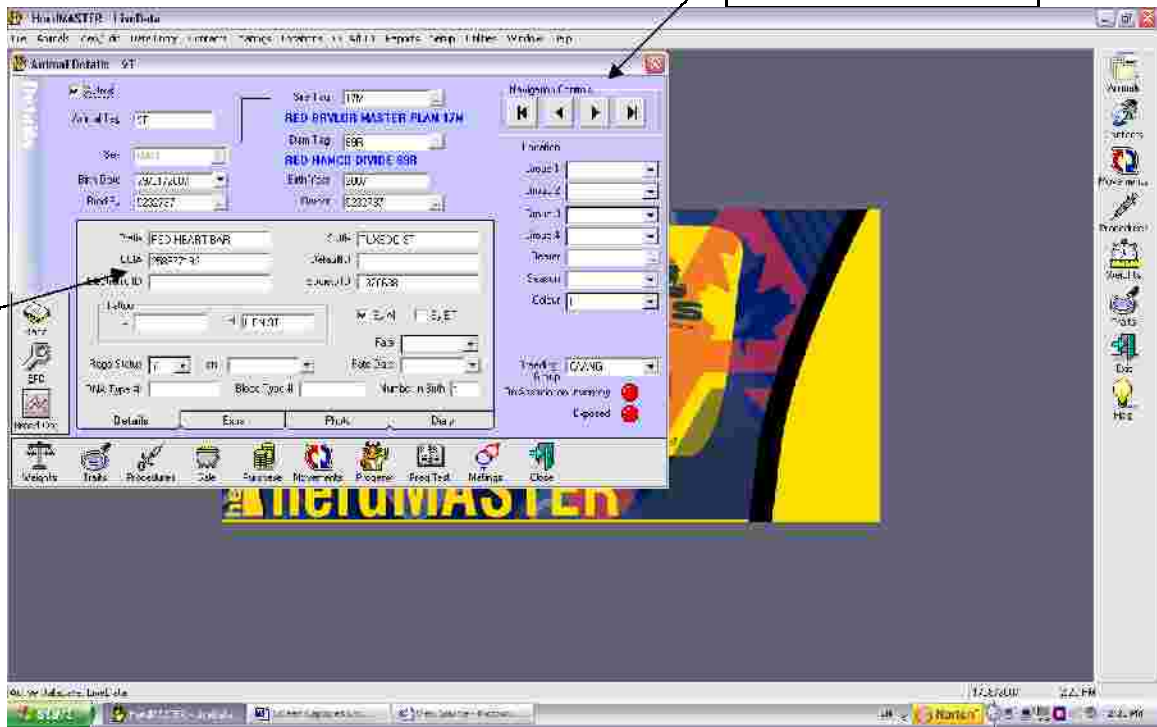


## CCIA AGE VERIFICATION

HerdMASTER will easily generate the age verification file which can be uploaded directly onto the CCIA website.

**IMPORTANT:** Click on CONTACT/CONTACT LISTING and ensure your PIN number has been added to every owner who has livestock which is managed on your farm. Contact the CCIA office if you need your PIN.

1. Enter the CCIA numbers into the CCIA field found on the Animal Details



screen. It is recommended that you create a filter for your calves, open the filter and then you can use the navigate controls to go through each animal details.

Another option is to import your CCIA tags using an electronic tag reader. Please refer to Integrating Electronic tag reader information sheet.

