Step by Step Guide to using the Grassroots Online Registry

The Grassroots Online Registry gives access to the whole Society pedigree database. It also has a 'Manage my Animals' function to enable you to report births and other changes direct to the Registry.

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Finding the Grassroots Online Registry for your breed

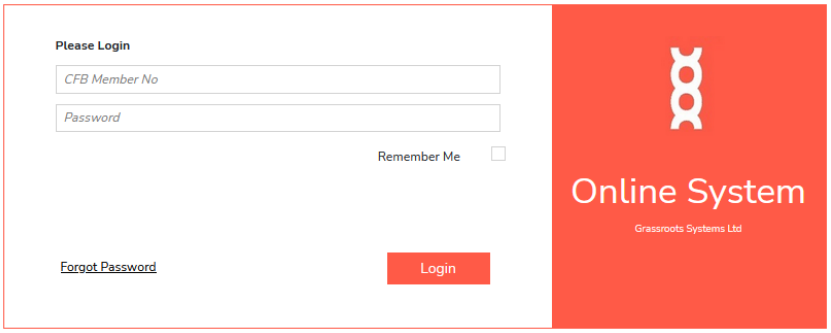
- There will be a link on your Breeds Society web site
  or
- Go to the Grassroots website home.grassroots.co.uk
  Click on For Farmers / Grassroots Breeds
- Find your breed
- Click on the Grassroots Online link

Logging in and Overview

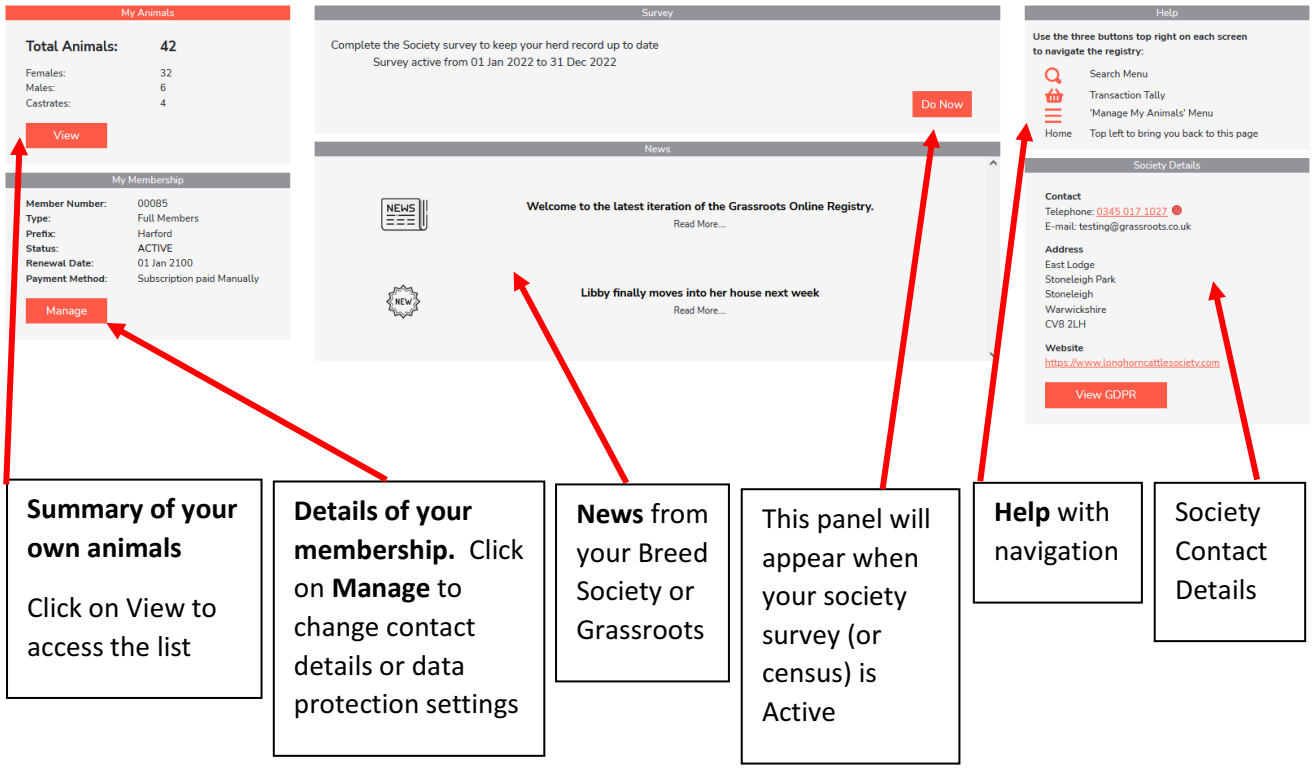
Logging In

If your Breed Society has 'public access' anyone can log into the site using a 'Guest' log in.

If your breed is 'member only' access, you will log in using your member number or letters and password provided by the Society.



The screen opens on a landing page



Summary of your own animals

Click on View to access the list

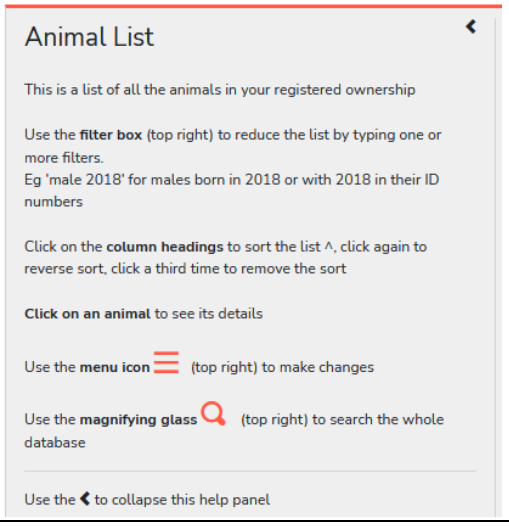
Details of your membership. Click on **Manage** to change contact details or data protection settings

