

1. Go to <https://www.texaslivestockvalidation.com>

The screenshot shows the Texas Livestock Validation website. At the top is a logo with the text "Texas LIVESTOCK Validation". Below the logo is a section titled "County / Chapter Login". It contains two input fields: "Select your County/Chapter Name:" with a dropdown menu showing "Dummy Test", and "Access Code:" with a text input field containing "*****". A "Login" button is below the access code field. A message below the login fields says: "If you do not see your County / Chapter listed, please use the contact information to have yours added." At the bottom is a "CONTACT INFORMATION" section with the following text: "Texas A&M AgriLife Extension Service, 4180 Highway 6, College Station, TX 77845, Phone: 979.845.5954 and 979.862.8919, Fax: 979.845.6495, texasyouthlivestock@ag.tamu.edu".

2. Login
 - a. Select County or Chapter
 - b. Enter Access Code
 - c. Click "Login"

The screenshot shows the "Main Menu" page. At the top is a "Main Menu" title. Below it are three buttons: "Manage My County / Chapter" (highlighted with a red box), "Help/Validation", and "Logout". Below the buttons is a section titled "County/Chapter Information" with the following details: "County/Chapter: Dummy Test", "Address: PO Box 20070", "City: Houston", "State: TX", "County: Harris", "Zip: 77225". Below this is a section titled "Supervising CEA or AST Information" with the following details: "First Name: Dummy", "Last Name: Test", "Email: hcefer@ag.tamu.edu", "Job Title: CEA", "Phone: 832-667-1128", "Fax: 832-667-1140".

3. Main Menu
 - a. Select "Manage My County/Chapter" to edit information
- *NEW*Important – We are going to be emailing invoices this year so we must have a current email**

The screenshot shows the "Contact Information" page. At the top is a "Contact Information" title. Below it is a "Return to Main Menu" button (highlighted with a red box). Below the button is a section titled "County/Chapter Information" with the same details as the Main Menu page. Below this is a section titled "Supervising CEA or AST Information" with input fields for "First Name", "Last Name", "Email", "Job Title", "Phone", and "Fax". The "Update Contact" button is highlighted with a red box. At the bottom is a section titled "Validation Billing History" with a table header: "Invoice #", "Status", "Invoice Date", "Invoice Type", "Due Date", "Terms", "Invoice Total".

4. Contact Information
 - a. Enter information and select "Update Contact"
 - b. To return to the main menu select "Return to Main Menu"

Main Menu

Manage My County / Chapter
Breeding Heifer Validation
Market Steer Validation
Logout

County/Chapter Information
County/Chapter: Dummy Test
Address: PO Box 20070
City: Houston
State: TX
County: Harris
Zip: 77225

Supervising CEA or AST Information
First Name: Dummy
Last Name: Test
Email: wfzanolini@ag.tamu.edu
Job Title: CEA
Phone: 832-667-1128
Fax: 832-667-1140

5. Main Menu

- Select “Heifer Validation” to get to the page to enter exhibitor and animal information

Heifer Verification for Dummy Test

[Heifer Validation Resources](#)

All images **MUST** meet the following requirements to be accepted into the Texas 4-H and FFA Breeding Heifer Validation Program:

- The image is READABLE
- The image is a copy of the ORIGINAL registration paper
- (Major Show Scramble Heifers may upload Major Show Stamped Copy instead)
- The image proves ownership by the designated exhibitor on or before October 31, 2015
- The correct image is linked to the designated entry
- The registration paper does not indicate partnerships

Angus View Approved Sample Paper

Add/Edit/Remove Exhibitor

Choose an existing Exhibitor from the list to edit name or email address, or select “Add New Exhibitor” from the list to add a new exhibitor. When entering a New Exhibitor, enter First Name and Last Name as it appears on Registration Papers.

