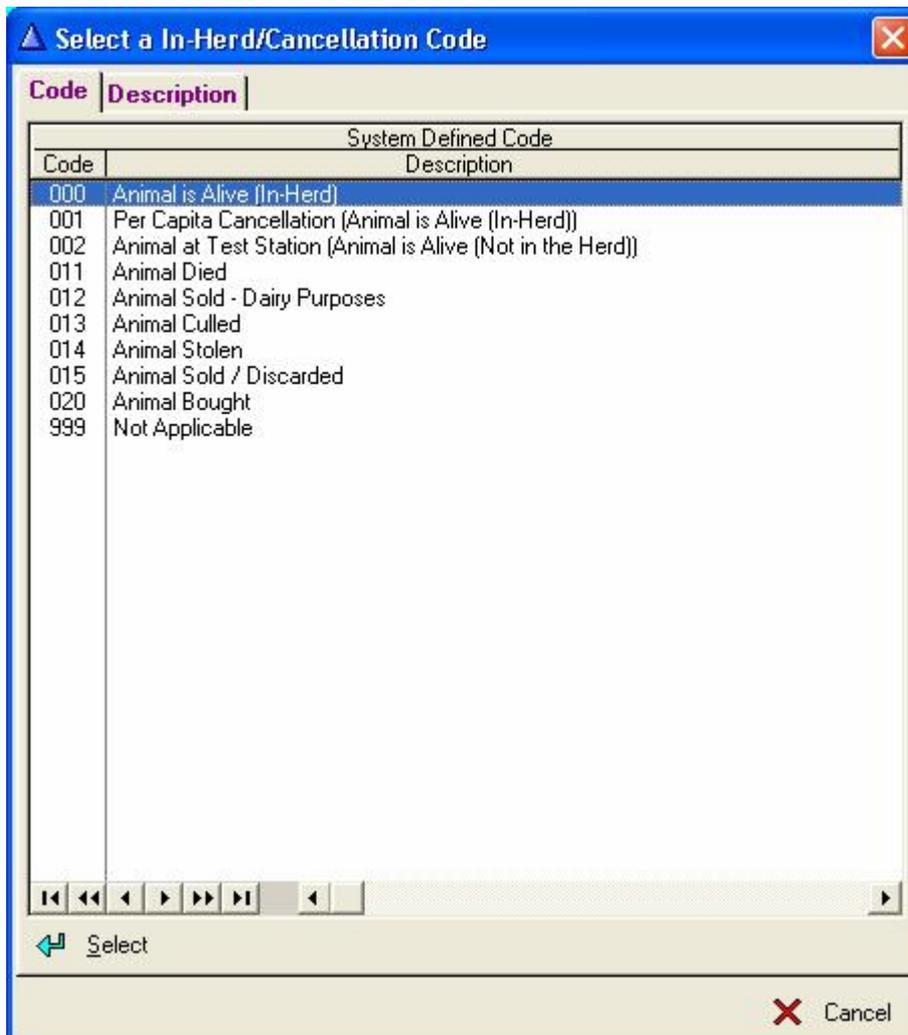
| Historical Transaction Remarks | Mortality/Cu | Reason Remarks |
|--------------------------------|--------------|----------------|
| | | |

Remarks:

Historical Insert



Make your choice under the Cancellation Codes:



011 - Animal died – Mortality reasons:

Select Mortality Reason record

| Mortality Category | | Mortality Reason | |
|--------------------|---|------------------|---------------------------------------|
| Cat | Description | Code | Description |
| CJR | Circulatory System / Bloedsomloopstelsel | 001 | Heart Failure/Hartversaking |
| DIG | Digestive System / Spysverteringstelsel | 002 | Pericarditis/Hartsak Ontsteking |
| EAE | Eye and Ear / Oog en Oor | 003 | Dehydration/Dehidrasie (Ontwatering) |
| END | Endocrine System / Endokrienestelsel (Hormone) | 004 | Anaphylactic Shock/Anafilaktiese Skok |
| GEN | Generalized Conditions / Algemene Toestande | 005 | Other/Ander |
| IMM | Immune System / Immunitietstelsel | | |
| ITG | Integumentary System / Vel- en Haarkleedstelsel | | |
| MET | Metabolic Disorders / Metaboliese Versteurings | | |
| MUS | Musculoskeletal System / Spier- en Skeletstelsel | | |
| NER | Nervous System / Senuweestelsel | | |
| REP | Reproductive System / Voorplantingstelsel | | |
| RES | Respiratory System / Asemhalingstelsel | | |
| UNK | Unknown Reason or Unspecified Disease / Onbekende Rede of Sie | | |
| URN | Urinary System / Urinestelsel | | |

Select Cancel

013 - Animal Culled – Culling reasons

Select a Culling Reason Code

| Code | Description |
|---------------------|---------------------------------|
| System Defined Code | |
| Code | Description |
| 001 | Medical Condition |
| 002 | Contagious / Notifiable Disease |
| 003 | Accident / Injury |
| 004 | Poor Fertility |
| 005 | Poor Production |
| 006 | Temperament |
| 007 | Old Age |
| 008 | Feet and Legs |
| 009 | Muzzle and/or Teeth |
| 010 | Poor Udder Conformation |
| 011 | Mastitis |
| 012 | Poor Conformation |
| 013 | High Somatic Cell Count |
| 014 | Eye Pigmentation |
| 015 | Queen / Free Martin |

Select Cancel

012 - Animal Sold Dairy Purposes – Remember to add a Buyer. It is very necessary for registered herds to enable the society to transfer the animal from your herd to the new herd, even if the buyer is not a registered member this is one way that your society can have a contact name and number to increase their members.

11.1 Animals that left the Herd incorrectly (Historical)

Go to Animals
 Master Animals
 Find the animal that left the herd
 Go to Historical
 Delete the Historical transaction
 Close Historical

Edit the Animals own record
 On the General page
 Change the In-Herd Status to 000 – Animal is Alive and in the Herd
 Click Ok
 A long message will come up to let you know that you cannot change the status of an animal here just answer Yes
 Click Close.

If the Animal was in milk when she was wrongly cancelled.

Go to Current Production
 Delete the lactation record to cancel the Dry Off date that the cancellation entered to end her lactation.
 Delete the lactation that should not be marked with a tick (**CHECK THE CALF DATE**)
 The computer will prompt you to answer 3 or 4 checks
 The first 2 checks you can answer 'Ok' or 'Yes'
BUT the last 1 or 2 checks, **must be answered - NO**
 Must the daily milk yields also be deleted '**NO?**'
 Must the test day results also be deleted '**NO?**'
 Close current production

Edit the animal's own record
 Go to the status page
 Tick the lactation status (Marked Lactating)
 Go to the General page
 Put the animal into the correct production group
 Click Ok
 The program could stop at the dry off date for you to enter a date, enter a date 2 months before calving.