News from your Breed Society or Grassroots

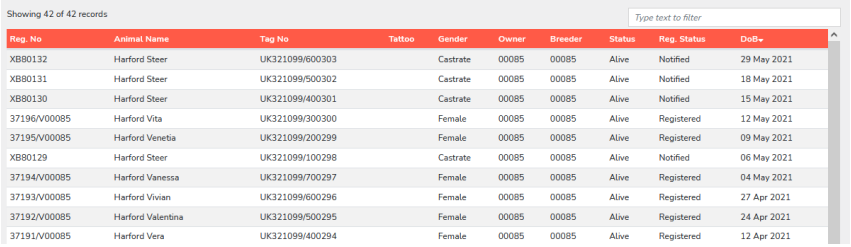
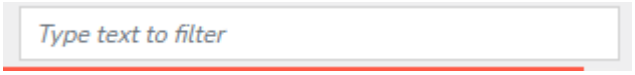
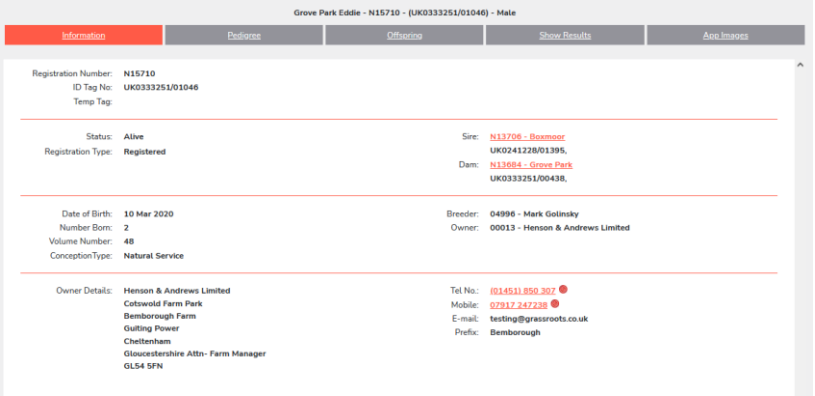
This panel will appear when your society survey (or census) is Active

Help with navigation

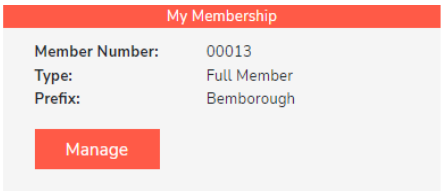
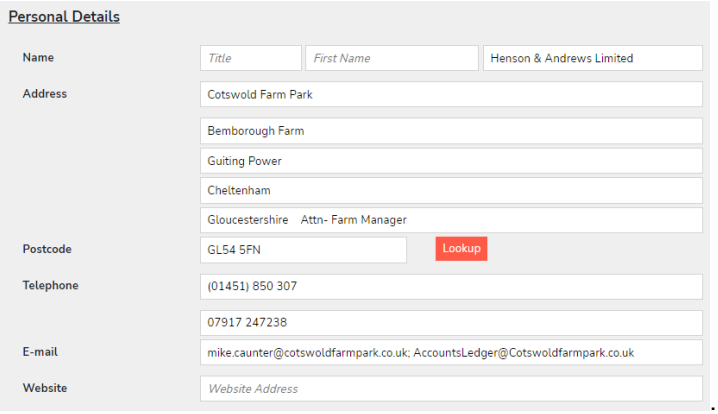
Society Contact Details

There is a clear instruction panel on the left of every page, which can be collapsed or expanded using the arrow buttons	

From the Landing Page – Your Own Animals

Click on the 'View' button on the landing page to see the list of animals in your ownership The list is initially displayed in date of birth order (youngest at the top)	 Reg. No / Animal Name / Tag No / Tattoo / Gender / Owner / Breeder / Status / Reg. Status / DoB XB80132 Harford Steer UK321099/600303 Castrate 00085 00085 Alive Notified 29 May 2021 XB80131 Harford Steer UK321099/500302 Castrate 00085 00085 Alive Notified 18 May 2021 XB80130 Harford Steer UK321099/400301 Castrate 00085 00085 Alive Notified 15 May 2021 37196/V00085 Harford Vita UK321099/300300 Female 00085 00085 Alive Registered 12 May 2021 37195/V00085 Harford Venetia UK321099/200299 Female 00085 00085 Alive Registered 09 May 2021 XB80129 Harford Steer UK321099/100298 Castrate 00085 00085 Alive Notified 06 May 2021 37194/V00085 Harford Vanessa UK321099/700297 Female 00085 00085 Alive Registered 04 May 2021 37193/V00085 Harford Vivian UK321099/600296 Female 00085 00085 Alive Registered 27 Apr 2021 37192/V00085 Harford Valentina UK321099/500295 Female 00085 00085 Alive Registered 24 Apr 2021 37191/V00085 Harford Vera UK321099/400294 Female 00085 00085 Alive Registered 12 Apr 2021
Top left tells you how many animals in the list Click on any of the column headings to re-sort the order	
Type anything into the filter box (top right) to filter this list.	
Click on an animal in the grid to see its full details Click on : • Pedigree • Offspring • Show Results • Images (these can only be uploaded from within the Grassroots Mobile App) not available for equines	

From the Landing Page – Your Membership

Click on the 'Manage' button in the My Membership box on the landing page to manage your membership records	
Type in any changes to your address or contact details. These will be submitted to the Breed Society for processing.	
Use the data protection options to determine how much of your contact information will be visible to other visitors to the site.	• Include Everything • Name, Region, Prefix • Name, Region, Prefix, Address • Name, Region, Prefix, Address, Email • All but Address • Name, Region, Prefix, Email, Web Address • All but Mobile • Name, Region, Prefix, Telephone • Exclude Everything

