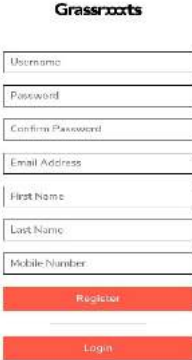# Step by Step Guide to using the Grassroots Mobile App

**The Grassroots Mobile App downloads all the data for the animals in your registered ownership onto your mobile phone or tablet so that you can look things up, keep notes and images, and report changes to the registry 'on the go'. It does not give access to the whole Society database.**

## Getting Started

- If you have an **Apple phone** go to the Appstore on your phone
- If you have an **Android phone** go to the Google Playstore on your phone
- Search for Grassroots Systems
- Click on Install

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| **Grassroots**<br><br>Username<br>Password<br>Confirm Password<br>Email Address<br>First Name<br>Last Name<br>Mobile Number<br>Register<br>Login | The first time you use the App<br><br>Create a User Name. It must be 8 characters or more but can be anything you like (EXCEPT your email address). e.g. your name<br><br>Create and confirm a password<br><br>Click on the 'Register' button |
| Next time you log in you will only need your user name and password | **Grassroots**<br><br>Username<br>Password<br>Login<br>Forgot Password<br>Register |
| **Grassroots**<br><br>Welcome to the Grassroots App!<br><br>Packed with useful tools the Grassroots App allows you to access and manage all your animal data through your phone.<br><br>Report births, deaths and sales. Keep breeding, shearing, veterinary or feeding notes. Add images of your animals or flag them for sale.<br><br>One Month Free Trial<br>Purchase Monthly App Subscription £1.99<br>Purchase Annual App Subscription £14.99<br>Refresh Purchase<br>Terms of Use      Privacy Policy | The first month is a FREE TRIAL, charging will happen after month 1.<br><br>Select a monthly (£1.99) or annual (£14.99) subscription plan.<br><br>You can cancel after the first month if you wish to do so and no further charges will be incurred. |

