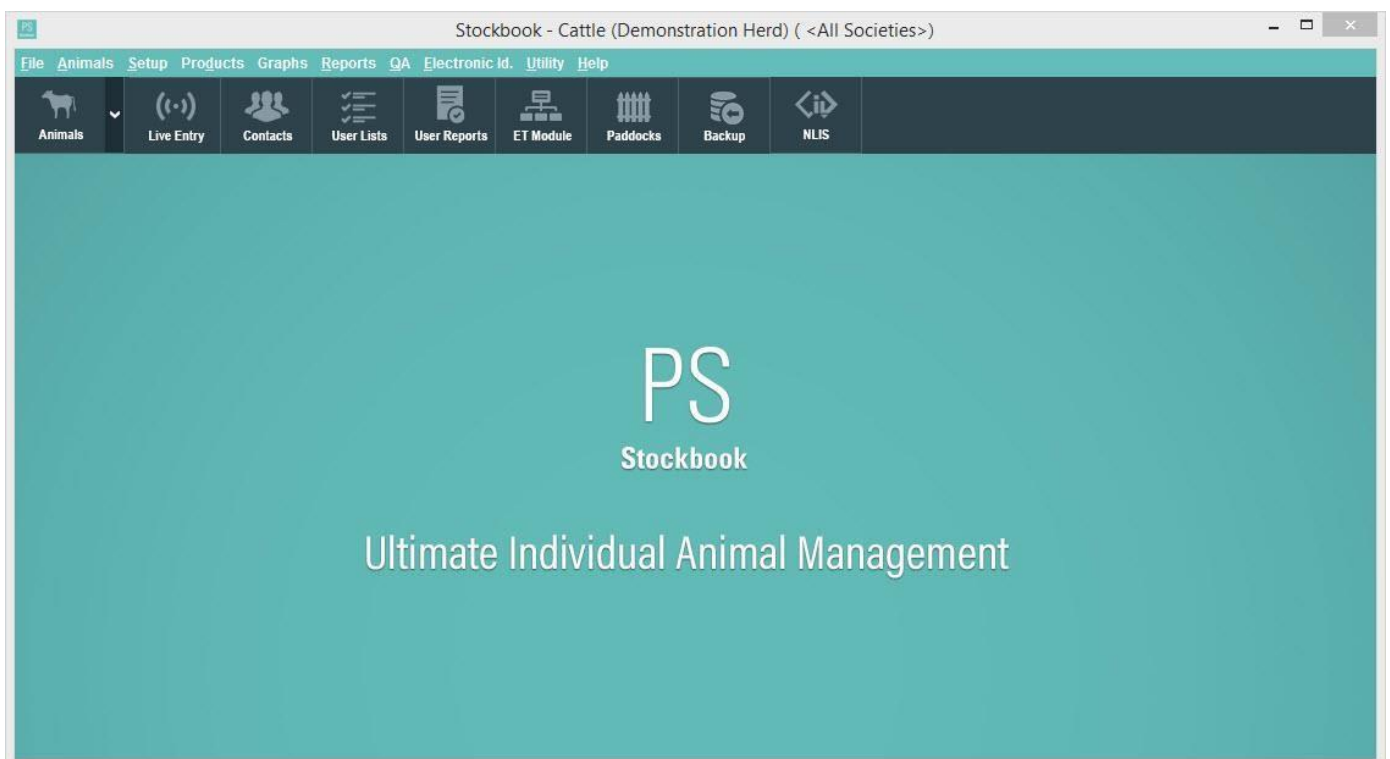


# STOCKBOOK

brought to you by **OUT**  **CROSS**  
SYSTEMS

## STOCKBOOK QUICK START GUIDE



**Livestock Management Software for Farmers to  
Work Smarter**

# Stockbook

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*Outcross Systems*

## **Production**

Support Team ☐

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**For more detailed instructions, please refer to the PS KNOWLEDGE BASE  
which can be accessed via the Outcross Systems website home page**


# Stockbook Quick Start Guide

The hardest part about using new software is getting started. This Quick Start Guide offers the quick way to begin using and understanding Outcross Systems Stockbook.

## Quick Start Guide Icons

 Learn a bit

 Do a bit

 Important information

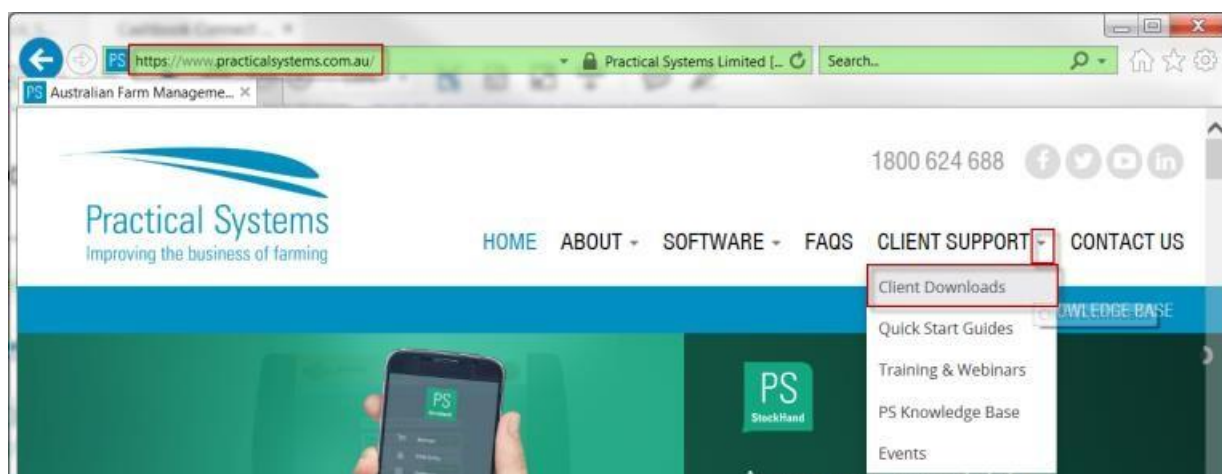
## 1 New Users

### 1.1 How to Install Stockbook

 There are two ways to install our programs:

(1) Go to the Outcross Systems website [www.practicalsystems.com.au](http://www.practicalsystems.com.au)

- Click on **Client Support** > **Client Downloads** menu options.



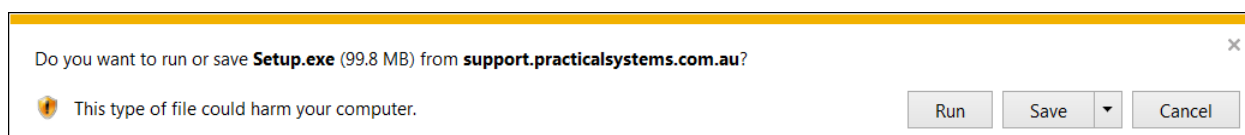
- This will take you to the **Client Login** page.
- Enter your Outcross Systems **Client ID** and **Password** (not case sensitive), then click on the **Login** button. (Note: Password is usually the account holder's first name).
- Once the **Software Downloads** page has loaded, click on the [Stockbook link](#) which is located below the PS Stockbook icon.



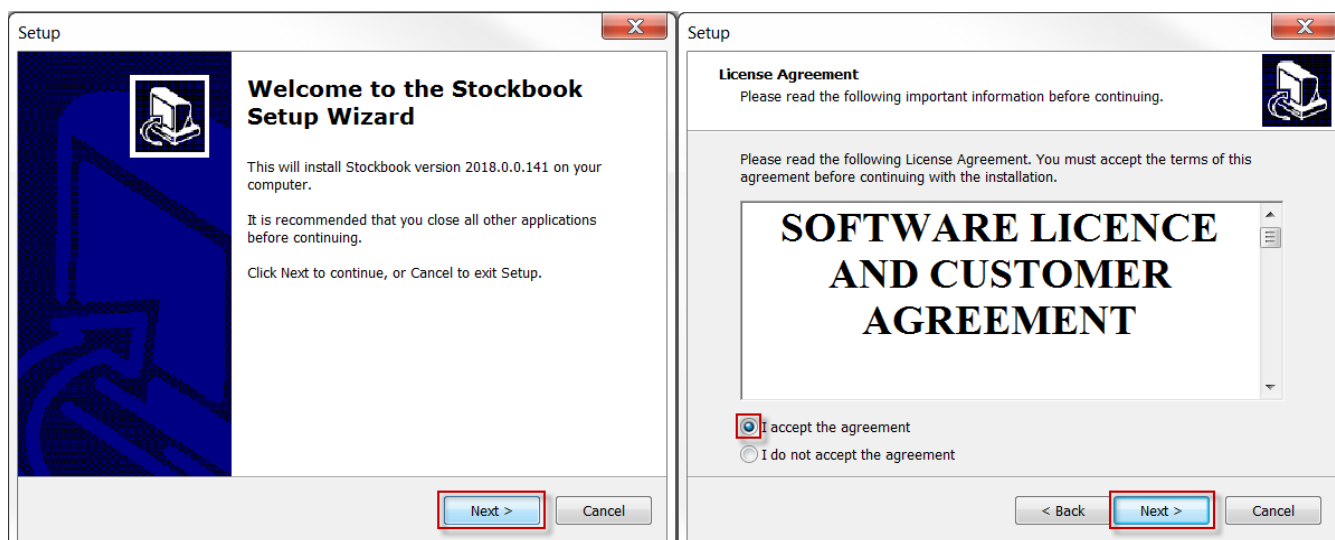
## Software Downloads

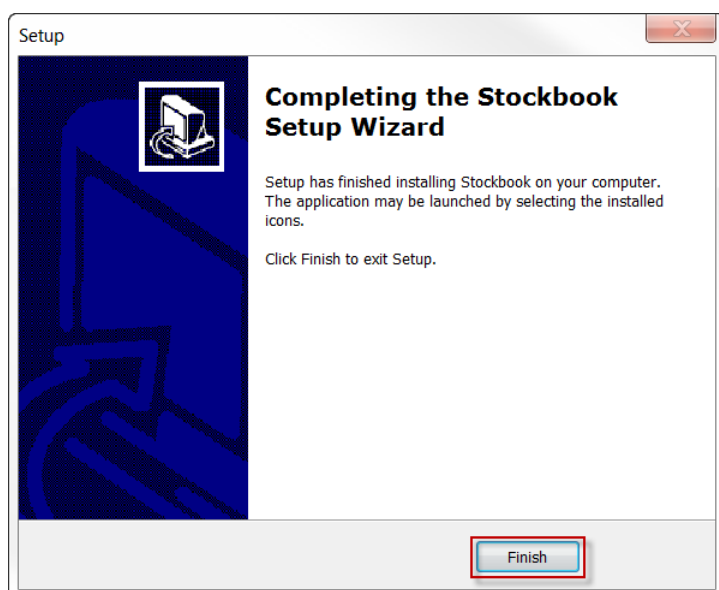
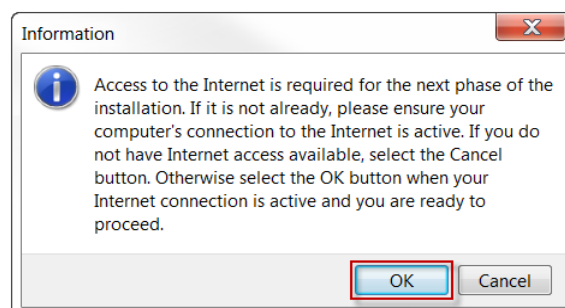
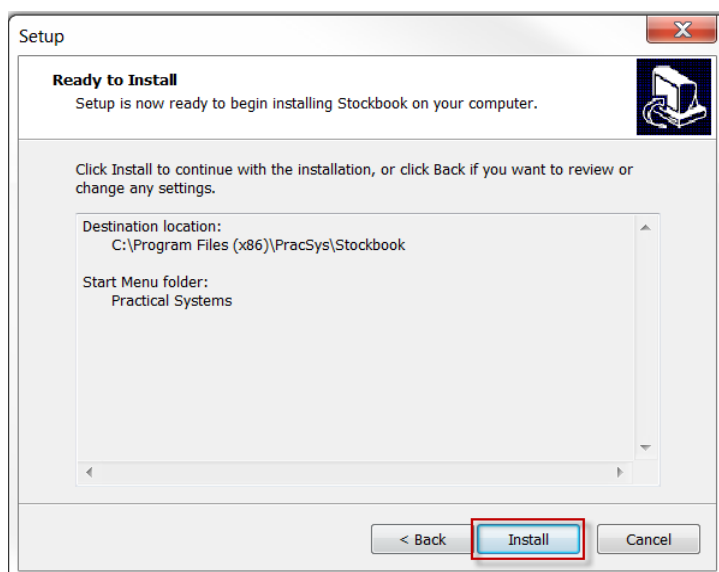
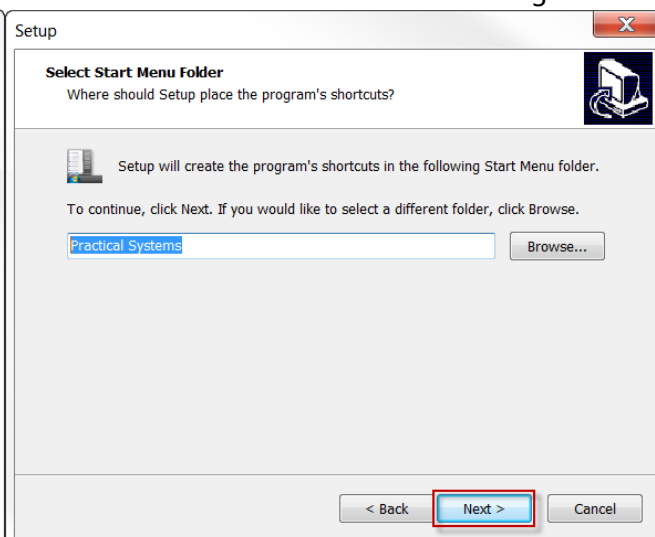
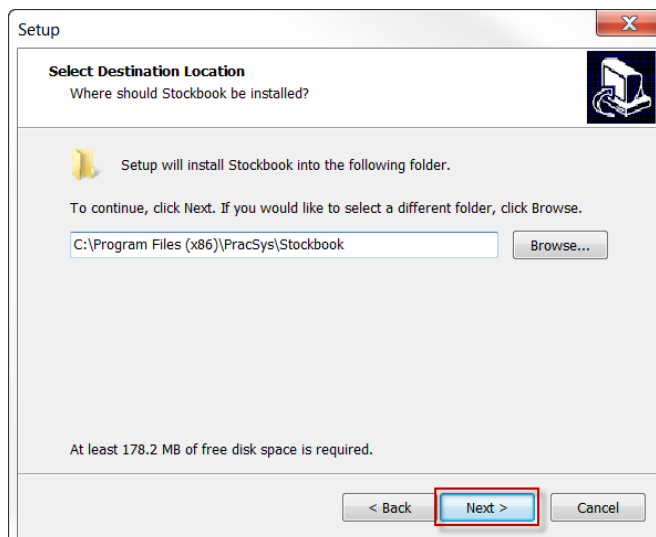


- Click on the **Run** button:



- Click **Yes** to the message: 'Do you want to allow the following program to make changes to this computer?'
- Follow the prompts (see below) to complete the **INSTALLATION PROCESS**.