To search the whole database for Animals

Click on the magnifying glass

and select **Animal Search**

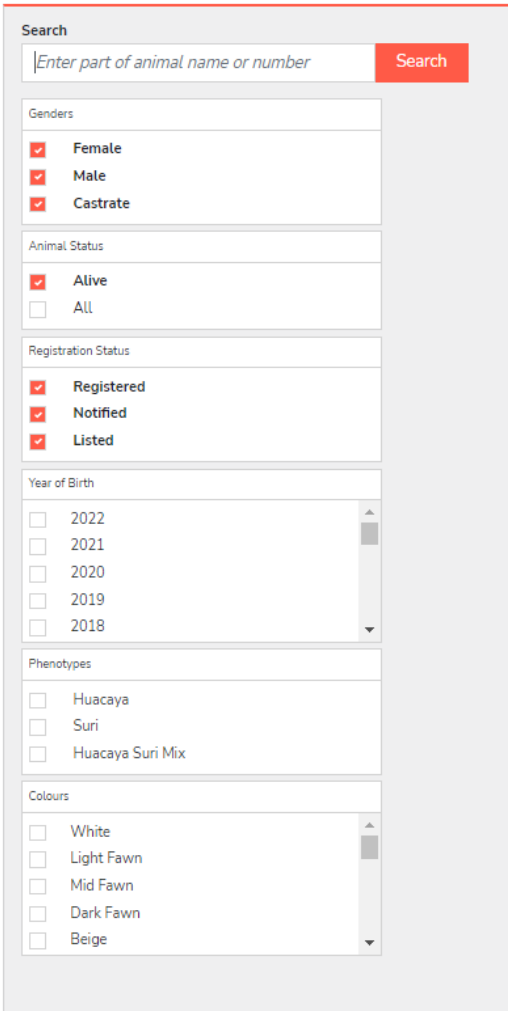
Type part of the animal name or number into the box at the top
And/or use the filters to create a list.

The more things you search on the fewer animals you will find.

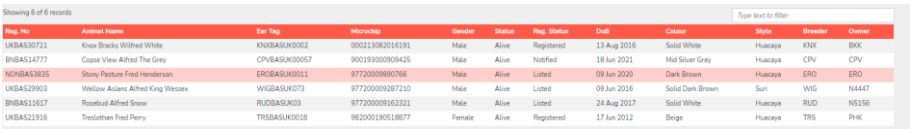
For data security reasons there is a limit on the number of records that can be displayed.

All data is copyright of the Breed Society

To search for animals bred by a person, type their prefix
To search for animals owned by a person go to People Search

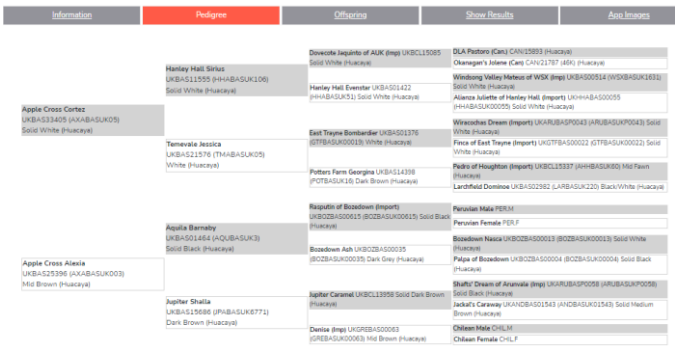


A list will be displayed
Click on an animal in the list to see its details.
When you close that record you will come back to this list with the last animal viewed highlighted.

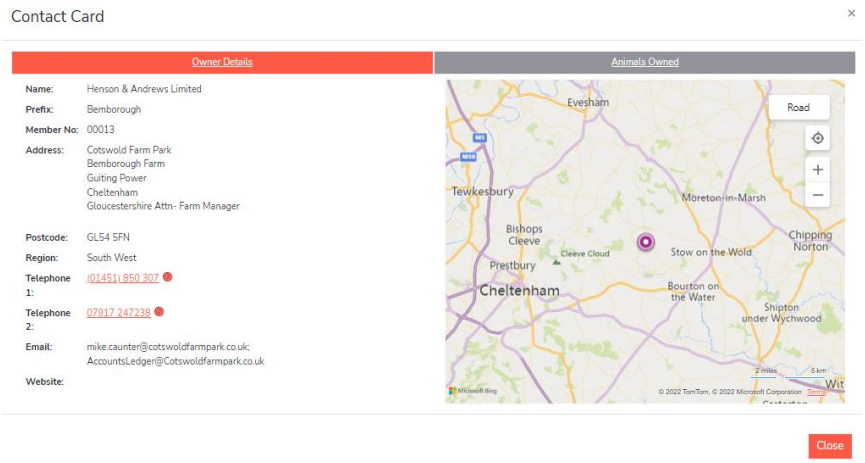
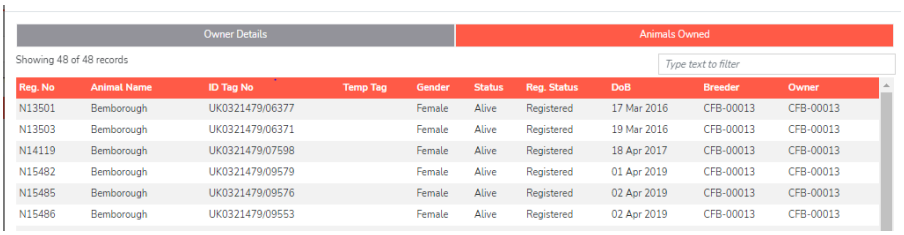


From an animal's record you can view its pedigree or offspring.

Click on an animal in that pedigree or list to see it's details and so on.