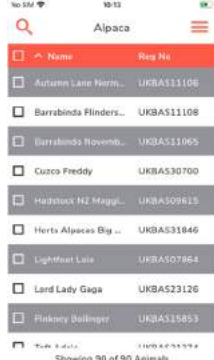| | |
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| Select your species and then breed using the drop-down menus<br><br>The system was first launched at the end of November 2020 but more Grassroots breeds are being added all the time.<br>For a full list of App enabled breeds visit the website home.grassroots.co.uk | **Grassroots**<br><br>Add Breed<br><br>Cattle     +<br>Sheep     +<br>Pigs     +<br>Goats     +<br>Camelid     +<br><br>Grassroots breeds are being added all the time. Please check back later or visit the Grassroots website for news:<br>home.grassroots.co.uk |
| **Grassroots**<br><br>Add Breed<br>Sheep     X<br>Login To Breed     X<br><br>Valais Blacknose Flock Code<br><br>Valais Blacknose Password<br><br>I understand that data for animals I own will be downloaded onto my device and that this data remains in the ownership of the breed registry.<br><br>Login | Enter your Breed Society Member Number, Flock or Herd code for this breed.  This is what you use to log into the Online Registry for this breed.  If you have mislaid it, please contact your Breed Society.<br><br>Enter the Password you use to log into the Online Register for this breed.<br><br>Click on Login<br><br>The App will download all the pedigree details for the animals in your registered ownership onto your phone. |
| When the App first opens, there is a little 'tutorial' to show you the basics, and there is a detailed 'help' in the menu (top right) | Tutorial     ≡       Norfolk Horn     ≡<br><br>Getting Around     X       Help     X<br><br>🔍       Getting Around     +<br>      Individual Animal Records     +<br>      Report Births     +<br>Filter list by sex, age, status, name or number.       Batch Actions     +<br>Reset to display full list.       More Than One Breed     +<br><br>● ● ● ● ● ● ● ● ●<br><br>Scroll Right       View Tutorial |
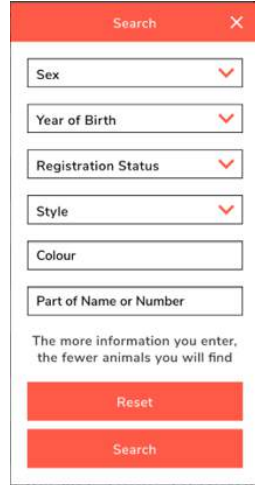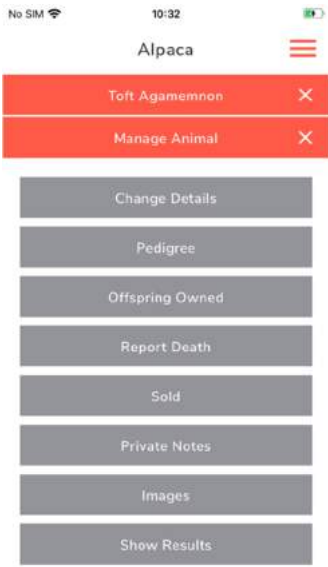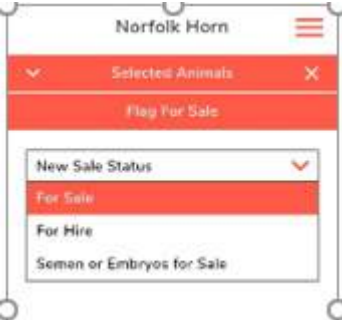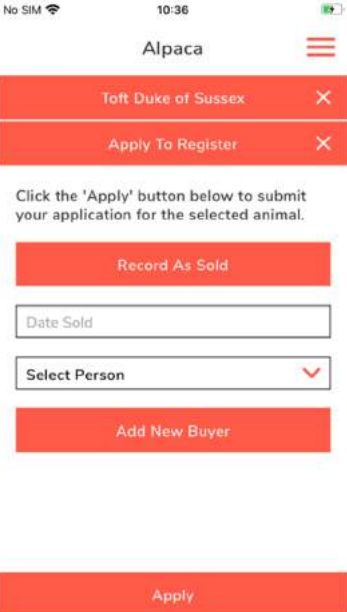
## Getting Around

| | |
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|  | The App opens with a list of all your animals<br><br>Click on the column headings to sort them into order<br><br>Scroll right to see additional columns<br><br>Select an animal to see its details and make changes |
| Click on the menu (top right) ≡<br><br>Select Display Columns to choose which two columns you would like to appear on your main screen :<br><br>• Name<br>• Tag<br>• Registration number<br>• Management tag<br><br>Click on Apply |  |
| Click on the magnifying glass (top left) Q<br>To filter the list<br><br>The more information you enter the fewer animals you will find.<br><br>The selection options vary for different species and breeds.<br><br>A list will be displayed of all the animals in your registered ownership that fit your search criteria. |  |
| Click on the X to go back to the previous screen |  |

## Animal Records

Click on any animal in the grid to see its details.

Click on Manage Animal for more information,

or the option to change details.

No SIM 📶 10:32 🔋

**Alpaca** ≡

**Toft Agamemnon** ✕

Manage Animal

Reg No : UKBAS10528

Ear Tag : TOFBASUK504

Microchip : 985154000014749

Born : 26-Jan-2008

Gender : Male

Reg Type : Registered

No. Born : 1

Sire : Homestead Farm Apollo (Aus¹ IAR/84230

Dam : Hadstock NZ Maggie Mae of 7 UKBAS09615

Colour : Solid Mid Fawn

Style : Huacaya

Conception : Natural Service

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No SIM 📶 10:32 🔋

**Alpaca** ≡

**Toft Agamemnon** ✕

**Manage Animal** ✕

Change Details

Pedigree

Offspring Owned

Report Death

Sold

Private Notes

Images

Show Results

Click on

- Pedigree to view the three generation pedigree. Alive animal ancestors in your registered ownership will appear in orange. Select to view their details.