Henderson, Donna

First Name: * Donna Enter First Name as it appears on Registration Papers
Last Name: * Henderson Enter Last Name as it appears on Registration Papers
Preferred Name: Donna
Exhibitor or Parent Email: * wfzanolini@ag.tamu.edu Format: user@domain.com

Save Cancel Remove

6. Enter Exhibitor Information

- Email is required – even on existing exhibitors. This is the email address that will be notified when papers are reviewed, approved and notified when the heifer project is eligible.**
- Make sure to enter the Exhibitor Name as it will appear on the registration papers.
- Click “Save”

Heifer Project List

Export Heifer Project List

Bourgeois, Lainey - Rejected	First Name: Donna
dd - Rejected	Last Name: Henderson
Henderson, Donna - UnSubmitted	Preferred Name: Donna
BAF Blackcap Consensus 114 - Complete	Exhibitor or Parent Email: wfzanolini@ag.tamu.edu
Levi Z - To Be Validated	Add New Heifer for this Exhibitor
Levi Z 2 - Missing UIN	
Levi Z 3 - UnSubmitted	

Exhibitor

Project ID: -
Animal Name: *

- Click on Exhibitor (Donna Henderson) in the Heifer Project List
- Click on “Add New Heifer for this Exhibitor” which will allow you to enter all of the information

NEW The status of each animal is color coded based on their validation status

Heifer Project List

Export Heifer Project List

- Bourgeois, Lainey - Rejected
- dd - Rejected
- Henderson, Donna - UnSubmitted
- Levi Z 2 - UnSubmitted

Exhibitor

First Name: Donna
Last Name: Henderson
Preferred Name:
Exhibitor or Parent Email: DAHHeifer@gmail.com
Add New Heifer for this Exhibitor

Heifer

Project ID: 12893
Animal Name: * Levi Z 2
Registry #: * C352393

8. Click on Heifer (Levi Z 2)

Tattoo/Brand: * 5/8 Location: * Right Hip
Secondary Tattoo/Brand: Location: - Select One -
Date of Birth: * 01/17/2014
Breed Name: * Beefmaster
Sire Name: * **LEVI
Sire Registry #: * C80815
Dam Name: * **267
Dam Registry #: * C154819

Registration Paper & Physical Validation

File Name should be saved with the Animal Name of the registered heifer and Exhibitor's last name.
The File Name cannot exceed 50 characters in length, including spaces.
The uploaded file type must be either PDF or JPG,
and the uploaded file cannot be larger than 4MB in size.

File Name: View the current paper.

Select a different Registration Paper to upload a new one.

Choose File No file chosen
Upload

Unique Identification *
Number (UIN):

9. Uploading Registration Papers

- Under Registration Paper & Physical Validation Section Click "Choose File" or "Browse" (depending on browser) to locate your file
- Select File
- Click "Upload"

From this point there are Three different paths:

1. *Submitting Papers for Early Review (No UIN)*

- a. You are entering this information and uploading prior to physical validation (no UIN assigned to heifer) or physical validation was early and you wish to have papers reviewed early prior to final submittal of heifer project. This action will provide the Texas A&M AgriLife Extension Service faculty and staff the opportunity to review registration papers before the deadline. This action does not guarantee papers will be reviewed early. Note - the earlier you submit papers for review the more likely they will be reviewed prior to the ownership deadline.

Heifer Project List

Export Heifer Project List

- Bourgeois, Lainey - Rejected
- dd - Rejected
- Henderson, Donna - UnSubmitted
- Levi Z - Complete
- Levi Z 2 - To Be Validated
- Levi Z 2 - UnSubmitted

Exhibitor

First Name: Donna
Last Name: Henderson
Preferred Name:
Exhibitor or Parent Email: DAHHeifer@gmail.com
[Add New Heifer for this Exhibitor](#)

Heifer

Project ID: 18646
Animal Name: * Levi Z 2
Registry #: * C352393
Tattoo/Brand: * 5/8 Location: * - Select One -
Secondary Tattoo/Brand: Location: * - Select One -
Date of Birth: * 01/17/2014
Breed Name: * Beefmaster
Sire Name: * Levi
Sire Registry #: * C80815
Dam Name: * example
Dam Registry #: * C154819

Registration Paper & Physical Validation

File Name should be saved with the Animal Name of the registered heifer and Exhibitor's last name.
The File Name cannot exceed 50 characters in length, including spaces.
The uploaded file type must be either .PDF or .JPG, and the uploaded file cannot be larger than 4MB in size.

File Name: **BEEFMASTER.pdf** [View the current paper.](#)

Select a different Registration Paper to upload a new one.
[Choose File](#) No file chosen
[Upload](#)

Unique Identification *
Number (UIN):

[Save Heifer Project](#) [Submit Papers for Review](#) [Remove Heifer Project](#)

10. Scroll to bottom of page and select "Submit Papers for Review"
11. At this point the heifer is **not** validated. You will still have to assign and enter UIN at a later date. Registration papers must be uploaded and UIN entered on or before **the ownership deadline**.
12. Please regularly check website for status of papers you have submitted for early review.