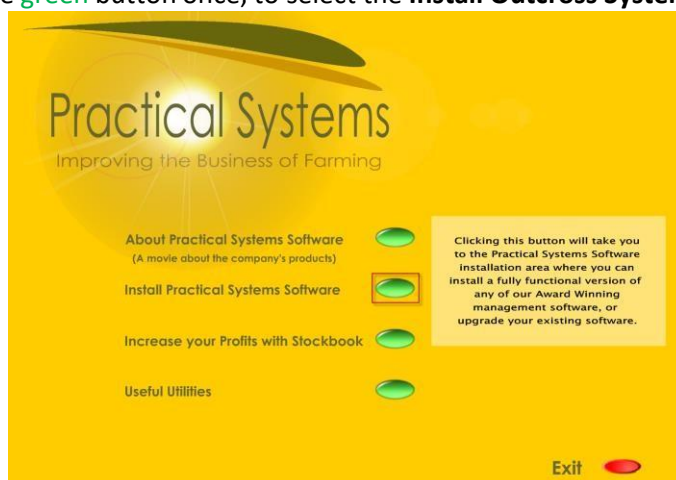


## (2) Install from the installation disk.

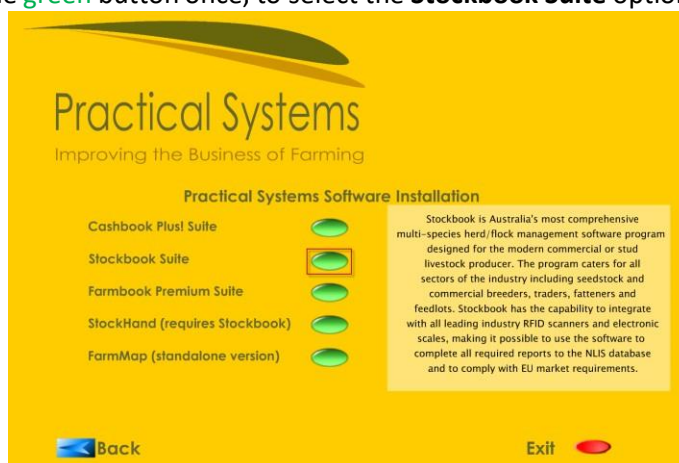
- Insert the Installation CD into your CD drive.
  - The CD will run automatically and open the installation screen.

☞ Use your mouse to:

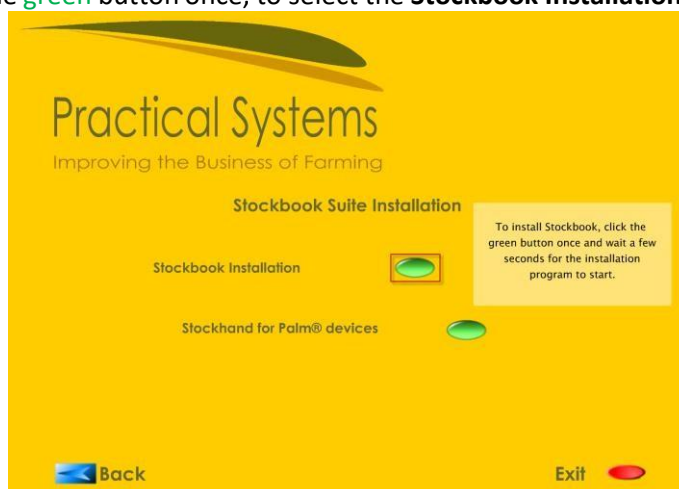
- Click on the **green** button once, to select the **Install Outcross Systems Software** option.



- Click on the **green** button once, to select the **Stockbook Suite** option.



- Click on the **green** button once, to select the **Stockbook Installation** option.



- Follow the prompts ([see previous page](#)) to complete the **INSTALLATION PROCESS**.

#### When installation process is complete:

- Once the software has been installed and you have exited the installation window, you will be able to open Stockbook and begin setting it up for use.
- Go to your desktop and click on the Stockbook icon.



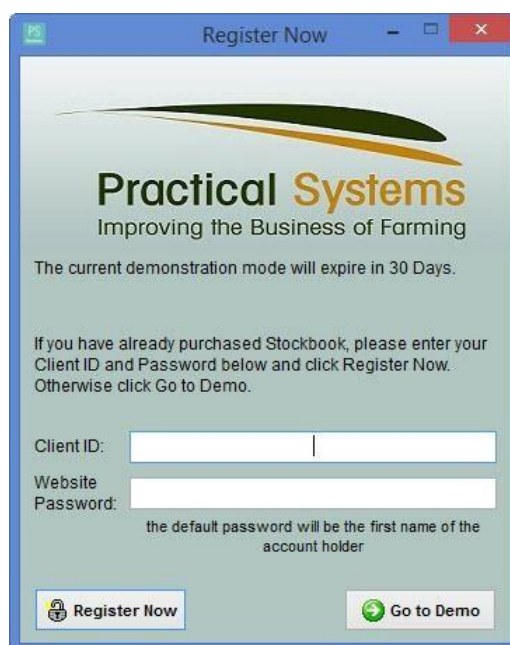


## 1.2 Registration

To register your purchased copy of Stockbook after installation:

- Enter your Outcross Systems **Client ID** and website **Password** (not case sensitive). *Note: Password is usually the account holder's first name.*
- Click on the **Register Now** button.

This will register the program and you will be able to start using Stockbook.




- Click **Yes** to Confirm message: 'It appears that you haven't setup Stockbook yet (you have not property defined). Would you like to open the quick start guide?'
- Click **Yes** to Confirm message: 'Would you like to use the setup wizard to help you setup Stockbook? Note that you can start the setup wizard at any time by selecting SNetup/Setup Wizard from the main menu.'

**Go to: 3.1 Options for Initial Stockbook Setup, Option One – Use the Setup Wizard**

## 2 Finding help when you need it

### Help and Electronic Documents

 By going to the **Help menu** you will find a comprehensive set of resources to assist you.

 Use **PS Knowledge Base**

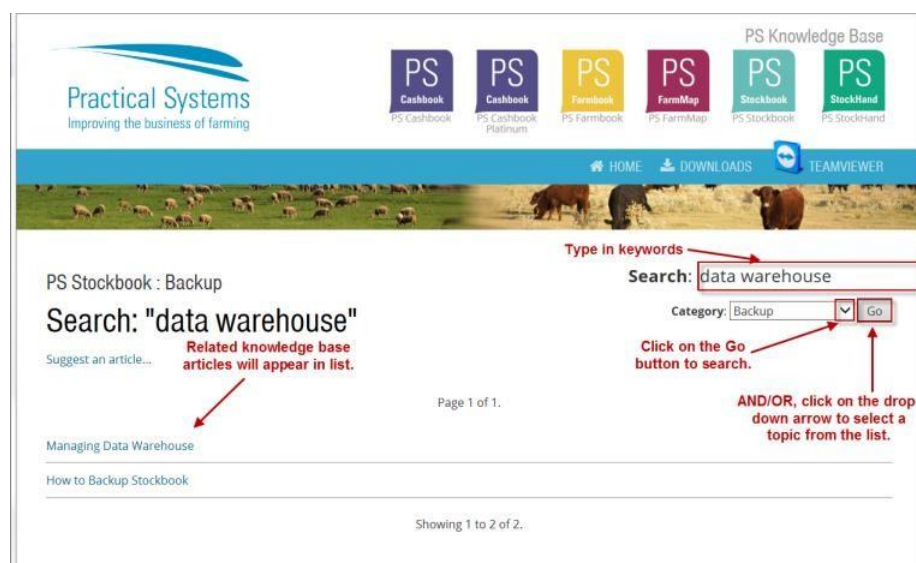
- This is a self-serve online library providing step-by-step instructions on how to use the various features of the Stockbook program.
- Go to the Outcross Systems website: [www.outcrosssystems.com.au](http://www.outcrosssystems.com.au)
- Click on the **PS KNOWLEDGE BASE** button.




- Login using your Outcross Systems Client ID and password.
- In the **Outcross Systems Support** window, click on the Stockbook PS Knowledge Base icon.



- This will take you to PS Knowledge Base window.
- In the **Search:** text box, enter one or more keywords to find related documents. OR
- Click on the drop-down arrow in the **Category:** text box to select a related topic.
- Click on the **Go** button.
- A list of related knowledge base articles will appear in the list.
- Click on the article to select.





## 2.1 On Screen Help

 To summon help from within a particular area of the program relevant to the screen you are on:

 Press the **F1 key** or click the  **button** at the bottom right of the screen.

## 2.2 Demonstration Data

 The **Demonstration** company data in Stockbook has been created so that you can start viewing, editing or manipulating information straight away. This allows you to make entries of your own, amend and delete items – for you to explore and understand the features of Stockbook.

 To access the demonstration data go to the **File > Other Databases > Demonstration Herd/Flock** menu option.

## 2.3 Outcross Systems Software Support Desk.

 Keeping your Practical Cover up-to-date entitles you to:

- access all program upgrades throughout the year.
- access telephone & technical support which is available during business hours (8.30am to 5.30pm Monday to Friday AEST), call **1800 624 688**. Use of this service is unlimited for your period of cover.
- You can also access the help desk by emailing **support@practicalsystems.com.au**.

 Practical Cover works as follows:

- 12 months of Practical Cover is included in the purchase price of your software program. After this period you will receive an invoice for another 12 months of cover. This fee entitles you to all of the benefits listed above.
- If you require assistance and you have allowed your Practical Cover to lapse, you have two options:
  - 1) Pay for technical assistance from our help desk as required. Each support enquiry is \$165 per hour.
  - 2) Reinstate your Practical Cover. Cost is backdated and calculated based on when your cover expired.
- It is far more economical and manageable to keep your Practical Cover up-to-date. Upgrades, the Data Warehouse and the PS Knowledge Base are only available to clients whose Practical Cover is current.

### 3 Getting Started



The two basic steps to get started are:

- Step 1. Enter setup information via the Setup Menu or Setup Wizard;
- Step 2. Enter your animals.

*Don't forget to use Demonstration Herd to assist you to view and/or practice using the program.*



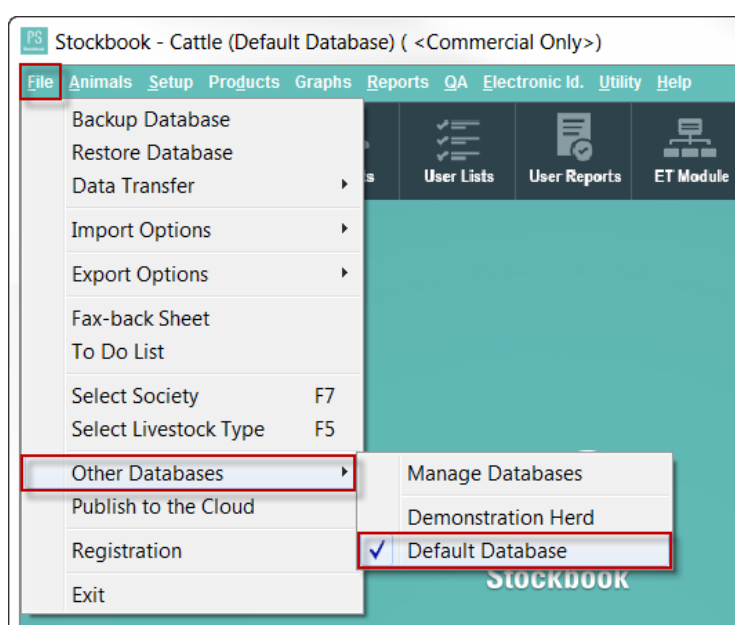
The following illustrates how to setup a commercial operation. If you have purchased the Stud edition you will also be required to complete the Part 5 “additional setup for Stud users” in this quick start guide.

**Setup is strongly recommended before adding your animals.**

Before we proceed, please make sure you are in the Default Database.

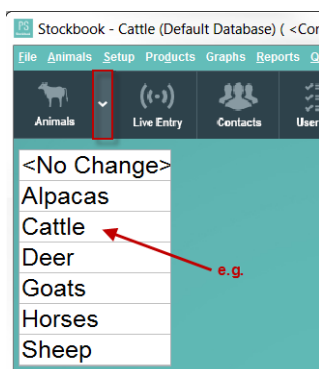


Click on the **File > Other Databases > Default Databases** menu option.



Once you are in the default database, select the livestock type that you wish to setup, this can be done through 3 differing options:

- Click on **File > Select Livestock Type** (or press **F5** on your keyboard, or click the down-arrow adjacent to the **Animals** toolbar option).
- Select a livestock type from the drop-down list.
- Your main screen of Stockbook will now change to reflect the livestock type you have selected.



