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Quick Start FarmWorks - Canada



The entire FarmWorks user guide is on the installation CD you received. Installing FarmWorks automatically loads the user guide onto your computer click on the desktop link to open the guide.

Install the program

Insert the FarmWorks disk into the CD drive. The installation screen should open automatically.

- » Click once on *Install/Upgrade FarmWorks*. Follow the instructions.
- » Take out the CD, then restart your computer to finish the installation.
- » If the installation does not start automatically, look on your computer for the CD drive.
- » Double-click on the FarmWorks CD to open the files.
- » Double-click *RunFarmWorksCD.exe*.



Log in for the first time

Enter your own farm's details in the login screen the first time you open FarmWorks.

Country: Select Canada from the dropdown menu.

Holding Number: Premise Id Number (PID) or land location. **Name:** Your personal, business or family name.

Farm Name: Name of your farm or ranch.

Herd Number: 3 to 5 letters or numbers that will be the prefix for your cattle tags. If you have purebreds you can use your tattoo letters, or use your initials or your brand. Use your flock prefix if you do not have cattle.

Flock Number: 3 to 5 letters or numbers that will be the prefix for your sheep tags. Use your tattoo letters, flock letters or your initials.

Address: The rural route, box number or street number of your mailing address.

Town / City: Town or city in your mailing address.

County: Your state.

Postcode: Your postal code.

Grid Reference and Yield region should be left blank. Telephone, fax number and email are optional. Click **OK** to save.

Important! Write down what you have entered as your Holding Number

and Herd/Flock Number - you will need that information in order to register your copy of FarmWorks and receive your licence.

Enter Your Details					
Country	Canada	•			
Holding Number	AA549FT12				
Name	Andrew Ambler				
Farm Name	Ambler Livestock Company				
Herd Number	ALC				
Flock Number	ALC				
Address	Box 411				
Town / City	Camrose				
County	Alberta				
Postcode	T4V 3C9				
Grid Reference					
Yield Region		-			
Telephone No					
Fax No					
EMail					
	ок				



Register your software

You can use FarmWorks for 30 days as a demonstration version before you need to register. Shearwell will give you a permanent license after you purchase the program.

To register the program after purchase contact Shearwell with your holding, herd and flock number.

When you are prompted to register your copy of FarmWorks:

- » If you have received a license key from Shearwell select Yes.
- » Enter the key, then click on *Register*.

Program Registration				
Holding: 38. 1986.12	Herd:	UKINISHI		
If you have paid the licence fee for a version of the program you can register it now, either by typing in the fifteen character Licence Key, if you have it, and clicking the 'Register' button OR by going on line, if you have an internet connection, by clicking the 'Register on line' button. If you need further help please phone Registrations on 01643 841814.				
Licence Key				
BCDFG - HJKLM - NPQRS				
Exit	Register	Register on line		

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Add your breeds

Many sheep breeds common in North America are not listed in FarmWorks and must be added before you can enter your sheep.

Go to Farm Records > Breeds > Add Breed.

Look on the list for your sheep breeds.

File Farm Records Animal Records > To add another breed, type the name in the Breed Description. Abattoirs Click Add Sheep Breed to save. AI Rams New Sheep Breed to Add Ailments Breed Description Romanov Add Breed Breeds **Breed Identifier** Death Reasons Define Breed Identifiers Define Cross Breeds Select Commonly Used Add Sheep Breed

Decide how to number your sheep

Every sheep in FarmWorks must have one main tag number, a date of birth, a breed and a sex. The main tag number must be unique - FarmWorks will not allow duplicates or recycled tag numbers. Each animal will also have an EID (electronic identification) number from an RFID tag, usually an electronic CSIP tag. You can also link a "management tag" number taken from any other visual tag. All three identifiers are cross-referenced in FarmWorks.

Decide how your sheep will be identified before you enter them into FarmWorks.

Option 1: *Farm tag, plus EID.* Use your farm tag as the main tag number. When the RFID tag is scanned, the farm tag number is displayed on the stock recorder. Use the EID number or another farm tag as the "management tag" number (optional).

Option 2: *EID, plus farm tag*. Use the EID number as the main tag number. When the RFID tag is scanned, the last 9 digits of the EID number will be displayed on the stock recorder. Use another farm tag as the "management tag" number (optional).