Go to current production
 Post the daily milkings to open the current lactation again
 Close current production

Make sure that the expected calf date is still correct on the cow card, if not
 Go to reproduction
 Delete the PD on the right of the window
 Enter the PD again to activate the projected dry off date and expected calf date
 Close reproduction

12 MILK WEIGH LIST

12.1 How to draw a milk weigh list

Go to reports
Milk weigh list

Insert New Measuring Date

In the top window
Click Insert
Enter the new measuring date
Click OK

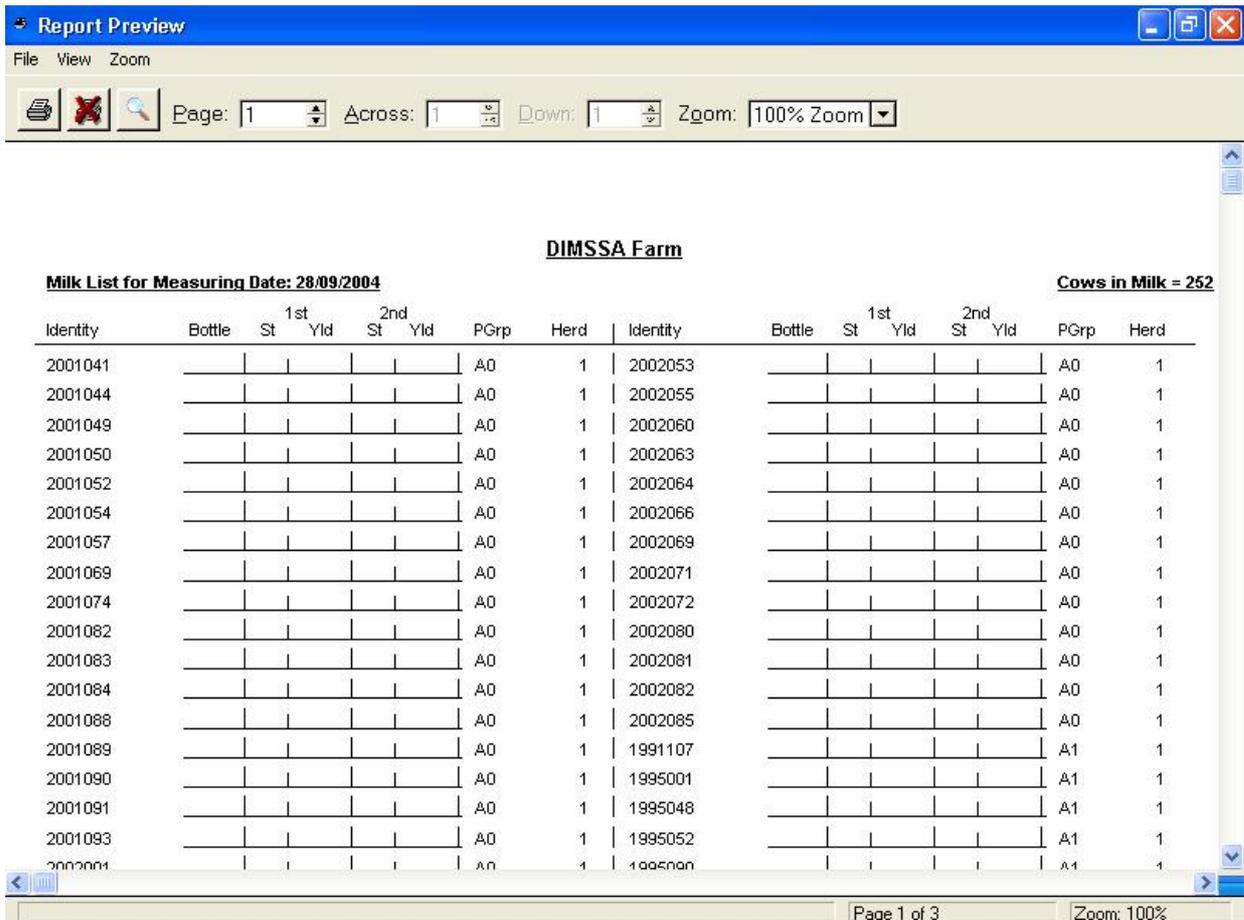
All Lactating animals should appear on the list

12.1.1 To Print a blank Milk Weigh List

Click the print button and select which print method you desire



Click print again
A blank weigh list will be printed



Enter the milk weights on the blank list or your own milk recording list

Use the Edit button on the bottom right of the window to enter the milk weights

Browse Milk Lists and Batch Data Capture Milk Yields

| Measuring Date | Hrd No. | Cows In Milk | Milk Withdrawal Qtr | Udd | Total | P | TD | C | Part |
|----------------|---------|--------------|---------------------|-----|-------|---|----|---|------|
| 16/06/2008 | 0 | 315 | | | | ✓ | | | |
| 09/06/2008 | 0 | 321 | | | | ✓ | | | 308 |
| 02/06/2008 | 0 | 327 | | | | ✓ | ✓ | | |

Identity No | Prod Group | Herd/Bottle No. | 1st Milking | 2nd Milking | New Milk Yield | Days-in-Milk