2. Uploading Paper and Submitting UIN

- a. You are entering this information and uploading registration papers following physical validation and wish to submit heifer project. To accomplish this, papers must be uploaded and UIN number entered.

Heifer Project List

[Export Heifer Project List](#)

- Bourgeois, Lainey - Rejected
- dd - Rejected
- Henderson, Donna - UnSubmitted
- Levi Z - Complete
- Levi Z 2 - To Be Validated
- Levi Z 2 - UnSubmitted

Exhibitor

First Name: Donna
Last Name: Henderson
Preferred Name:
Exhibitor or Parent Email: DAHHeifer@gmail.com
[Add New Heifer for this Exhibitor](#)

Heifer

Project ID: 18646
Animal Name: Levi Z 2
Registry #: C352393
Tattoo/Brand: S/B
Secondary Tattoo/Brand:
Date of Birth: 01/17/2014
Breed Name: Beefmaster
Sire Name: Levi
Sire Registry #: C80815
Dam Name: example
Dam Registry #: C154819

Location: - Select One -
Location: - Select One -

Registration Paper & Physical Validation

File Name should be saved with the Animal Name of the registered heifer and Exhibitor's last name.
The File Name cannot exceed 50 characters in length, including spaces.
The uploaded file type must be either .PDF or .JPG, and the uploaded file cannot be larger than 4MB in size.

File Name: [BEEFMASTER.pdf](#) [View the current paper.](#)

Select a different Registration Paper to upload a new one.
[Choose File](#) No file chosen
[Upload](#)

Unique Identification Number (UIN): 2555S030

[Save Heifer Project](#) [Submit Papers for Review](#) [Remove Heifer Project](#)

10. Click on Heifer (Levi Z 2)
11. Enter UIN (2555S030)
12. Scroll to bottom of page and select "Submit Papers for Review".
13. At this point the heifer is **not** validated. Her registration paper will still have to be reviewed and validated.
14. You are finished; barring any issues with the heifer's registration papers

3. Entering UIN for Heifer with Validated Registration Papers. This path is only possible when registration papers have been submitted for early review (path #1) and papers were validated on or before the ownership deadline.

The screenshot shows the 'Heifer Project List' on the left with a tree view containing: 'Bourgeois, Lainey - Rejected', 'dd - Rejected', 'Henderson, Donna - To Be Validated', 'Levi Z - Complete', and 'Levi Z 2 - To Be Validated'. The main form is for 'Levi Z 2'. Under 'Exhibitor', it shows 'Donna Henderson' with email 'DAHHeifer@gmail.com'. Under 'Heifer', it shows 'Project ID: 12893', 'Animal Name: Levi Z 2', 'Registry #: C352393', 'Tattoo/Brand: 5/B', 'Secondary Tattoo/Brand:', 'Date of Birth: 01/17/2014', 'Breed Name: Beefmaster', 'Sire Name: Levi', 'Sire Registry #: C80815', 'Dam Name: example', and 'Dam Registry #: C154819'. The 'Registration Paper & Physical Validation' section shows 'File Name: Beefmaster Sample Certificate Page 1.jpg' with a 'View the current paper.' link. Below, 'Registration Paper Status' is 'Validated' and 'Unique Identification Number (UIN)' is '2555S030'. At the bottom are 'Submit Final Heifer Project' and 'Remove Heifer Project' buttons.

10. Click on Heifer (Levi Z 2)
11. Enter UIN (2555S030)
12. Scroll to bottom of page and select "Submit Final Heifer Project"
13. At this point the heifer is validated and satisfies ownership requirements for the major livestock show season.

Notice status of "validated"

Important Points

- Supervising CEA/AST can review/edit exhibitors and heifers on or any time before the upload deadline
 - After the upload deadline, all edits will be made by staff of Texas 4-H Youth Livestock and Agriculture
- **"Because Heifer has satisfied the ownership requirements of the Texas 4-H and FFA Breeding Heifer Validation Program *does not* declare her eligibility to exhibit at the fall or spring major livestock shows. Check individual show rules and premium lists for breed and age requirements"**