



4-H Online 2.0 Animal Entry Guide

Small Animal Project- Deadline the last Friday In April annually

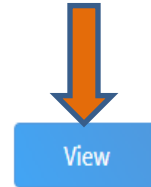
Boulder County- Use for CAVY PROJECTS - *Note: For 4-H Members 8 and above

Log into 4-H Online

- Use your family email and password co.4honline.com

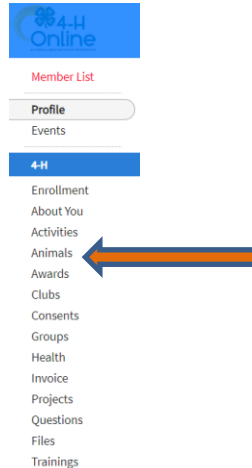
Click “View”, next to Member’s Name

Tucker Jeter #221671
Sep 18, 2010

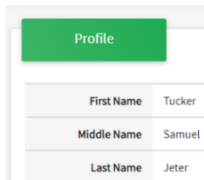


Locating ‘Animals’

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



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



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



Adding an Animal

- Click "Add an Animal"

Animals Add an Animal

Add New Animal

Adding a new animal not previously registered can be done here.

Add New Animal

Previously Added Animals

Animals that have been added and approved by the member or a family member in a previous program year and can be re-activated for the current program year.

Then select "Add New Animal"

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

Add an Animal x

New Animal

Animal Type *required*

Small Pet

name *required*

Sadie

Cancel **Save**

- Next, click "Show Questions"

Animal Entry is open for the current enrollment year. - Is all information complete? Check all county animal entry deadlines.
READ All County instructions for each animal species as county requirements vary.

Show Questions

Back **Next**

- The animal's name will be carried over from the previous screen.

Animal Name *required*

Sadie

Unique Identifier: Enter Animal Name

- Enter the animal's birth date.

Animal Birthdate

Choose a date

Birth Date

- Fill in a description of the dog's colors and markings.

Colors And Markings

Provide any specific animal colors and/or markings.

- Enter whether you own or lease the animal.

Owned Or Leased

OwnedOrLeased



- Enter purchased or leased date

Purchased Or Leased Date

- **REQUIRED:** Enter the type of Pet (Small Animal) you have

Type of Pet *required*

Enter Pet Classification

- Click “Next”, continue with the “File Uploads” that are required by your local county extension office. These will vary by county and species.

Boulder county guidelines- 3 photos needed- left/right/top.

Back Next

Small Pet (Photo 1) Small Pet (Photo 2) Small Pet (Photo 3) Small Pet (Photo 4) County Use Form (Small Pet)

No Image Selected No Image Selected No Image Selected No Image Selected PDF No File Uploaded

Upload Upload Upload Upload Upload

- Confirm all information, click ‘submit’

Questions Files Confirm

Animal

Back Submit

- County Extension staff, will review all information. If more is needed, members can edit. Once “Approved” by your local county extension office an email will be sent to your family account (example below) A time and date stamp for each animal.



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

Animal - Submitted
 Created on Feb 4, 2021 5:29 PM
 Modified on Feb 4, 2021 5:48 PM
 Submitted on Feb 4, 2021 5:48 PM



- Questions, please contact the Boulder County 4-H Office staff,
- Lisa Wallace, lwallace@bouldercounty.org.