InterTrace

A livestock population database system

User Guide

September 2003

InterTrace: A Guided Tour

Table of Contents

InterTrace: A Guided Tour

Introduction

InterTrace is a comprehensive package that supports the establishment and maintenance of a large database of animal details for a range of applications within the livestock industry. The key features of the package include:

- Individual registration of all livestock **owners**, **premises** and individual **animals** (or batches) of **any species**.
- A flexible event structure that allows **user-definition of parameters and events** relating to premises or species. This allows for phased expansion and development of recording protocols in line with the training of staff, availability of equipment, validation of data and other constraints.
- **Full traceability** of registered animals from birth to slaughter
- **Production and health history** for all registered animals to a level appropriate for the intended application
- **Stock control** of drug/supply use by individual premises
- **On-screen translation** of screens to the local language.
- Analysis and report facilities that **allow customised reports** such as movement permits, birth registrations etc

Existing users of InterTrace include

- **National and regional veterinary services** operating a detailed multi-species traceability system incorporating management of vaccination, inspection and other key health activities for international trade and the establishment of disease-free status.
- **Herdbook societies** seeking full registration and production recording of animals
- **Milk recording organisations** storing full and detailed production histories of member animals including milk production, fertility and offtake.

InterTrace is supplied in one of two modes of operation:

1. **Standard mode** covers all the key requirements for registration and traceability of individual or batches of animals, premises, producers, transporters etc to a level appropriate for national veterinary and livestock services
2. **Herdbook mode** gives an additional range of forms and commands designed to satisfy very detailed recording needs of Herdbook and pedigree societies

This user guide is designed to take users through the key features of setting up and implementing InterTrace. The Demo database supplied with the program is used as an example, so you can follow the steps in this guide on your own computer.

Following this introductory section the user guide describes all the commands that are available from the InterTrace Main Menu. For ease of reference these are arranged in the order that they appear in the InterTrace Main Menu.

Getting started

Installation

InterTrace is installed from a CD-ROM by a Set-up program. The Set-up process auto-executes when the CD is inserted. Follow the instructions on the screen.

There are two types of install for InterTrace:

- **Client program** – This is the installation required for all PC stations that will have access to the main database. This might include regional government offices, abattoirs, markets etc
- **Database Server –** The database server is only required on the main database server/PC where the data will reside. This is normally installed by the Distributor of the program.

Program icons are created during the Set-up procedure. A folder named InterTrace will be included in the *Programs* section of the *Start* menu in the Windows desktop. After installation of InterTrace is complete the 

icon will appear on the computer desktop (the screen displayed when you first start Windows). Double-click this to start the program.

Start-up

InterTrace is started either by double-clicking the InterTrace shortcut 

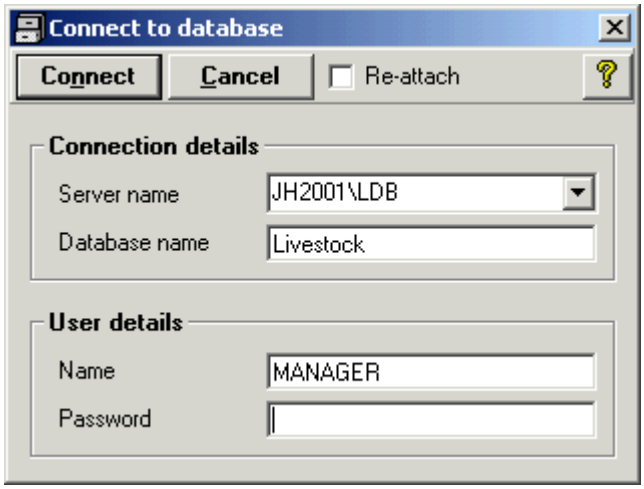
on the desktop (the screen displayed when you start Windows), or by selecting *Start…Program files…InterTrace*.

On starting the Log In form is displayed. Access to InterTrace and the database is controlled by the use of User Ids with associated passwords (see Database security on Page 87).

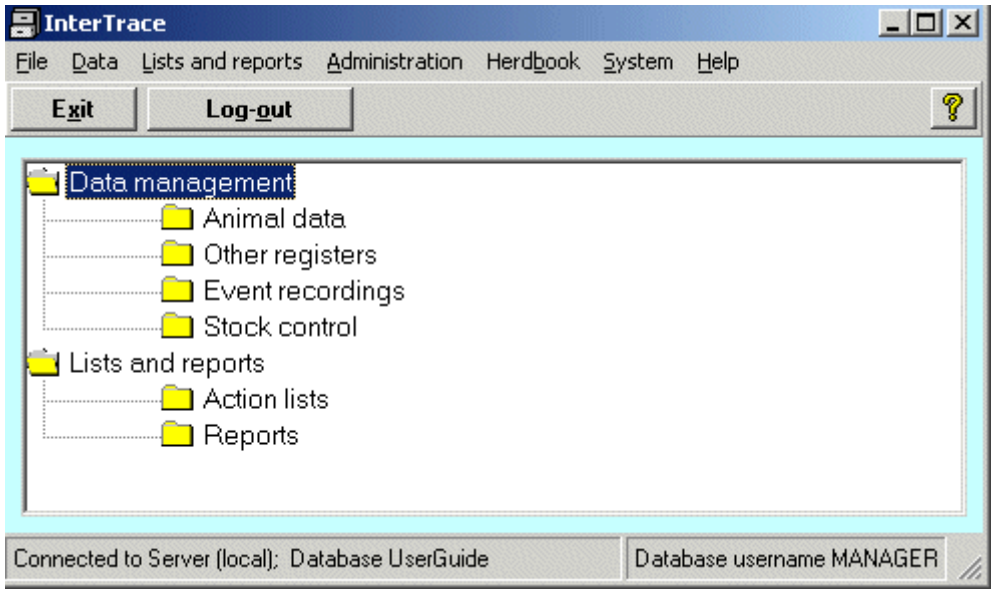
All users are given user names with associated passwords (which are not case sensitive). Each user name has various permissions associated with it. These can be used to control the level of access that the user has to the different aspects of the program. Once the user name and password are correctly entered, the user gains access to the Client-level program. (Following initial installation, unless your distributor has issued you with a different user name and

password, you should use the User ID: INTERAGRI. This username has no password so click the OK button.)