To search for people

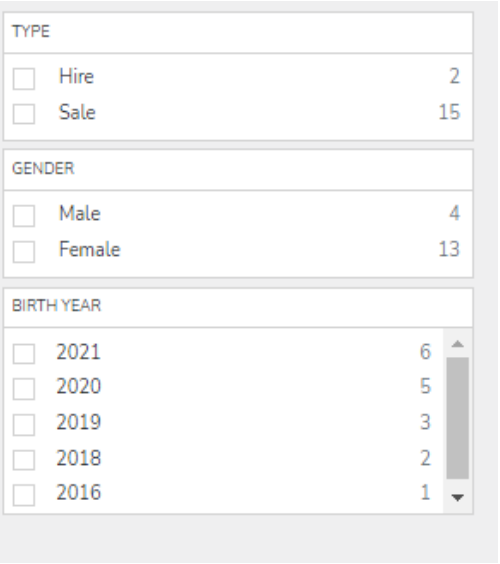
Click on the magnifying glass and select **Member Search**	Filter by region and by health or production scheme if your breed runs one. Type part of the name, prefix, or address into the search box. The more things you search on the fewer people you will find.
Click on a person in the list offered to see the details they have given permission to be displayed, with a map of their location. Use the plus and minus sign to zoom in and out on the map.	
Click on Animals Owned for a list of animals owned by this person	
Sort by column heading, filter, click on an animal to view details as described previously	 Reg. No / Animal Name / ID Tag No / Temp Tag / Gender / Status / Reg. Status / DoB / Breeder / Owner N13501 / Bemborough / UK0321479/06377 / Female / Alive / Registered / 17 Mar 2016 / CFB-00013 / CFB-00013 N13503 / Bemborough / UK0321479/06371 / Female / Alive / Registered / 19 Mar 2016 / CFB-00013 / CFB-00013 N14119 / Bemborough / UK0321479/07598 / Female / Alive / Registered / 18 Apr 2017 / CFB-00013 / CFB-00013 N15482 / Bemborough / UK0321479/09579 / Female / Alive / Registered / 01 Apr 2019 / CFB-00013 / CFB-00013 N15485 / Bemborough / UK0321479/09576 / Female / Alive / Registered / 02 Apr 2019 / CFB-00013 / CFB-00013 N15486 / Bemborough / UK0321479/09553 / Female / Alive / Registered / 02 Apr 2019 / CFB-00013 / CFB-00013

To search for Animals For Sale or Hire

Click on the magnifying glass

and select

For Sale, Hire or AI Search

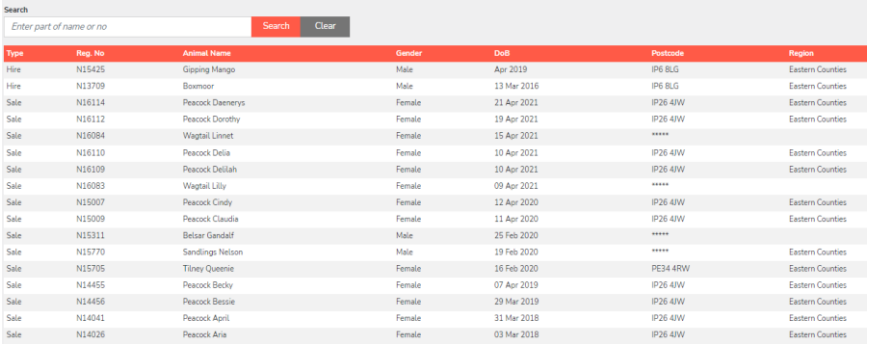


Filter by Sale / Hire or AI (frozen semen for artificial insemination)
Sex or age. Phenotype or colour if you breed records them.

The more things you search on the fewer people you will find.

Filter the list by typing into the search box.

Click on an animal in the list offered to see details linked to pedigree, offspring etc.

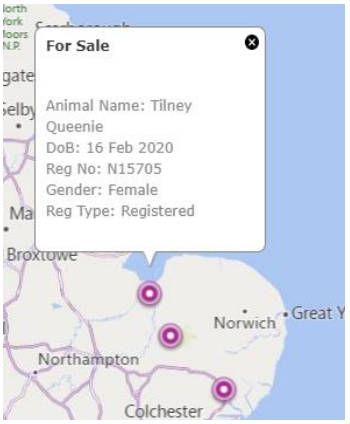


Type	Reg. No	Animal Name	Gender	DoB	Postcode	Region
Hire	N15425	Gipping Mango	Male	Apr 2019	IP6 8LG	Eastern Counties
Hire	N13709	Boxmoor	Male	13 Mar 2016	IP6 8LG	Eastern Counties
Sale	N16114	Peacock Daenerys	Female	21 Apr 2021	IP26 4JW	Eastern Counties
Sale	N16112	Peacock Dorothy	Female	19 Apr 2021	IP26 4JW	Eastern Counties
Sale	N16084	Wagtail Linnet	Female	15 Apr 2021	*****	
Sale	N16110	Peacock Delia	Female	10 Apr 2021	IP26 4JW	Eastern Counties
Sale	N16109	Peacock Delilah	Female	10 Apr 2021	IP26 4JW	Eastern Counties
Sale	N16083	Wagtail Lilly	Female	09 Apr 2021	*****	
Sale	N15007	Peacock Cindy	Female	12 Apr 2020	IP26 4JW	Eastern Counties
Sale	N15009	Peacock Claudia	Female	11 Apr 2020	IP26 4JW	Eastern Counties
Sale	N15311	Belsar Gandalf	Male	25 Feb 2020	*****	
Sale	N15770	Sandlings Nelson	Male	19 Feb 2020	*****	Eastern Counties
Sale	N15705	Tilney Queenie	Female	16 Feb 2020	PE34 4RW	Eastern Counties
Sale	N14455	Peacock Becky	Female	07 Apr 2019	IP26 4JW	Eastern Counties
Sale	N14456	Peacock Bessie	Female	29 Mar 2019	IP26 4JW	Eastern Counties
Sale	N14041	Peacock April	Female	31 Mar 2018	IP26 4JW	Eastern Counties
Sale	N14026	Peacock Aria	Female	03 Mar 2018	IP26 4JW	Eastern Counties

Use the buttons on the right to view the animals in a list, on a map or split between map and list.