- Offspring Owned to view a list of the offspring owned by you. Use the search magnifying glass to reduce the list to one sex, age or registered status

- Show Results - To display information

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Select 'Change Details' to report a change of identification number or colour

Report that a male has been castrated.

This information will be passed to the registry for processing.

No SIM 📶 10:33 🔋

**Alpaca** ≡

**Toft Agamemnon** ✕

**Change Details** ✕

TOFBASUK504

985154000014749

Solid Mid Fawn

⚪ Castrated?

Apply

| | |
|---|---|
| Select 'Report Death' to report the animal's death<br><br>Select the date of death<br><br>reason for death<br><br>and record any notes then select 'Apply'<br><br>This information will be passed to the registry for processing | No SIM 🔋    10:43    🔋<br><br>**Alpaca** ☰<br><br>Toft Agamemnon   ✕<br><br>Report Death   ✕<br><br>Date Of Death<br><br>Death Reason   ✕<br><br>0/250<br>Add A Note<br><br>Apply |
| Select 'Flag For Sale' to change the sale status of the animal. Select the correct category and click' Apply'. This will appear against this animal in the Online Registry which is visible to other people. | **Norfolk Horn** ☰<br><br>✕   Selected Animals   ✕<br><br>Flag For Sale<br><br>New Sale Status   ✕<br><br>For Sale<br>For Hire<br>Semen or Embryos for Sale |
| Select 'Sold' to report the animal as sold and assign a buyer.<br><br>Select the sold date, select the buyer from the list or select the buyer from your list of buyers,<br><br>Or 'Add New Buyer,' to fill in their information and store it for future sales.<br><br>Click 'Apply'.<br>This information will be passed to the registry for processing.<br><br>The buyer details will also be held in the App for your future use. | No SIM 🔋    10:36    🔋<br><br>**Alpaca** ☰<br><br>Toft Duke of Sussex   ✕<br><br>Apply To Register   ✕<br><br>Click the 'Apply' button below to submit your application for the selected animal.<br><br>Record As Sold<br><br>Date Sold<br><br>Select Person   ✕<br><br>Add New Buyer<br><br>Apply |
| Select 'Private Notes' to add, view or delete notes.<br>These can be used to record any information including; management information, breeding history, mating records, veterinary treatments, shearing dates, grazing groups etc.<br>This information is private, it is not shared with the registry and is only stored on your device and in your phone backup if you have one. | **Norfolk Horn** ☰<br><br>✕   Selected Animals   ✕<br><br>Add Private Note<br><br>0/250<br>Add A Note |

