Animal Identification

4-H members (Grades 3 – 12) must identify all Beef and Dairy Cattle, Goats, Horses, Llamas, Sheep and Swine in the 4HOnline system by the species deadline or earlier county deadline if applicable* to be eligible for exhibition.
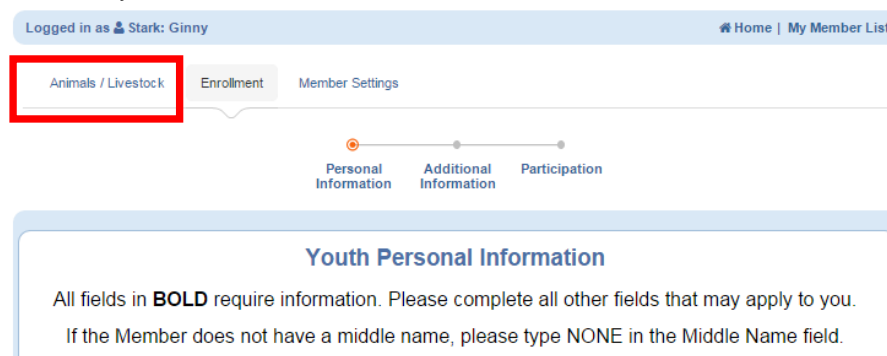
- **Horse and Pony animals must be entered into 4HOnline no later than May 15*.**
- **A color picture must be uploaded for each horse to be eligible for the Indiana State Fair.**
- **Lease agreements must be on file in the county Extension office by May 15.**

Animal Identification in 4HOnline

Before entering animal information into 4HOnline, please make sure you have access to the picture file(s) of your horse(s) on a flash drive, computer hard drive, or from the mobile device which you will be using to complete your Animal ID. Picture files in an email must be save to a jump drive, computer hard drive or mobile device's pictures before proceeding. A maximum of 2 picture files per animal may be uploaded into 4HOnline. The picture must contain the face and all four (4) feet of the animal in the picture. Picture files must be a .jpg, .jpeg, or .png file. Word documents or PDF documents containing pictures are not acceptable. Animal Lease forms should be submitted to your local Purdue Extension Office by the species deadline or earlier county deadline if applicable.

Please complete the following steps to identify your livestock in the 4HOnline system.

1. Login to your family profile at: https://in.4honline.com using your family email address and password you created at the time of family profile creation.
   a. If you have forgotten your password, please use the 'I forgot my password' option on the 4HOnline login page, and you will be sent a new temporary password.
   b. If you turned in a paper 4-H enrollment form, please contact your local Purdue Extension Office for assistance.
2. Click the orange 'Continue to Family' button.
3. Find the 4-H member's name in the Member/Volunteer list for your family.
4. Click 'Edit' next to the 4-H member's name to which you wish to identify animals for in the system.
5. Click the text that says 'Animals/Livestock'.
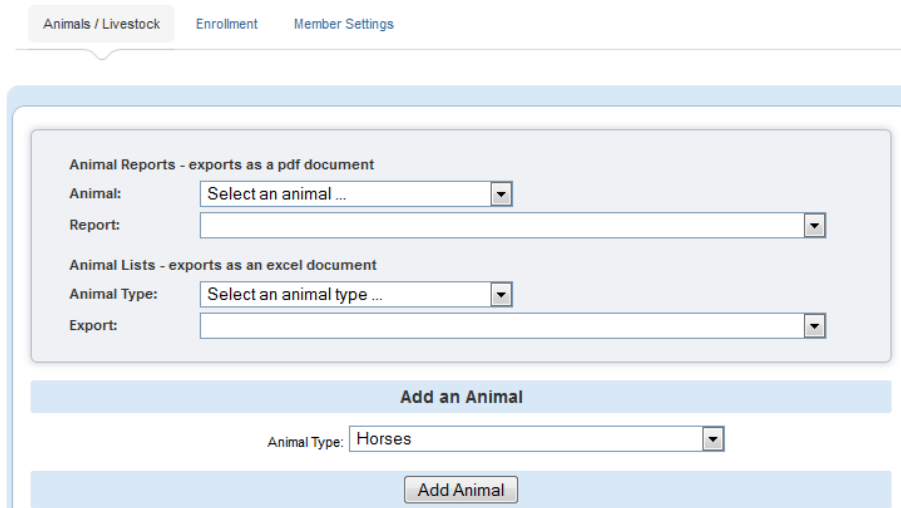
6. Select the Horses as the Animal Type from the Add an Animal drop-down menu.

7. Click the 'Add animal' button.

8. Read the on-screen instructions for Animal ID requirements for Indiana State Fair Exhibition.
9. You must complete all fields with BOLD titles.
10. Complete all other visible fields as applicable.
11. Click the 'Select' button on the Horse Picture 1 field.
12. Navigate to the location of the picture file (This may be on a flash drive, or computer hard drive) and select the picture you wish to upload for the animal.
13. Repeat steps 11 and 12 for Horse Picture 2 if you have another picture to upload for this animal.
14. Once the information is complete and picture file(s) uploaded, click 'Save'.
15. Verify that the animal is now listed in the Animal List below the Add Animal button.
16. Repeat steps 6 – 14 for each animal the member needs to identify.
17. Members are able to edit Animal ID information until the species specific Animal ID deadline. You must save the record to ensure that your changes are made.
18. Click the 'My Member List' in the upper right to return to the list of family members to select another 4-H member to identify animals.

Family Enrollment of Animals

Animals may be co-enrolled within the same family (Siblings and step-siblings). The animals may be listed under a single 4-H member, and at a later point, the animal may be associated with a different sibling. With this capability in 4HOnline, animals do not need to be entered under each 4-H member in the family. It is strongly suggested that at least 1 animal be identified by each member enrolled in the project.

Changing the Animal to another Member of the Family

1. Login to the member record that currently has the animal listed.
2. Click the Animals/Livestock text to navigate to the Animal ID area.
3. Click the Edit/View button next to the animal you need to move to a different member of the family.
4. Use the drop-down menu to change the member the animal is associated, and click Save.
5. Animals may be changed to a different member of the family up to the County and State Fair check-in.