Zoom in on the map to find location

Click on a spot on the map for details of the animal or the member number and postcode if there are multiple animals at that location.



Then go back to the lsit and filter on that post code. Click on an animal to see details linked to pedigree, offspring etc.	Search ip6 Search Clear Type | Reg. No | Animal Name | Gender | DoB | Postcode Hire | N15425 | Gipping Mango | Male | Apr 2019 | IP6 8LG Hire | N13709 | Boxmoor | Male | 13 Mar 2016 | IP6 8LG

Manage My Animals

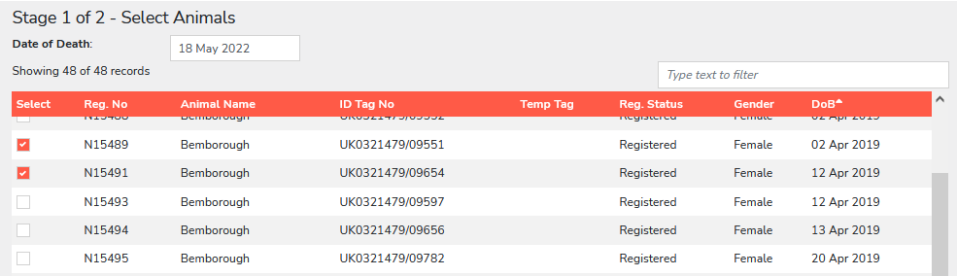
Click on the Menu (Top Right)	≡
Select the correct menu option from the list offered by your breed. Some breeds only offer a restricted list Some breeds offer the full list Grassroots options available including : • Births • Register Previously Notified • Transfers • Deaths • Flag Animals for Sale • Check Mate • Show and / or Sale entries • Apply for DNA test • Log Matings	My Animals My Show Results Births Register previously notified Pedigree Transfer of Ownership Sale of non breeding sheep Deaths (no details) Flag Animals for Sale / Hire / AI Check Mate
All the Manage my Animal screens have a **Grassroots instructions panel** on the left which may also have **breed specific instructions in red**. This panel can be collapsed or expanded using the arrows.	Use the ❮ to collapse this help panel Births ❯
Click on the button, bottom right of each screen to go to the **confirmation screen** where you can **remove transactions** if you have made a mistake.	Next
To get back to your own animal list	Click on the menu ≡ and then 'My Animals' OR Click on Home / , and then View

Manage my Animal – Report Deaths

Deaths – you may be offered a screen with a simple list to tick, or a more detailed screen with the option to select the reason for death and type notes.

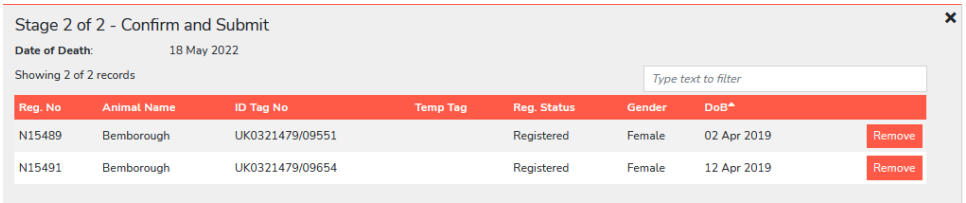
See the instruction panel on the left of the screen.

Click on Next (bottom right)



Check the confirmation list. Click submit bottom right

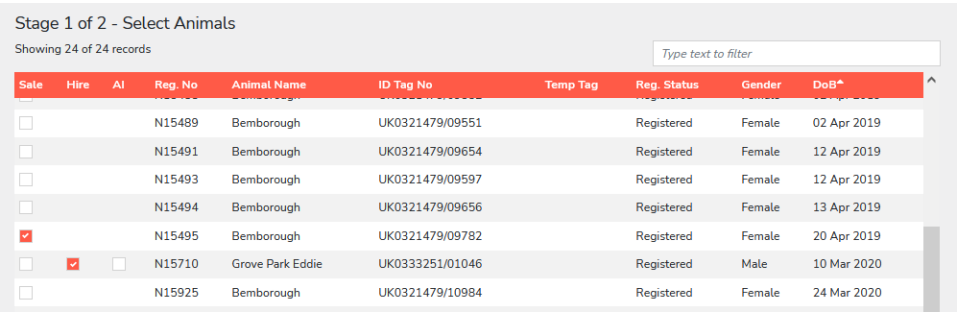
This information will be passed to the registry for processing.



Manage my Animal – 'Flag for Sale'

The list will be displayed with the animals you have already flagged as available for sale or hire. Use the column sort, or the '*filter*' to reduce the list.

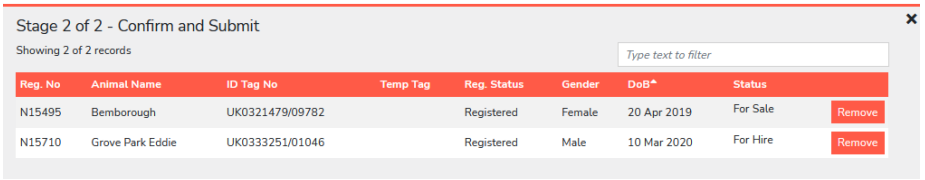
Use the buttons to add animals you wish to appear as available for sale in the Online Registry.