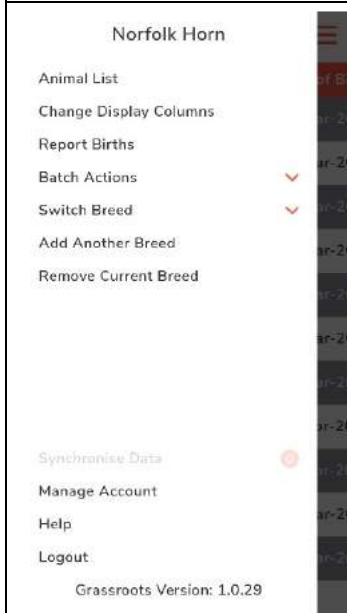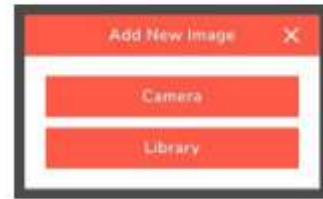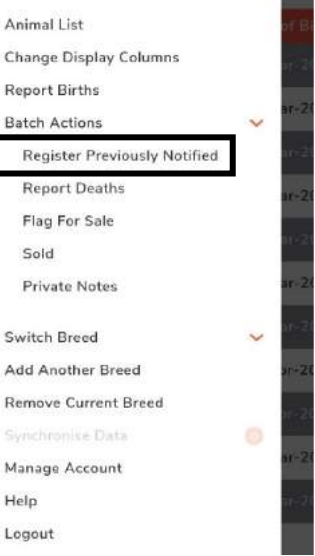| | |
|---|---|
| Select 'Images' to link images from your gallery or camera. |  |
| These images are stored locally in your phone. | |
| Select the 'dustbin' to remove the image link from the App. | |
| Select the 'Private' button to change the status to 'Public'. | |
| The image will then be copied into the registry database where it will need to be 'approved by the Breed Society' before it can be viewed in the Online Registry. |  |
| Select the 'Public' button to change the status back to private. | |
|  | To report births<br><br>Open the menu (top right)<br><br>Select 'Report Births' |
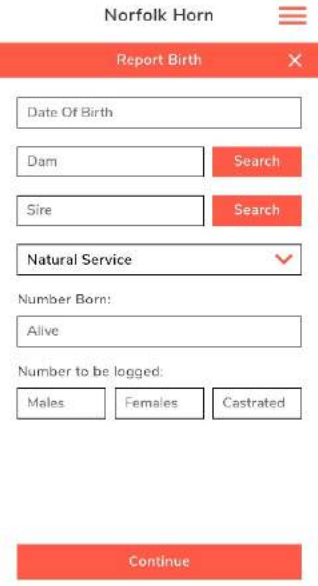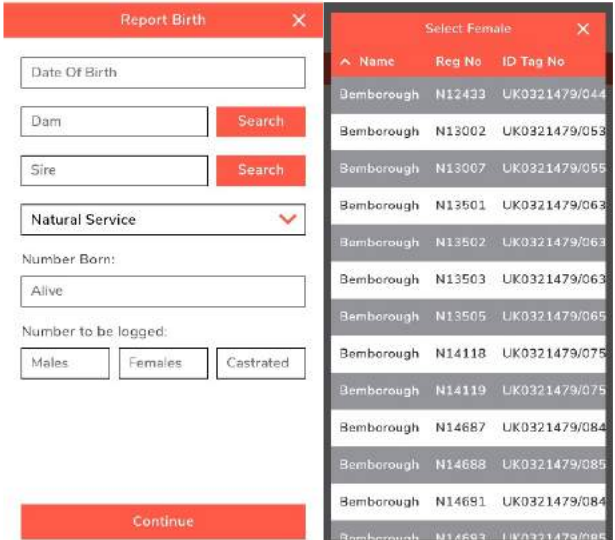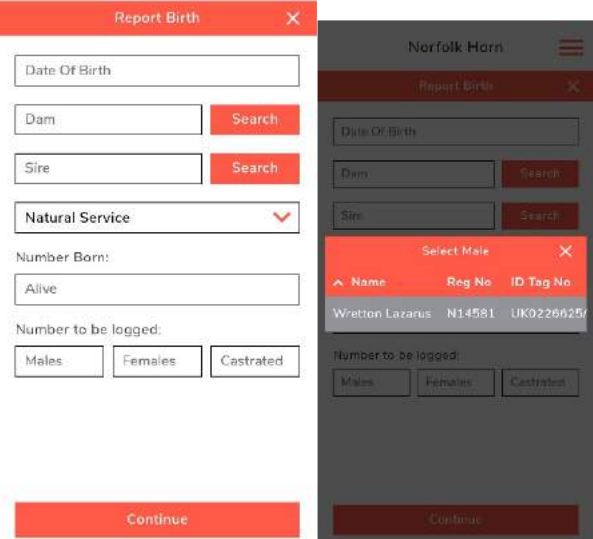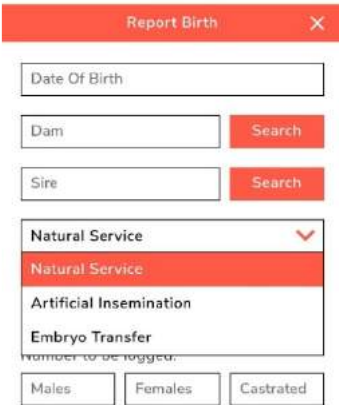
**Report Births**