| Iden No | Production Group | M/D | Last Calf Date | DiM | Prv Total | 1st Milking Stall | Yield | 2nd Milking Stall | Yield | Days Total | P | H | V | Herd No | Bottle No | Clinical Incident |
|---------|------------------|-----|----------------|-----|-----------|-------------------|-------|-------------------|-------|------------|---|---|---|---------|-----------|-------------------|
| 1997011 | CF | 2 | 17/02/2008 | 120 | 39.4 | 0 | 13.6 | 0 | 23.8 | 37.4 | | | | 1 | 0 | |
| 1997060 | CF | 2 | 08/03/2008 | 100 | 28.8 | 0 | 9.4 | 0 | 17.4 | 26.8 | | | | 1 | 0 | |
| 1998015 | CF | 2 | 15/04/2008 | 62 | 29.0 | 0 | 16.2 | 0 | 15.8 | 32.0 | ★ | | | 1 | 0 | |
| 1998043 | M1 | 2 | 05/08/2007 | 316 | 13.0 | 0 | 3.4 | 0 | 6.8 | 10.2 | ★ | | | 1 | 0 | |
| 1998061 | M1 | 2 | 02/01/2008 | 166 | 20.4 | 0 | 6.0 | 0 | 11.0 | 17.0 | ★ | | | 1 | 0 | |
| 1998075 | M1 | 2 | 30/07/2007 | 322 | 21.4 | 0 | 6.4 | 0 | 12.4 | 18.8 | ★ | | | 1 | 0 | |
| 1998088 | CF | 2 | 23/03/2008 | 85 | 26.0 | 0 | 12.8 | 0 | 14.2 | 27.0 | | | | 1 | 0 | |
| 1998H25 | CF | 2 | 29/04/2008 | 48 | 41.2 | 0 | 18.4 | 0 | 24.0 | 42.4 | | | | 1 | 0 | |
| 1999002 | CF | 2 | 22/12/2007 | 177 | 33.1 | 0 | 15.2 | 0 | 22.0 | 37.2 | ★ | | | 1 | 0 | |
| 1999007 | CF | 2 | 25/11/2007 | 204 | 32.4 | 0 | 14.2 | 0 | 18.0 | 32.2 | | | | 1 | 0 | |
| 1999009 | M1 | 2 | 27/02/2008 | 110 | 17.8 | 0 | 6.2 | 0 | 14.0 | 20.2 | ★ | | | 1 | 0 | |
| 1999010 | CF | 2 | 19/12/2007 | 180 | 37.4 | 0 | 16.2 | 0 | 19.6 | 35.8 | | | | 1 | 0 | |
| 1999015 | CF | 2 | 16/12/2007 | 183 | 25.2 | 0 | 12.0 | 0 | 14.0 | 26.0 | | | | 1 | 0 | |
| 1999035 | CF | 2 | 23/10/2007 | 237 | 30.2 | 0 | 12.4 | 0 | 19.0 | 31.4 | | | | 1 | 0 | |
| 1999038 | CF | 2 | 17/02/2008 | 120 | 32.0 | 0 | 12.4 | 0 | 21.6 | 34.0 | | | | 1 | 0 | |
| 1999071 | CF | 2 | 05/11/2007 | 224 | 29.6 | 0 | 14.6 | 0 | 18.2 | 32.8 | ★ | | | 1 | 0 | |
| 1999074 | M1 | 2 | 23/08/2007 | 298 | 14.2 | 0 | 3.4 | 0 | 7.2 | 10.6 | ★ | | | 1 | 0 | |
| 1999081 | CF | 2 | 19/05/2008 | 28 | 34.2 | 0 | 17.8 | 0 | 17.4 | 35.2 | | | | 1 | 0 | |

Find by Identity Number ..

Buttons: Print, Post the Day's Milk, Un-Post the Day's Milk, Missed Milkings, Export, Import, Close

Request In-Line Editing Options

In-Line Editing Options

- Edit Only Stall Number
- Edit Only Milk Yields
- Edit Only Bottle Numbers
- Edit Stall Numbers & Milk Yields
- Edit Milk Yields & Bottle Numbers
- Edit Stall Numbers, Milk Yields & Bottle Numbers
- Edit Only Clinical Incident

Ok Cancel

Use the Edit button to add Milk weights

The Insert button on the bottom right is to add an animal that has calved since the list was printed (First calf the cow down before trying to add her to the list – she must be lactating)

The delete button is to remove an animal whose milk you do not want to record (Using the delete button will not delete the animal from DIMSSA but only from this milk weigh list)

Once all the milk weights have been entered

Click the Post the Days Milk button

Post the Day's Milk - will post the milk for the day and also calculate the 305 day yield so please be patient as it does take a while on different computers

If you had made a mistake and you need to correct weights on the list you can un-post and correct the errors and then post the Milk again (This will not delete all the milk weights you entered only take the milk weights off the animals records)

Click the print button again to get a printed copy of the weigh list and also a herd summary

Once the milk weigh list has been posted you can delete the list with the top delete button as you really don't need the list anymore.

Close the milk weigh list

If changes need to be made after the list has been deleted then you can edit the individual animal record.

12.2 How to draw a milk weigh list for Official Milk Recording

(This is done in the same manner as the normal milk weigh list only you have to print a copy of the milk weights in the Intergis format. It is important to enter the correct date for the previous, current and next dates as DIMSSA will extract all the animals that have been dried off or those animals that have died (terminated) between these dates)

Set Folder Paths for the exporting of TST's

Go to COMMS

Go to folder Paths

Change the OMR Import Folder to:

C:\DMS\DATA001\OMR\IMPORT

Change the OMR Export Folder to:

C:\DMS\DATA001\OMR\EXPORT

Change the OMR Import Archive Folder to:

C:\DMS\DATA001\OMR\IMPORT\ARCHIVE

Click Ok

It will ask if it should create the folders

Answer – Yes/OK

Go to REPORTS

Milk weigh list

In the top window

Click Insert

Enter the new measuring date

Click the OMR test day block

Decide whether you want the program to automatically number the bottles (Oldest animal in milk) or if you want to manually allocate the bottles (First animal in first bottle in box)

Click OK

Enter the fields in the top of the update form

Press TAB

Then click Insert to enter the animal number, bottle number and milk yields

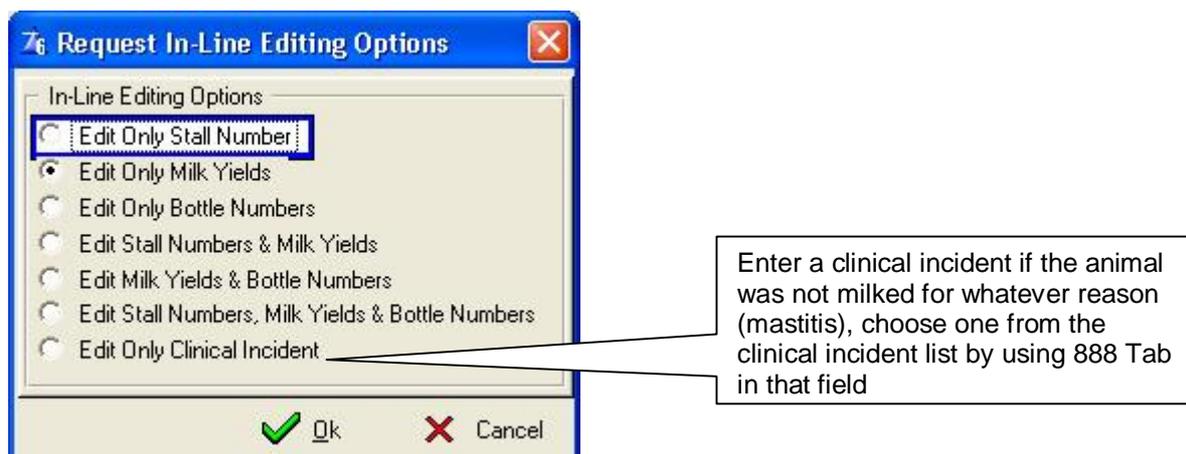
Don't forget to **POST** before closing the window

You can post at any time during the entering process if you need to go away from the computer for any reason

The post function will post the milk weights onto the milk weigh list not to the animal records – use the Post the Day's Milk to post the milk to the animal records.