Check the list

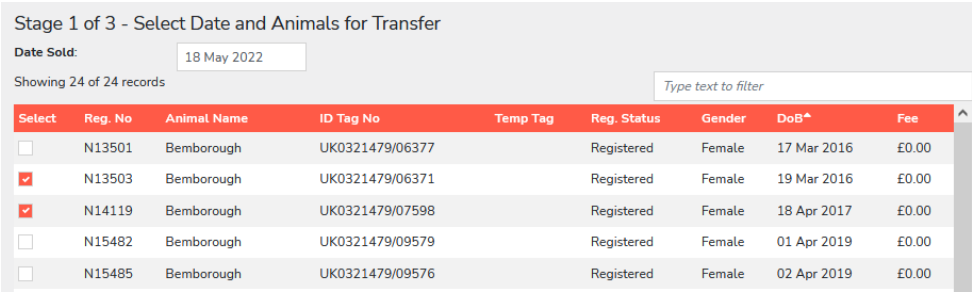
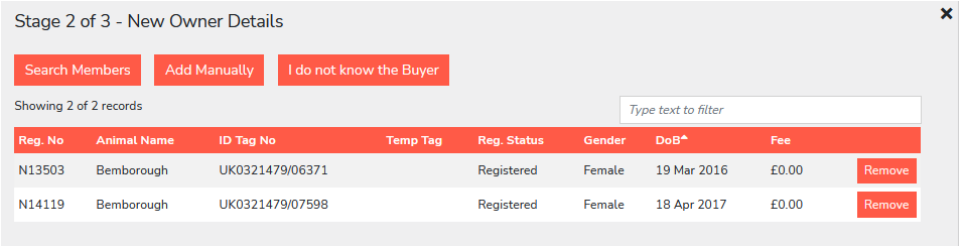
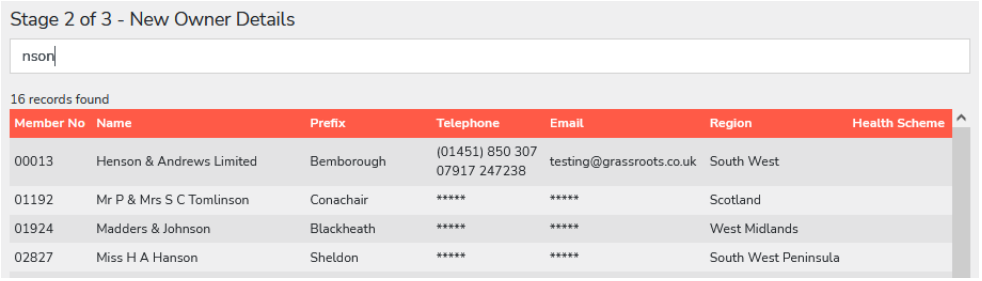
Use 'Remove' to remove animals from the list.

Click submit



This information will appear in the 'For sale / Hire / AI' List' under the magnifying glass.	

Manage my Animal – Transfer of Ownership

Transfers – you may be offered up to three transfer options with different fees often used for : pedigree, commercial or export transfers Enter the date sold Use the column sort, or the '*filter*' to reduce the list. Tick the animals you have sold to a single person. Click 'Next.	 Stage 1 of 3 - Select Date and Animals for Transfer Date Sold: 18 May 2022 Showing 24 of 24 records Type text to filter Select | Reg. No | Animal Name | ID Tag No | Temp Tag | Reg. Status | Gender | DoB | Fee ☐ N13501 Bemborough UK0321479/06377 Registered Female 17 Mar 2016 £0.00 ☑ N13503 Bemborough UK0321479/06371 Registered Female 19 Mar 2016 £0.00 ☑ N14119 Bemborough UK0321479/07598 Registered Female 18 Apr 2017 £0.00 ☐ N15482 Bemborough UK0321479/09579 Registered Female 01 Apr 2019 £0.00 ☐ N15485 Bemborough UK0321479/09576 Registered Female 02 Apr 2019 £0.00
Check the list Click on one of the buttons to get or add the details of the new owner	 Stage 2 of 3 - New Owner Details Search Members | Add Manually | I do not know the Buyer Showing 2 of 2 records Type text to filter Reg. No | Animal Name | ID Tag No | Temp Tag | Reg. Status | Gender | DoB | Fee N13503 Bemborough UK0321479/06371 Registered Female 19 Mar 2016 £0.00 Remove N14119 Bemborough UK0321479/07598 Registered Female 18 Apr 2017 £0.00 Remove
Search Members Will search the Breed Society database for the correct person Click on them to confirm them as the new owner	 Stage 2 of 3 - New Owner Details nson 16 records found Member No | Name | Prefix | Telephone | Email | Region | Health Scheme 00013 Henson & Andrews Limited Bemborough (01451) 850 307 07917 247238 testing@grassroots.co.uk South West 01192 Mr P & Mrs S C Tomlinson Conachair ***** ***** Scotland 01924 Madders & Johnson Blackheath ***** ***** West Midlands 02827 Miss H A Hanson Sheldon ***** ***** South West Peninsula

Add Manually Will allow you to type in the details	Stage 2 of 3 - New Owner Details **Name** Title / First Name / Last Name* **Address** Address Line 1 Address Line 2 Address Line 3 Address Line 4 Address Line 5 **Postcode** Postcode [Lookup] **Telephone** Telephone Number **E-mail** E-mail Address
If you do not know the new owner, because it was sold at a market	I do not know the Buyer
Check the details and click in submit – bottom right This information will be passed to the registry for processing.	Stage 3 of 3 - Confirm and Submit **Date Sold:** 18 May 2022 **New Owner:** Chris Wilkinson, *****, *****, *****, *****, *****, ***** Showing 2 of 2 records Type text to filter Reg. No / Animal Name / ID Tag No / Temp Tag / Reg. Status / Gender / DoB / Fee N13503 / Bemborough / UK0321479/06371 / Registered / Female / 19 Mar 2016 / £0.00 / Remove N14119 / Bemborough / UK0321479/07598 / Registered / Female / 18 Apr 2017 / £0.00 / Remove

Manage my Animal – Register Previously Notified / Castration / Apply for DNA test

All these screens work in the same way. You are offered a list of the relevant animals in your ownership .

Use the column sort, or the 'filter' to reduce the list.

Tick the animals

Click Submit.

This information will be passed to the registry for processing.