### 3.1 Options for Initial Stockbook Setup



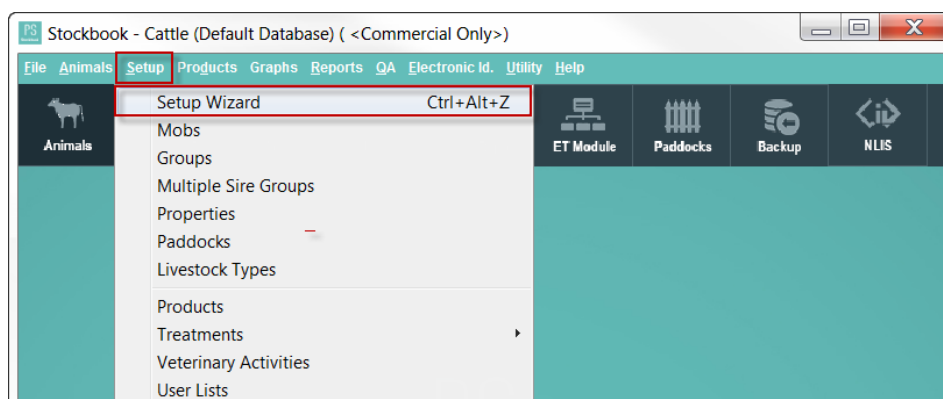
There are two methods to choose from for the initial Stockbook setup:

#### Option One – Use the Setup Wizard

The set up wizard offers a quick way of getting started. You will complete 5 simple (optional) screens which allows you to setup basic information such as properties, paddocks, mobs and groups prior to adding your animals. Please use this quick start guide to assist you or the full manual for more detailed set up information.

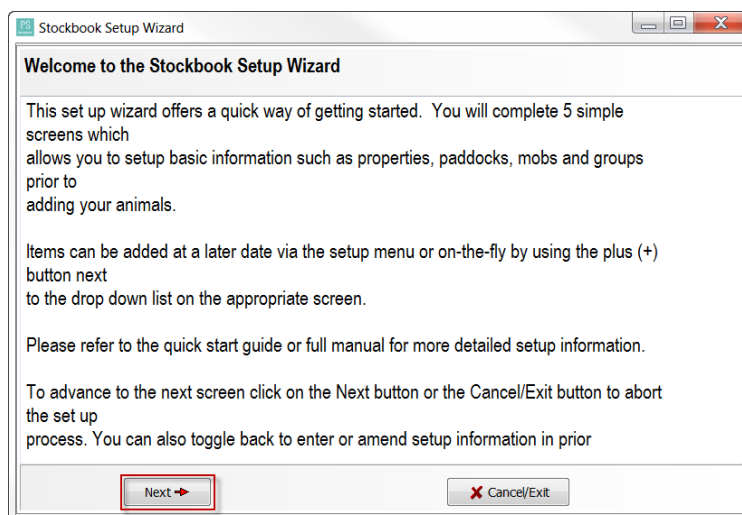


Click on **Setup > Setup Wizard** menu option. (or use **Ctrl+Alt+Z** on your keyboard)



Please follow the prompts using this Quick Start Guide to assist you. Once you have entered your basic setup you can use the setup menus to add, edit or delete setup information.

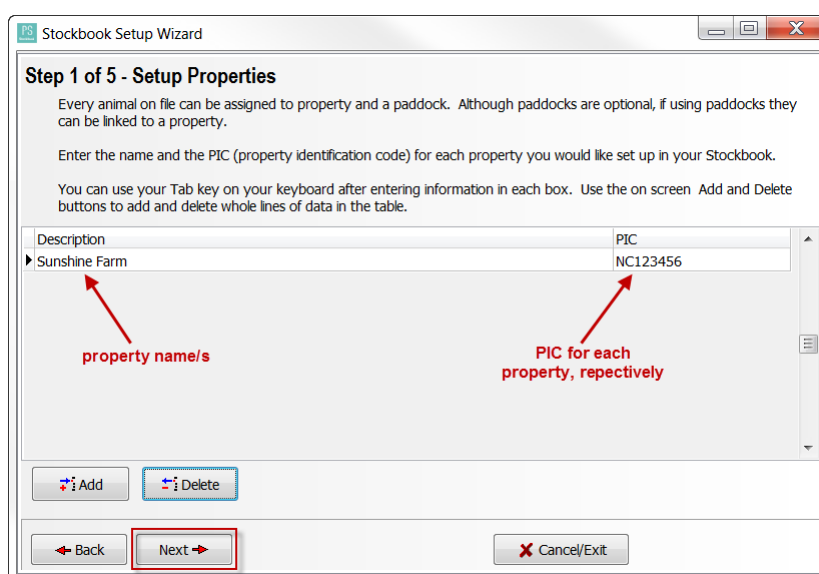
- Read the information on the **Welcome to the Stockbook Setup Wizard** page then click on the **Next** button.



### Step 1 of 5 – Setup Properties

- Click in the text box in the **Description** column.
- Enter the name of your property.
- Click on the **Tab** key on your key board to move to the next text box.
- Enter the **PIC** (property identification code).
- Click on the **Add** button to enter another property.
- Click on the **Next** button to continue.

*Note: It is a requirement for owners of livestock such as cattle, sheep, goats and pigs to have a Property Identification Codes (PICs) when trading or moving these livestock. Livestock owners need PIC's to (1) purchase National Livestock Identification System (NLIS) devices; (2) access other nation systems such as national vendor declarations or waybills; (3) report movements to the NLIS database. This PIC system operates nationally to allow for the tracing of livestock throughout Australia, to assist with disease and chemical residue management.*



### Step 2 of 5 – Setup Paddocks

- Click in the text box in the **Name** column.

- Enter the name of your first Paddock.
- Click on the **Tab** key on your key board to move to the next text box.
- Click on the drop-down arrow to select the **Property** name from the list.
- **Area** – (in hectares) optional.
- **Date Created** – optional.
- Click on the **Add** button to add another Paddock.
- Click on the **Next** button to continue.

*For Example:*

**Step 2 of 5 - Setup Paddocks**

Paddocks are used to record paddock treatments from a quality assurance perspective, animal grazing history and will assist with filtering and reporting.

Enter the paddock name, the property it belongs to, the area in hectares and the date the paddock was created.

If you do not want to use paddocks you can just enter your property name as a paddock and link it to your property.

You can use your Tab key on your keyboard after entering information in each box. Use the on screen Add and Delete buttons to add and delete whole lines of data in the table.

| Name        | Property      | Area | Date Created |
|-------------|---------------|------|--------------|
| Paddock 1   | Sunshine Farm | 175  | 10/04/2018   |
| Paddock 2   | Sunshine Farm | 200  | 10/04/2018   |
| Paddock 3   | Sunshine Farm | 225  | 10/04/2018   |
| ▶ Paddock 4 | Sunshine Farm | 295  | 10/04/2018   |

Buttons: Add, Delete, Back, Next, Cancel/Exit.

### Setup 3 of 5 – Setup Mobs

- Click in the text box in the **Code** column.
- Enter a unique **Code**.
- Click on the **Tab** key on your key board to move to the next text box.
- Enter the mob name in the **Description** column.
- Click on the **Tab** key on your key board to move to the next text box.
- Click on the drop-down arrow to select the **Species** type from the list (e.g. Cattle, Sheep, Goats, etc.).
- Click on the **Add** button to add another mob.
- Click on the **Next** button when you are ready to continue to the next step.

**NOTE: WHAT YOU CLASSIFY AS A MOB IS AT YOUR DISCRETION BASED ON YOUR MANAGEMENT NEEDS.**

*For Example:*

**Stockbook Setup Wizard**

### Step 3 of 5 - Setup Mobs

Mobs are a convenient method of organising animals eg corresponding to physical mobs in paddocks. A mob can however be split over several paddocks and can be used as a wider grouping method than a paddock.

Enter a unique code and mob name and species for each mob.

You can use your Tab key on your keyboard after entering information in each box. Use the on screen Add and Delete buttons to add and delete whole lines of data in the table.

| Code  | Description   | Species |
|-------|---------------|---------|
| J2013 | 2013 Drop J's | Cattle  |
| K2014 | 2014 Drop K's | Cattle  |
| L2015 | 2015 Drop L's | Cattle  |
| M2016 | 2016 Drop M's | Cattle  |
| N2017 | 2017 Drop N's | Cattle  |
| P2018 | 2018 Drop P's | Cattle  |

#### Step 4 of 5 – Setup Groups

Groups are a convenient method of organising animals outside a paddock or mob grouping. A group would normally be set up for a particular management purpose e.g. Registered or Commercial.

- Click in the text box in the **Code** column.
- Enter a unique **Code**.
- Click on the **Tab** key on your key board to move to the next text box.
- Enter a group name in the **Name** column.
- Click on the **Tab** key on your key board to move to the next text box.
- Click on the drop-down arrow to select the **Species** type from the list (e.g. Cattle, Sheep, Goats, etc.).
- Click on the **Add** button to add another group.
- Click on the **Next** button when you are ready to continue to the next step.

**NOTE: WHAT YOU CLASSIFY AS A GROUP IS AT YOUR DISCRETION BASED ON YOUR MANAGEMENT NEEDS.**

**Stockbook Setup Wizard**

### Step 4 of 5 - Setup Groups

Groups are a convenient method of organising animals outside a paddock or mob. A group could be set up for a particular management purpose eg. Breeding Cows or Sale Bulls.

Enter a unique code, group name species for each group.

You can use your Tab key on your keyboard after entering information in each box. Use the on screen Add and Delete buttons to add and delete whole lines of data in the table.

| Code   | Name          | Species |
|--------|---------------|---------|
| AISIRE | AI Sires      | Cattle  |
| BULL   | Sale Bulls    | Cattle  |
| CALF   | Calves        | Cattle  |
| COW    | Breeding Cows | Cattle  |
| CULL   | Cull Cattle   | Cattle  |
| HEIFER | Heifers       | Cattle  |
| RECIP  | Recip Cows    | Cattle  |
| SIRE   | Sires         | Cattle  |
| STEER  | Steers        | Cattle  |



## Step 5 of 5 – Setup General Options

- Enter your **Trading Name**, i.e. the name will appear on any Stockbook reports that you generate.
- Enter the **Commercial animal Id. Prefix**.
- Click on the down arrow to select a **Performance Recording System** if you are using one.
- Click on the **Finish** button.

For Example:

**Stockbook Setup Wizard**

**Step 5 of 5 - Setup General Options**

Enter your trading name, this name will appear on any Stockbook reports that you generate.

You can enter a prefix that will be attached to the start of each visual ID on any commercial animals added to the system.

If using a Performance Recording Systems, please select from the drop down box. Note additional information will need to be set up for Stud Recording – Please refer to your quick start guide "Additional Setup for Stud Users"

Click on Finish

**Trading Name** Sunshine Farm Pty Ltd

**Commercial animal Id. Prefix** SF

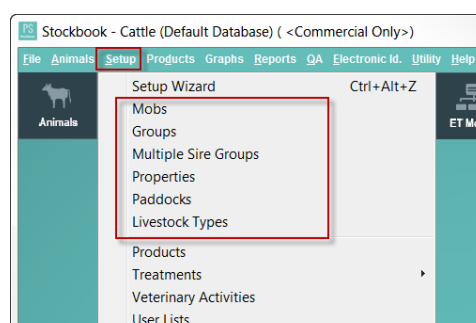
**Performance Recording System** Breedplan

Back Finish Cancel/Exit

## Option Two - Entering setup information using the setup menus



Mobs, groups, properties, paddocks, treatment and products, etc. can be individually set up from the drop-down list to save time typing and to speed up data entry.



Mobs, groups and paddocks can be added on the fly while working within the program by utilising the + button as seen in the image below.



We suggest that you set-up most of the initial information from the menu items. This will speed-up the adding of animals in the first instance.

### 3.2 Setup Backup Preferences



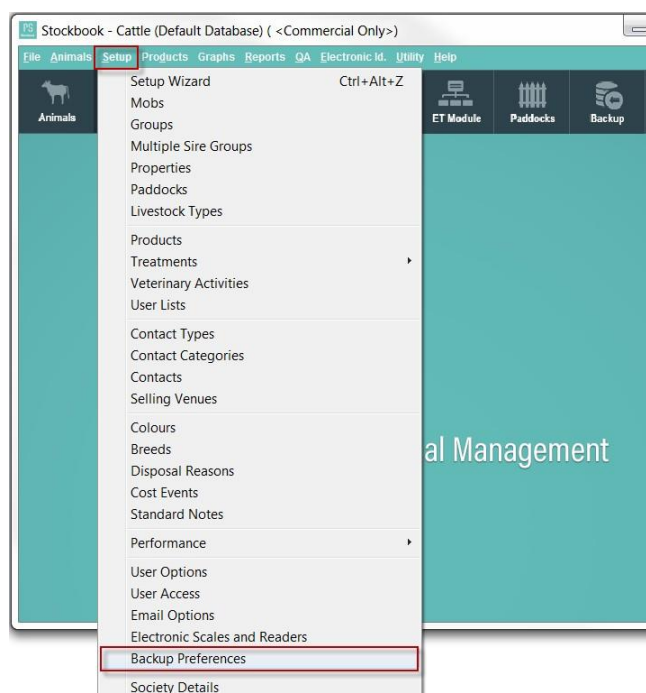
Before you start working your way through the suggested setup lists, it is important to first setup your backup preferences.



Backing up is fundamental to managing your Stockbook data.