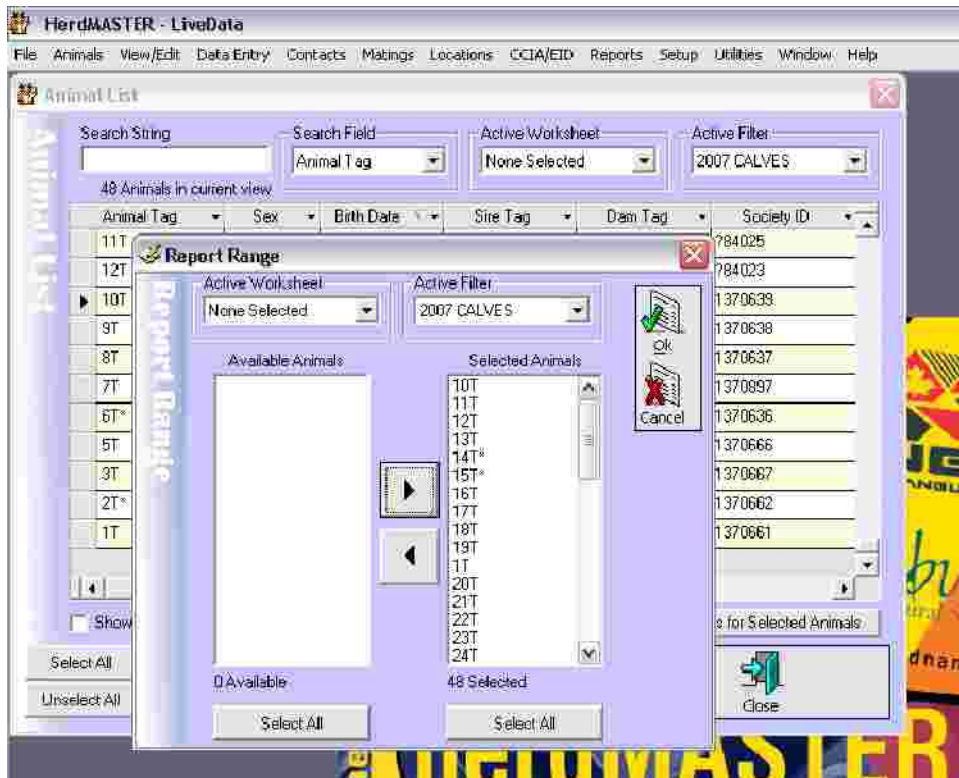
2. Open the filter containing the calves that you want to age verify.



3. Click on CCI/CCIA File Generation



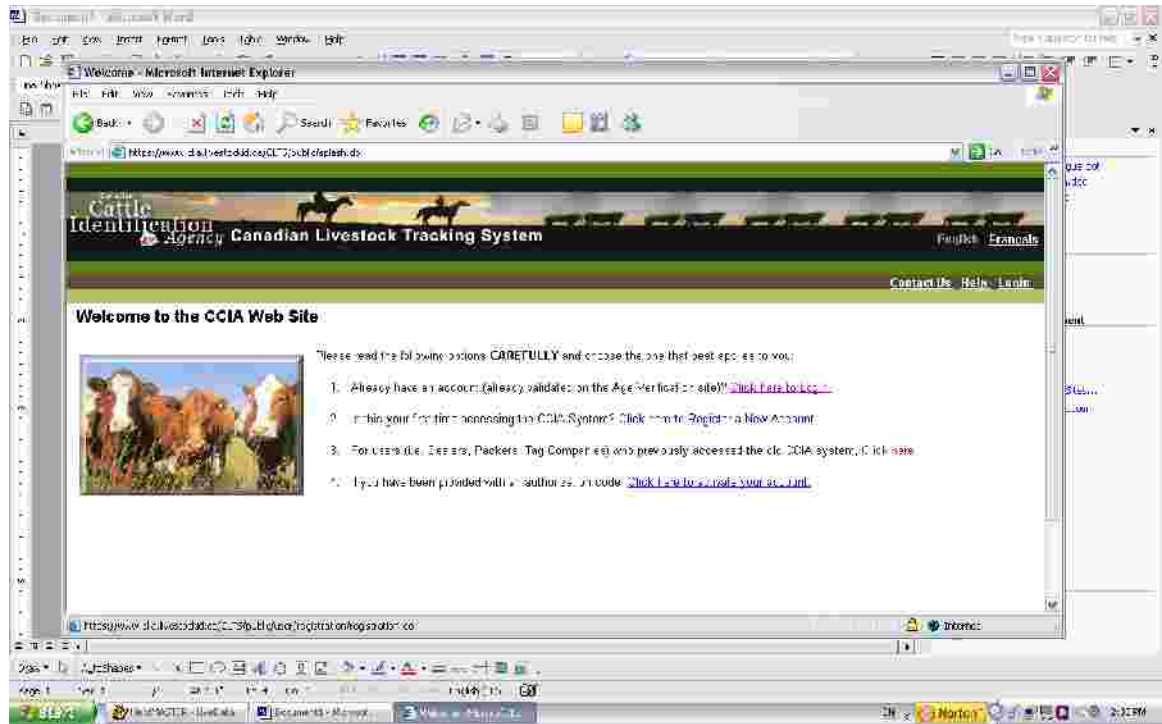
4. Select the animals you want to be included in the ageification report. Click OK.