The next step is for Client program of InterTrace to gain a connection to the main database server/PC so that it can send and receive data. There is a further level of security at the main database level. The user must enter a correct user name and password to establish a connection to the database. This is done via the Connect to database Form:



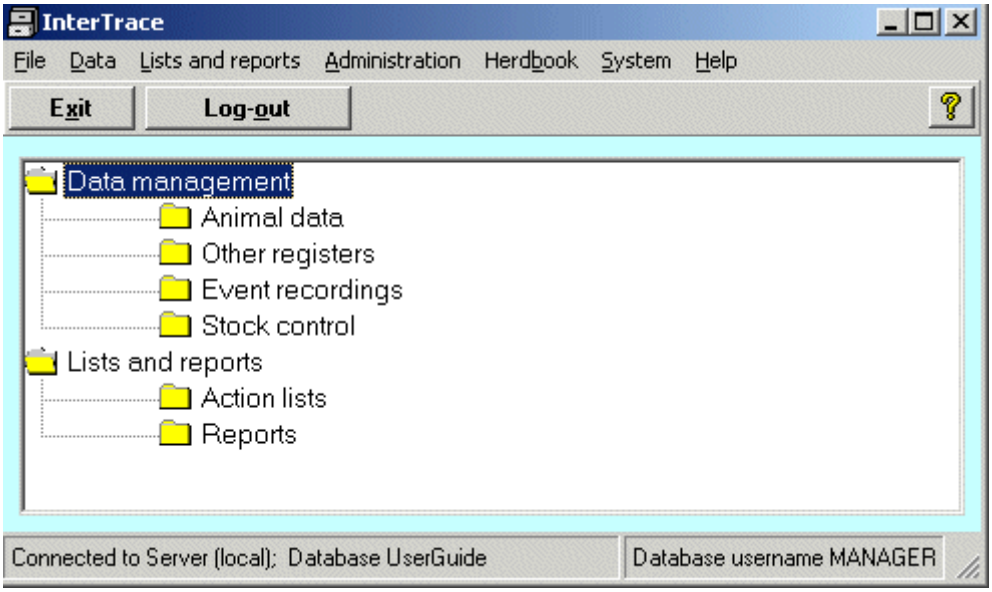
The default User name for access to the server is MANAGER with no password. On clicking the Connect button the connection is established and the main InterTrace Menu is displayed:



Connection details are shown in the Status Line at the bottom of the form.

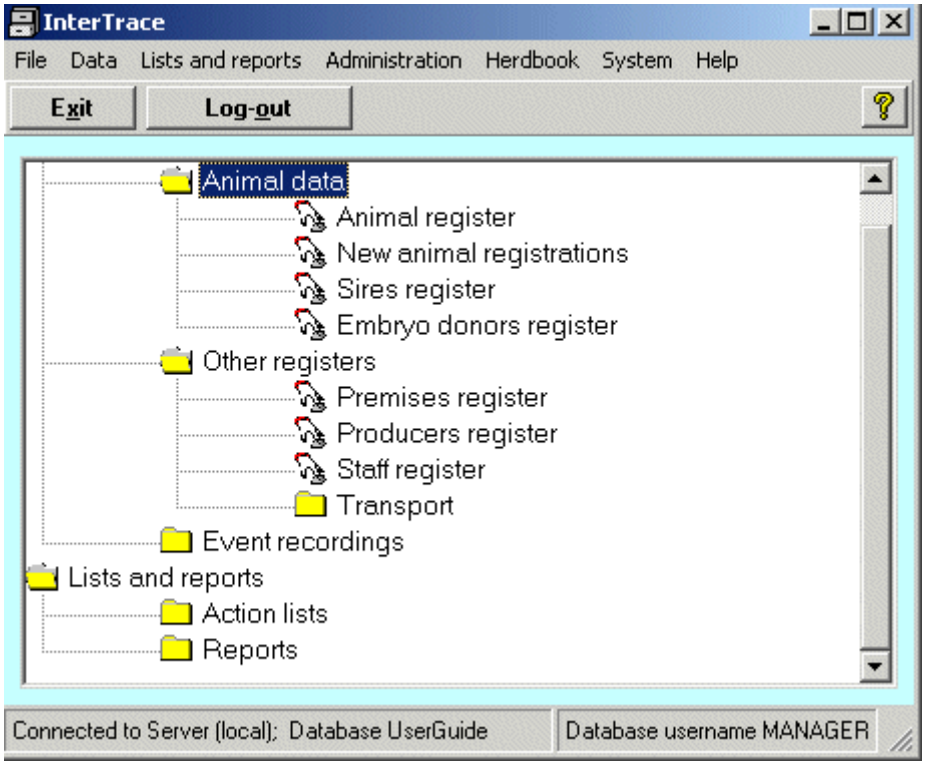
The Main Menu and its commands

The InterTrace Main Menu is the starting point for any InterTrace process:



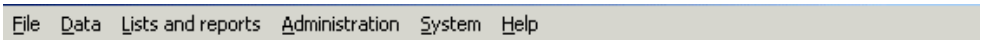
InterTrace is made up of a large number of commands which are called through the InterTrace Main Menu. These commands are grouped according to their function under a logical sequence of folders (headings).

The InterTrace Main Menu should be envisaged as a "tree" with many branches and sub-branches. The branches in this tree are folders which contain commands or sub-folders. The icon indicates a closed folder whose contents are not displayed. Clicking the icon opens the folder ( ) and display its contents as shown below for the Batch data folder. Clicking the open folder icon ( ) will reverse the process hiding the contents.



This tree concept is ideal for the new user as the bulk of commands can be kept hidden until required.

The Tree structure displays the frequently used commands within the program. Commands that are less frequently used, such as those concerned with the initial set-up and customisation of the program, tend to be accessed only via the Menu items that appear below the title bar at the top of the form.



The menu items are grouped according to their general function:

File - Commands associated with connecting to and backing-up the data file

Data - The data entry commands (these are also accessible via the tree menu)

Lists and reports -The lists and reports (also accessible via the tree menu)

Administration - The **customisation** of the database to fit the local requirements and commands associated with database management. Also the definition of users and the level of access they have to data within the main database

Herd book (optional) - Includes within InterTrace a range of commands that are relevant to the level of recording required by herdbook societies.

System - Allocation of users to the InterTrace system, allocation of passwords and the permissions within the InterTrace Client program.