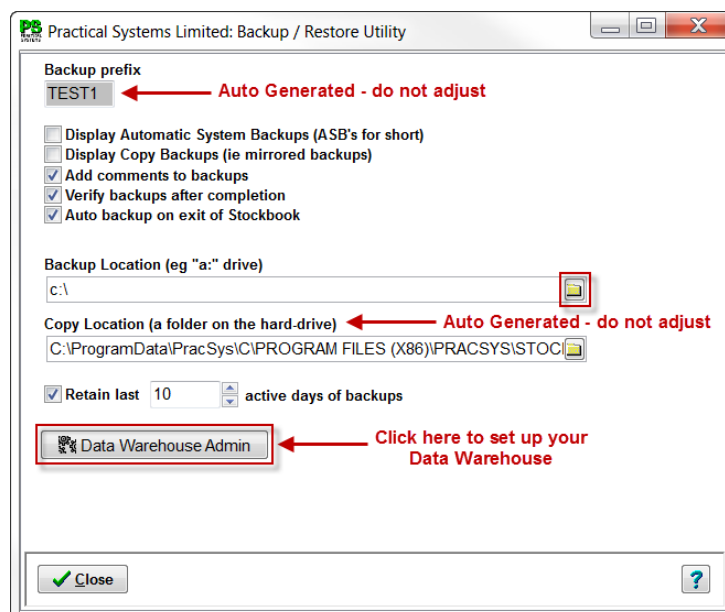
Click on **Setup > Backup Preferences** menu option.



- **Backup prefix** – this is automatically generated based on your Client ID.
- **Add comments to backup** – Comments can be added to a backup file to distinguish one backup from another (apart from date).
- **Verify backups after completion** – Stockbook will automatically check the backup file for

validity if this box is ticked.

- **Auto backup on exit from Stockbook** – tick this to get Stockbook to automatically backup files on exit from the program.
- **Backup Location (eg “a:” drive)** – click on the yellow open folder icon to search for and indicate to Stockbook where you would like the backup file to be kept. It is highly recommended that you set this location to an external backup medium e.g. a USB, external hard drive, etc. (Note: you do not need to set this location if you are using the Data Warehouse)
- **Copy Location (a folder on the hard drive)** – this is automatically generated.
- **Data Warehouse Admin** – click on this button. See section 3.2.1 on completing your Data Warehouse setup.



Backing up is vital and cannot be over-emphasised please see section 3.5 for how to backup.

### 3.2.1 Data Warehouse Setup

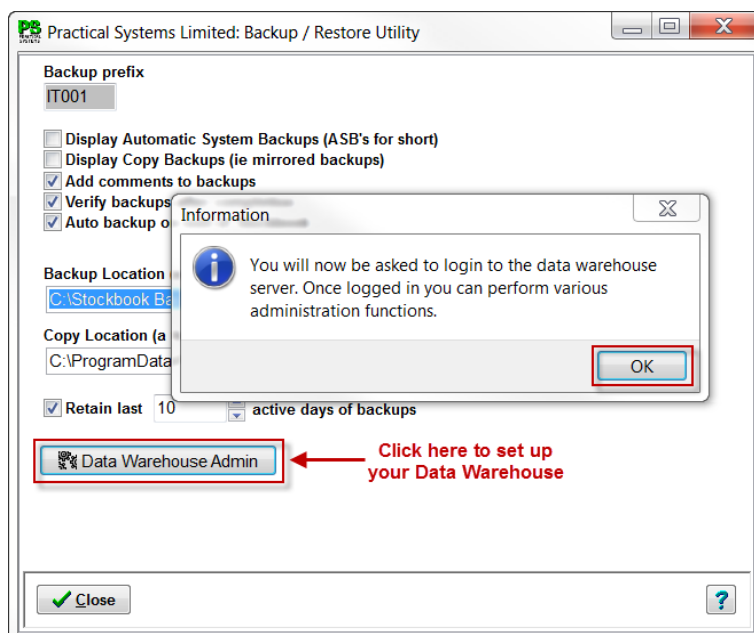
Backing up your data is the most important part of using Outcross Systems software. It is also important to have a Backup that is external to your computer and possibly even in another location away from your office or home, in case of any unforeseen event.

The Outcross Systems Data Warehouse is a secure, off-site data storage service, located on the Outcross Systems server.

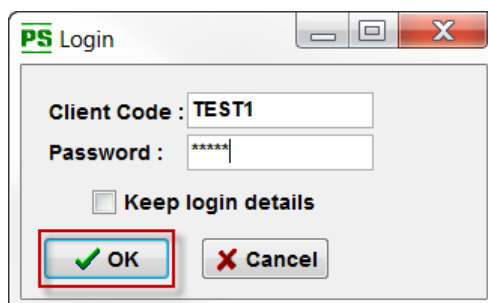


To set up your Data Warehouse within Stockbook:

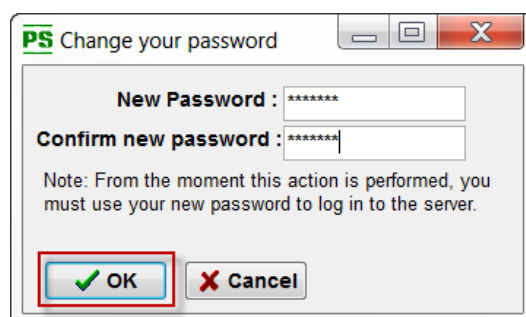
- Click on **Setup > Backup Preferences** menu option.
- Click on **Data Warehouse Admin** button.
- Click **OK** to the following **Information** message:



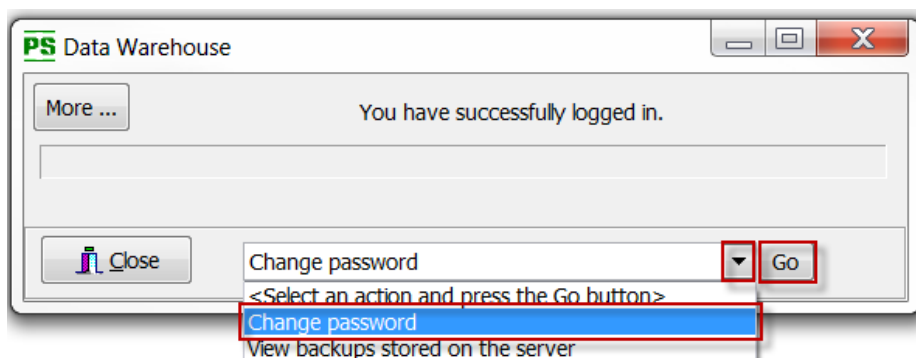
- The **first time you login**, your **password** will be YOUR Outcross Systems **CLIENT ID**. You will then be prompted to change your password.




- Enter a password.
- Enter the same password to confirm.
- Click **OK** button.



You can change your password at any time by logging into Data Warehouse through this function. You can also view the backups that are currently stored in the data warehouse as well. These can both be done by selecting one or the other from the drop down list as shown below and clicking on the **Go** button.



### 3.3 The Setup Menus

 The suggested lists to setup prior to adding your animals are outlined below. Keep in mind any items can be added on-the-fly by using the plus button next to the drop down list on the appropriate screens.

**Each setup list follows the same basic rules and allows you to do the following:**

#### **Add an item:**

- Click on **Setup** and then select desired menu option from the list (e.g. Setup > Mobs).
- Click on **Add** button.
- Enter a (unique) code (if code required) and description.
- Click on **OK** to accept the data and prepare for another entry, or click on Cancel/Exit to close the screen without any changes to the database.

#### **Edit an item:**


- Click on **Setup** and then select desired menu option from the list (e.g. Setup > Mobs).
- Click to highlight the item to be edited.
- Click on **Edit** button. (or double click on the item.)
- Modify details as required, or make inactive (for items you no longer want to appear in the list).
- Click on the **OK** to accept the data, or click **Cancel/Exit** to abort data entry.

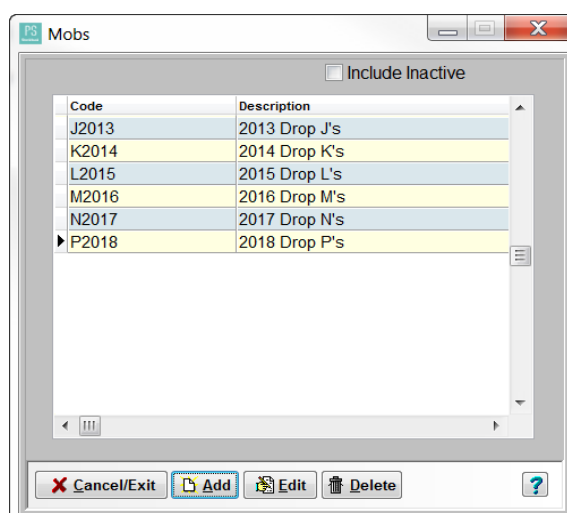
#### **Delete an item:**

- Click on **Setup** and then select desired menu option from the list (e.g. Setup > Mobs).
- **Highlight** to select the item to be deleted.
- Click on the **Delete** button.
- Confirm the deletion.

*Note: You cannot delete an item that still contains at least one active animal within the selected list.*

#### 3.3.1 Setup Mobs

 Mobs are a convenient method of organising animals, normally corresponding to physical mobs in paddocks. A mob can, however, be split over several paddocks, and can be used as a wider grouping method than a paddock.



You may choose to setup your mobs as it suits you. (e.g. sale bulls, young bulls, autumn calves, Rams etc.) or use the year drop as the mob name. It's purely a personal preference, but keep in mind how you would like to find/search for these animals in the future by using the filter within Stockbook. The filter allows you to filter/search on criteria such as mob, group, paddock through to more advanced criteria such as weights, carcass feedback, and fleece data.

The screenshot shows the 'Animal Search Filter' window with multiple tabs. The 'Mob' list under the 'Location' section is highlighted with a red rectangle. The list contains: <All Mobs>, J2013, K2014, L2015, and M2016. Other visible sections include 'Pedigree' with 'Sired By' and 'Out of Dam' lists, 'Group' with a dropdown, 'Paddock' with a list, 'Property' with a dropdown, 'Identification' with text fields for IDs, 'Sex' with radio buttons, and various checkboxes for filtering like 'Fast Filter', 'Must be Highlighted', 'Must be Flagged', and 'Must be Pedigree Only'.

Animals can be in several different mobs or groups over their lifetime but can only be in one mob or group at any one given time. You can make a mob inactive or delete it. If you wish to view inactive mobs tick include inactive box in the mob setup list area.

*Note: A mob cannot be made inactive or deleted if there are currently active animals in that mob.*

### 3.3.2. Setup Groups



Groups are a convenient method of organising animals outside a paddock or mob. A group could be set up for a particular management purpose e.g. breeding cows, sale bulls etc. You may decide not to put animals into a group initially and only move some into a group if the need arises at a later date.

*For Example:*

The screenshot shows the 'Groups' window. It has a table with two columns: 'Code' and 'Description'. The table lists the following groups: AISIRE (AI Sires), BULL (Sale Bulls), CALF (Calves), COW (Breeding Cows), CULL (Cull Cattle), HEIFER (Heifers), RECIP (Recip Cows), SIRE (Sires), and STEER (Steers). At the top right, there is a checkbox labeled 'Include Inactive' which is currently unchecked. At the bottom, there are buttons for 'Cancel/Exit', 'Add', 'Edit', 'Delete', and a help icon.

Groups can be added, edited, deleted or made inactive by going to **Setup > Groups** menu option and following the steps outlined in section 3.3.

### 3.3.3. Setup Properties



Every animal on file can be assigned to a paddock. Every paddock must be linked to a property.



Go to **Setup > Properties** menu option. From this display you can:

A list of active properties will be displayed. To include inactive properties, tick the **Include Inactive** box. From this display you can:

**Add a new property, Edit a property or Delete a property.**

### 3.3.4 Setup Paddocks

Paddocks relate to a physical paddock, however if you do not wish to use paddocks you can add a paddock that has the same name as your property so that animals are still allocated to a property within your database. This is important for NLIS records.

Paddocks are used to record paddock treatments from a quality control perspective, animal grazing history and assist with filtering and reporting.



Click on **Setup > Paddocks** menu option. (or click on the Paddocks toolbar icon)  
From this display you can:

**Add a new Paddock, Edit a Paddock, Delete a Paddock or Add Paddock Treatments.**

| Client_Id | Code | Name      | Property      | W'Held to | No. Animals | A |
|-----------|------|-----------|---------------|-----------|-------------|---|
| IT001     | 1    | Paddock 1 | Sunshine Farm |           | 0           |   |
| IT001     | 2    | Paddock 2 | Sunshine Farm |           | 0           |   |
| IT001     | 3    | Paddock 3 | Sunshine Farm |           | 0           |   |
| IT001     | 4    | Paddock 4 | Sunshine Farm |           | 0           |   |
| INDIV     | -1   | Yards     | Sunshine Farm |           |             |   |

Multi-select: Ctrl + mouse    Group select: Shift + mouse    Total Animals: 0

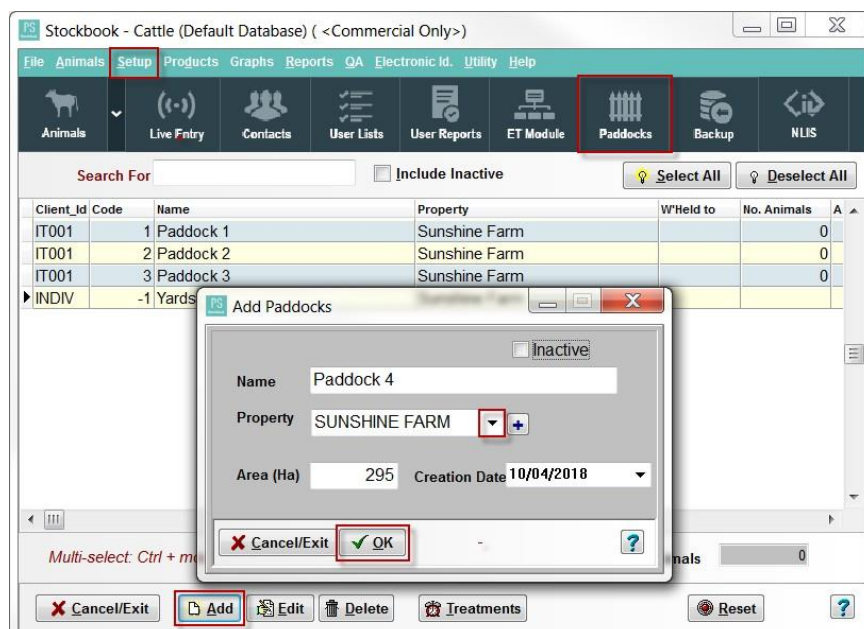
Buttons: Cancel/Exit, Add, Edit, Delete, Treatments, Reset, Help



#### Add a new paddock

- Click on the **Add** button.
- Enter a Name, link the paddock to a Property using the drop down list, enter the Area (if you wish) and the creation date.
- Click on the **OK** to accept the data, or click **Cancel/Exit** to abort data entry.





