

# HOW TO REGISTER YOUR JERSEYS ONLINE



**A STEP-BY-STEP DEMONSTRATION**



# BEFORE YOU BEGIN

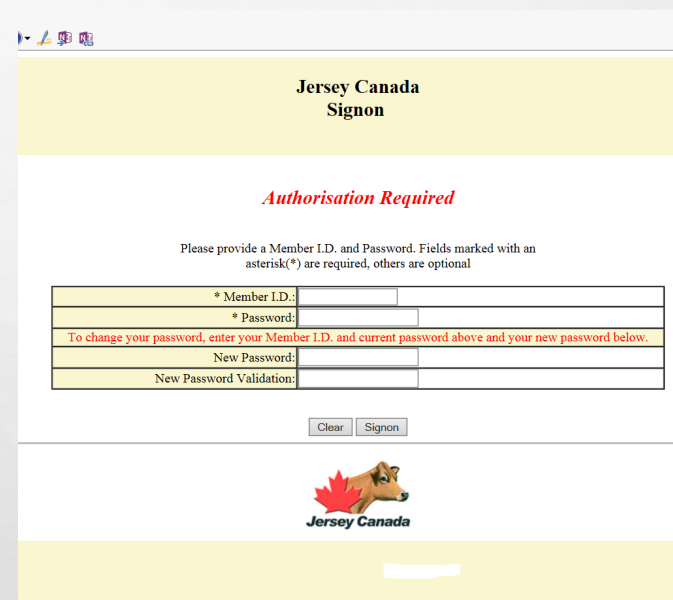
- To make online registrations as straightforward as possible, you will need:
  - Breeding date or Embryo implant date
  - Registration numbers for the dam and sire
  - Tattoos, if applicable
  - NLID or ATQ tag number and management number
  - Birth Date
  - Sex of calf
  - Note if calf is a twin
  - Note if calf is polled
  - Name of the calf
  - Recipient Dam ID (for ET calves)

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# MEMBER I.D. AND PASSWORD

- Contact the Jersey Canada registrar, Ruth McAlister at [ruth@jerseycanada.com](mailto:ruth@jerseycanada.com) or (519) 821-1020 (ext. 22) to obtain the password for your online account.
- Your "Member I.D." is your account number with Jersey Canada.
- On the homepage of the Jersey Canada website, click on the quick link for **"ONLINE REGISTRATION."**
- At the "Sign on" screen enter:
  - your I.D. number;
  - your assigned password;
  - a new password;
  - and then confirm your new password.

*Entering your new password twice verifies that it was typed correctly. Please record your new password for future reference. If you lose your password, contact the registrar to have a new one assigned.*
- Click the **"Sign on"** button and you are now logged into the Jersey Canada Online section!



Jersey Canada  
Signon

**Authorisation Required**

Please provide a Member I.D. and Password. Fields marked with an asterisk(\*) are required, others are optional