Select	Reg. No	Animal Name	ID Tag No	Temp Tag	Reg. Status	Gender	DoB*	Fee
☐	N13501	Bemborough	UK0321479/06377		Registered	Female	17 Mar 2016	£0.00
☑	N13503	Bemborough	UK0321479/06371		Registered	Female	19 Mar 2016	£0.00
☑	N14119	Bemborough	UK0321479/07598		Registered	Female	18 Apr 2017	£0.00
☐	N15482	Bemborough	UK0321479/09579		Registered	Female	01 Apr 2019	£0.00
☐	N15485	Bemborough	UK0321479/09576		Registered	Female	02 Apr 2019	£0.00

Manage My Animals - Report Births

Click on the menu top right

Select Births

Some breeds have different or additional questions but the principal is the same for all of them.

Select or type in the date of birth

Stage 1 of 3 - Birth Details

Date of Birth: 18 May 2022

Conception Type: Natural Service

Notes:

Sire: Select a Male

Dam: Select a Female

Number Born:

Conception Type

The system defaults to Natural Service.

Provide the date for Artificial Insemination or Embryo Transfer and the recipient details for Embryo Transfer.

Conception Type: Artificial Insemination

AI Date: Select Date

Sire

Click the 'Select a Male' for a list of fully registered males, alive and in your registered ownership.

Click on the correct one

OR

Select A Male

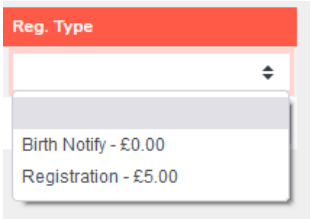
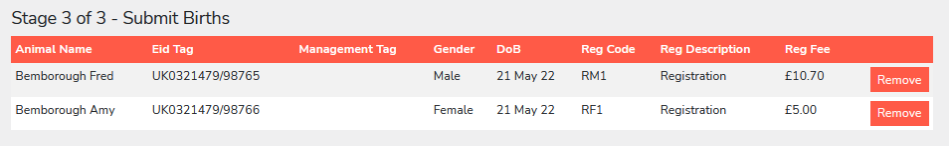
Showing 1 of 1 record

Type text to filter

Include Dead Males

Reg. No	Animal Name	ID Tag No	Temp Tag	DoB*	Status	Owner
N15710	Grove Park Eddie	UK0333251/01046		10 Mar 2020	Alive	CFB-00013

Click on All Males To search the whole database for the correct sire.	Search All Males Select A Male Include Dead Males Enter search here Minimum of 3 characters required to perform search.
Dam Click in My Females for a list of fully registered alive females in your registered ownership – click on the correct one Some breeds allow members to register out of females which have not been transfer into their ownership. In this case there will be an additional 'Search all females' button.	Select A Female Showing 23 of 23 records Type text to filter Reg. No / Animal Name / ID Tag No / Temp Tag / DoB N13501 / Bemborough / UK0321479/06377 / 17 Mar 2016 N13503 / Bemborough / UK0321479/06371 / 19 Mar 2016 N14119 / Bemborough / UK0321479/07598 / 18 Apr 2017 N15482 / Bemborough / UK0321479/09579 / 01 Apr 2019
Select the number born	Number Born: 2
And then you will be asked how many you wish to log today Click on Next (bottom right)	Log Now: 1 The number you log cannot be more than the number born but it can be less. In this example you may have 2 born and only want to log one now
For BPA, additional information is required.	Date Weaned: Number Born Alive: 7 / Number Notified: Males: 3 Number Born Dead: 1 / Females: 2 Number Alive at 3 Weeks: 5 / First Ear Number: HAN / 1234
The top of the screen shows you the information you have already keyed in. At the bottom is space to fill in the details for the offspring you wish to log today The boxes to fill in, will vary between species and breeds Breed specific instructions on identification and naming will appear in red in the instruction panel	**For Sheep, Goats and pigs (not BPA)** Stage 2 of 3 - Offspring Details Date of Birth: 18 May 2022 Conception Type: Natural Service Sire: Grove Park Eddie UK0333251/01046 Dam: Bemborough UK0321479/09579 Number Born: 2 / Number to Log Now: 2 Gender / ID Tag No / Temp Tag / Prefix / Individual Name / Reg. Type UK0321479/ / Bemborough UK0321479/ / Bemborough The system knows the first part of your tag number and prefix. Simply type in the individual number and name, if your breed uses names **For BPA** Gender / Ear No / Prefix / Teats / Weight Kg / Reg. Type Male / HAN/ 1234 / Bemborough / 0 / Notify male Male / HAN/ 1235 / Bemborough / 0 / Notify male Male / HAN/ 1236 / Bemborough / 0 / Notify male Female / HAN/ 1237 / Bemborough / 0 / Norify Female Female / HAN/ 1238 / Bemborough / 0 / Norify Female

	For Cattle, Equines and Alpacas The system knows the first part of your tag number and prefix. Simply type in the individual number and name, if your breed uses names
Finally, the system will offer the application types and fees available for each animal, dependent upon its gender, age, the date and your Society rules (Not applicable to BPA)	
Click on Add to list (bottom right)	Add to List
The system will take you back to the birth screen ready to log the next birth A new 'Display List to Submit' Button will be displayed. Click on that button when you are ready to submit the batch. The final list will be displayed	Display List to Submit
Check the final list, removing any not required. Tick the Society declaration and click on Submit. Your application will be submitted to your breed Society for processing.	 Stage 3 of 3 - Submit Births Animal Name | Eid Tag | Management Tag | Gender | DoB | Reg Code | Reg Description | Reg Fee Bemborough Fred | UK0321479/98765 | Male | 21 May 22 | RM1 | Registration | £10.70 | Remove Bemborough Amy | UK0321479/98766 | Female | 21 May 22 | RF1 | Registration | £5.00 | Remove

Shopping Basket / Transaction Tally

The shopping basket is a tally of transactions submitted.

It is not linked to your Society accounts.

and

It does not affect the transactions submitted.