### Edit a Paddock

- Click on the **Edit** button on the main paddocks screen.
- Edit any details required.
- Click on the **OK** to accept the data, or click **Cancel/Exit** to abort data entry.



### Delete a Paddock

- Select a paddock from the paddocks list, so that it is highlighted a dark green.
- Click on the **Delete** button.
- Click **Yes** to Confirm message: 'Delete paddock ..... ' to delete paddock.



### Making a Paddock Inactive

- Select the paddock from the list so it is highlighted dark green.
- Click on the **Edit** button.
- Tick the **Inactive** box.
- Click on the **OK** to accept the data, or click **Cancel/Exit** to abort data entry.



### Treatments

- Click on the paddock whose treatment you want to see or update. (Note: a highlighted dark green means paddock is selected).
- Click on the **Treatments** button.
- Click on the **Add** button.
- Enter the following details:
  - **Treatment date** (in dd/mm/yyyy format or pick from calendar).
  - **Treatment** – select from dropdown list or add a new paddock treatment to the list via the + button. (See **3.3.5 Setup Treatments**)
  - **Product** – select from the dropdown list of products available for the specified treatment or add a new product to the list via the + button. If you want to use a product that has been assigned to a different treatment, turn off the box marked **Restrict Product List**. (See **3.3.6 Setup Products**)
  - Application **Rate** of product used.

- **Units** – are determined by the specified product.
  - **Dilution** rate of the product for the treatment.
  - **Batch No.** – of the product used. You can add a new batch to the list via the + button.
  - **Comment**
  - **Qty Used** – quantity of the product used in the treatment.
- Click on the **OK** to accept the data, or click **Cancel/Exit** to abort data entry. If the transaction is accepted and you have entered a batch number and quantity used, then the stock on hand of that batch will be updated.

### 3.3.5 Setup Treatments



Treatments are operations carried out on **animals** or **paddocks** where a **specific product is used**. A description of the treatment type must be setup before they can be used.

#### Animal Treatments

Define your own treatment names for animal treatments. We suggest using a general description rather than a treatment method. E.g. 'Internal Parasites' rather than 'Drench'; or 'External Parasites' rather than 'Pour-on'; 'Vaccination' rather than '5 in 1' etc. You will set up the specific products at a later stage.



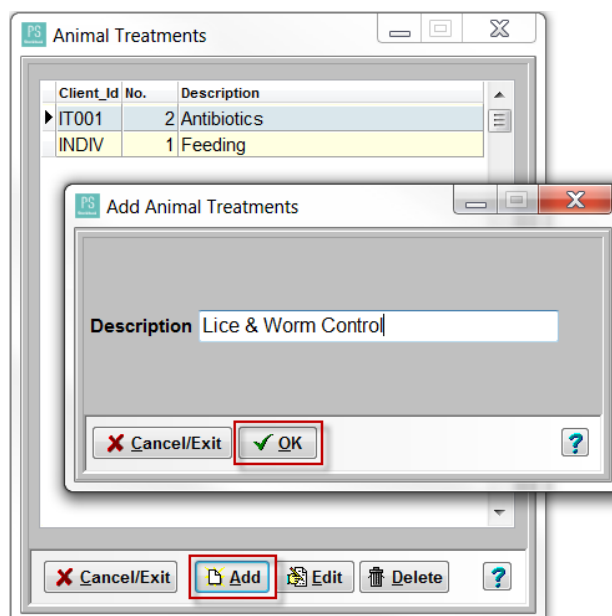
Click on **Setup > Treatments > Animal** menu option. From this display you can:

#### Add a treatment, Edit a treatment or Delete a treatment.

- You can add a treatment by clicking on the **Add** button at the bottom of the screen and entering a description.
- Click on the **OK** to accept the data, or click **Cancel/Exit** to abort data entry.

A treatment can be edited or deleted by selecting it in the list so it is highlighted blue and selecting **Edit** or **Delete**.

*Note: Once a treatment has been assigned to an animal at any stage it will not be able to be deleted.*



### Paddock Treatments

Define your own treatment names for paddock treatments. Again we suggest using a general description rather than a treatment method. E.g. 'Weed Control' rather than 'Spray'.

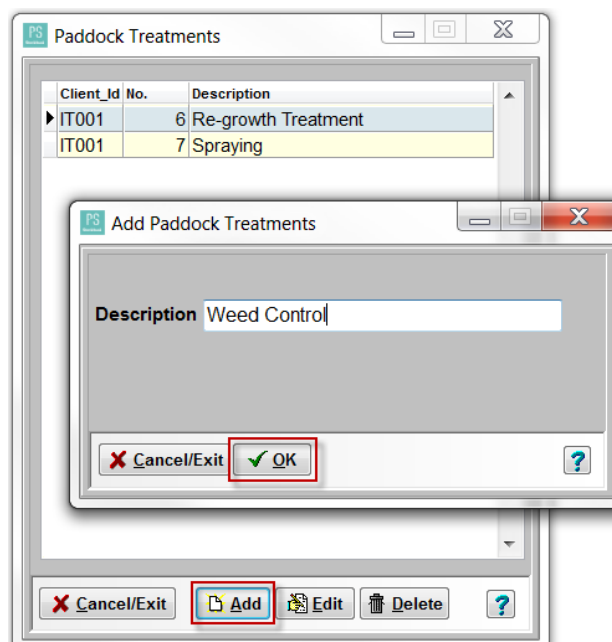


Click on **Setup > Treatments > Paddock** menu option. From this display you can:

#### Add a treatment, Edit a treatment or Delete a treatment.

- To **Add**, **Edit** or **Delete** paddock treatments, follow the same steps as above that were completed for the animal treatments.

For example:



### 3.3.6 Setup Products



It is essential to enter the products that are used within the treatments that were set up in section 3.3.5. These products can be entered via the setup menu and linked to the previously setup treatments.



Click on **Setup > Products** or **Products > Setup** menu options. Both will take you to the same Products screen.

From this display you can: **Add** a new product, **Edit** a product or **Delete** a product.

| Name                    | ID |
|-------------------------|----|
| Alamycin LA 300         | 8  |
| Cattlemax               | 7  |
| Estromil                | 6  |
| Nilzan                  | 5  |
| Nitromec                | 4  |
| Pestigard               | 3  |
| Selenium LA             | 2  |
| Trivalent Tick Fever    | 1  |
| Ultravac 5 in 1         | 10 |
| Websters 5 in 1 Vitamin | 9  |

☐ Include Inactive

Buttons:

- When adding a new product, select the **Type** of product it is (a Vet. Product is all vaccines/drenches etc.) and enter all other details of that product.
- To link it to a treatment select the appropriate treatment from the dropdown list in the **Used in Treatment** section.
- Click on the **OK** button to accept the data.
- This product can be edited or deleted at a later date. However if the product is no longer in use it is recommended that it is made inactive by ticking the **Inactive** box when editing the product.

Product: Ultravac 7 in 1

Buy Units: mls

Unit of Use: mls

Withholding Period (days): 0

ESI (days): 0

Discard after opening (days):

Used in Treatment: Vaccination

Applied at the rate of 2.50 mls Per kg

Notes:

☐ Inactive

Buttons:

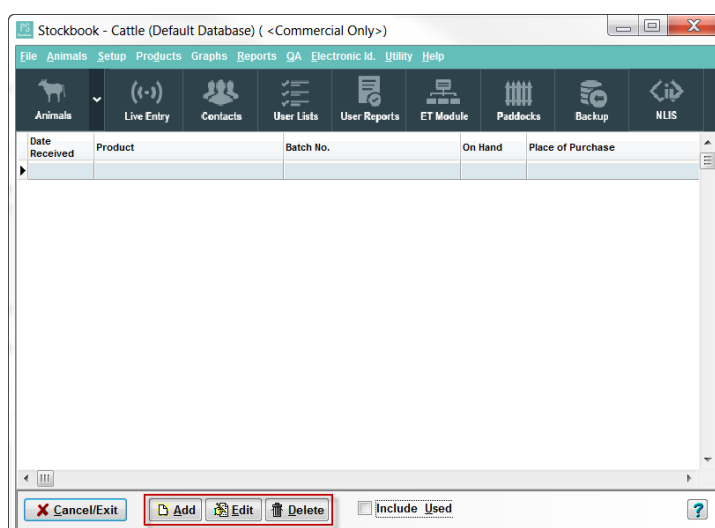
*Note: After you add the withholding period in days, whenever that product is applied during a treatment the withholding period is added to the treatment date, giving a release date. The animal or paddock will be displayed in red text indicating it is in a withholding period. An attempt to sell this animal will give a warning, as will attempting to move animals into a paddock that is in a withholding period.*

### 3.3.7 Product Purchases

Products can be entered with batch numbers and quantity on hand to assist you in keeping an inventory of the chemicals and treatments on your property. This setup is essential if you are participating in a QA program.

- Click on **Setup > Product Purchases** or **Products > Product Purchases** menu option.

This will bring up a list of products that are currently on hand. You can **Add**, **Edit** and **Delete** products in this section. They will all need to be linked to an existing treatment/product.



#### Add a Product Purchase

- Click on the **Add** button at the bottom of the screen.
- Enter all details relating to the product.  
If the product does not have a batch number Stockbook will generate a batch number automatically within the program.
- Once all of the details have been entered, click on the **OK** button to save.

- Products can be edited and deleted at any point in time however once a specific product has been used against an animal that is not advised.
- *Note: This step does not need to be completed in the initial setup but is important to keep track of your chemical and treatment stocks in the future.*

### 3.3.8 Setup Veterinary Activities

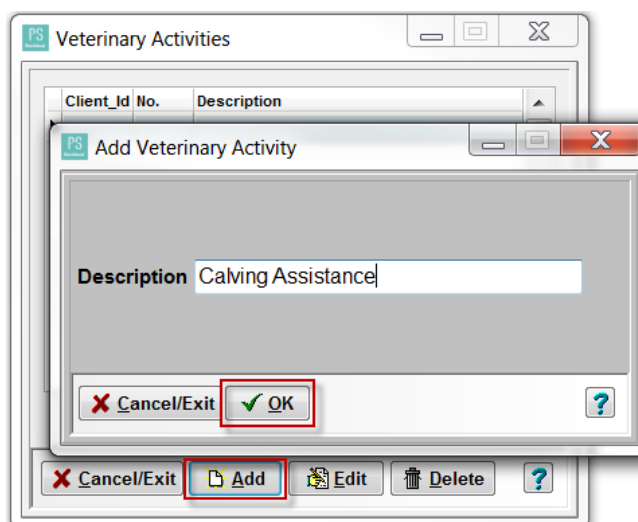


Veterinary Activities relate to **procedures** that are of a general nature and do not require the **use of a product**. (E.g. Brucellosis Testing, Eye Operation, Feet Trimming). You can define as many different activities as you like.



Click on **Setup > Veterinary Activities** menu option.

- From this display you can: **Add a new veterinary activity, Edit a veterinary activity or Delete a veterinary activity.**



### 3.3.9 Setup Cost Events

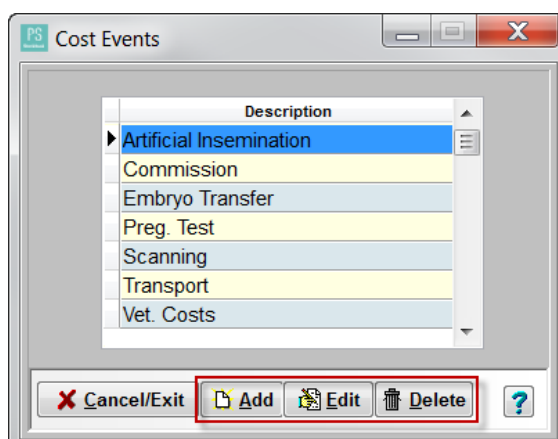


Cost Events are descriptions that you can setup as standard descriptions for recording animal costs, e.g. Transport, yard dues, commissions etc. You will notice there is already an extensive list setup in this area of the program.



Click on **Setup > Cost Events** menu option.

- From this display you can: **Add a new cost event, Edit a cost event or Delete a cost event.**
- You will note that only a description can be entered in this list. When this cost is applied to a specific animal or group of animals the price itself and further details can be applied.



### 3.4 Setup User Options


User options allow you to customise parts of Stockbook.

 Click on **Setup > User Options** menu option.

The six user option tabs are:

- General
- Options
- Screen
- User Fields
- Colours
- Animal Display


Suggested areas to setup initially are:

 **Go to General tab** – Enter your trading name. This is the name you would like to appear at the top of any reports generated through Stockbook.


Installation type must be set on “Normal User” (Both for Stud and Commercial users) unless the program is being operated by a Breed Society. E.g. You are an actual Breed Society.


Performance Recording System is only used if you submit data to a performance recording system.

 **Go to Options tab** – select your preferences by ticking or unticking the boxes.

 **Go to User Fields tab** – This allows you customise/change the labels on the ‘Main Animals’ screen. It is advisable to keep alternate ID and NLIS ID as is.

Enter **Colours** in between the User Fields and Animal Display tab.