Option 2

Use the Edit button on the bottom right of the window to enter the milk weights



Choose the in-line editing option 'Edit Only Milk Yields' or 'Edit Milk Yields and Bottle Numbers' then just tab to the 1st and 2nd milk etc or use the down arrow to enter all the first milkings and then you can move across to the other side and enter all the 2nd milkings etc.

The Insert button on the bottom right is to add an animal that has calved since the list was printed (First calf the cow down before trying to add her to the list – she must be lactating)

The delete button is to remove an animal whose milk you do not want to record

Once all the milk weights have been entered

And you did not enter bottle numbers

Click the 'allocate bottle numbers if the manual option was chosen'

Click the edit button to be able to add the bottle numbers

Enter the bottle numbers for the animals taking part in Official Milk Recording and click **POST**

Click the post button on the milk weigh list to post the days milk

Post the Day's Milk - will post the milk for the day and also calculate the 305-day yield so please be patient as it does take a while on different computers

Once it has finished posting the milk weights

Click the print button again to get a printed copy of the weigh list and also a herd summary

Click the Print TST or Export TST whichever

Print TST's for the Test Day

| Numb | Herd Information | | Breed Information | | Test-Day Dates | | | Sel | No. Copy | Cmp |
|------|------------------|--|-------------------|----------|----------------|------------|------------|-------------------------------------|----------|-----|
| | Name | | Breed | Name | Previous | Current | Next | | | |
| 1 | DIMSSA Farm | | HST | Holstein | 08/01/2007 | 08/01/2007 | 12/02/2007 | <input checked="" type="checkbox"/> | 2 | |

Print TST's Edit

Close

Export TST's to text file(s) for the Test Day

| Numbers | | Herd Information | | Breed Information | | Test-Day Dates | | | Sel | Cmp |
|---------|--------|------------------|-------------|-------------------|----------|----------------|------------|------------|-------------------------------------|-----|
| Keeper | Member | No | Name | Breed | Name | Previous | Current | Next | | |
| 124171 | 124171 | 1 | DIMSSA Farm | HST | Holstein | 08/01/2007 | 08/01/2007 | 12/02/2007 | <input checked="" type="checkbox"/> | |

Export TST's (Iris) Edit

Close

Check the Previous, Current and Next OMR dates and if correct click Print/Export TST, if not correct

Edit the highlighted record and enter the previous and the next OMR test day dates and select the herd to print

Click Print TST or Export TST

If there are animal's not taking part in official milk recording the program will inform you that these animals that are not taking part – follow the screen instructions

If all the records are correct the program will Print/Export the TST document according to Intergis specifications

If the records are not correct the program will print an error log on screen to inform you which animals have a problem

Correct these problems and Print/Export the TST again

Once the test day results have been received back from the ARC you can delete the Milk Weigh List with the top delete button as you really don't need the list anymore.

Close the milk weigh list

13 TO RE-PRINT THE TST DOCUMENT OR RE-EXPORT THE TXT

TO REPRINT THE TST DOCUMENT EDIT THE MILK WEIGH LIST DATE WINDOW AND REMOVE THE TICK AT THE BOTTOM OF THE WINDOW – OMR WAS EXPORTED AND PRINTED – AND RE-GENERATE THE TST DOCUMENT!!!!!!

14 How to send the e-mail

How to e-mail the electronic TST,

Go to Outlook

Click create new mail

TO: (Your regional office e-mail address to be entered here)

SUBJECT: Milk Samples with your 'Member Number' and 'Farm Name'

Click the attachments (the paperclip icon) or go to Insert, files

Go to Look In: C:\DMS\DATA001\OMR\EXPORT

Highlight the correct file it has a date

Click Attach

Click Send

15 How to Receive the TST or Completed Lactations results

Go to Outlook

Your Test-Day results will be a file either from Saul, Gary or Milton, follow the instructions below for the saving of Test-Day results and/or Completed Lactations.

Logix will send you your completed lactations, follow the instructions below for the saving of Completed Lactations and/or Test-Day results

Open the e-mail received with an attachment either a *.txt (milk recording results) or a *.csv (Official completed lactations) file attachment

Click on file in the top left hand corner

Click on save attachments

Save to C:\DMS\DATA001\OMR\IMPORT

Click save

In DIMSSA

Go to Comms

Official Milk Recording

Import **Test-Day results** (.txt file)

Highlight the correct record (Latest date if all the others before have been imported)

Click open

DIMSSA will update your records

When DIMSSA has imported the records and there is no error log DIMSSA will ask if the file can be saved in the ARCHIVE file, click Yes

OR

Import **Official Completed Lactations** (.CSV file)

Highlight the correct record (Latest date if all the others before have been imported)

Click open

DIMSSA will update your records

When DIMSSA has imported the records and there is no error log DIMSSA will ask if the file can be saved in the ARCHIVE file, click Yes

16 ATTENTION LISTS

16.1 How to print an attention list for a vet visit

Go to Reports

Attention list

Click attention list compilation

Enter the herd number or leave on '0' for all the herds

Enter a start date, the day of the vet visit

Enter the end date the same as the start date

Click on the 1st PD, 2nd PD or Post PD heats, Heats Overdue, Breeding Overdue, Not in Calf Warning and Post Partum examination

Click compile

The program will ask if the vet dates have been updated,

if yes, the program will list the animals that need to be examined

if no, the program will not be able to list the animals that must come in for the Post Partum examination as it must calculate the days after calving and when last the vet was here to be able to list those animals due for examination.

The program gives you an option to correct the vet visit dates just answer no and use the edit button by the Vet Dates Window on the top right of the screen

Click Compile

The animals for examination will appear

If you are satisfied with the list you can click the print attention list

Choose a **stockman** list for the stockman to go and fetch the animals, or

a **shortened list** that will give you one line per animal and with each category separately, or

a **condensed list** that will give you two lines per animal that you can work from with the detailed information, with each category separately.