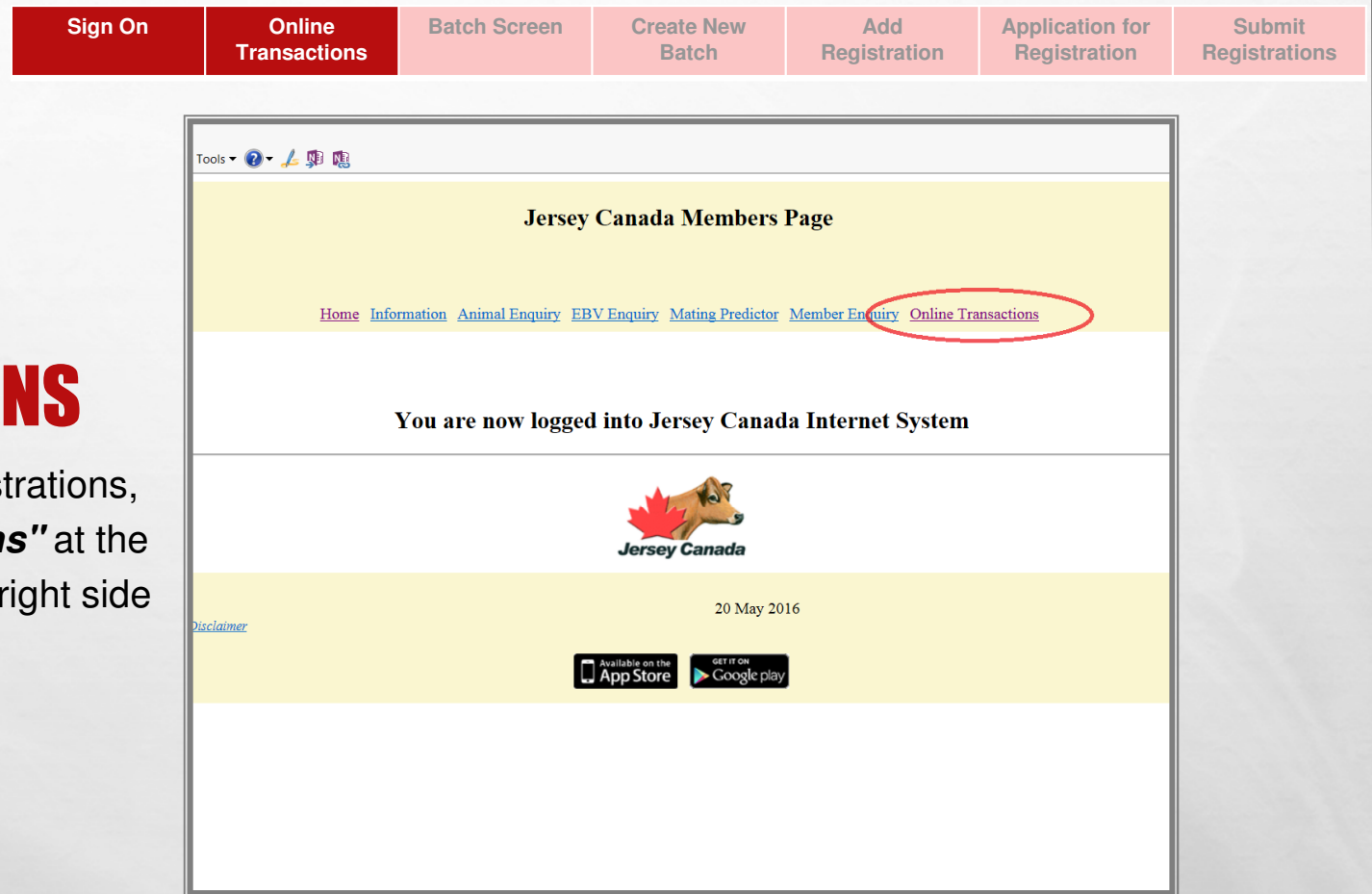
* Member I.D.:	<input type="text"/>
* Password:	<input type="password"/>
To change your password, enter your Member I.D. and current password above and your new password below.	
New Password:	<input type="password"/>
New Password Validation:	<input type="password"/>

  
Jersey Canada

**Questions? Call 519-821-1020 extension 22**

# ONLINE TRANSACTIONS

To proceed to online registrations,  
click "**Online Transactions**" at the  
top of your screen, on the right side



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BATCH SCREEN

On the batch screen, all your batches will be listed that are either in progress or completed. To start a new batch of registrations, click on **"Create a New Batch"** located in the center of the screen.



## CREATE A NEW BATCH

- If there are any special requests or notations to be made, enter them in the comments section. Examples would be a prematurely born calf, a late born calf, a possible freemartin, special ownership instructions or pedigree request.
- Click the **"Create"** button to proceed to the registrations.

File Edit View Favorites Tools Help

Jersey Canada - Creating a new Batch

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[List All](#)  
[Help My Batches](#)

Batch Mode:	<input checked="" type="radio"/> Manually add records
Batch Type:	<input checked="" type="radio"/> Application for Registration
Comments *:	<div></div>
* Enter comments describing the batch then click the Create button	

[Help List All](#)  
[My Batches](#)

  
Jersey Canada

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20 May 2016

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# ADD REGISTRATION

On the next screen, click the **"Add"** button for the registration form.