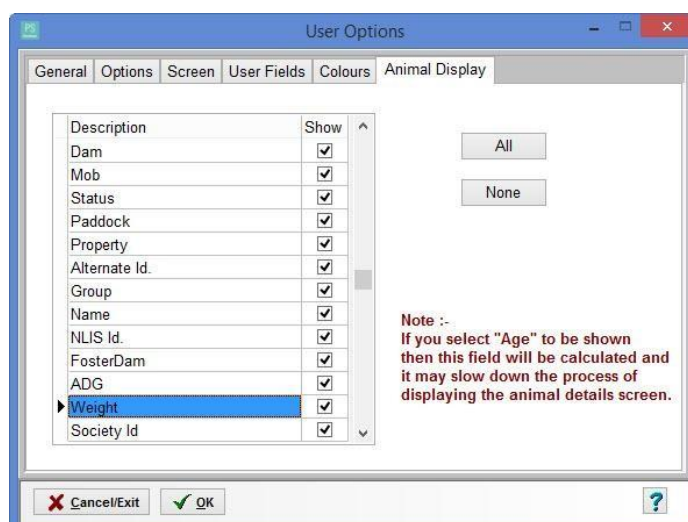
 **Go to User Colours tab** - This allows you to change the colours for the buttons within Stockbook and set colours for the highlight of animals. This is not essential or advised to be changed as you are first setting up the program.

 **Go to Animal Display tab** – This allows you customise your main animal display screen.

Put a tick in the box beside each field you would like to have displayed.

Once you have completed the choice of the fields you would like displayed, click on the **OK** button.

*Note: The weight option displays the last weight taken for that animal. The Micron option (for sheep producers) displays the last Micron measured.*



*Note: If you will be using Stockbook for a stud operation please complete section 5 of this guide before adding your animals.*

## 3.5 Backing Up

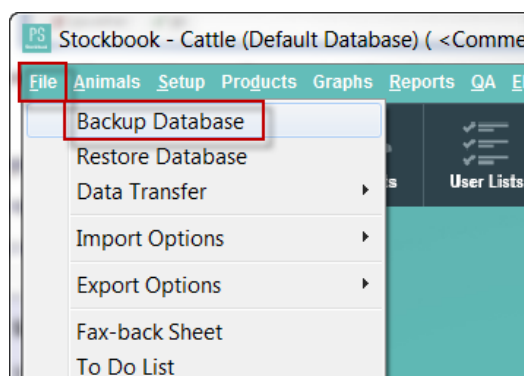


As referred to previously backing up is an important process in ensuring your data is not lost at any point.

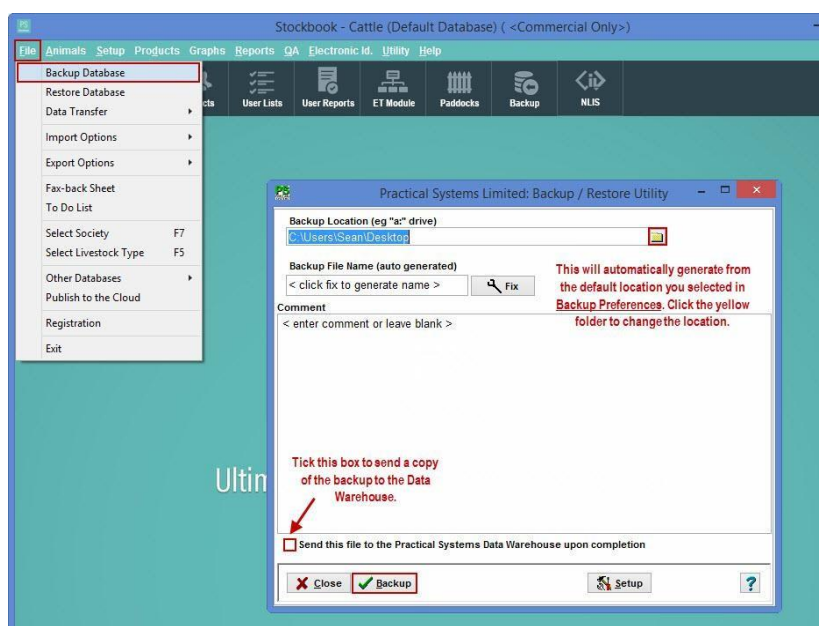
We advise completing a backup following the steps below before adding new animals into your program.

### Steps to completing a backup:

- Click on the **File > Backup Database** menu option.



- Select a location to save the backup to if you would like it saved in another location other than the default.
- Click on the **Fix** button to generate a backup name.
- Tick **Send this file to the Outcross Systems Data Warehouse** upon completion if you would also like to send it to the Data Warehouse.
- Click on the **Backup** button.
- Your backup will now be completed and sent to the selected location.

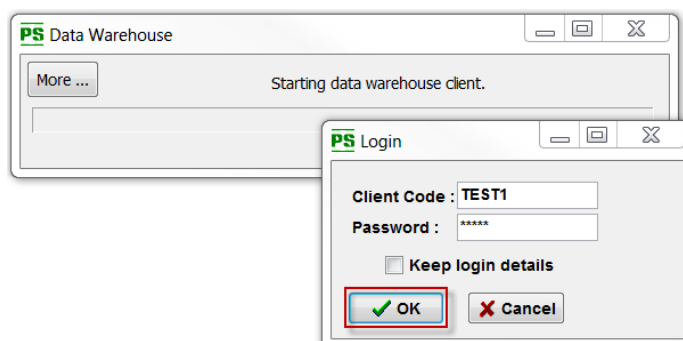


If you chose to **Send a copy of the backup to the Outcross Systems Data Warehouse:**

- Click **OK** to the information message: 'Backup completed' to complete the local backup.
- Click **OK** to the Information message: 'You will now be asked to login to the data warehouse server. Once logged in your backup will be uploaded.'
- You will be required to login to the Data Warehouse using you **Client ID** and **Password**




(the first time you login your password will be you Client ID, and you will be prompted to set a new one, see section 3.2.1)

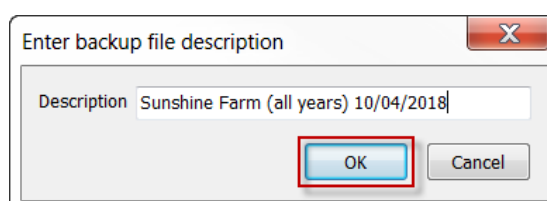


 You now have the option to **Password Protect** the backup, this is completely optional.

- Click **Next** to continue. *(Note: if you forget this password, Outcross Systems cannot help you retrieve this backup.)*



 Enter a backup file description, such as the date of the backup or the activity that you completed in Stockbook that session.



 Click **OK** to the Information message: 'The File has been successfully uploaded to the server.'

### 3.6 Restoring a Backup

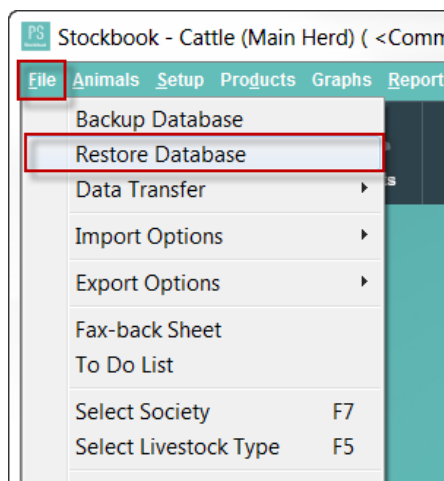


In the event of things going pear shaped, you can simply restore your backup that you made prior to your changes.

However be aware that restoring a backup will overwrite all data currently in the program and it will not be able to be retrieved if it was wrongly overwritten.

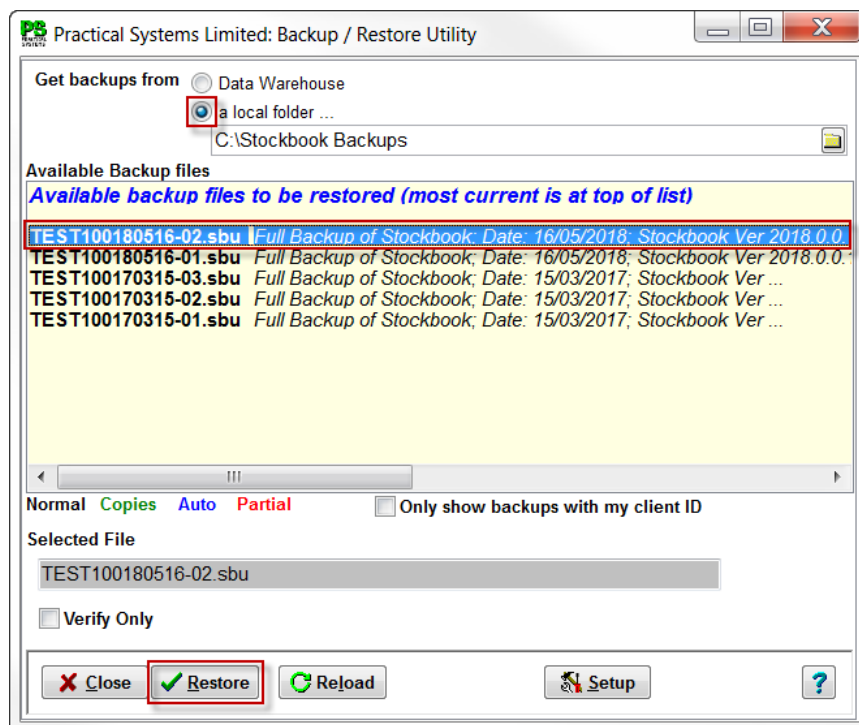
To restore a backup:

- Click on the **File > Restore Database** menu option.

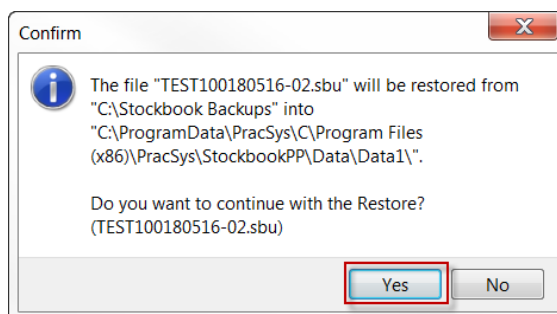


#### To Restore from a local folder:

- Get backups from** – click on a **local folder ...** radio dial to select.
- Click on the backup file to be restored (the most current is at the top of the list.)
- Note: the selected file will be highlighted blue.*
- Click on the **Restore** button.



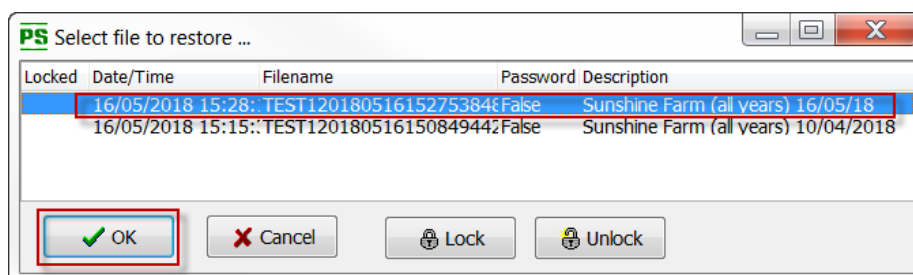
- Click **Yes** to the following Confirm message (or something similar):



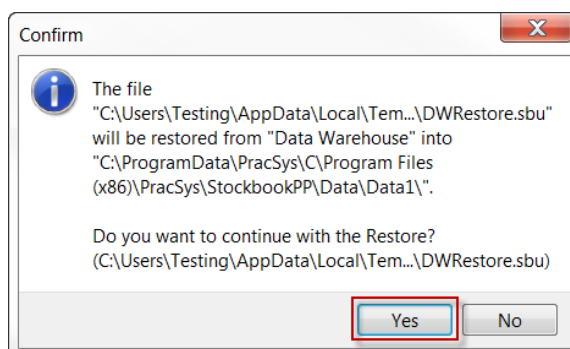
- Click **OK** to the Information message: 'Restore completed'

#### To Restore from the Outcross Systems Data Warehouse:

- **Get backups from** – click on **Data Warehouse** radio dial to select.
- Click on the **Restore** button.
- In the **PS Login** window enter your **Client Code** and **Password**, then click on the **OK** button.
- Click on the most recent backup (which appears at the top of the list) to select.
- *Note: the selected file will be highlighted blue.*
- Click on the **OK** button.



- Click **OK** to the Information message: 'The File has been successfully downloaded from the server.'
- Click **Yes** to the following Confirm message (or something similar):



- Click **OK** to the Information message: 'Restore completed'

## 4 Adding your animals Into Stockbook

- ☞ There are various methods of adding your existing animals for the first time. The following illustrates how to manually add animal details.
- ☞ For a full list of methods for adding animals refer to section 4.2 of this quick start guide.

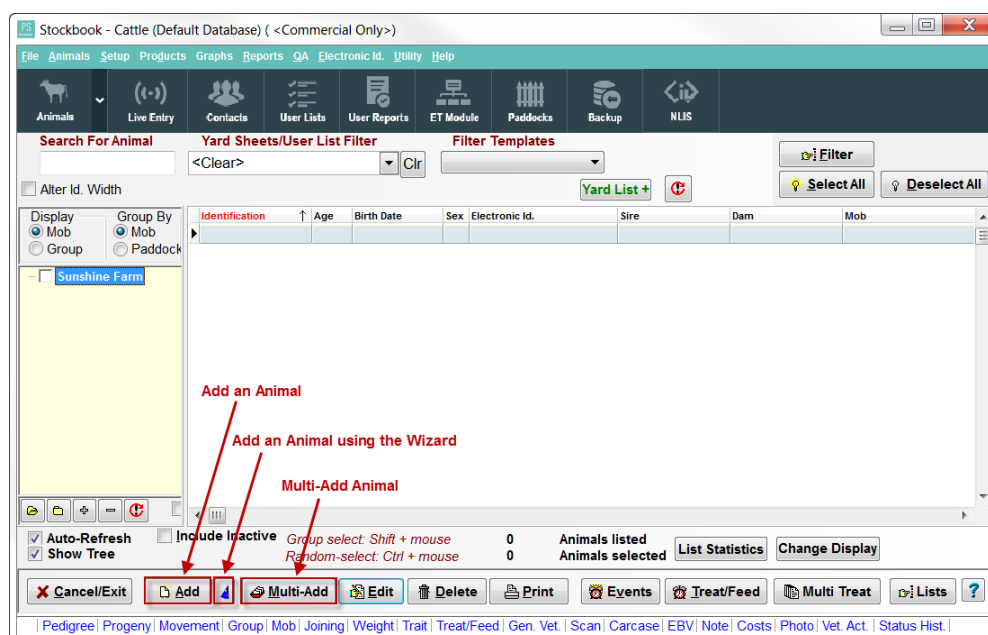
### 4.1 Manually Adding Animals into Stockbook

There are a few options for manually adding animals:

**Option one** – Use the **Add button** from the main animal screen (see section 4.1.1)

**Option two** – Use the **Add animal wizard** (see section 4.1.2)

**Option three** – Use **Multi-Add** (see section 4.1.3)



### 4.1.1 Using the Add button



The Add button allows you to enter as little or as much information as you require.