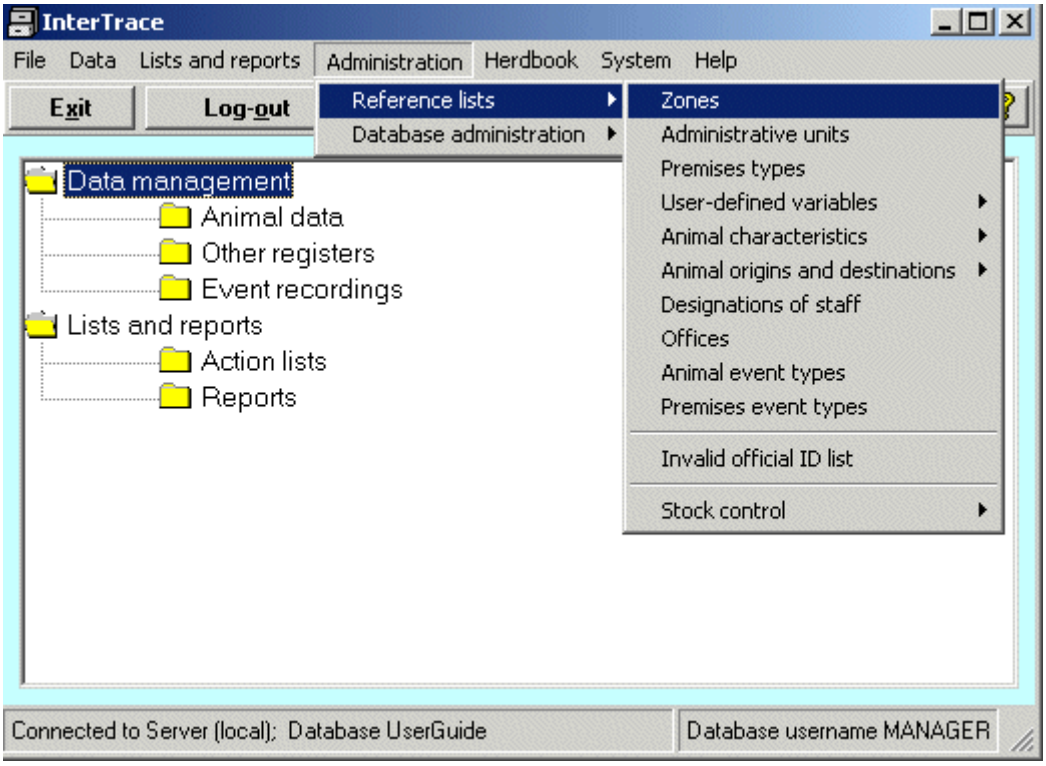
Help The on-line help program and details of the InterTrace version

Reference Lists – Customising to local conditions

The customisation of InterTrace is integral to its effective operation. This section describes the processes involved. Users who are not concerned with the initial set-up process should proceed to the next section.

It is assumed that a new blank database file is installed on the server. Examples are described below of the different steps in customising the file to provide a national traceability system:

The customisation process involves the development of a series of **reference lists** that detail the appropriate values for the country or region where InterTrace is to be used. The reference lists are displayed from the menu items on the Main Menu:

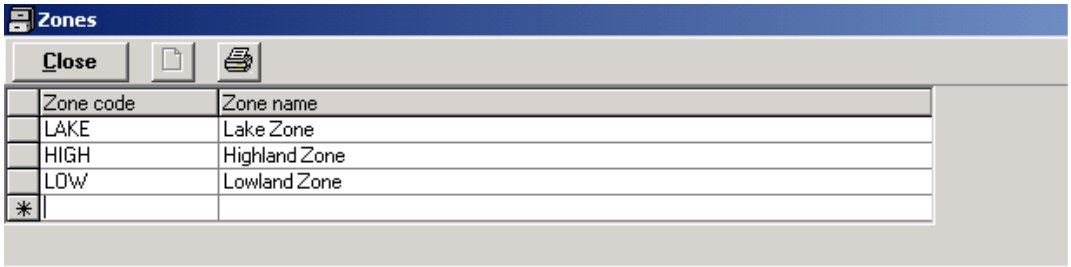


An appropriate sequence for completing the reference lists is described below along with examples of the type of data that might be entered.

Zones

For reasons of animal health a country may be divided in to any number of geographical zones. These zones commonly have different characteristics and consequently different livestock production systems and disease profiles. Commonly movement of livestock between these zones present dangers of disease spread and may need to be controlled by issuing of movement permits (see Definition of movement restrictions in the Species Reference list on Page 15).

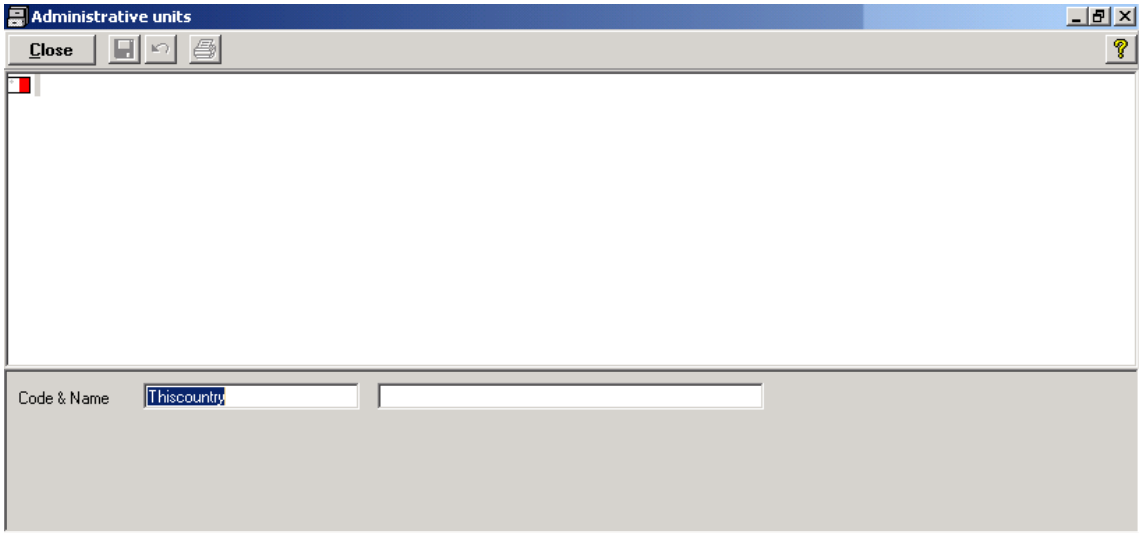
The zones are detailed in the *Reference lists ….Zones*, as shown below:



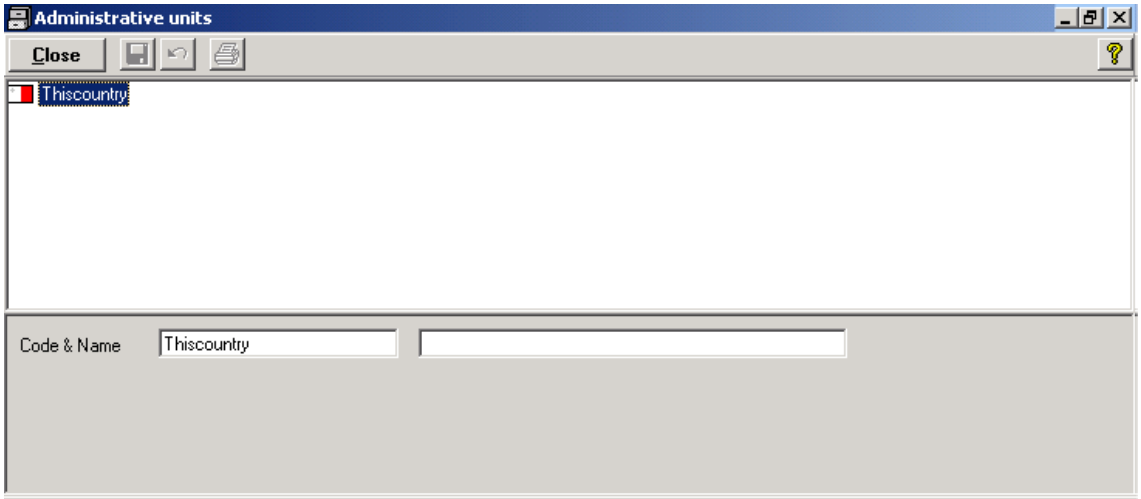
Administrative Units

Every country is divided in to administrative units. These are detailed in the *Reference lists ….Administrative units.*

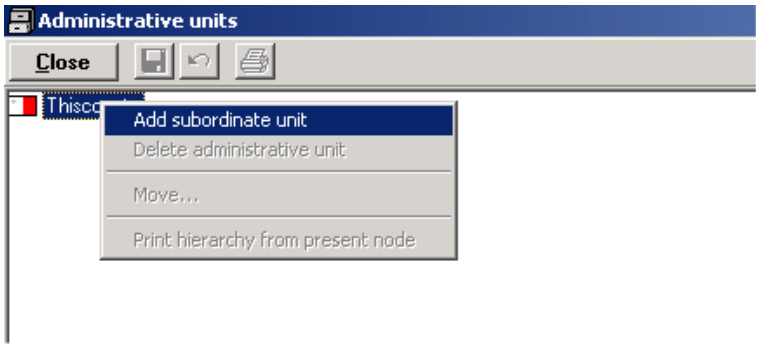
Enter the name of the country (or major administrative unit) by typing the name in the Code & Name box at the bottom of the screen.



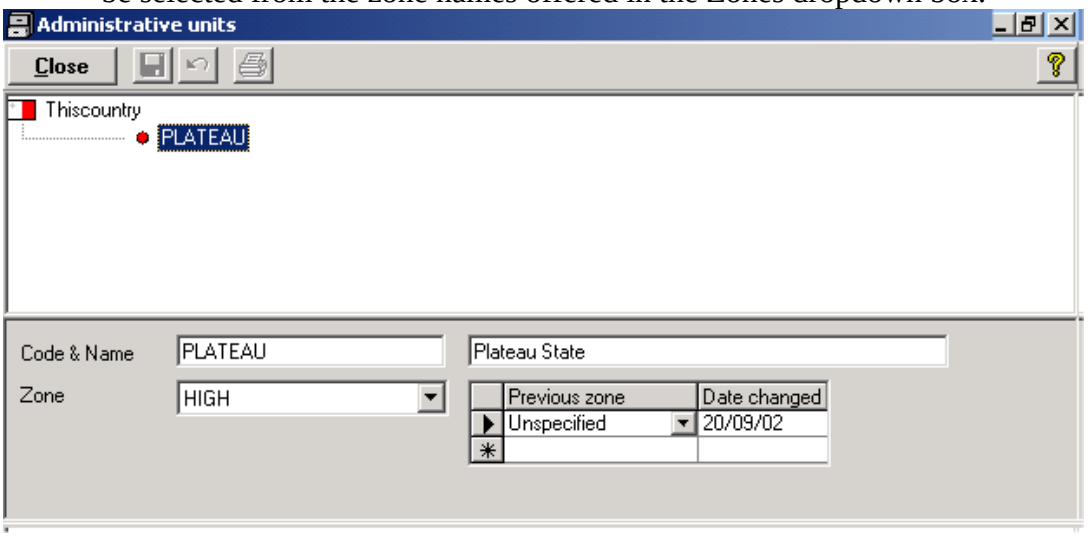
On pressing the Enter key the name appears in the top screen:



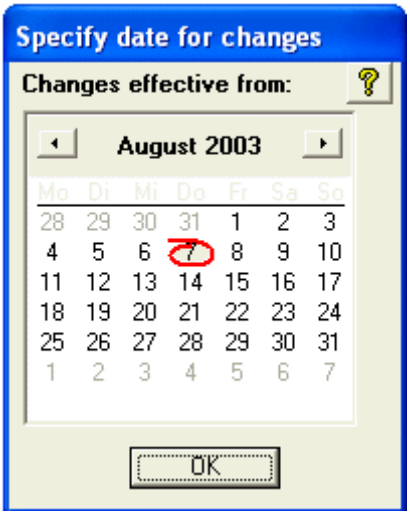
Once the name of the country is entered the constituent administrative units are entered as subordinate units. To enter subordinate administrative units click the main administrative area with the right mouse button to display the pop-up menu. Select “Add subordinate unit”



This inserts a new unit with the name “New Code”. Edit the name of the new administrative unit in the lower part of the screen. Each administrative unit is allocated a code (PLATEAU) and a name (Plateau State). The zone in which the administrative unit is located should also be selected from the zone names offered in the Zones dropdown box.