Jersey Canada - Records in Batch:

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Record No.	Record Type	Status	Create Date	Record Identifiers
<div><input type="button" value="Add"/> <input type="text" value="Application for Registration"/> <a href="#">View Batch Summary and Batch Submission Screen</a></div>				


  
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# APPLICATION FOR REGISTRATION

Enter the appropriate information as indicated on the form.

**TIP:** When entering dates, be sure to include the forward slashes (“ / / “).

**TIP:** If you are registering an ET calf, please enter the date of implantation as the AI/Mating date.



Jersey Canada - Adding Record in Batch:

**Application for Registration**

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Breeder Éleveur	<input type="text"/> Breeders Member I.D. - owner of Dam at mating Membre ID d'Éleveur		
By ET Par ET	<input type="text"/> No / Non <input type="text"/> Calf Result of ET? / Veau résultant de TE?	Embryo Number Numéro de l'embryon	<input type="text"/> ET calves only Veaux de TE seulement
By AI/Par IA	<input type="text"/> No / Non <input type="text"/> Calf Result of AI? / Veau résultant d'IA?	AI/Mating From Date Date de Saillie	<input type="text"/> dd/mm/yy jj/mm/aa
- Dam Ident (enter one or the other) - / ID. de la mère (entrer l'une ou l'autre)			
Dam ID/Mère ID	<input type="text"/> Dam's short ident Mère ID Courte eg. 123456	Full Jersey Ident Jersey Ident Complet	<input type="text"/> Dam's Full Canadian Jersey ident Jersey Ident Complete de Mère eg. JECANF1234567
- Sire Ident (enter one or the other) - / ID. du père (entre l'une ou l'autre)			
Sire ID/Père ID	<input type="text"/> Sire's short ident Père ID Court must be purebred - eg. 123456	Full Jersey Ident Jersey Ident Complet	<input type="text"/> Sire's Full Canadian Jersey ident Jersey Ident Complete de Père eg. JECANM1234567
- Calf Details - / Détails du veau			
LE Tattoo Gauche Tatouage	<input type="text"/> Left Ear Tattoo Should be drop number year letter, or year letter drop number	RE Tattoo Droite Tatouage	<input type="text"/> Right Ear Tattoo Should be, or contain, herd letters
EZ-IR Tag Étiquette EZ-IR/ATQ	<input type="text"/> ATQ - 9 digits in range 100000001 - 102499999 EZ-IR - 7 digits in range 7000001-9999999	Management Number Numéro de gestion	<input type="text"/>
Birth Date/Date de Naissance	<input type="text"/> dd/mm/yy jj/mm/aa	Sex/Sexe	<input type="text"/>
Number in Birth/Jumeaux	Single Birth <input checked="" type="checkbox"/> Number of calves born/No. des veaux	Horn/Cornes	Horned/Cornes <input type="text"/>

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# APPLICATION FOR REGISTRATION CONT'D

Enter the Dam and Sire registration number in the "**Dam ID**" and "**Sire ID**" boxes.

**TIP:** You only need to enter the Dam and Sire registration numbers on the left hand side of the screen!

Jersey Canada - Adding Record in Batch:

Application for Registration

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Breeder Éleveur	<input type="text"/> Breeders Member I.D. - owner of Dam at mating Membre ID d'Éleveur		
By ET Par ET	<input type="text"/> No / Non <input type="text"/> Calf Result of ET? / Veau résultant de TE?	Embryo Number Numéro de l'embryon	<input type="text"/> ET calves only Veaux de TE seulement
By AI/Par IA	<input type="text"/> No / Non <input type="text"/> Calf Result of AI? / Veau résultant d'IA?	AI/Mating From Date Date de Saïlle	<input type="text"/> dd/mm/yy jj/mm/aa
- Dam Ident (enter one or the other) - / ID. de la mère (entrer l'une ou l'autre)			
Dam ID/Mère ID	<input type="text"/> Dam's short ident Mère ID Courte eg. 123456	Full Jersey Ident Jersey Ident Complet	<input type="text"/> Dam's Full Canadian Jersey ident Jersey Ident Complete de Mère eg. JECANF1234567
- Sire Ident (enter one or the other) - / ID. du père (entre l'une ou l'autre)			
Sire ID/Père ID	<input type="text"/> Sire's short ident Père ID Court must be purebred - eg. 123456	Full Jersey Ident Jersey Ident Complet	<input type="text"/> Sire's Full Canadian Jersey ident Jersey Ident Complete de Père eg. JECANM1234567
- Calf Details - / Détails du veau			
LE Tattoo Gauche Tatouage	<input type="text"/> Left Ear Tattoo Should be drop number year letter, or year letter drop number	RE Tattoo Droite Tatouage	<input type="text"/> Right Ear Tattoo Should be, or contain, herd letters
EZ-IR Tag Étiquette EZ-IR/ATQ	<input type="text"/> ATQ - 9 digits in range 100000001 - 102499999 EZ-IR - 7 digits in range 7000001-9999999	Management Number Numéro de gestion	<input type="text"/>
Birth Date/Date de Naissance	<input type="text"/> dd/mm/yy jj/mm/aa	Sex/Sexe	<input type="text"/>
Number in Birth/Jumeaux	<input type="text"/> Single Birth <input checked="" type="checkbox"/> Number of calves born/No. des veaux	Horn/Cornes	<input type="text"/> Horned/Cornes <input type="text"/>

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# APPLICATION FOR REGISTRATION CONT'D

**TIP:** If the calf has an unregistered dam, type **“JEUNKNDAM”** in the Full Jersey Ident field on the right hand side of the screen.

**TIP:** If the calf has an unregistered sire, type **“JEUNKNSIRE”** in the Full Jersey Ident field on the right hand side of the screen.

Jersey Canada - Adding Record in Batch: 26309  
Application for Registration

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Breeder/Eleveur	5224780 Breeder's Member I.D. - owner of Dam at mating Membre ID d'Eleveur	Embryo Number Numéro de l'embryon	ET calves only Veau de TE seulement
By ET Par ET	No / Non Calf Result of ET? / Veau résultant de TE?	AI/Mating From Date Date de Saille	dd/mm/yy
By AI/Par IA	No / Non Calf Result of AI? / Veau résultant d'IA?	ij/mm/aa	
- Dam Ident (enter one or the other) - / ID. de la mère (entrer l'une ou l'autre)			
Dam ID/Mère ID	Dam's short ident Mère ID Courte eg.123456	Full Jersey Ident Jersey Ident Complet	JEUNKNDAM Dam's Full Canadian Jersey ident Jersey Ident Complet de Mère eg. JECANF1234567
- Sire Ident (enter one or the other) - / ID. du père (entre l'une ou l'autre)			
Sire ID/Père ID	Sire's short ident Père ID Court must be purebred - eg.123456	Full Jersey Ident Jersey Ident Complet	JEUNKNSIRE Sire's Full Canadian Jersey ident Jersey Ident Complet de Père eg. JECANM1234567
- Calf Details - / Détails du veau			
LE Tattoo Gauche Tatouage	Left Ear Tattoo Should be drop number year letter, or year letter drop number	RE Tattoo Droite Tatouage	Right Ear Tattoo Should be, or contain, herd letters
EZ-IR Tag Étiquette EZ-IR/ATQ	ATQ - 9 digits in range 100000001 - 102499999 EZ-IR - 7 digits in range 7000001-9999999	Management Number Numéro de gestion	
Birth Date/Date de Naissance	dd/mm/yy	Sex/Sexe	
Number in Birth/Jumeaux	Single Birth Number of calves born/No. des veaux	Horn/Cornes	Horned/Cornes

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# APPLICATION FOR REGISTRATION CONT'D

**TIP:** If the dam of the calf is not a Jersey, type “**XXUNKNDAM**” in the Full Jersey Ident field on the right hand side of the screen.