- If you do not enter a Primary ID ( Visual ID) Stockbook will generate one for the animal.

*Note: If the dam and sire are not animals in Stockbook already they will not be able to be added in the animal details initially.*

### 4.1.2 Using the Add Animal Wizard



The add animal wizard steps out the process of adding an animal over a series of 4 screens. If you do not add a primary Id (VID), Stockbook will generate one for you.

*Note: If the dam and sire are not animals in Stockbook already they will not be able to be added in the animal details initially.*

### 4.1.3 Using the Multi-Add



Multi-Add allows you to add a number of animals either by allocating a specific Visual ID range or by retrieving tag numbers from an unallocated tag list.

**Multiple Animal Addition** specific range

Id. Fixed  Number of Animals

Id. Start No. A001 Id. Finish No. A500

Alternate Id.

Birth Date

Sire

Breed  Breed %

1  2  3  4  5  6

Colour  Average Weight

Horn  Wt. Obs. Code

Owner  TTag/Flock

Gen.Mgt.Grp.

*Colour Indicates required information*

Sex  
☒ Female  
☐ Male  
☐ Castrate  
☐ Undefined

Origin  
☒ Purchased  
☐ Agisted/Leased  
☐ Bred

Date Purchased/Agisted

Vendor/Owner

Price  ☒ \$/hd ☐ c/kg


Q.A. ☐

Weigh Date

Assign Ids. by  
☒ Specific Range  
☐ Unallocated Tags

Save To List

## 4.2 Methods for Entering Animals into Stockbook

 As mentioned, there are various methods of adding your existing animals for the first time. The following table illustrates the various options for entering animals into Stockbook. Use this table to help you decide the easiest way to enter your animals based on your type of operation, equipment and animal information you have.

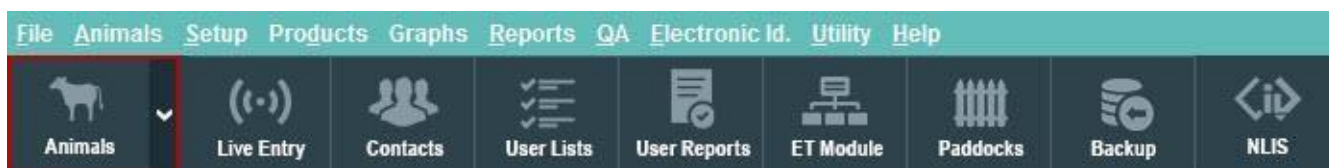
The manual entry methods are a slower process of adding animals, so if any of the below apply to you please contact Outcross Systems support team or go onto our online knowledge base for more information.

| <b>Method of entry into Stockbook</b>   | <b>Equipment Needed</b>   | <b>Recommended for</b>   | <b>Ease of use</b>   |
|---|---|--|--|
| <b>Manual Data Entry via the add animal, add animal wizard or Multi add screen. Starting at your oldest animal first.</b> | Stockbook, computer, Visual Id numbers and animal details.  | This method is recommended for small herds/flocks.   | Easy   |
| <b>Data Extraction from your Breed Society.</b>   | Data Extraction forms are available from Outcross Systems.  | This method is recommended for setting up Stud animals.  | Easy   |
| <b>CSV Import or import from data collector file.</b>   | Stockbook, Computer, Excel file converted to a CSV file or data collector file.   | If you have animal information in excel spread sheets (note this will need to be saved as CSV files before importing into Stockbook. You can also import files that been created from data collectors. | Moderate knowledge of excel & CSV files required.              |
| <b>Import data direct from collector</b>  | Stockbook, Computer, Data collector.  | This allows you to import direct from your weigh scales.   | Moderate knowledge of hardware required.                       |
| <b>Transfer data from reader</b>  | Stockbook, Computer, Reader with storage.   | This allows you to add animals by downloading direct from your reader.   | Moderate knowledge of hardware required.                       |
| <b>Using the laptop screen</b>  | Stockbook & laptop computer to use in yards. readers and scales can be directly plugged into the laptop but are not essential for using the lap top screen. | This option offers a quick effective method of adding animals.   | Ability to operate lap top computer and hardware in the yards. |
| <b>Download a tag bucket file from NLIS database</b>  | Stockbook, Computer with internet access.   | This method allows you to download existing animals and unassigned tags assigned to your PIC from the NLIS database. This information can then be imported into Stockbook.                             | Moderate knowledge of Stockbook & the NLIS database.           |

*Note: These methods are all effective in adding your animals into the program. A combination of these methods may be the best option for your operation. Please contact us for more assistance and further information if required.*

## 4.3 Animal Types

Once your animals are entered your animals into Stockbook they can be seen by clicking on the **Animals** icon.



There are three types of animals in Stockbook. Current, Inactive and Archived. Please refer below to determine the appropriate status of your animals:

1. **Current Animals** - The current animals are ones on your farm at this moment.
2. **Inactive Animals** - The inactive animals are those animals that have been disposed of, (either sold or died). You can still view these animals on the main data base, look up their history and include them in reports. These animals can be viewed by ticking the **Include Inactive** box at the bottom of the main animals screen. Animals that are entered on the database for pedigree only purposes will also be marked as inactive animals.
3. **Archived Animals** - Animals that have been made inactive can be archived. This procedure removes the animals from the current animal list and moves them to an archived database. The benefit of this procedure is to reduce your current animal list. Archived animals can be returned to the current animal list if needed.



## 5 Additional Setup for Stud Users



This additional setup is done primarily to facilitate the transfer of data to and from Sheep Genetics, ABRI and Breed Societies.

We have outlined the necessary steps to enable this function.

### 5.1 Society and Stud Setup for Stud Cattle



Complete the steps below to enable data import and export between Stockbook, your Breed Society and ABRI.




Click on the **Setup > User Options** menu option.

In the **General** tab, fill out the applicable details as shown in steps 1 – 4 below.

- **Current Animals** - The current animals are ones on your farm at this moment.
- **Trading Name** – This is the name that will appear at the top of all your reports.
- **I am a ....**                      **Normal User**  
   **Breed Society**
- **QA Accred. No.** – Quality Assurance (Cattle Care) Accreditation Number.
- **QA Expiry Date** – Quality Assurance (Cattle Care) accreditation expiry date.
- **Performance Recording System** – If you submit data to a performance recording system, you specify the system that you use. E.g. Breedplan.
- **Commercial animal Id Prefix** – If you want the Primary Id. for all commercial animals to start with a common set of characters, you can enter that prefix here.
- **Password Protect** – If you want to prevent unauthorized access to your Stockbook data, you can define a password that must be entered every time Stockbook is started. Tick the “password protect” box and enter a password. You will need to verify the password.  
If you ever want to remove password protection, just untick the “password protect” box.
- **Enable Auditing** – Auditing records every change that a user makes within Stockbook. This is only useful if you have multiple users setup and you wish to keep check of the changes made by each user.
- **I am using ...**                      **NLIS** (National Livestock Identification System) - Australia  
   **NAIT** (National Animal Identification & Tracing) New Zealand

In the **Options** tab, it is advised to review your settings.

- Tick the following boxes that are applicable.
- Click on the **Help** button  for further explanation of check box options.
- Click **OK** to save selection.

The 'User Options' dialog box has tabs for General, Options, User Fields, Colours, and Animal Display. The 'Options' tab is active. It contains the following fields and controls:

- Trading Name:** Text box containing 'Sunshine Farm Pty Ltd'. Red arrow points to it with text '2. Enter a Trading Name'.
- I am a ...:** Radio button group with 'Normal User' selected and 'Breed Society' unselected. Red arrow points to it with text '1. Set to Normal User'.
- QA Accred. No.:** Text box.
- QA Expiry Date:** Date picker.
- Performance Recording System:** Dropdown menu set to 'Breedplan'.
- Commercial animal ID Prefix:** Text box containing 'SF'.
- Password Protect:** Unchecked checkbox.
- Enable Auditing:** Unchecked checkbox.
- I am using ...:** Radio button group with 'NLIS' selected and 'NAIT' unselected. Red arrow points to it with text '3. Review settings in the Options tab'.
- Buttons:** 'Cancel/Exit' and 'OK' (highlighted with a red box and arrow with text '4. Click OK to finish').

Click on the **Setup > Society Details** menu option.

Enter this below the first line please:

- **Choose a Society** from the drop down box if you have purchased the stud version of Stockbook.
- Enter your **Society Email** details - this will be necessary for data transfer.
- Enter your **Herd Ident.** This is the identification that will be assigned to your animals Society ID if auto-calculated by Stockbook.
- Enter your **Correspondence/Membership No.**
- Enter the **Animal Name Prefix** this is normally used as the first part of the name of any new animal that you enter into your system. These are characters that are allocated to you by your society.
- Select the **Breed** from the drop down list.
- Tick the following boxes that are applicable to you and ensure that they are according to your society's requirements.
- Click on the **OK** button.

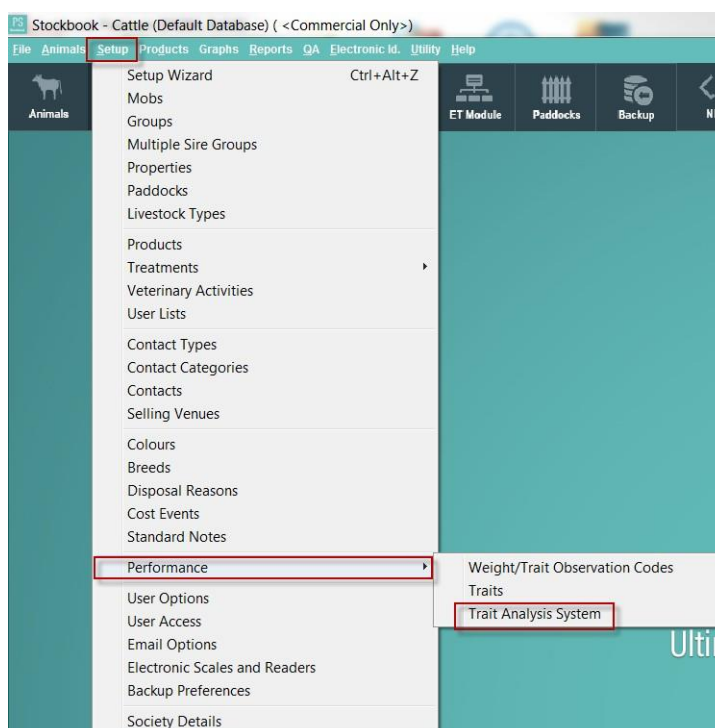
*Note: If you choose for Stockbook to auto-calculate the society IDs it will calculate them based off the visual ID.*

The 'Setup Society Details' dialog box contains the following fields and controls:

- Choose a Society:** Dropdown menu set to 'ANGUS (AUST.)'. Red arrow points to it with text 'Select Breed and Society from the drop down lists.'
- Society Name:** Text box containing 'Angus Society of Australia'.
- Society Email:** Text box.
- Herd Ident.:** Text box.
- Correspondence/Membership No.:** Text box.
- Animal Name Prefix:** Text box.
- Breed:** Dropdown menu set to 'Angus'. Red arrow points to it with text 'Select Breed and Society from the drop down lists.'
- Checkboxes:** A list of checkboxes for various breeds and attributes. Red arrow points to the first checkbox with text 'Ensure you tick the correct boxes according to your society's requirements.'
- Buttons:** 'Cancel/Exit' and 'OK' (highlighted with a red box).

## 5.1.2 Setup Performance Recording for Cattle

- 👉 Stockbook gives you the flexibility of setting up your program for any trait analysis system (e.g. EBV's, EPD's etc.). However, to do that it requires you to tell it which system you are using and which values you want used with their names.
- 👉 Complete the steps below to Setup your Trait Analysis System for Cattle.
- Click on the **Setup > Performance > Trait Analysis System** menu option.



- Click **Set Standard Breedplan** at the bottom of the screen. This will default your traits to those used by Standard Breedplan.
- Select the EBVs and breed objects you require by ticking the **Use** box in the column.
- Select **Estimated Breeding Values** from the drop down box for the **Trait Analysis system**.

Assign Trait Names for "Cattle" using Estimated Breeding Values

| No. | Use                                 | Code   | Description           | High Colour | Print                    | High | Low Colour | Print                    | Low | Decimals | % |
|-----|-------------------------------------|--------|-----------------------|-------------|--------------------------|------|------------|--------------------------|-----|----------|---|
| 1   | <input checked="" type="checkbox"/> | BthWt  | Birth Weight          | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 2   | <input checked="" type="checkbox"/> | 200 M  | 200 Day Milk          | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 3   | <input checked="" type="checkbox"/> | 200 G  | 200 Day Growth        | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 4   | <input checked="" type="checkbox"/> | 400 G  | 400 Day Growth        | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 5   | <input checked="" type="checkbox"/> | 600 G  | 600 Day Growth        | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 6   | <input checked="" type="checkbox"/> | 900 G  | 900 Day Growth        | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 7   | <input checked="" type="checkbox"/> | Matl   | Maternal              | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 8   | <input checked="" type="checkbox"/> | B.Mil  | Birth Weight Maternal | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 9   | <input checked="" type="checkbox"/> | GL     | Gestation Length      | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 10  | <input checked="" type="checkbox"/> | SS     | Scrotal Size          | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 11  | <input checked="" type="checkbox"/> | DC     | Days To Calving       | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 12  | <input type="checkbox"/>            | Rib    | Rib Fat (Old)         | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 13  | <input type="checkbox"/>            | Rump   | Rump Fat (Old)        | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 14  | <input type="checkbox"/>            | EMA    | Eye Muscle Area (Old) | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 15  | <input type="checkbox"/>            | EMYkg  | Est. Meat Yld. kg     | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 16  | <input type="checkbox"/>            | EMY %  | Est. Meat Yld. %      | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 17  | <input checked="" type="checkbox"/> | CE Dir | Calving Ease Direct   | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 18  | <input checked="" type="checkbox"/> | CE.MI  | Calving Ease Maternal | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 19  | <input checked="" type="checkbox"/> | MCow   | Mature Cow            | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 20  | <input checked="" type="checkbox"/> | C.Wt   | Carcase Weight        | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |

Select the EBV's and Breed objects you would like to use.