If there are items listed which have already been paid, tick the 'paid' option and they will disappear

Showing 4 of 4 records

Type text to filter

Date	Qty	Description	Cost Each	Total	Pay Now	Paid
16 May 2022	1	Renew Membership	£ 105.00	£ 105.00	☑	☐
15 May 2022	1	Birth - Registration	£ 60.00	£ 60.00	☑	☐
15 May 2022	1	Birth - Registration	£ 24.00	£ 24.00	☑	☐
13 May 2022	1	Transfer - As breeding male - UKBAS37065	£ 21.60	£ 21.60	☑	☐

The tally will total the items to be paid now.

The payment options are those offered by your breed society.

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Amount £ 210.60

Please choose payment method.

PayPal

Cheque

Bacs

Check Mate

Use Check Mate to find common ancestors in a potential mating

Check Mate

Select any male in the database, and a female you own

Check for common ancestors in the first 4 generations of pedigree

Society Instructions

Check for common ancestors in potential matings.

For a full Kinship analysis please contact Grassroots Systems Ltd.
agency@grassroots.co.uk

Search for a Male

Select One of my Females or Select a female for sale

Click on Search for male and type in part of the name or number. Select the animal from the list offered

Select a Male

123

7 records found

Reg No	Name	EIDTag	Management Tag	Gender	Dob	Registration Status	Owner
XN10155	Bemborough	UK0321479/12349		Male	15 Feb 2021	Notified	00013
XN10555	Belsar	UK0222890/01230		Male	13 Mar 2022	Notified	02618
XN10583	Belsar	UK0222890/01233		Male	14 Mar 2022	Notified	02618
XN10584	Belsar	UK0222890/01232		Male	14 Mar 2022	Notified	02618
XN10585	Belsar	UK0222890/01237		Male	15 Mar 2022	Notified	02618
XN10586	Belsar	UK0222890/01235		Male	15 Mar 2022	Notified	02618
N12322	Sandons Flint	UK0243753/00170		Male	19 Feb 2015	Registered	04298

Click on Search for female for a list of alive females in your registered ownership

Sort by column heading, or use the filter to reduce the list.

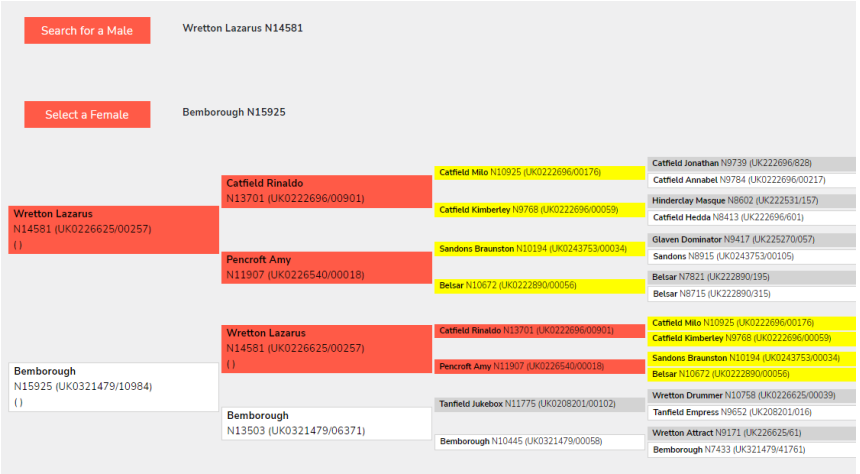
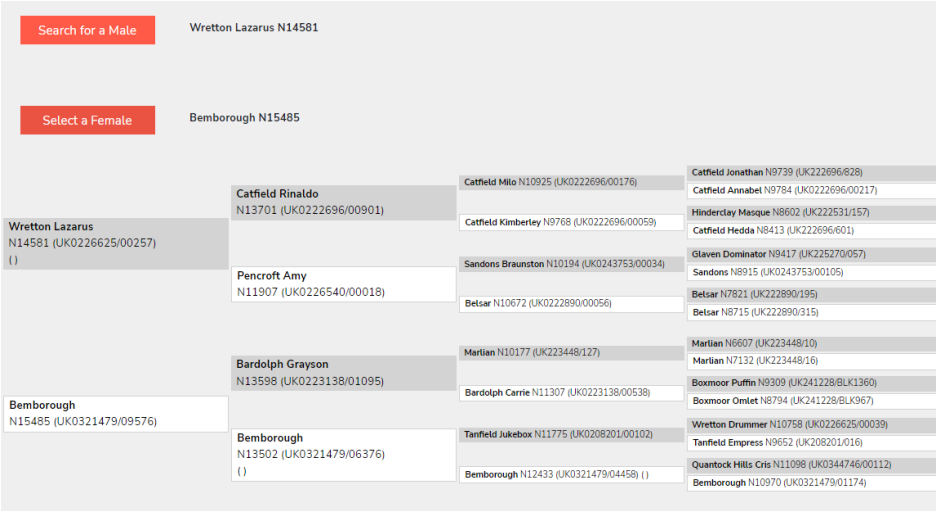
Select the animal from the list offered

Select a Female

Showing 32 of 32 records

Type text to filter

Reg. No	Animal Name	ID Tag No	Temp Tag	Gender	Owner	Breeder	Status	Reg. Status	DoB
N13501	Bemborough	UK0321479/06377		Female	00013	00013	Alive	Registered	17 Mar 2016
N13503	Bemborough	UK0321479/06371		Female	00013	00013	Alive	Registered	19 Mar 2016
N14119	Bemborough	UK0321479/07598		Female	00013	00013	Alive	Registered	18 Apr 2017
N15482	Bemborough	UK0321479/09579		Female	00013	00013	Alive	Registered	01 Apr 2019

The ‘What if’ pedigree will be displayed with common ancestors in colour. Red – indicates a common ancestor first appear as a parent or grandparent. Yellow - indicates a common ancestor first appear as a great grandparent Green - indicates a common ancestor first appear as a great great grandparent	
No colour indicates no common ancestors for four generation.	

We very much hope you find the Grassroots Online Registry helpful and easy to use.

home.grassroots.co.uk