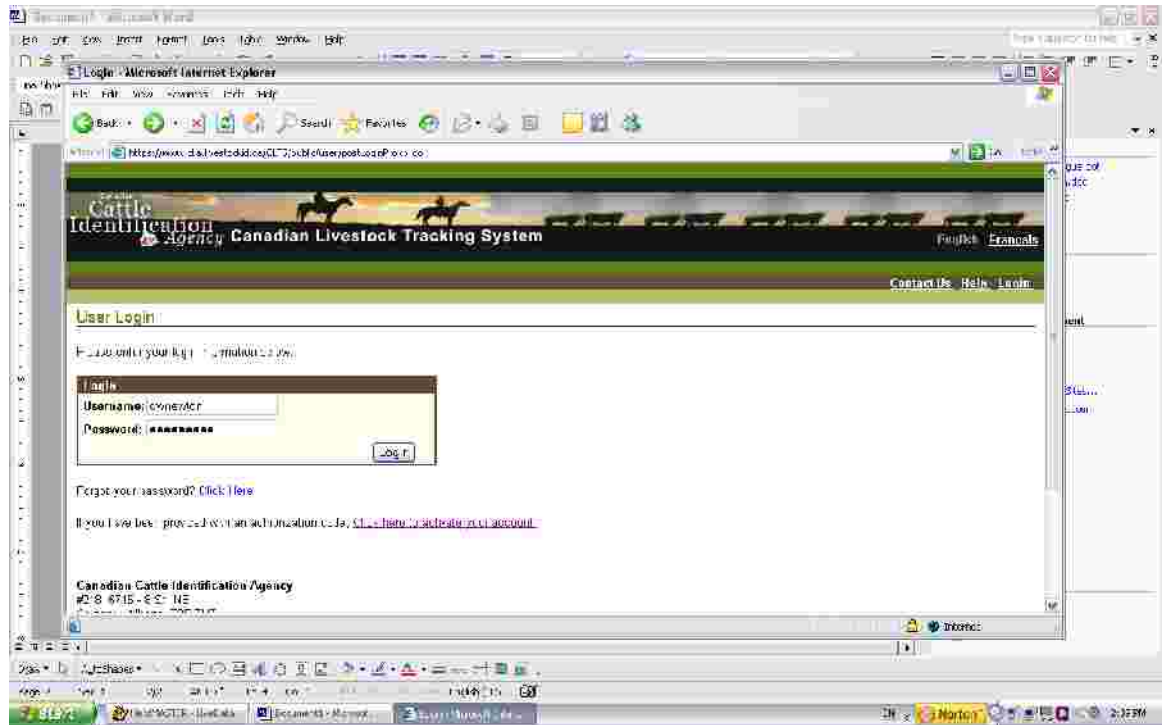


7. You will now have to log on to the system. You will have to have an account with CCIA to use the website. If you don't have an account click on **CLICK HERE TO REGISTER A NEW ACCOUNT** (see step 2) and follow the direction. Once you have an account you will have to Activate your account (see step 4). Contact CCIA for help to obtain access to their website.