Use All Use None **Set Standard Breedplan**

Trait Analysis System Estimated Breeding Values **For "Cattle"**

Close Initialise High Colour Low Colour Clear Colours Print

You can double-click on either the high- or low-colour column to set/change the colour.

*Note: you must select a minimum of one and a maximum of 19 EBV's, at least one Breed Object and a maximum of 6.*

## ***This completes the Society and Stud Cattle Setup***

### **5.2 Flock and Performance Recording Setup for Stud Sheep**



Please complete the steps below to enable data the transfer of data between Stockbook, Sheep Genetics and your Breed Association.




Go to the **Setup > User Options** menu option and follow **steps 1-5** filling out the details.

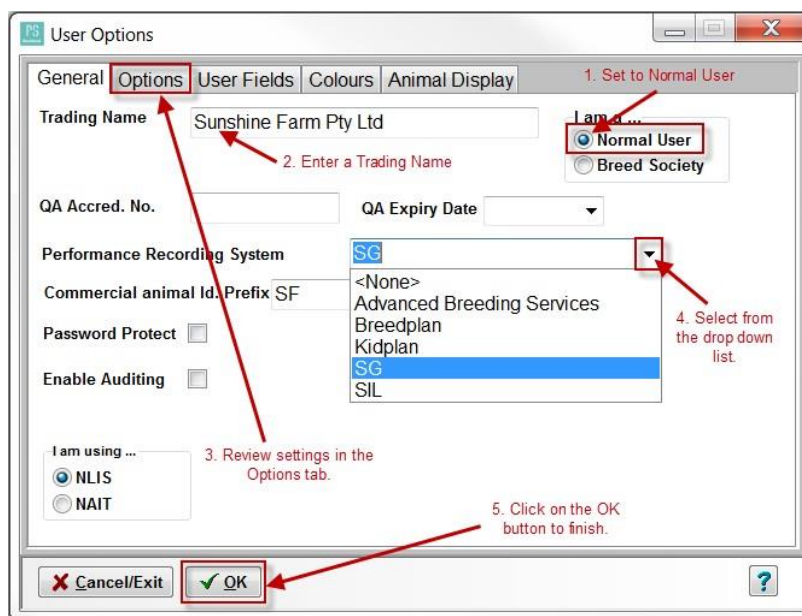
On the **General** tab, fill out the applicable details as shown in steps 1 – 4 below.

- **Current Animals** - The current animals are ones on your farm at this moment.
- **Trading Name** – This is the name that will appear at the top of all your reports.
- **I am a ....**      **Normal User** – select this option.  
                                 **Breed Society**
- **QA Accred. No.** – Quality Assurance Accreditation Number.
- **QA Expiry Date** – Quality Assurance accreditation expiry date.
- **Performance Recording System** – If you submit data to a performance recording system, you specify the system that you use. E.g. SG (Sheep Genetics).
- **Commercial animal Id Prefix** – If you want the Primary Id. for all commercial animals to start with a common set of characters, you can enter that prefix here.
- **Password Protect** – If you want to prevent unauthorized access to your Stockbook data, you can define a password that must be entered every time Stockbook is started. Tick the “password protect” box and enter a password. You will need to verify the password.  
If you ever want to remove password protection, just untick the “password protect” box.
- **Enable Auditing** – Auditing records every change that a user makes within Stockbook. This is only useful if you have multiple users setup and you wish to keep check of the changes made by each user.
- **I am using ...**      **NLIS** (National Livestock Identification System) - Australia  
                                 **NAIT** (National Animal Identification & Tracing) New Zealand

In the **Options** tab, it is advised to review your settings.

- Tick the following boxes that are applicable.
- Click on the **Help** button  for further explanation of check box options.

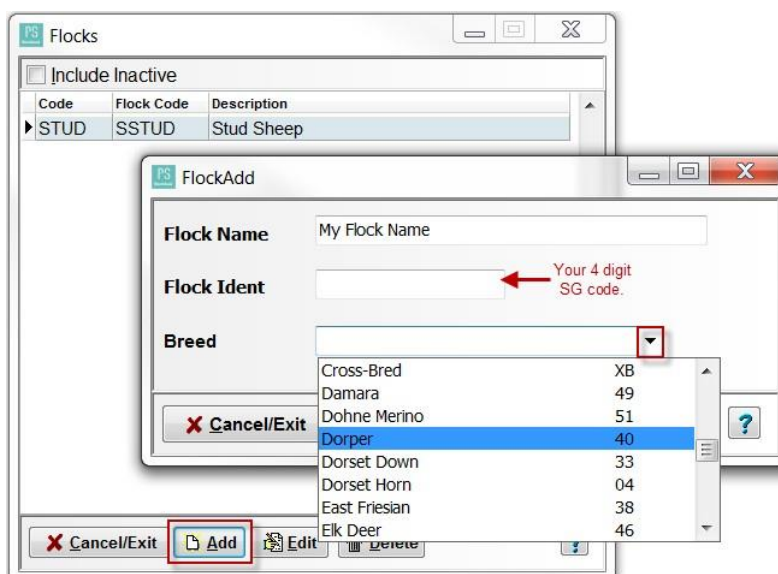
Click **OK** to save selection.



### 5.2.1 Setup Flock Details

Click on the **Setup > Flock Details** menu option.

- Click on the **Add** button.
- Enter your **Flock Name**.
- Enter your **Flock Ident** – this will be your 4 digit Sheep Genetics code.
- Select you breed from the drop-down list.
- Click **OK** to save.

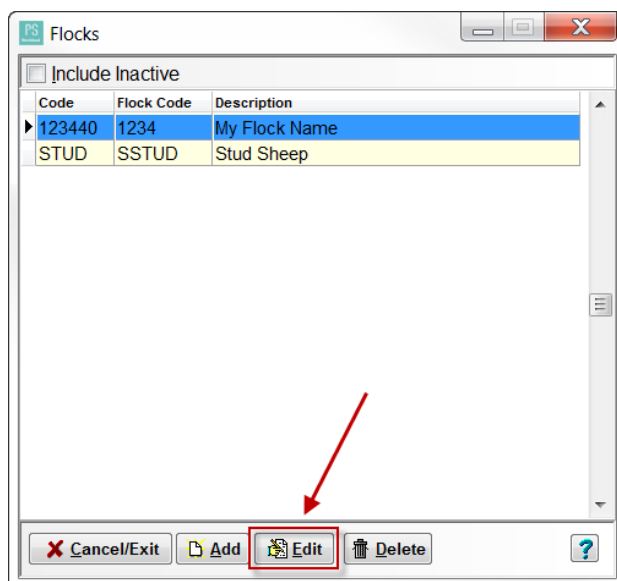



 *If you are registering your lambs with a Breed Association please continue.*

### 5.2.2 Setup Flock Society Details

While still in **Flock Details**, select the Flock to setup society details for, so that it is highlighted blue.

- Click on the **Edit** button.



 Fill out the **Animal Name Prefix** (optional) and tick the **Tick this box if this flock is registered with ABRI** box if applicable.

The 'Setup Society Details' window contains the following fields:

- Description: My Flock Name
- Flock Ident.: 1234
- Animal Name Prefix: (empty)
- Breed: Dorper
- ☐ Tick this box if this flock is registered with ABRI (highlighted with a red box and a red arrow)

At the bottom, there are buttons: 'Cancel/Exit' and 'OK' (highlighted with a red box). A help icon (?) is also present.

 After ticking the **Tick this box if this is registered with ABRI** check box, you will need to enter any specific options for your society.

- Enter your **ABRI Ident.** - which is your three letter prefix.
- Tick any boxes that are applicable to you and your society.

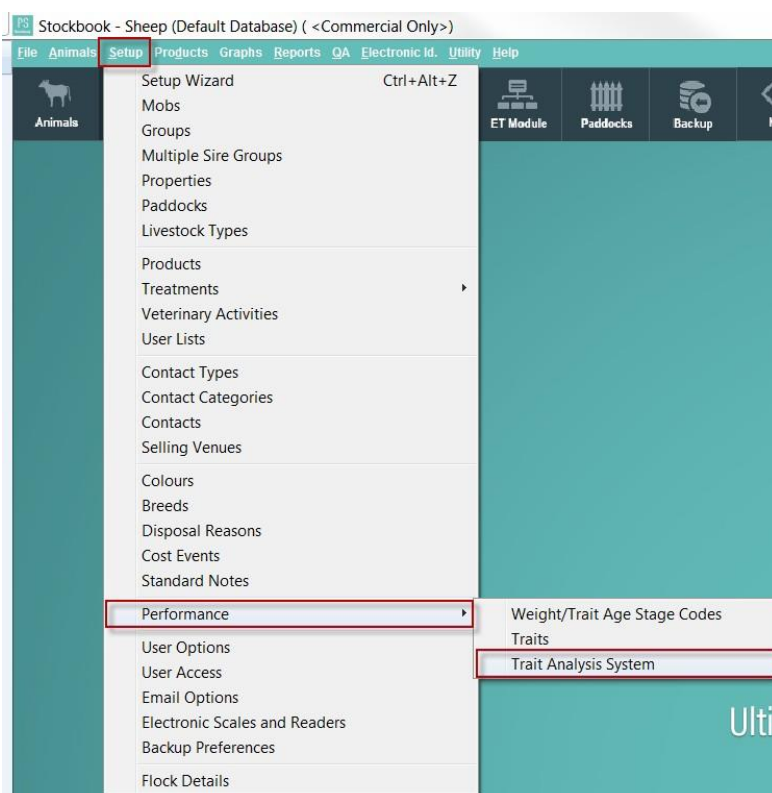
*Note: By ticking **auto calculate society IDs**, Stockbook will calculate your SGID based off your Visual ID, birth date and other society information you have entered.*

### 5.2.3 Setup Performance Recording for Sheep



Complete the steps below to Setup your Trait Analysis System for Sheep.

- Click on the **Setup > Performance > Trait Analysis System** menu option.



Complete the following steps:

- Click **Set Standard Lambplan** button at the bottom of the screen. This will default your traits to those used by Standard Lambplan.
- Select the ASBVs and breed objects by ticking the **Use** box in the column.
- Select **Australian Sheep Breeding Values** from the drop down box for the **Trait Analysis System**.
- Click on the **OK** button.



Assign Trait Names for "Sheep" using Australian Sheep Breeding Values

| No. | Use                                 | Code | Description               | High Colour | Print                    | High | Low Colour | Print                    | Low | Decimals | % |
|-----|-------------------------------------|------|---------------------------|-------------|--------------------------|------|------------|--------------------------|-----|----------|---|
| 1   | <input checked="" type="checkbox"/> | BWT  | Birth Weight              | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 2   | <input checked="" type="checkbox"/> | WWT  | Weaning Weight            | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 3   | <input checked="" type="checkbox"/> | PWWT | Post Weaning Weight       | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 4   | <input checked="" type="checkbox"/> | YWT  | Yearling Weight           | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 5   | <input checked="" type="checkbox"/> | HWT  | Hogget Weighth            | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 6   | <input checked="" type="checkbox"/> | AWT  | Adult Weight              | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 7   | <input checked="" type="checkbox"/> | PFAT | Post Weaning Fat          | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 8   | <input checked="" type="checkbox"/> | YFAT | Yearling Fat              | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 9   | <input checked="" type="checkbox"/> | HFAT | Hogget Fat                | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 10  | <input checked="" type="checkbox"/> | YEMD | Post Weaning Muscle       | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 11  | <input checked="" type="checkbox"/> | YEMD | Yearling Muscle           | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 12  | <input checked="" type="checkbox"/> | HEMD | Hogget Muscle             | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 13  | <input checked="" type="checkbox"/> | YFD  | Yearling Fibre Dia        | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 14  | <input checked="" type="checkbox"/> | HFD  | Hogget Fibre Dia          | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 15  | <input checked="" type="checkbox"/> | AFD  | Adult Fibre Dia           | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 16  | <input type="checkbox"/>            | YGFW | Yearling Greasy Fleece Wt | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 17  | <input checked="" type="checkbox"/> | HGFW | Hogget Greasy Fleece Wt   | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 18  | <input checked="" type="checkbox"/> | AGFW | Adult Greasy Fleece Wt    | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 19  | <input type="checkbox"/>            | YCFW | Yearling Clean Fleece Wt  | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |
| 20  | <input type="checkbox"/>            | HCFW | Hogget Clean Fleece Wt    | <none>      | <input type="checkbox"/> |      | <none>     | <input type="checkbox"/> |     |          |   |

Select the EBV's and Breed objects you would like to use.

You can double-click on either the high- or low-colour column to set/change the colour.

Use All Use None **Set Standard Lambplan**

Trait Analysis System **Australian Sheep Breeding Values** For "Sheep"

Close Init Clear Colours Print

Estimated Breeding Values  
Breeding Values  
Estimated Progeny Differences  
Australian Sheep Breeding Values  
Flock Breeding Values

**Note: you must select a minimum of one and a maximum of 19 ASBV's, at least one Breed Object and a maximum of 6.**

***This completes the setup for Stud Sheep***

**You have now completed the setup of your Stockbook program and can now begin to utilise the program to manage your livestock data.**

**Please contact the support team on 1800 624 688 for any further questions or access our online knowledge base on our website.**