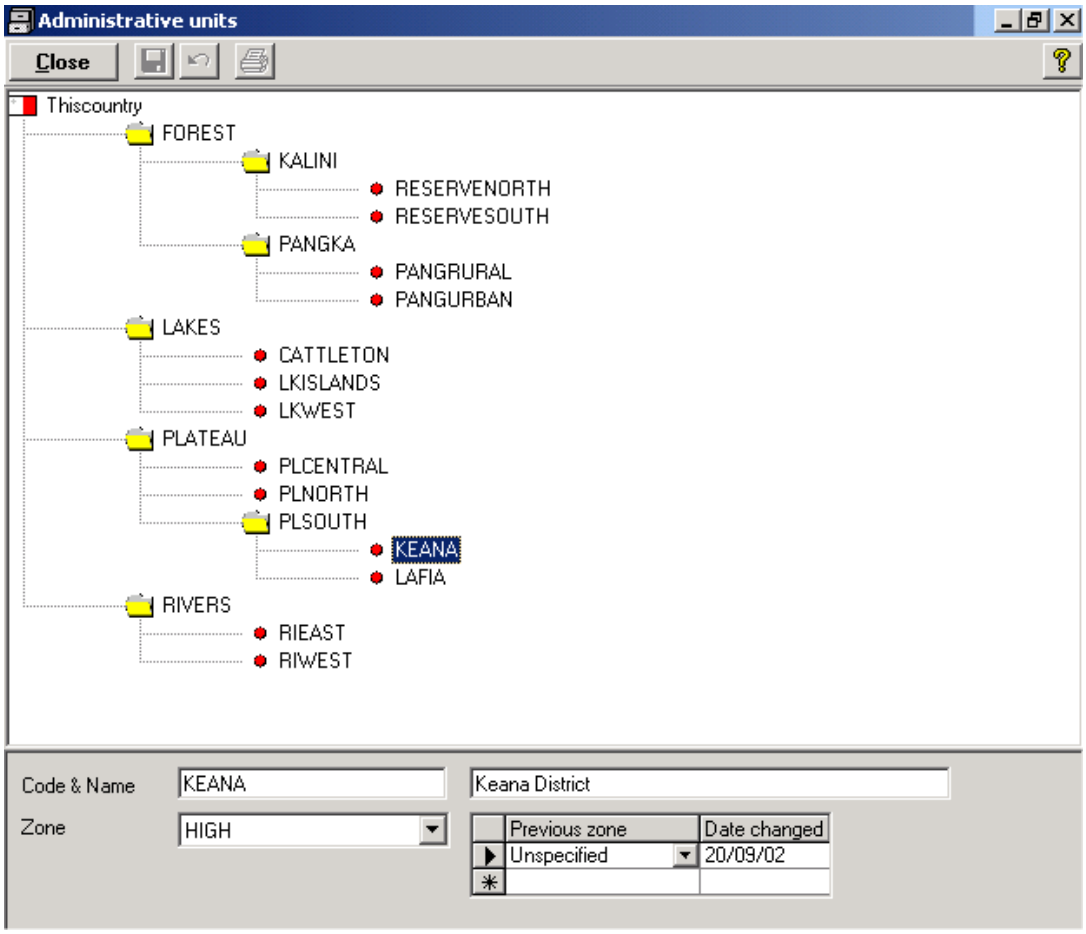


Click the  to save the details. Unless a date is already entered in the Date changed column of the grid, the Calendar control will appear.



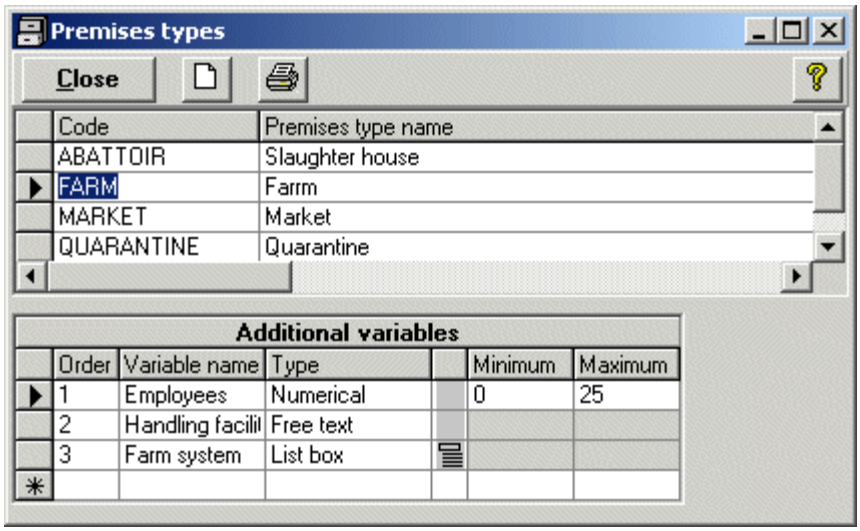
Select the date on which that administrative unit becomes effective. In this was InterTrace can deal with changing administrative units and their associated impact on movement restrictions.

To enter a new administrative unit repeat the process described above, starting by clicking with the right mouse button on the administrative unit to which you wish to add a subordinate unit. Continue this process until all the administrative units of the country appear in the diagram in their appropriate position.



Premises types and characteristics

A comprehensive database can require data recording from a wide range of types of premises. In addition to farms this may include markets, abattoirs, quarantine stations etc. Each premises type should be entered in the grid as below:



Note that a series of **additional variables** are defined in the example above for the FARM premises type. The definition of these and other additional variables are described below.

User-definition of additional variables:

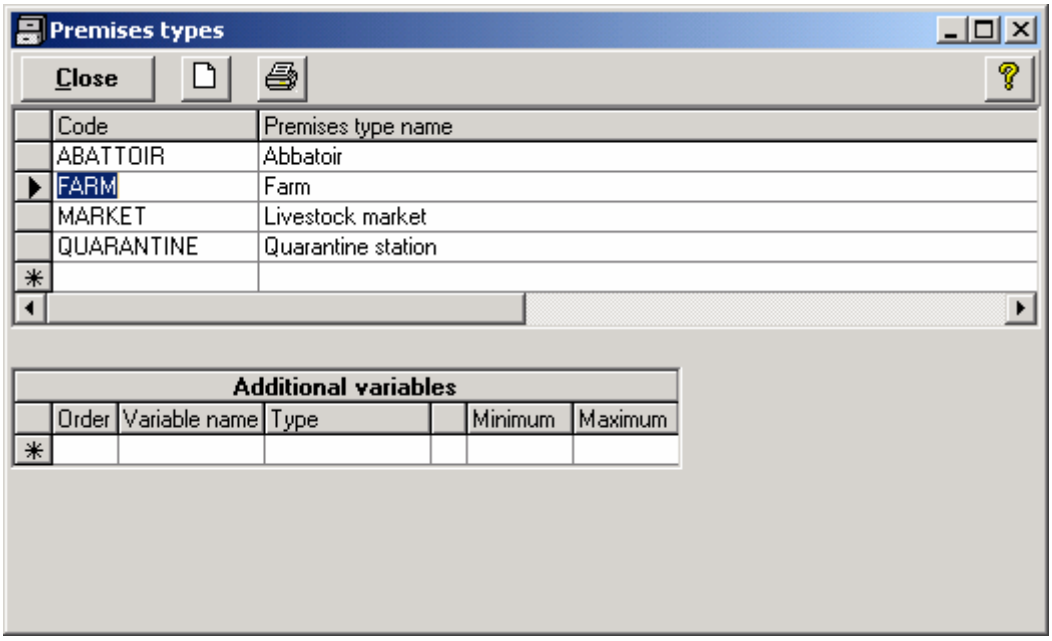
Throughout the set-up of InterTrace there are opportunities for the user to define additional. This gives the program enormous flexibility as these variables are defined by the user to fit their specific requirements and can be added as and when required.

