

4-H Online 2.0 Animal Entry Guide

Horse Project

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

NOTE: Horse IDs must be entered before May 1.

1. Login to 4Honline.com

- Using your family email and password to log in

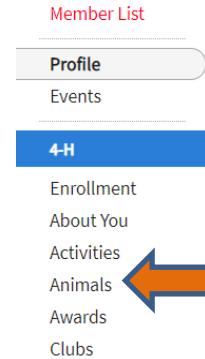
2. Click “View”, next to Member’s Name

Tucker Jeter #221671
Sep 18, 2010

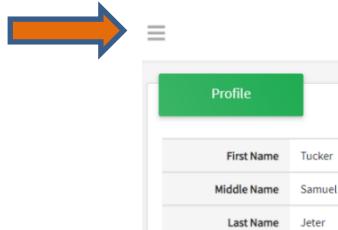


3. Locating ‘Animals’

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



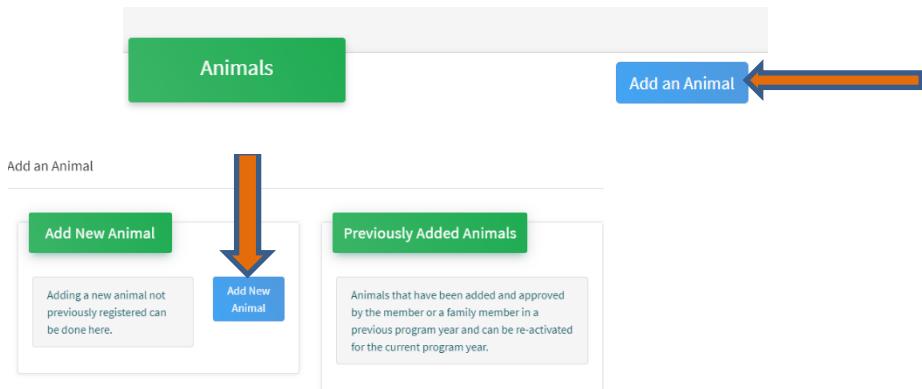
- **Smart Phone or Tablet**, click on the 3 bars in the top left corner



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

4. Adding an Animal

- Click "Add an Animal"

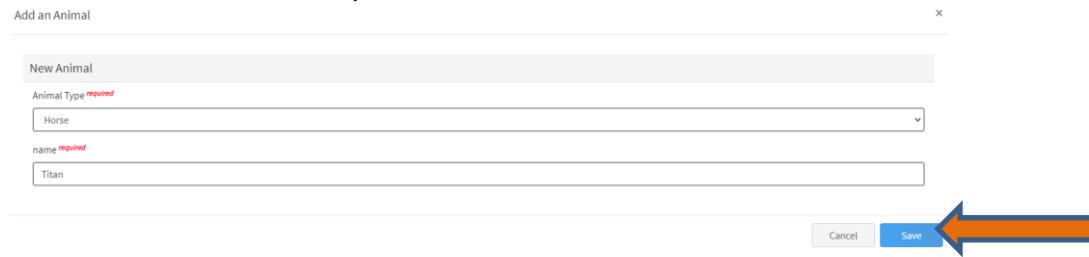


Add an Animal

Add New Animal

Previously Added Animals

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



New Animal

Animal Type **required**

Horse

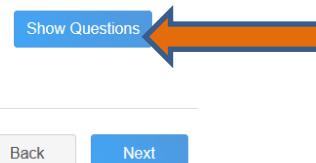
name **required**

Titan

Save

5. Next, click "Show Questions"

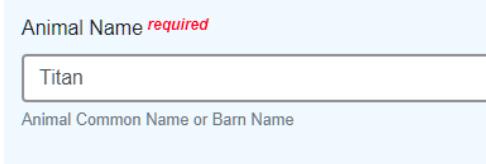
- Next, click "Show Questions"



Show Questions

Back Next

- The animal's name will be carried over from the previous screen. This would be the Animal Common Name or Barn Name



Animal Name **required**

Titan

Animal Common Name or Barn Name

- REQUIRED:** Enter the animal's birth date.



Animal Birthdate

Choose a date

Birth Date

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



Breed **required**

Labrador Retriever

- NOT REQUIRED:** Fill in a description of the horses' colors and markings.

Colors And Markings

Provide any specific animal colors and/or markings.

- **NOT REQUIRED:** Enter the horses' height in inches as measured from the ground to withers (highest point of the horses' shoulders).

Height

Enter the horse's height in hands as measured from the ground to the withers (highest point of the horse's shoulders) Example: 4 inches = 1 hand

- **NOT REQUIRED:** Enter Premises or Location ID, if applicable in your county.

NAIS Premises ID

Premises/Location ID, if applicable in your county.

- **REQUIRED:** Enter whether you own or lease the horse.

Owned Or Leased

OwnedOrLeased

- **NOT REQUIRED:** Enter the registered name if your horse is registered.

Registered Name

Registered Horse's Name (Use Common Name if not registered)

- **REQUIRED:** Enter the Animal Gender – male or female.

Animal Gender

Male

Sex

- **NOT REQUIRED:** Enter Tattoo or Brand, if applicable

Tattoo

Tattoo or Brand, if applicable.

6. Click "Next" to continue to the file uploads section

- **REQUIRED IMAGES:** Horse (Front/Face View), Horse (Left Side), Horse (Right Side),
 - If applicable, **Horse (Lease Agreement)**
 - All other upload sections are not required

Horse (Front/Face View)	Horse (Left Side)	Horse (Right Side)	Horse - Additional Photo Upload	County Use Form (Horse)
 No Image Selected	 No Image Selected	 No Image Selected	 No Image Selected	 PDF No File Uploaded
<input type="button" value="Upload"/>	<input type="button" value="Upload"/>	<input type="button" value="Upload"/>	<input type="button" value="Upload"/>	<input type="button" value="Upload"/>

Horse (Lease Agreement), if used in your county
 PDF No File Uploaded
<input type="button" value="Upload"/>

Horse (Bill of Sale), if used in your county Horse (Brand Inspection), if used in your county

 PDF No File Uploaded
<input type="button" value="Upload"/>

 PDF No File Uploaded
<input type="button" value="Upload"/>



7. Confirm all information, then click 'submit'



8. To add an additional animal

- From the submission confirmation screen, select the Animals tab on left side of the screen

Member List

Profile

Events

4-H

Enrollment

About You

Activities

Animals

Awards

Clubs

Consents

Groups

Health

1234

Animal - Submitted

Created on Mar 1, 2021 11:47 AM

Modified on Mar 1, 2021 11:47 AM

Submitted on Mar 1, 2021 11:47 AM

1234

Beef Market

- You should then see the option to 'Add an Animal':

Animals

Add an Animal

9. Arapahoe County Extension staff, will review all information. ***If the information is not complete the extension staff will send it back to be completed and the email will address the errors.*** Once "Approved", an email will be sent to your family account (example below) with a time and date stamp for each animal. ***This must all be completed by May 1st, no exceptions.***

Animal - Submitted

Created on Feb 4, 2021 5:29 PM

Modified on Feb 4, 2021 5:48 PM

Submitted on Feb 4, 2021 5:48 PM

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Beef Market

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

Questions, please contact Jean Walton jwalton@arapahoegov.com