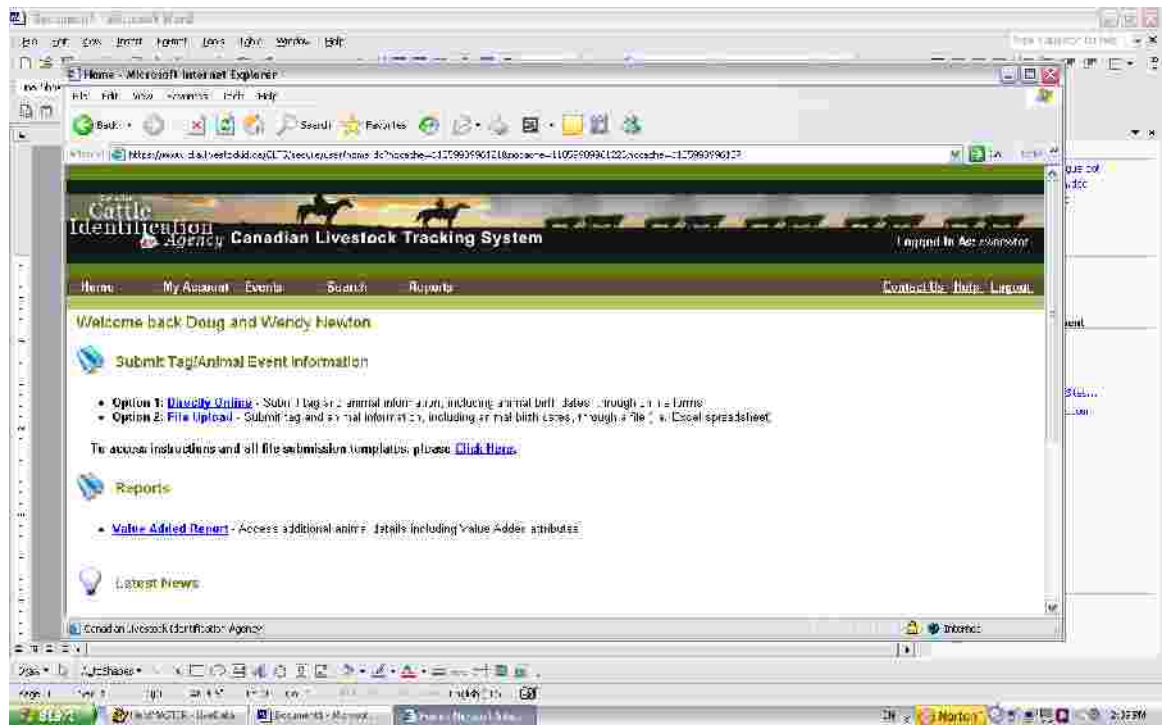
If you already have an account (Step 1) **CLICK HERE TO LOGON**.



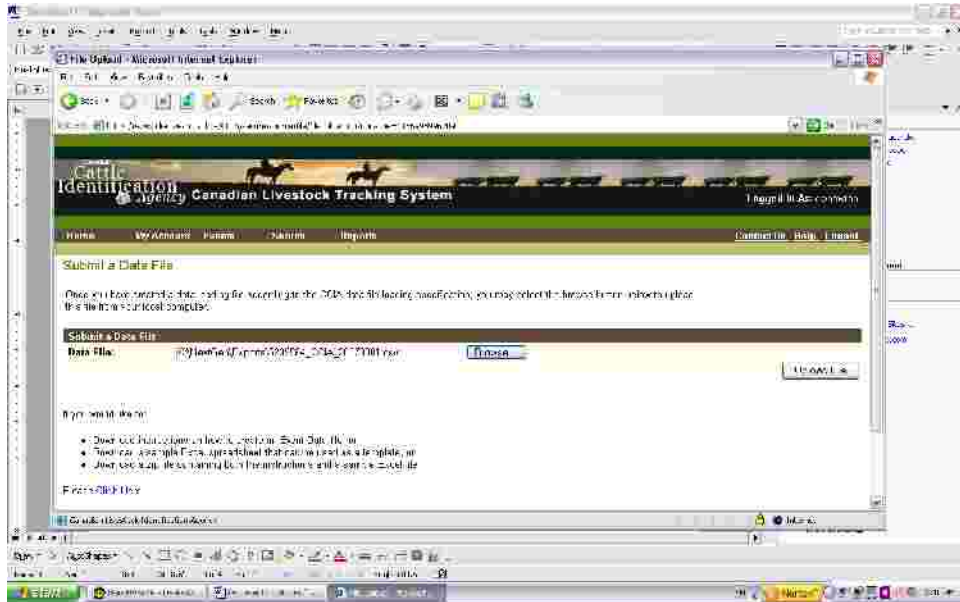
8. Once logged on you will have to enter your username and password. Click Login.