The definition of these additional variables is described in detail below for defining additional variables for a premises type. The same process is followed to define additional variables for livestock producers and individual animals.

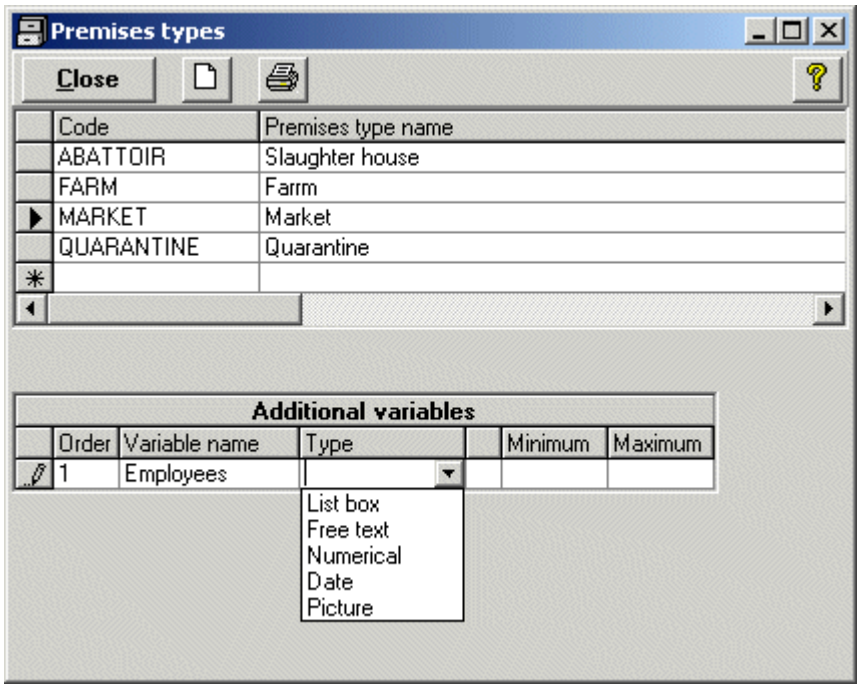
In this example three **additional variables** are required for a **premises type**. For all FARM type premises it is required to record the following items:

- **Employees:** The number of paid employees on the farm
- **Handling facilities:** A description of the livestock handling facilities on the farm
- **Farm system:** Whether the farm is a traditional "Family" farm or a "Commercial" farm

These are all additional variables for the FARM premises type so select the FARM premises type in the grid. Note the appearance of the Additional variables grid.



The name of the first additional variables is entered in the Variable Name column of the Additional Variables grid.

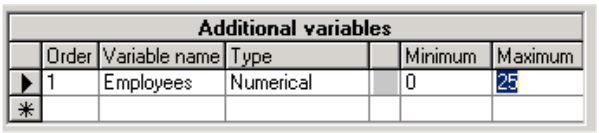


For each additional variable it is necessary to define the type of variable. These are:

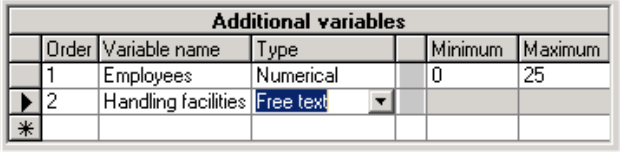
- **List box**: where the required variable is described by a specific and finite choice of items. This will suit the Farm system variable where there are two specific options, Family or Commercial.
- **Free text:** where the entered variable is a text box in to which the user can type any text that they require. This will suit the Handling facilities variable where the user will be able to describe the facilities to any level of detail
- **Numerical:** Where the required variable is a specific number. This will suit the Employees variable where the answer is a number.
- **Date:** Where the required variable is a date.
- **Picture:** A picture variable allows the storage of photographs within a record

Select the type that is appropriate to the variable that you are entering.

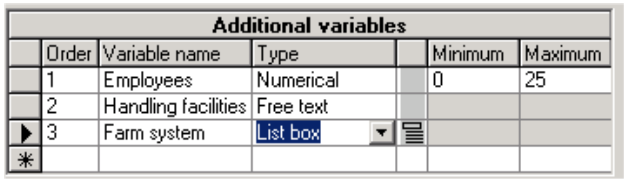
Entering a numerical variable: For a numerical variable, the "Minimum" and "Maximum" columns allow the setting of an acceptable range. In the example below the permitted range for number of employees is from 0 to 25.



Entering a free text variable: There is no range or limits on a free text variable so a free text variable is defined as shown below:

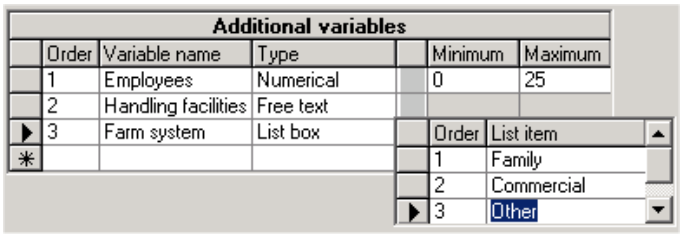


Entering a List box variable: The definition of a list box variable is a two step process. Firstly select the List box type:



Additional variables					
Order	Variable name	Type		Minimum	Maximum
1	Employees	Numerical		0	25
2	Handling facilities	Free text			
3	Farm system	List box			