The birth screen is displayed ready for you to log the 'litter'

Begin by selecting the date of birth



Click the Dam 'Search' button on the right-hand side for a list of all your registered females,

or type part of the name or number into the box and then click search to reduce the list.

Select the correct dam from the list offered.



Click the Sire 'Search' button on the right-hand side for a list of all your registered males,

or type part of the name or number into the box to reduce the list.

The app will search your males and then the whole Society database to find a match.

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| Select 'Natural Service'.  'AI' (Artificial Insemination) , or 'ET' (Embryo Transfer).  For 'AI' or 'ET', extra fields appear for you to type in dates and recipient dam tag number. | <br>**Report Birth**  ✕<br><br>Date Of Birth<br><br>Dam — Search<br><br>Sire — Search<br><br>Natural Service ∨<br><br>Natural Service<br>Artificial Insemination<br>Embryo Transfer<br><br>Number to be logged:<br>Males | Females | Castrated |
| Type in the number born in the litter<br>Then the number of males, females and castrates you wish to log today and click 'Continue'. | Number Born:<br>Alive<br><br>Number to be logged:<br>Males | Females | Castrated |
| Clicking 'Continue' takes you to a second screen where you log the details of each of the offspring in turn<br>Add the individual part of the tag number<br>Add the individual name<br><br>Select the registration type you require.<br>Different breed societies offer different options.<br><br>Click on Continue to submit the application  to the breed society | Norfolk Horn  ☰<br><br>∨  **Report Birth**  ✕<br><br>Birth 1<br><br>Male ∨<br><br>UK0321479/<br><br>Temp Tag<br><br>Bemborough<br><br>Birth Notify ∨<br><br>Continue |

## Batch Actions

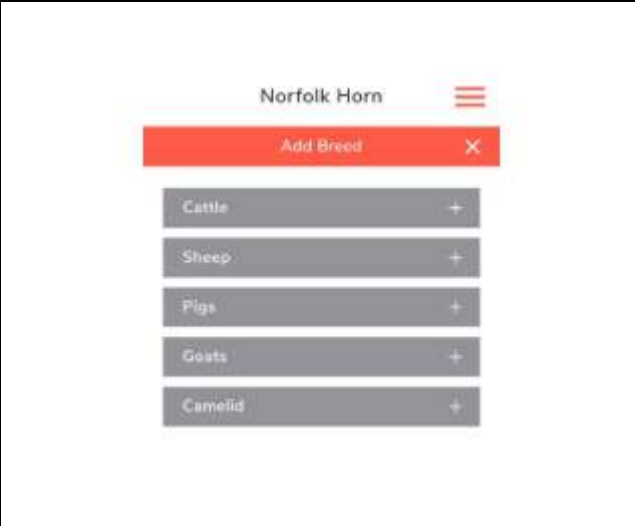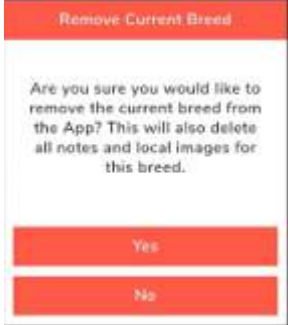| | |
|---|---|
| 🔍  Norfolk Horn  ☰<br><br>☐ ∧ Name | Reg No | Date of B<br>☐ Bemborough | N12433 | 13-Mar-20<br>◼ Bemborough | N13002 | 13-Mar-20<br>◼ Bemborough | N13007 | 24-Mar-20<br>◼ Bemborough | N13501 | 17-Mar-20<br>☐ Bemborough | N13502 | 17-Mar-20<br>◼ Bemborough | N13503 | 19-Mar-20<br>◼ Bemborough | N13505 | 23-Mar-20<br>◼ Bemborough | N14118 | 18-Apr-20<br>☐ Bemborough | N14119 | 18-Apr-20<br>☐ Bemborough | N14687 | 17-Mar-20<br>☐ Bemborough | N14688 | 21-Mar-20 | To record an 'action' for a batch of animals<br><br>Use the Magnifying glass to filter the Animal List<br><br>Select the animals by ticking the boxes on the left |

