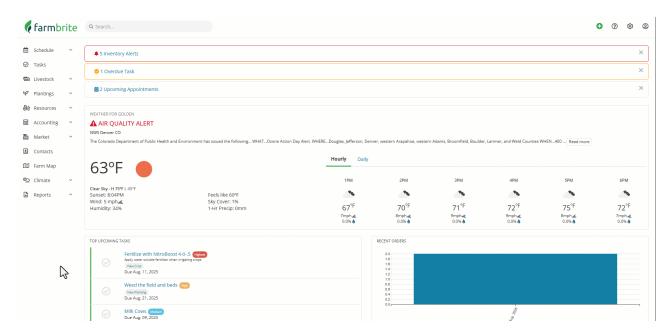
Livestock Dashbaord

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The Livestock Dashboard page is your main access hub to all of your animal records. If you have created or imported any animals already, you'll see them listed here. You can always return to this page to find and access them, and the m make edits or perform actions on them. You can also use many different filters to find the exact animals you are looking for, and a helpful statistics bar is shown at the top that reflects your animal counts by type, gender, and more. You can even work with multiple animals at once by using the bulk actions feature incorporated into this page.

To get started, just click Livestock in the main menu. You'll be brought here immediately.

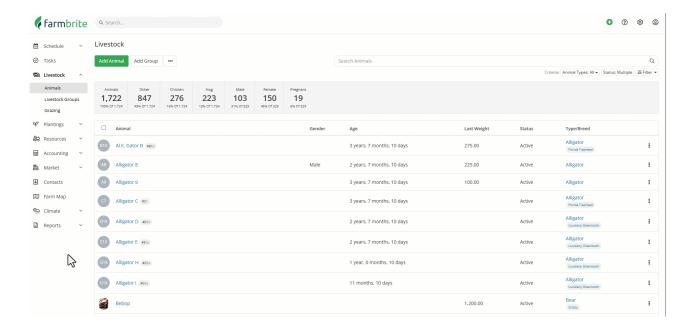


Creating Animal Records

If you have never been to this page previously, you'll first see the opportunity to add new animal records at the top. You can accomplish this in four ways:

- 1. <u>Adding animals individually</u> -Click the button to Add Animal and you'll be able to add details about a single new animal.
- 2. <u>Adding animals in bulk</u> Click the ellipsis actions button and then selectBulk Add animals to add basic data about up to 15 animals at a time.
- 3. <u>Adding animals via import</u> Click the same ellipsis actions button and chooseImport records to supply a spreadsheet of animal data and create up to 1000 animals at once.
- 4. <u>Adding animals in a Set group</u> You can use the New Group button tocreate Set groups, which could be useful for animals you track as a unit like chickens, fish, and bees.

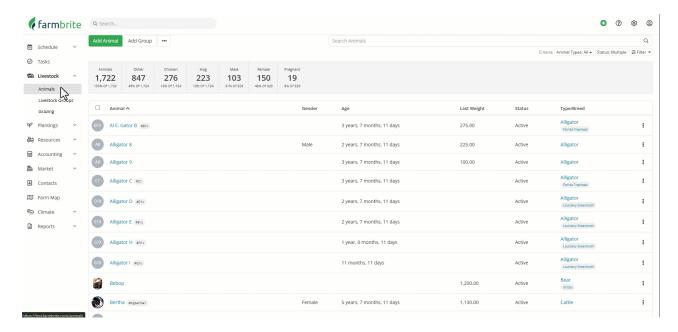
The choice between these is entirely up to you, and you can use a combination of all of these however you see fit for you needs.



Viewing Animal Records

Now that you have created some animal records, you'll see them displayed when you access the Livestock Dashboard. Each animal displays important information at-a-glance, like name, breed, tag numbers, status, and a lot more. You'll also see an Actions menu icon on the right to access additional features for each animal; you can modify the animal's basic information, and record notes, treatments, measurements, and yields, and more. You can click on the name of the animal to view or edit it.

You can sort the items in the grid by clicking on any of the column headers. An arrow next to the column header indicates that column is being sorted and in what direction the data is ordered. If you have a lot of animals, you may need to page through the list to find the one you're looking for. Use the paging buttons at the bottom right of the grid to move between pages of animals.



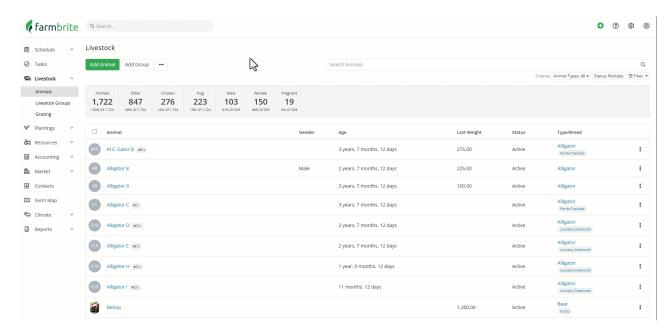
Searching and Filtering

You can filter and search your animal records to find just the ones you are looking for. You'll see a search bar in the upper right, and you can use it look for animals based on many different data points like name,

tag numbers, electronic lds, animal type and breed, or even the keywords you associate with animal records.

You can also access the filters menu in the upper right to refine your livestock list based on animal type, breed, gender, status, and dozens of other filter criteria. You'll use this in combination with each the to whittle your list to just the specific animals you are looking for.

Be aware that the search overrides the filters, so you can always use the search to find animals that do not meet your filter criteria. When you want to go back to your full list, you can select to reset or clear the filters. Reset restores the defaults, like seeing active statuses and not sold, butchered, and archived. Clearing removes all filters and shows all of your records without any filters applied.



Bulk Actions

You can also use the bulk actions on the page to work with multiple animals at the same time. This might be a great way to take a note, add a task, or record treatments for several unique individual animals. Just check the boxes next to the animals you'd like to work with, and you'll see a bulk Actions menu shown at the bottom of the page. You can choose as many animals as you need, or Select All to pick all of them on the page. Note that you'll work with a single page of animals at a time; you cannot select animals from multiple pages. However, you can absolutely use the filters we referenced above to find just the animals you are looking for, and then work with them in bulk from the first page!

Still need help? Contact us here.