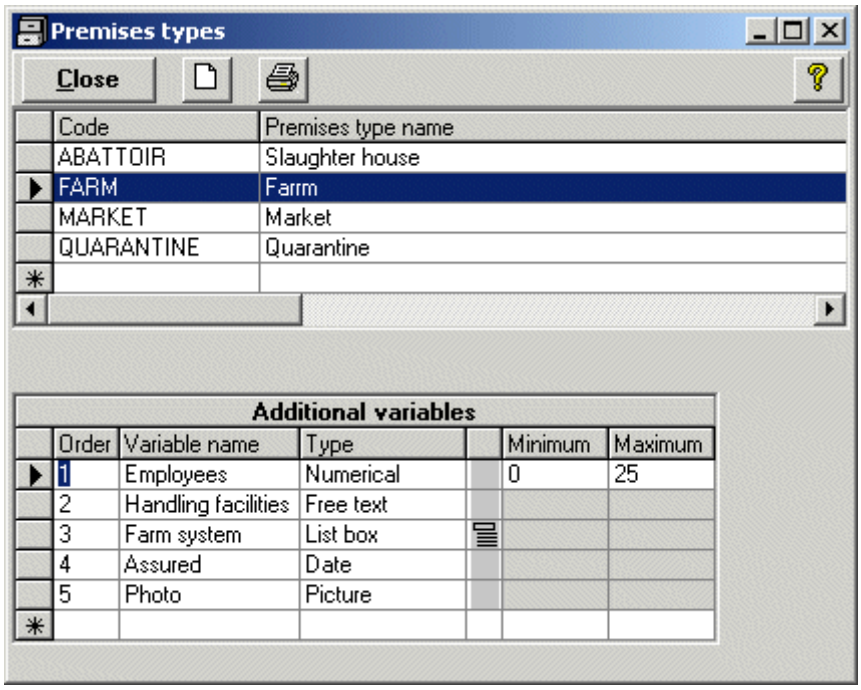
On entering the List box type, the symbol will appear in the untitled column of the grid. Point at and click on this symbol to display the parameter list. Enter the parameters required:



Additional variables					
Order	Variable name	Type		Minimum	Maximum
1	Employees	Numerical		0	25
2	Handling facilities	Free text			
3	Farm system	List box			

Order	List item
1	Family
2	Commercial
3	Other

In the above example the Farm System variable will be offered as a drop-down box with three options, Family, Commercial and Other. The order in which the items appear can be altered by adjusting the values in the Order column of the grid.



Premises types

Close

Code	Premises type name
ABATTOIR	Slaughter house
FARM	Farm
MARKET	Market
QUARANTINE	Quarantine

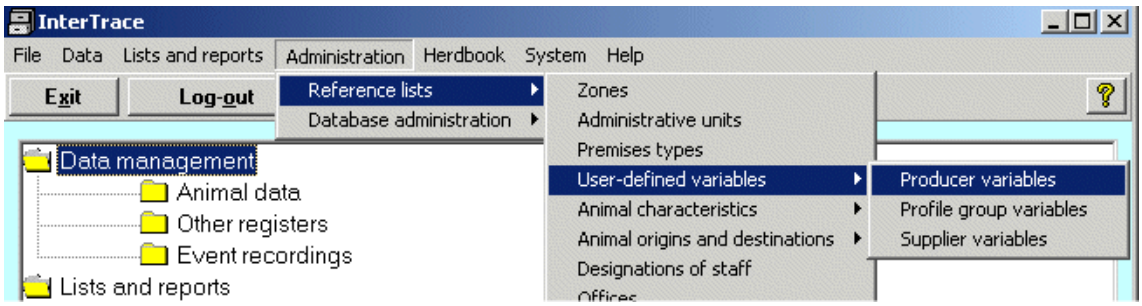
Additional variables					
Order	Variable name	Type		Minimum	Maximum
1	Employees	Numerical		0	25
2	Handling facilities	Free text			
3	Farm system	List box			
4	Assured	Date			
5	Photo	Picture			

The above example shows the definition of all five types of additional variable. These additional variables appear in the *Other data* page of the related register type. So premises additional variables appear in the Other data Page of the Premises Register while additional variables defined in the Species Form appear in the Other data Page of animal records of that species and so on.

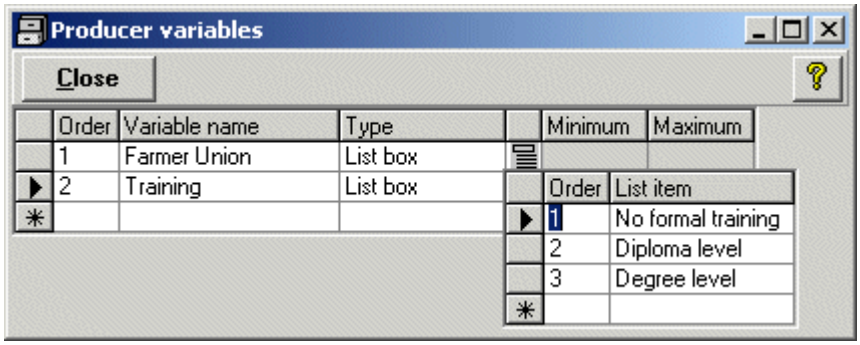
Further user-defined Additional Variables for Producers, Profile Groups and Suppliers

In the same way as described for defining Additional Variables for Premises (see *definition of additional variables* on Page 10) InterTrace allows the user to define additional variables for producers, profile groups, suppliers as well as individual species. In the example below additional variables are defined for a producer although the same technique also applies to the others.

From the Main Menu select the definition of user-defined variables …. Producer variables:

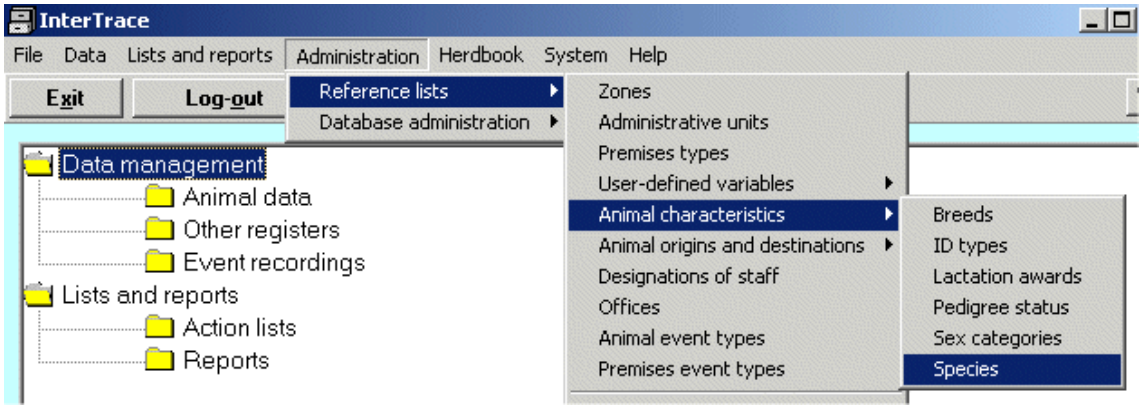


In the example below two additional variables relating to producers are defined. Note that within InterTrace a producer is an individual of company that is responsible for a premises. In the example below both the additional variables are List box type. The first covers membership of the Farmer's Union (Yes or No) and the second categorises the level of agricultural training of the producer (3 levels).