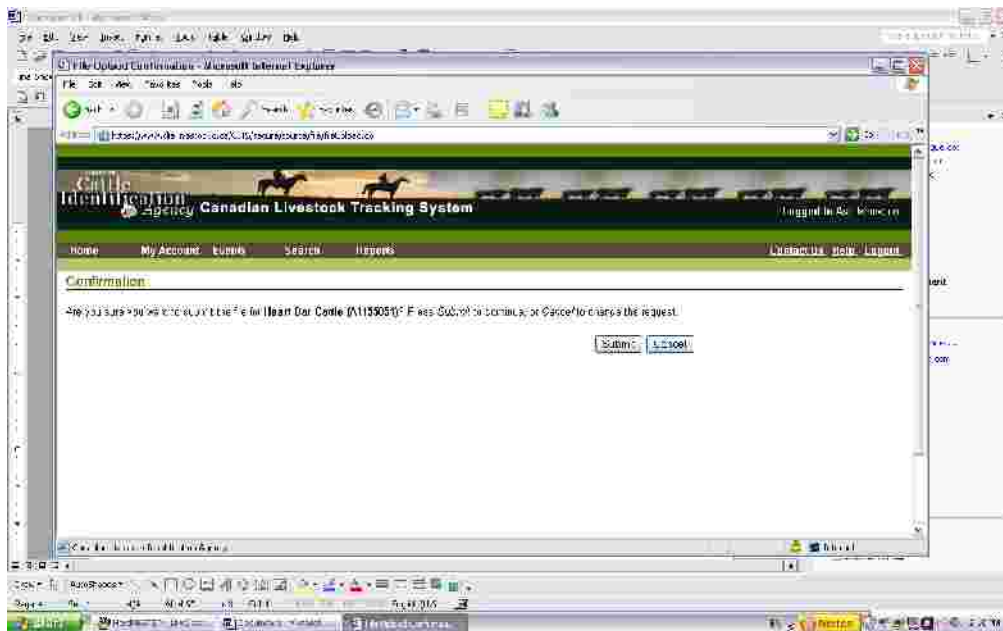
9. Click on Option 2: File Upload.



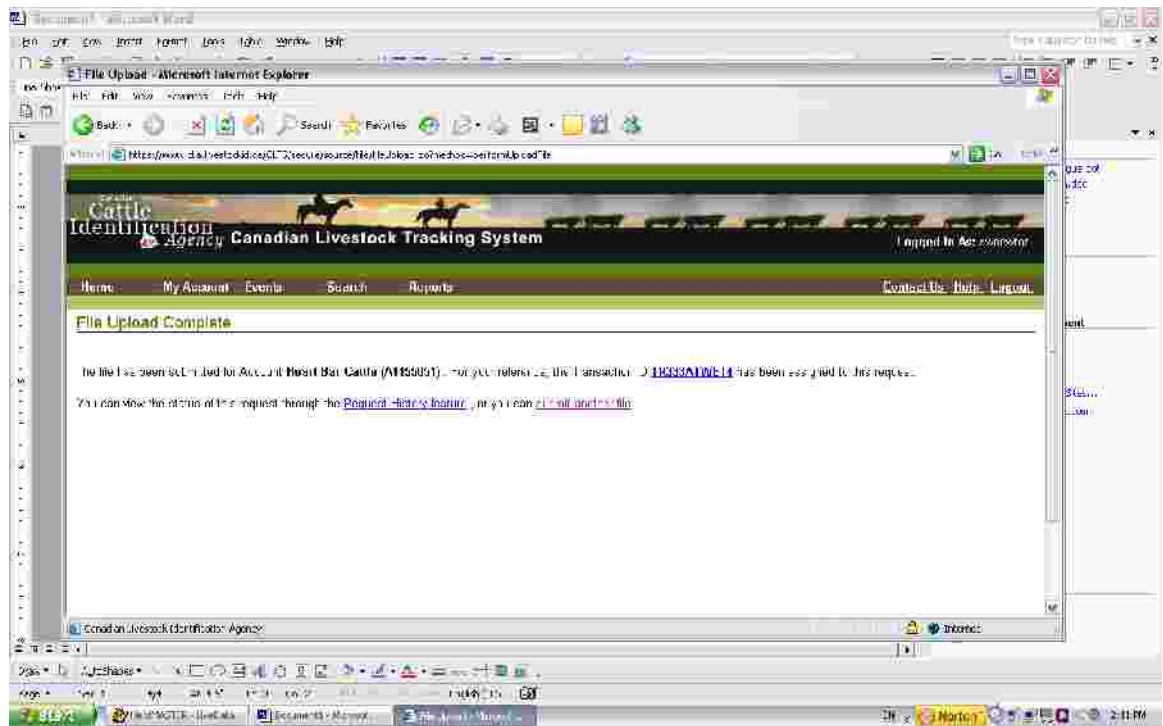
10. Browse to find the file saved on your computer that was generated with herdMaster. Click on Upload file.