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| Open the menu to right and select a 'Batch Action | ≡ |
| **Register Previously Notified:**<br><br>If your breed has birth notification, select this option and select 'Apply'.<br><br>You may also record the sale of the animal at the same time.<br><br>This information will be passed to the registry for processing.<br><br>These records will be locked for further changes until the action has been processed by the registry. | Animal List<br>Change Display Columns<br>Report Births<br>Batch Actions ⌄<br>   Register Previously Notified<br>   Report Deaths<br>   Flag For Sale<br>   Sold<br>   Private Notes<br>Switch Breed ⌄<br>Add Another Breed<br>Remove Current Breed<br>Synchronise Data<br>Manage Account<br>Help<br>Logout |
| Norfolk Horn ≡<br>⌄ Selected Animals ✕<br>Report Death<br>Date Of Death<br>Death Reason ⌄<br>0/250<br>Notes for Breed Society | **Report Deaths:**<br><br>Select a date<br>Select the reason for death and<br>record any notes then select 'Apply'.<br><br>This information will be passed to the registry for processing.<br><br>These records will be locked for further changes until the action has been processed by the registry. |
| **Flag For Sale**<br><br>Select the correct category then select 'Apply'.  These animals will appear in the Online Registry for sale. | Norfolk Horn ≡<br>⌄ Selected Animals ✕<br>Flag For Sale<br>New Sale Status ⌄<br>For Sale<br>For Hire<br>Semen or Embryos for Sale |

| | |
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| **Sold**<br><br>Select a date<br><br>Select the buyer from the list you have saved<br><br>or select 'Add New Buyer'<br><br>then select 'Apply'.<br><br>This information will be passed to the registry for processing.<br><br>These records will be locked for further changes until the action has been processed by the registry. |  |
| **Private Notes**<br>This option can be used to record information that applies to a group of animals, for example mating records, veterinary treatments, shearing dates, grazing groups etc.  The Note will be held against every animal in the group.<br><br>This information is private, it is not shared with the registry and is only stored on your device and in your phone backup if you have one. |  |

## More Than One Breed

**If you are a member of, and own more than one 'Grassroots breed', you can synch the data for them all onto a single copy of the App.**

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| **Add Breeds**<br><br>Select 'Add Another Breed' from the menu,<br><br>select another breed from the list offered.<br><br>Type in your Breed Society member number/ flock or herd letters and Breed Society Online Registry password.<br><br>New Grassroots breeds are being added to the App all the time. |  |

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| **Switch Breeds**<br><br>Once you have downloaded more than one breed you can switch between them.<br><br>Select 'Switch Breed' from the menu and select another breed from the list. |  |
| **Remove Current Breed**<br><br>Select 'Remove Current Breed' from the menu, selecting this option will delete all your private notes and links to images. |  |
| Within the App Help<br><br>For Help within the App<br><br>Click on the menu top right<br><br>Select Help |  |

**Access to the Data**

All data belongs to the relevant breed society and access is restricted to members of each society.

Your App will cease to synch with the Breed Society database if either:

- Your Grassroots App subscription lapses

Or

- Your membership of the Breed Society is no longer current

**We very much hope you find the Grassroots App helpful.**

**Home.grassroots.co.uk**

Grassroots System Ltd                                                                                    Jan 2021