File Edit View Favorites Tools Help

Jersey Canada - Adding Record in Batch: 26309  
Application for Registration

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Breeder Éleveur	5224780 Breeder's Member I.D. - owner of Dam at mating Membre ID d'Éleveur	Embryo Number Numéro de l'embryon	<input type="text"/> ET calves only Veau de TE seulement
By ET Par ET	No / Non <input type="checkbox"/> Calf Result of ET? / Veau résultant de TE?	AI/Mating From Date Date de Saillie	<input type="text"/> dd/mm/yy
By AI/Par IA	No / Non <input type="checkbox"/> Calf Result of AI? / Veau résultant d'IA?		
- Dam I d e n t (enter one or the other) - / ID. de la mère (entrer l'une ou l'autre)			
Dam ID/Mère ID	<input type="text"/> Dam's short ident Mère ID Courte eg. 123456	Full Jersey Ident Jersey Ident Complet	<b>XXUNKNDAM</b> Dam's Full Canadian Jersey ident Jersey Ident Complete de Mère eg. JECANF1234567
- S i r e I d e n t (enter one or the other) - / ID. du père (entre l'une ou l'autre)			
Sire ID/Père ID	<input type="text"/> Sire's short ident Père ID Court must be purebred - eg. 123456	Full Jersey Ident Jersey Ident Complet	<input type="text"/> Sire's Full Canadian Jersey ident Jersey Ident Complete de Père eg. JECANM1234567
- C a l f D e t a i l s - / Détails du veau			
LE Tattoo Gauche Tatouage	<input type="text"/> Left Ear Tattoo Should be drop number year letter, or year letter drop number	RE Tattoo Droite Tatouage	<input type="text"/> Right Ear Tattoo Should be, or contain, herd letters
EZ-IR Tag Étiquette EZ-IR/ATQ	<input type="text"/> ATQ - 9 digits in range 100000001 - 102499999 EZ-IR - 7 digits in range 7000001-9999999	Management Number Numéro de gestion	<input type="text"/>
Birth Date/Date de Naissance	<input type="text"/> dd/mm/yy jj/mm/aa	Sex/Sexe	<input type="text"/>
Number in Birth/Jumeaux	Single Birth <input checked="" type="checkbox"/> Number of calves born/No. des veaux	Horn/Cornes	Horned/Cornes <input type="checkbox"/>

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# APPLICATION FOR REGISTRATION CONT'D

- TIP:** Be sure to include the 7-digit NLID number or 9-digit ATQ tag number in the “**EZ-IR Tag**” field. Enter the management number on the right hand side of the screen.
- TIP:** When entering the Birth Date, don't forget to use forward slashes in the date (e.g. “ / / “).
- TIP:** Be sure to indicate the sex of the calf on the right hand side of the screen.
- TIP:** The calf's Prefix will automatically populate, based on the owner of the dam at the time she was bred. Enter the rest of the calf's name on the right hand side of the screen.


File Edit View Favorites Tools Help

must be purebred - eg.123456 Jersey Ident Complet eg. JECANMI234567

**- Calf Details - / Détails du veau**

LE Tattoo Gauche Tatouage	Left Ear Tattoo Should be drop number, year letter, or year letter drop number	RE Tattoo Droite Tatouage	Right Ear Tattoo Should be, or contain, herd letters
EZ-IR Tag Étiquette EZ-IR/ATQ	ATQ - 9 digits in range 100000001-102499999 EZ-IR - 7 digits in range 7000001-9999999	Management Number Numero de gestion	
Birth Date/Date de Naissance	dd/mm/yy	Sex/Sexe	
Number in Birth/Jumeaux	Single Birth <input checked="" type="checkbox"/> Number of calves born/No. des veaux	Horn/Cornes	Horned/Cornes <input checked="" type="checkbox"/>
Calf Fate Destin du veau	Calf Born Alive <input checked="" type="checkbox"/>	Fate Date Date du destin	dd/mm/yy
Prefix		Name/Nom	Don't include prefix
Test Parentage Test de parenté	No <input checked="" type="checkbox"/> Initiate a Parentage Test / Demandez un test de parenté	Sale Date/Date de Vente	dd/mm/yyyy or jj/mm/aa
New Owner/Nouvel Propriétaire	If sold, enter new owner's Member Ident Si vendu, entrer l'ID du nouveau propriétaire		
Blood # / Sang #	Animals Blood Case # / No. de test de sang de l'animal		
DNA # / ADN #	Animals DNA Case # / No. de test d'ADN de l'animal		
Recip Dam ID	Recip Dam registration number - ET calves only / Numéro d'enregistrement de la receveuse	Full Recip ID	Full Canadian Jersey Ident

Update Options ☒ Always move to next record

 Jersey Canada

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# APPLICATION FOR REGISTRATION CONT'D

After completing the registration application, select the "update option" you would like at the bottom of the form.