A **combined vet list** that will take all the selected categories and print them according to firstly, 1st and 2nd PD's, Post Partum Examinations, Not In Calf Warnings etc etc. The animal that would of maybe appeared on all the lists will now only appear once according to the priority of the request.

Or on the attention list window click the animals that need to have a **full detail** report with all their reproduction and medical information available for the vet on a separate page

Choose full detail report

Click on the sort options of your choice

Click Report Categories (Page 2)

Choose the fields for printing

Click print

Do not delete the information from the attention list otherwise you will not be able to do a batch update.

Click close

16.2 How to print an attention list for animals due to dry off

Go to Reports

Attention list

Click attention list compilation

Enter the herd number or leave on '0' for all the herds

Enter a start date (if you do it every Friday then enter last Fridays date)

Enter the end date (if you do it every Friday then enter this Fridays date)

Click Animals must be dried off

Click compile

If there are any animals in this period to dry off they will appear on screen as well as animals that should have been dried off

Click Print attention list

Click on the sort options of your choice – Attention Date and Identity

Click Report Categories (Page 2)

Choose Animals due to dry off for printing

Click print

Click close

16.3 How to print an attention list for animals due to calve

Go to Reports

Attention list

Click attention list compilation

Enter the herd number or leave on '0' for all the herds

Enter a start date (if you print a list monthly enter the first day of the month)

Enter the end date (the last day of the month)

Click due to calve

Click compile

If there are any animals in this period to calve they will appear on screen as well as animals that should have calved

Click Print attention list

Click on the sort options of your choice – Attention Date and Identity

Click Report Categories (Page 2)

Choose animals due to calve for printing

Click print

Click close

17 REPORT WRITER

17.1 How to use the report writer

I call the report writer my three-legged 'Pap pot' or my mix and match wardrobe
 'A three-legged pot cannot stand without all its legs and you cannot step out without a shirt and a pants.
 You change your shirt, but you can use the same pants or vice versa

17.2 Leg one or (shirt) - Selection

Firstly decide what you want to report on

This step is important because if your selections are not correct the rest of the report will not be accurate.

Let's begin to report on all the animals alive in the herd

Go to reports

Report Writer

Select

Generate User Defined Selections

In the top window

Click insert

Selection Identity (You can make up your own identity) TH

Selection Description – Total Herd

Selection Category – 001 – Master Animal Records

Click OK

In the bottom window

Click insert

On the left hand side is the fields you can choose from

In the top left window (Table Description)

Animal Master Data is highlighted

In the bottom left window (Table Fields)

Use the down arrow in the centre and look for

Animals In-herd status – highlight it and use the middle blue arrow to take it across to the right hand side of the window = your first selection

What happens now is important as the Animals In-herd status is a string field value so that string field value becomes white for you to enter your value, which in this case it will be equal to '000' (Animal is Alive in Herd)

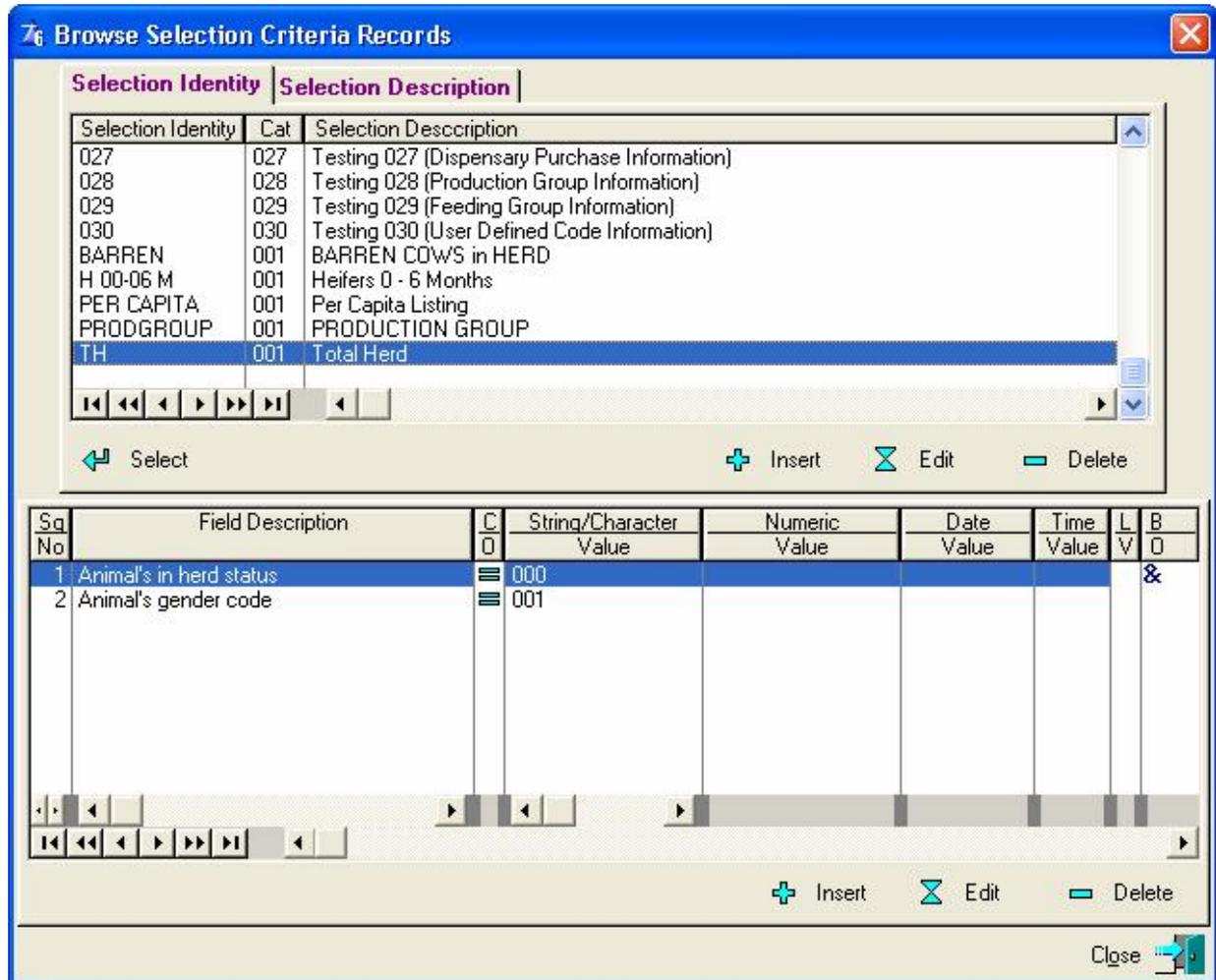
Once you have entered the value and you need to select another field click 'and' and click 'OK' in the bottom right hand corner

Choose the next field on the left window

Animals Gender code - Use the blue arrow to take it across to the right hand side.