Enter your sheep

There are two routes to get your sheep into FarmWorks - through the computer or with the stock recorder. Start with all your current animals. After this initial setup, animals should only be added as births or purchases.

Through the computer:

Individual information on each sheep can be keyed in through the Add Current Animals screen in FarmWorks. Use this method if you want to record sire and dam, or purchase information for sheep that weren't born on your farm.

	Add Current Animals on Farm
cords Animal Records Reports Information	Entry Method One at a time O Multiple animals at once - must have same Date of Tagging, Bn
Add Current Animals	Animal Details
Animal Details	Flock Id ALC
Comments	Tag Number 6548
Death	Date of Birth 01/03/2014 Date of Tagging Management Tag
Delete Record	Breed Canadian Arcott
Feed Animals	Sex Ewe Breeding stock
Found / Recovered	Name Flock Id Tag Number
	Dam JAMN 0074H 🗾 JAMN 0074H
	Sire ENT 36W Mgt G

● Farm-born ○ Purchased

On-farm Loca

You can also import multiple records with a csv file.

- » Go to Data Transfer > Import Data from File > CSV File
- » Select Import new animals
- » Follow the instructions for formattting a spreadsheet file and saving as csv.
- » Click on Import Data, then find and select the csv file you wish to import.

Data Transfer Setup Help			Import Animal Data from CSV File
Genetic Evaluation	•]	Import from CSV File
Import Data from File	•	CSV File	Import new animals
NLMD	•		C Import weights
SDL400S Stick Reader	•		C Import Signet Data
Workabout Pro	•		C Import Kill Sheet Data

Once an animal's tag number and details are in FarmWorks, you can lock that information to its RFID tag the first time you scan its ear tag. See the **Quick Start Stock Recorder** for more details.

With the stock recorder:

Sheep can be entered into FarmWorks by scanning their RFID tags with the stock recorder and locking the EID to their farm tag. This method is for <u>sheep that are not already entered in FarmWorks on the computer</u>. This method can also be used for sheep that have no other ear tags. See the **Quick Start Stock Recorder** for more details.

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С.



Quick Start FarmWorks - Canada

Deleting or correcting records

File Farm Record Animal Records Reports Claims Infor

Calving

Death

Castration

Comments

Delete Record

Feed Animals

Found / Recovered

Add Current Animals

Animals Suitable for Export

Animal Details

Some simple mistakes can be corrected in the **Animal Details** screen - the wrong breed or sex or date of birth.

Note: the tag number and EID <u>cannot</u> be changed here.

- » Go to Animal Records > Animal Details
- » Highlight the animal on the grid. Correct the mistake in the *Main Details* section at the bottom of the page.
- » Click Save to save your changes.

Big mistakes like a wrong tag or EID number are resolved by completely deleting the animal and starting again.

- » Go to Animal Records > Delete Record
- » Highlight the animal on the grid.
- » Select Complete Deletion.
- » Enter the reason for the deletion.
- » Click Save to save your changes.

You can also undo births, deaths and movements. Full details about correcting errors are in the FarmWorks manual in the section called *Deleting and Correcting Records*. Partial deletion - All records for any selected animals AFTE This allows you to correct mistakes you may have made ir included the animal may become invalid and this will not b you specify. Also, for cattle, any movements records sent animal may be eligible to be sent to BCMS and you may th will not be changed even though the date received might Complete deletion - you animals selected will be deleted f This allows you to remove animals that you never intende partial deletion the price animals that you never intende

partial deletion, the	came claims ar	nd movements caveat:				
Enter Deletion Details						
Tag Number	JAMN 5206	5 (Dam: JAMN 27				
Reason for Deletion	Wrong tag					

Back up your data

Make frequent and regular backup copies of your FarmWorks data. When something goes wrong with your computer you will be able to restore from your backup files on a new computer without losing your records.



- » Go to File > Backup (i.e.save) your data
- » You have two choices save the backup file on your computer, or save the file to the NLMD online database. To set up a free NLMD account go to *www.nlmd.co.uk*
- » To make a backup on your computer or a memory stick, select the first option - save on your hard disk drive or a USB pen drive.
- » Select a destination and type in a name for your backup file.

 File name:
 31march2015

 Save as type:
 Backup File (*.sdb)

» Click on Save.

Hide Folders





For technical support telephone: 780 - 674 - 9564

Save

Email technical support at: casupport@shearwell.co.uk

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