We recommend that you use the default of **"Validate and re-display form if any errors or warning exist"**, then click the **"GO"** button. If you would like to discard this application and start over, select the option **"Delete this record"** and click **"GO"** to start over.

If any errors or warnings exist, your application will be displayed with the problems **highlighted in red**. Please go back through and double check all the necessary information, then repeat the preceding step.

Sign On	Online Transactions	Batch Screen	Create New Batch	Add Registration	Application for Registration	Submit Registrations
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File Edit View Favorites Tools Help

must be purebred - eg.123456


Jersey Ident Complet eg. JECANMI234567

**- Calf Details - / Détails du veau**

LE Tattoo	Left Ear Tattoo	RE Tattoo	Right Ear Tattoo
Gauche Tatouage	Should be drop number, year letter, or year letter drop number	Droite Tatouage	Should be, or contain, herd letters
EZ-IR Tag	ATQ - 9 digits in range 100000001-102499999	Management Number	
Étiquette EZ-IR/ATQ	EZ-IR - 7 digits in range 7000001-9999999	Numero de gestion	
Birth Date/Date de Naissance	dd/mm/yy	Sex/Sexe	
Number in Birth/Jumeaux	Single Birth <input checked="" type="checkbox"/> Number of calves born/No. des veaux	Horn/Cornes	Horned/Cornes <input checked="" type="checkbox"/>
Calf Fate	Calf Born Alive <input checked="" type="checkbox"/>	Fate Date	dd/mm/yy
Destin du veau		Date du destin	dd/mm/yy
Prefix		Name/Nom	Don't include prefix
Test Parentage	No <input checked="" type="checkbox"/> Initiate a Parentage Test / Demandez un test de parenté	Sale Date/Date de Vente	dd/mm/yyyy or jj/mm/aa
Test de parenté			
New Owner/Nouveau Propriétaire	If sold, enter new owner's Member Ident Si vendu, entrer l'ID du nouveau propriétaire		
Blood # / Sang #	Animals Blood Case # / No. de test de sang de l'animal		
DNA # / ADN #	Animals DNA Case # / No. de test d'ADN de l'animal		
Recip Dam ID	Recip Dam registration number - ET calves only / Numéro d'enregistrement de la receveuse	Full Recip ID	Full Canadian Jersey Ident

Update Options: ☒ Validate and re-display form if any errors or warning exist / Always move to next record  
☐ Delete this record / Always move to next record

Go

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# APPLICATION FOR REGISTRATION CONT'D

- To continue with more applications, click on “**Add**” application for registration, and repeat the preceding steps.
- If you need to change any information for a calf, click on “**Edit**” to go back to the application to make the necessary changes.

File Edit View Favorites Tools Help

Jersey Canada - Records in Batch: 26309

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Record No.	Status	Name Nom	Sex Sexe	Birth Date Date de Naissance	Dam ID Mère ID	Sire ID Père ID	Create Date
<a href="#">2 - Edit</a>	Validated	OLIVER VAL 98	F	01/01/16	9585681	67184544	21/05/16 03:21
<a href="#">1 - Edit</a>	<b>Fatal Errors</b>						21/05/16 03:13