The gender code is a string field value so that string field value is equal to '001' for females or '002' for males.

Your window should look like this when you are finished with your selection



17.3 Leg two or (pants) - Report

Secondly decide what you need in the report or in other words what do you want your report to look like

Go to reports

Report Writer

Select

Generate User Defined Reports

In the top window

Click insert

Give your report a name

Report Identity – TH

Report Description – Total Herd or (per capita)

Report Category – 001 – Master Animal Records

On the left hand side decide what fields must be in the report and move it across to the right hand side with the blue arrow in the middle of the screen

Add a new User Defined Report

Report Identity : TH
 Report Description : Total Herd
 Report Category Code : 001 Master Animal Information

Sort Sequence
 Ascending
 Descending

Database Tables

- Animal Master Data
- Pedigree Information
- Biological Sire Master Data
- Biological Dam Master Data
- Surrogate Dam Master Data
- Calculated Field Information
- Related Animal Table Statistics (Latest Information)

Table Fields

- Animal's electronic chip number
- Animal's EMM identity/transponder number change date
- Animal's expected calving date
- Animal's eye pigmentation code
- Animal's feeding group
- Animal's feeding group date
- Animal's fertility status (Marked = Fertile)
- Animal's gender code
- Animal's herd number
- Animal's herdbook section
- Animal's high producer status (Marked = High Producer)
- Animal's horn/poll status
- Animal's identity number
- Animal's in herd status

Fields Selected for Printing (Work File)

| Seq | Table Description | Field Description | Width |
|-----|--------------------|--------------------------|-------|
| 1 | Animal Master Data | Animal's identity number | 14 |

Number of Characters in Print Line (Inc 1 Space between fields) : 14
 The Ok Button must be pressed to accept any changes to the work file

OK Cancel

Choose

Animal's Identity Number

Animal's name

Animal's date of birth

Animal's production group etc.

Using the blue arrows at the top of the fields selected to move the fields into the order you want them on the report.

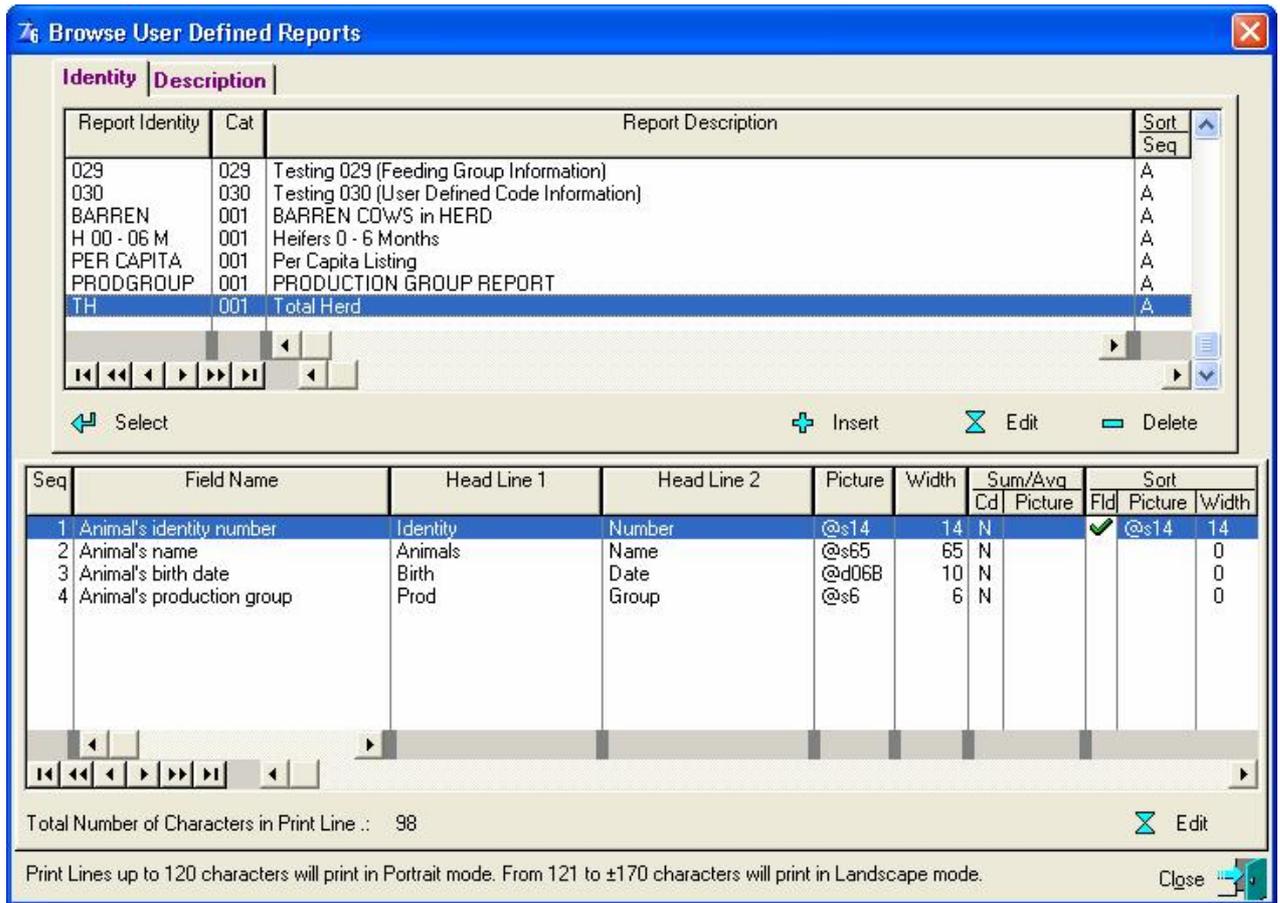
Click the 'OK' button

If you want the report to be sorted on the identity number – highlight the identity number and click the bottom edit button on the bottom right in the window

At the bottom left hand side of the window tick the sort field and click 'OK'

Click close

Your window should look like this



17.4 Leg three or mix and match combination (Shirt and pants) – Printout (Outfit)

Thirdly decide what selection (shirt) and what report (pants) do I need.

