



INSTRUCTIONS ON HOW TO ENTER ANIMAL FOR THE SHOW & SALE

Go to the [Home Page](#) on the Llanwenog website.

Click on the green “Flock Book” button. This will take you to Grassroots.

Enter your Flock Number – using zero’s to make your flock number into 5 digits i.e. flock number 318 would be entered as 00318

Enter your Password

The screenshot shows the 'Llanwenog Sheep' website interface. At the top, there is a navigation bar with buttons for 'Society Home Page', 'Member Search', 'Manage your Flock', and 'Animals for sale / hire'. Below this is the 'Animal Search' section, which includes a warning: 'Please do not use the Browser BACK button'. The search form contains the following fields and instructions:

Registration No :	<input type="text"/>	Enter any part of the reg.no
Animal Name :	<input type="text"/>	Enter any part of the name
Sex :	<input type="text"/>	M,F,C or leave blank for all sexes
Tag No :	<input type="text"/>	Enter any part of the Tag No
Tattoo :	<input type="text"/>	Enter any part of the Tattoo
Breeder :	<input type="text"/>	Enter the member no of the breeder, to find all the animals bred by this person
Owner :	<input type="text"/>	Enter the member no of the owner, to find all the animals currently owned by this person
Status :	Alive: <input checked="" type="checkbox"/> Dead: <input type="checkbox"/> Other: <input type="checkbox"/>	Tick all applicable boxes
Year of Birth :	<input type="text"/>	Enter the year of birth

At the bottom of the form are two buttons: 'Search for Animals' and 'New Search'. An arrow points from the 'Manage your Flock' button in the navigation bar to the 'Search for Animals' button.

Click on “Manage your Flock”

The screenshot shows the 'Llanwenog Sheep' website interface for the 'Manage your Flock' page. At the top, there is a navigation bar with buttons for 'Births', 'Deaths/Slaughter', 'Transfers', 'Identification of Animals for Sale / Hire / AI', 'Show Entries', 'Other Fees', and 'View / Change your contact details'. Below this is the 'Manage your Flock' section, which includes a warning: 'Please do not use the Browser BACK button'. The page contains the following text and instructions:

Births	Select this option to register Births.
Deaths/Slaughter	Notify the Society of any deaths or slaughters
Transfers	Notify the Society of any transfers
Identification of Animals for Sale / Hire / AI	Notify the Society of any Animals for Sale / Hire or AI
Show Entries	Notify the Society of any Show / Sale Entries
Other Fees	Notify the Society of Other Fees you wish to pay
View / Change your contact details	Select this option to notify the Society of changes to your name, address or contact details

At the bottom of the page is a button: 'Return to search screen'. An arrow points from the 'Show Entries' link in the left-hand menu to the 'Return to search screen' button.

Click on “Show Entries”



Click on the down arrow and choose the 2020 Annual Show and Sale and click Next.

It will then bring up all your sheep that is showing on Grassroots.

Click on the column headings to sort into which ever order is easiest for you eg tag number order

Select the correct class from the drop down list offered

Type in any catalogue notes for this animal
(max 250 characters)

Click on appropriate heading to change display order, click again to reverse the order
Select the relevant class using the drop down lists for each animal
The animals will be entered in the order they are displayed on the screen
To change the order within the flock, enter a sequence number in the 'order' column

Order	Tag No	Sex	Reg. No	Name	Tattoo	DOB
- none - ▼	1523.2566.NT	F	VBN0322	Deepdale (Import)		14/12/2013
<div style="display: flex; align-items: flex-start;"> <div style="width: 100px; border: 1px solid black; margin-right: 5px;"></div> <div style="border-bottom: 1px solid black; flex-grow: 1;"> Catalogue Notes (250 chars max): </div> </div>						

If you want your sheep to be catalogued in a specific order type the order into these boxes.

Once you have finished, scroll to the bottom and click on submit.