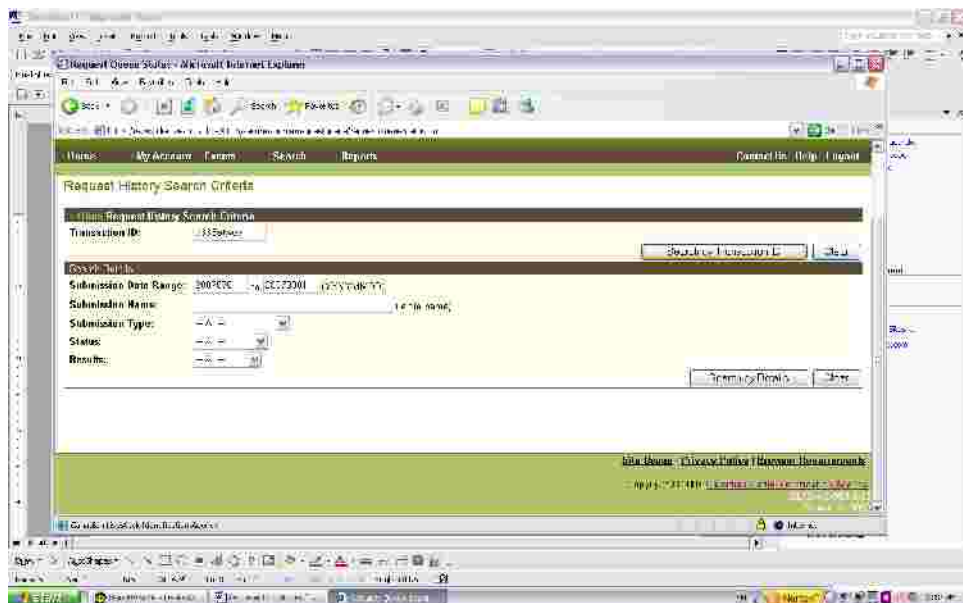
11. Confirm the submission by click on Submit.



12. You will receive a transaction number which can be used to print off birth certificates if required. It is recommended that you print off this screen for your records.



13. You can view your submission after it has been processed. Click on Request History Feature. Enter the transaction ID.





16. Click on Display Records.

The screenshot displays the Canadian Livestock Tracking System web interface. The page title is "Identification Agency Canadian Livestock Tracking System". The user is logged in as "Admin". The navigation menu includes "Home", "My Account", "Events", "Search", "Reports", "Contact Us", "Home", and "Logout".

The main content area shows the details for a specific source, with the text: "The details below show 117 Total Records for 5239564\_CCOA\_20070001.csv". Below this is a table with the following columns: Line#, EVENT TYPE, SOURCE, ACCOUNT, DOB, DOB METHOD, TAG, START TAG END, TAG TYPE, SOURCE, PREMISES, SEX, SPECIES, BREED, COLOUR, COMMENT.

Line#	EVENT TYPE	SOURCE	ACCOUNT	DOB	DOB METHOD	TAG	START TAG END	TAG TYPE	SOURCE	PREMISES	SEX	SPECIES	BREED	COLOUR	COMMENT
1	Processed: Success! & Processed														
	FTHCATE	712998		007090	AR		95937709	95937709							
2	Processed: Success! & Processed														
	E-R HLATE	412278		007090	AD		253677196	253677196							
3	Processed: Success! & Processed														
	CERTIFICATE	312220		20070200	AD		20077220	20077220							
4	Processed: Success! & Processed														
	FTHCATE	712998		007090	AR		959377108	959377108							
5	Processed: Success! & Processed														
	E-R HLATE	412278		007090	AD		253677101	253677101							
6	Processed: Success! & Processed														
	CERTIFICATE	312220		20070210	AD		20077210	20077210							
7	Processed: Success! & Processed														
	FTHCATE	712998		007090	AR		959377110	959377110							
8	Processed: Success! & Processed														
	E-R HLATE	412278		007090	AD		253677200	253677200							
9	Processed: Success! & Processed														
	CERTIFICATE	312220		20070210	AD		20077105	20077105							