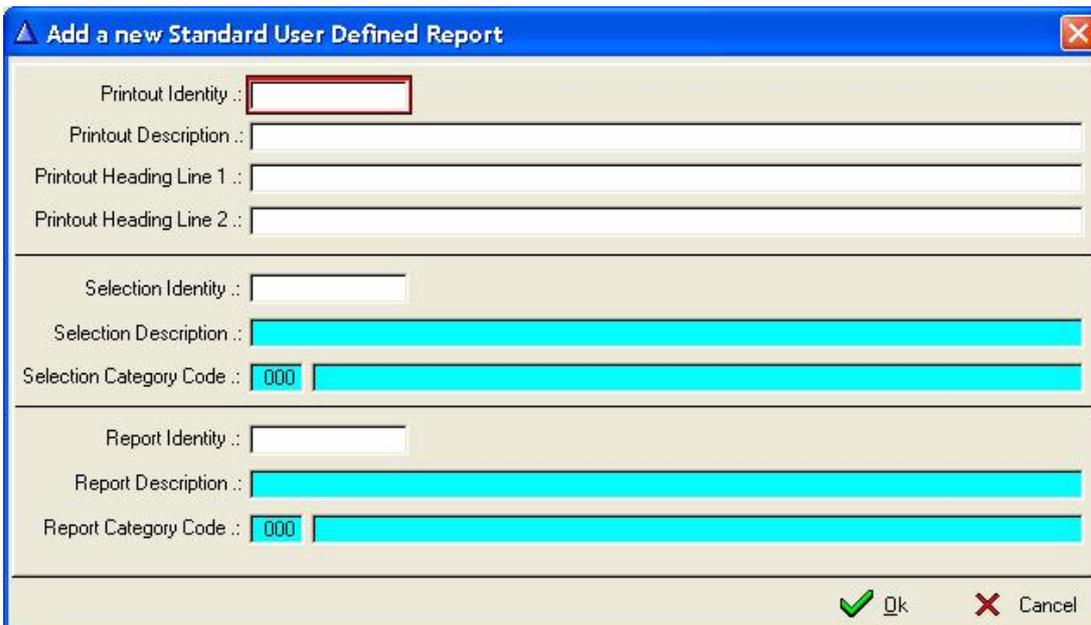
Go to reports

Report Writer

Select

Print User Defined Reports

Click Insert



Report Identity – TH

Report Description – Total Herd (per Capita)

Heading Line 1 – DIMSSA Farm (**This is the printout heading**)

Heading Line 2 – Total Herd (**This is the printout heading**)

Selection Identity – TH or 888 and Tab or F4 to select

Report Identity – TH or 888 and Tab or F4 to select

Click OK

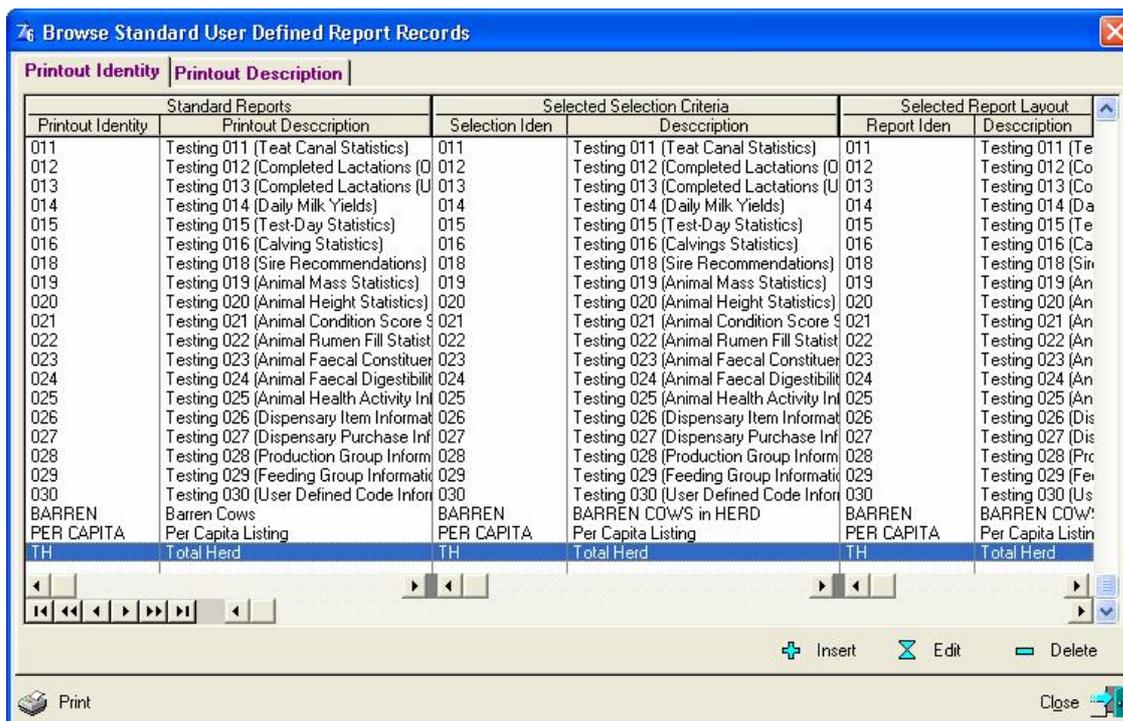
Select the report you want to print

Click the print button and your report should appear on the screen

Click print

Close

Your window should look like this



Your report should look like this

DIMSSA Farm

| Total Herd Identity Number | Animals Name | Birth Date | Prod Group |
|----------------------------------|-----------------|---------------|---------------|
| 1991107 | DIMSSA 91107 | 10/12/1991 | A1 |
| 1995001 | DIMSSA 95001 | 03/01/1995 | A1 |
| 1995026 | DIMSSA 95026 | 28/03/1995 | A2 |
| 1995029 | DIMSSA 95029 | 23/04/1995 | A2 |
| 1995032 | DIMSSA 95032 | 27/04/1995 | A2 |
| 1995038 | DIMSSA 95038 | 23/05/1995 | A2 |
| 1995048 | DIMSSA 95048 | 05/06/1995 | A1 |
| 1995052 | DIMSSA 95052 | 12/07/1995 | A1 |
| 1995090 | DIMSSA 95090 | 29/12/1995 | A1 |
| 1996001 | DIMSSA 96001 | 02/01/1996 | A1 |
| 1996027 | DIMSSA 96027 | 09/04/1996 | A1 |
| 1996054 | DIMSSA 96054 | 11/07/1996 | A1 |
| 1996055 | DIMSSA 96055 | 13/07/1996 | A1 |
| 1996067 | DIMSSA 96067 | 04/09/1996 | A2 |
| 1996082 | DIMSSA 96082 | 23/10/1996 | A1 |
| 1996084 | DIMSSA 96084 | 26/10/1996 | A2 |
| 1996086 | DIMSSA 96086 | 02/11/1996 | A2 |
| 1996088 | DIMSSA 96088 | 12/11/1996 | A1 |
| 1996089 | DIMSSA 96089 | 09/12/1996 | A1 |
| 1997001 | DIMSSA 97001 | 02/01/1997 | A1 |
| 1997003 | DIMSSA 97003 | 08/01/1997 | A1 |
| 1997010 | DIMSSA 97010 | 11/02/1997 | A1 |
| 1997011 | DIMSSA 97011 | 11/02/1997 | A2 |
| 1997017 | DIMSSA 97017 | 25/02/1997 | A1 |
| 1997024 | DIMSSA 97024 | 20/03/1997 | A2 |
| 1997046 | DIMSSA 97046 | 06/07/1997 | A1 |
| 1997047 | DIMSSA 97047 | 09/07/1997 | A2 |
| 1997054 | DIMSSA 96054 | 10/08/1997 | A1 |
| 1997055 | DIMSSA 97055 | 11/08/1997 | A1 |

