

12 Tips For Using NALF's New Web Tools

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In General

- When entering a registration number, do not use a hyphen or any spaces between the registration prefix and the registration number (for example, "NPM1234567").
- When entering a tattoo, do not use any spaces between the herd prefix, tattoo number and birth-year letter (for example, "ABCD1234X").
- The North American Limousin Foundation (NALF) Web site is not on a commerce-secure server; hence, it does not offer opportunities for online payments. If you want to set up your member account for automatic credit-card billing, call Mary Zilk in the NALF office during business hours with your Visa or MasterCard information. Do *not* e-mail your credit-card information. For one-time credit-card use, you will need to call the office with your Visa or MasterCard information and your member number each time because NALF does not keep your account information.
- Make use of the blue boxes with question marks in them on most pages. When you click one, a popup window will display answers to common questions about that page.
- To record new calves, place your pointer over "My Performance" then click "My Calving." *Always check the "Display Year";* that is important for contemporary grouping. For example, if you are recording 2009-born animals, change the year to 2009 and click the blue "Change" button. Once the correct year displays, click the blue "Add" button and complete the application. Review it carefully and click the "Save" button. The new system records the animal and assigns a registration number instantly.
- You can enter weaning and yearling data for your animals by placing your pointer over "My Performance" and choosing the appropriate function—"My Weaning" or "My Yearling." Remember to check the "Display Year."
- When transferring an animal online (under "My Herd") and entering the buyer's customer number, omit the letters and leading zeros (for example, "456" rather than "N00456X"). Remember to include a sale date, which is important for the buyer.

Member Site

- Your username is your member number without any letters or leading zeros (for example, "123" rather than "N00123L"). Your password is the same as what you used to access the old member site. Contact the NALF office if that combination does not work for you.
- If you are completely new to the member site, call the NALF office during business hours and share your e-mail address. A staff member then will assign a password to you.
- When entering calving or performance data, change the year in the upper left-hand part of the screen to the year in which the calf was born (or the following year for late-November and December calves that you are grouping with spring calves).
- Use *only one* of the "Search for Animals" fields at a time. If you have the registration number, enter it without spaces or dashes (for example, "NPM1234567"—or simply "1234567" because the prefix is optional in the animal lookup only). If you have the tattoo, enter it without spaces (for example, "ABCD101X"). If you have the animal's name, you must have at least the beginning correct to bring up a list of matches (for example, "ABCD Example" rather than just "Example").
- Note that you can use the blue "Progeny" button at the bottom of any animal's record page to get a list of its offspring. If you are having trouble finding an animal with the registration-number, tattoo or name search, you might be able to find it by calling up its sire's or dam's progeny list. **LW**