[Add](#)
[Application for Registration](#)
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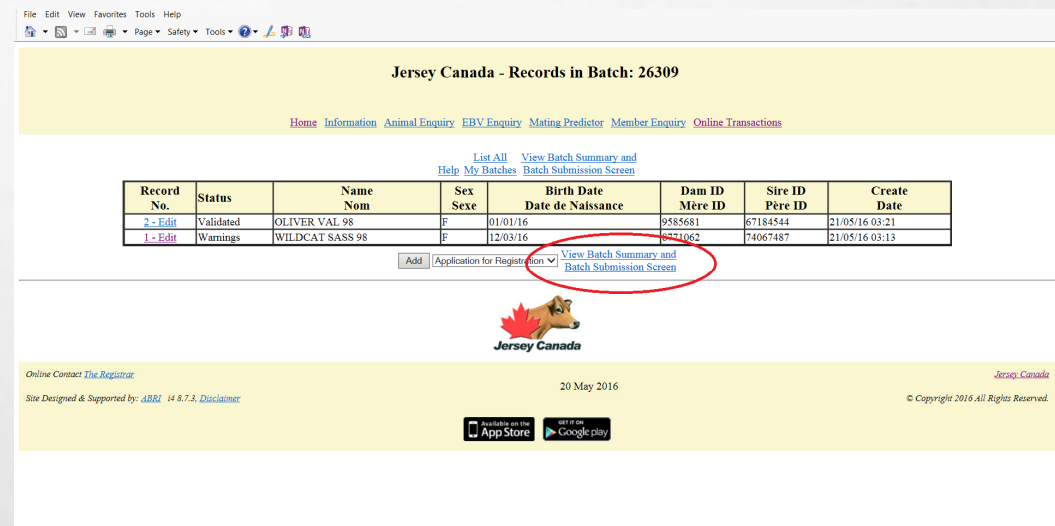
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# SUBMIT REGISTRATIONS

Once all of your applications have been completed, click on **"View Batch Summary and Batch Submission Screen"** on the Jersey Canada Records in Batch Screen in the top center of your screen.

***Just one more step...***



**Questions? Call 519-821-1020 extension 22**

# SUBMIT REGISTRATIONS

This screen will display a summary of the applications you have submitted.

**TIP:** If you would like to add more comments, click on **"Edit Comments"** in the "Batch Options" section, then **"Update"** in the comments screen.

Once you are satisfied with the applications, click on **"Submit this batch to Jersey Canada"** under "Batch Options"

A screenshot of a web browser displaying the "Jersey Canada - Batch Summary" page for Batch: 26309. The page has a yellow header with the title and batch number. Below the header is a navigation menu with links: Home, Information, Animal Enquiry, EBV Enquiry, Mating Predictor, Member Enquiry, and Online Transactions. A sub-menu for "Batch Options" is visible, containing links for "List All", "View Records", "Help", and "My Batches in this Batch". The main content area features a table with the following data:

Batch #	26309
Status	Warnings
Comments	
Create Date	21/05/16 02:54:42
Last Update Date	21/05/16 02:30:12
Records in Batch	2
Records Validated	2
Records With Errors	0
Records With Warnings	1
Submit Date	
Attached Files	0

Below the table is a "Batch Options" section with three links: "Edit Comments", "Delete this Batch", and "Submit this batch to Jersey Canada". The "Edit Comments" and "Submit this batch to Jersey Canada" links are circled in red. At the bottom of the page is a footer with the "Jersey Canada" logo and the text "Online Contact The Registrar" and "20 May 2016".

Questions? Call 519-821-1020 extension 22



# BATCH SUMMARY

The next screen will tell you if your registrations were successfully submitted. To view all the batches you have done, click on **"List All My Batches"**.

To create a new batch of registrations start the process over from step one.

File Edit View Favorites Tools Help

Page Safety Tools

Jersey Canada - Batch Summary


Batch: 26309

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List All My Batches

View Records on this Batch

Batch #	26309
Status	Sending
Comments	
Submission Notes/Invoice	<a href="#">View</a>
Create Date	21/05/16 02:54:42
Last Update Date	21/05/16 03:36:48
Records in Batch	2
Records Validated	2
Records With Errors	0
Records With Warnings	1
Submit Date	21/05/16 03:36:48
Attached Files	0



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# SUCCESSFULLY SUBMITTED!

- Thank you for using Jersey Canada's online registry system!
- When you are done with your registry applications, you can return to the homepage or continue browsing the Internet without having to log-out of Jersey Canada.
- If you leave the Online Transaction section, you will have to sign on again starting from the sign on screen.

**Questions? Call 519-821-1020 extension 22**