Page 1 of 9 Zoom: 100%

Why I call it mix and match combination is that the 2nd leg can be used over and over again if the same fields are used.

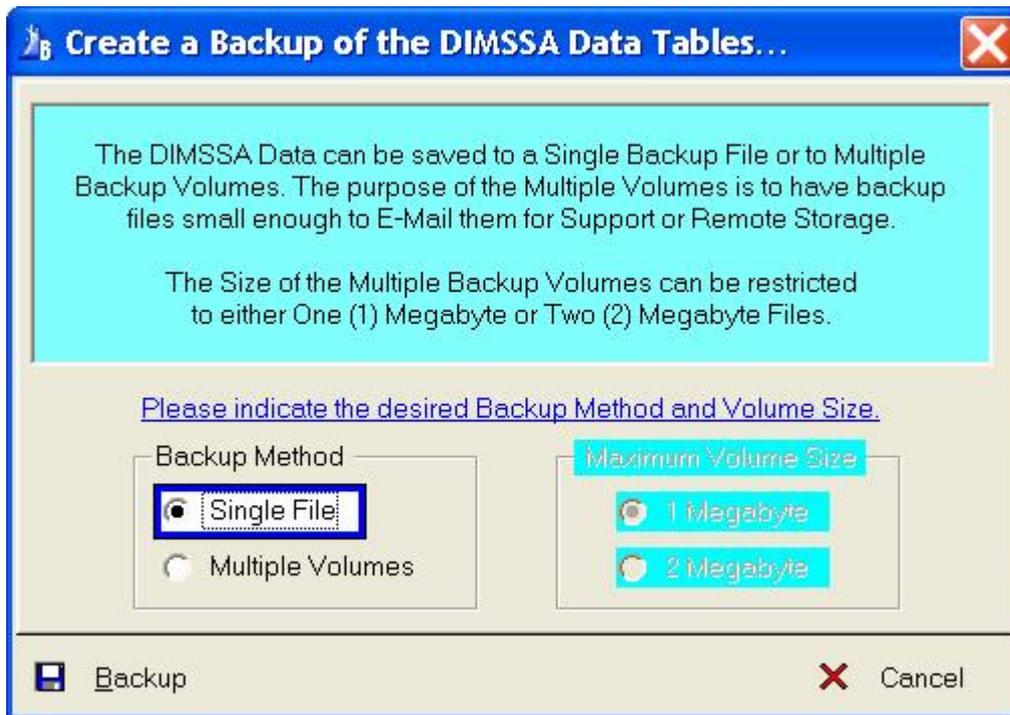
You only have to get the selection or 1st leg right because the 2nd leg is the same for all these reports

17.5 The Fourth Leg of the Report Writer (Nominated Animals)

The fourth leg of the report writer is to nominate individual animals for a setup report already on the report writer.

18 BACKUP DIMSSA

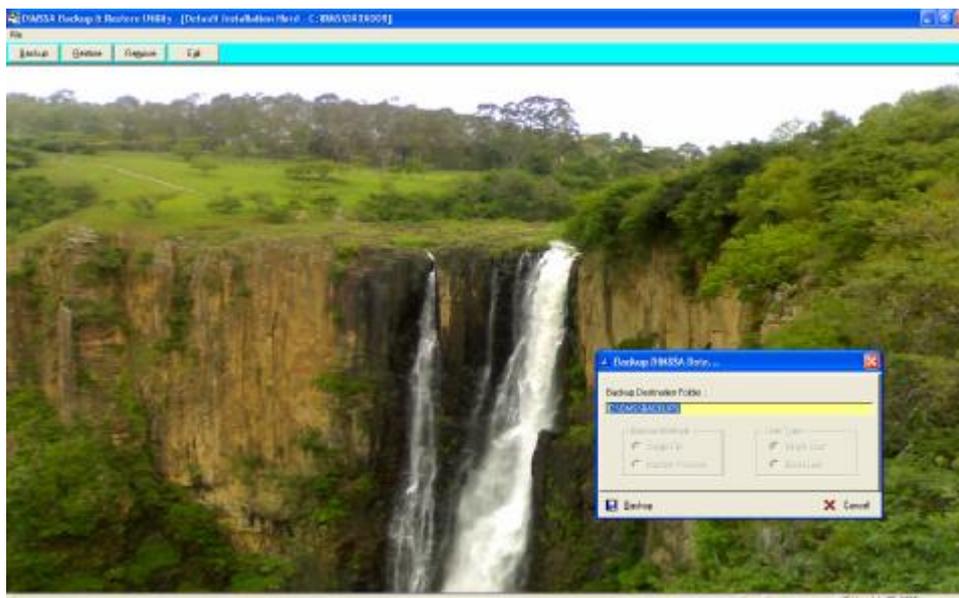
Go to Utilities
Click Backup DIMSSA Tables



The single file that is selected is used for a normal backup, the multiple volumes backup is to e-mail smaller files either 1 or 2 megabyte files.

Click Backup

If you have not set up a backup destination for your backups DIMSSA will automatically open a backup folder on the C drive of your computer in the DMS folder



If you are using a removable disk for your backups you can enter the destination of your removable disk drive

Click Backup

DIMSSA will backup all the TPS files to your backup folder. This function does not backup any other files such as the exported CSV files from your report writer.

The backup function will close DIMSSA and open another program that takes the backup. The backup will give the backed up file a name and date. If you take a backup daily the function does not overwrite the previously taken backup but will add another backup to the destination of your backups.

When the backup is complete DIMSSA will tell you that the backup was successful.

You can now go back into DIMSSA.