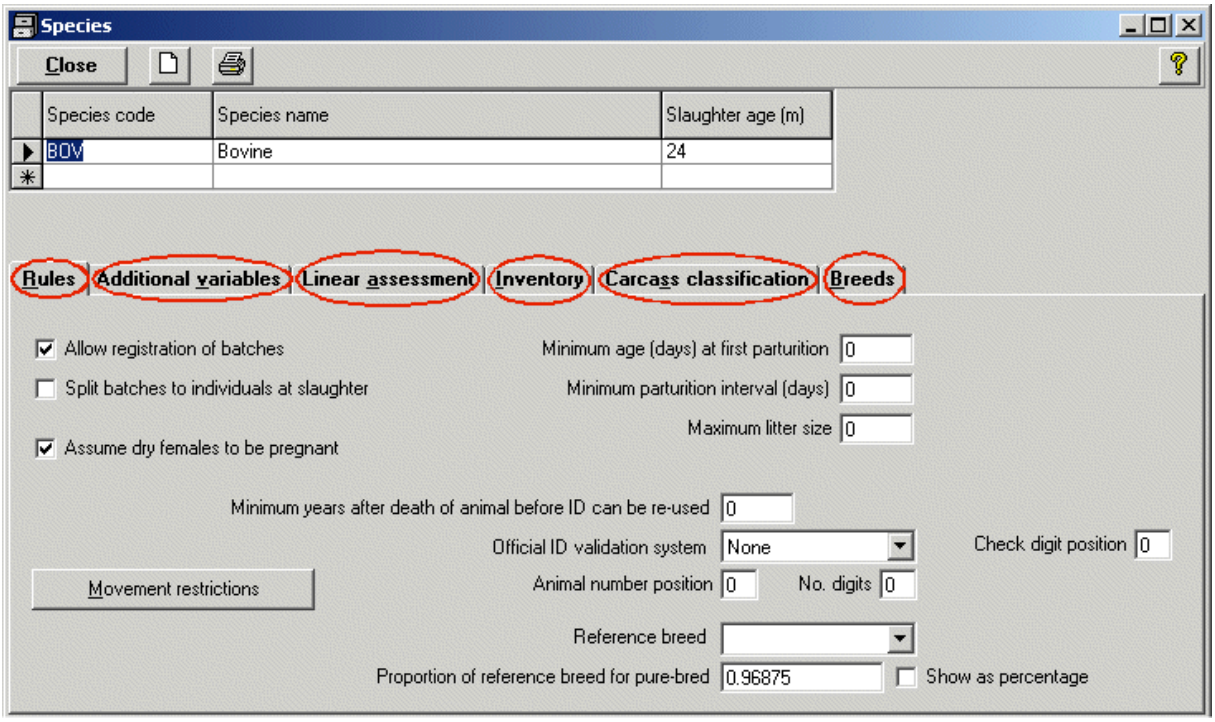


Animal characteristics – Definition of Species

InterTrace allows the recording of any number of species of animal. These can be added at any time to expand the scope of the program. Species are defined via the Reference Lists:



Every species required is given a species code in the Species Reference List Form. In the example below InterTrace is being used only to record bovines. The species code (BOV) is used throughout the program to refer to that species. Note the different page headings associated with the species. These include the definition of additional variables thus allowing the user to define species-specific additional variables.

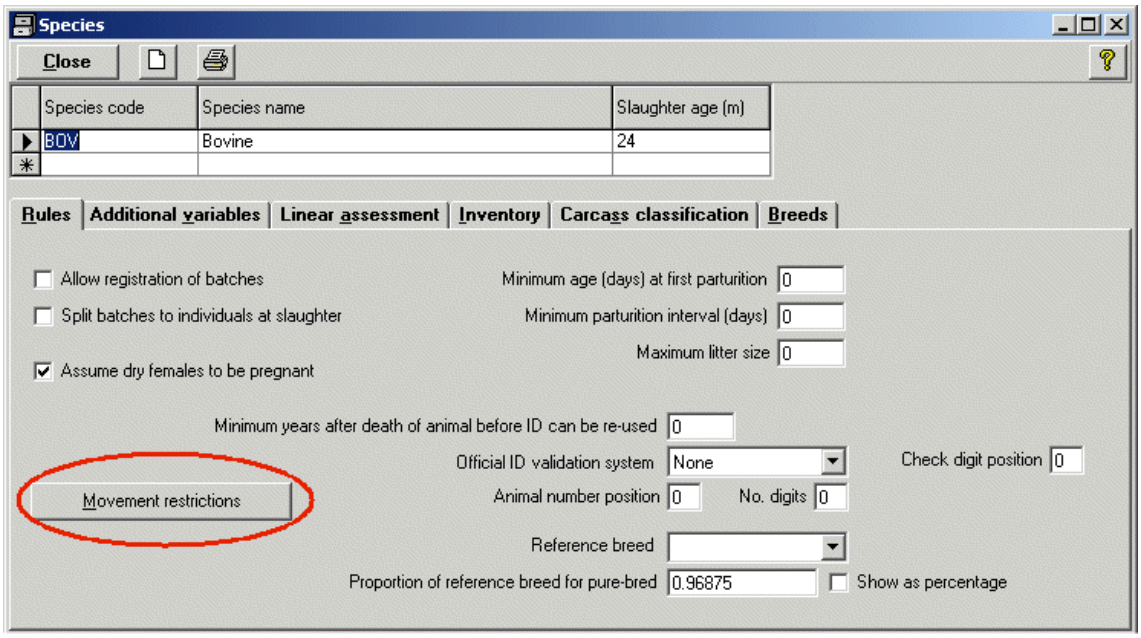


A new species can be added at any time by inserting a species code in the empty row at the bottom of the grid. New rules, additional variables etc are then defined for that species which are entirely independent of other species.

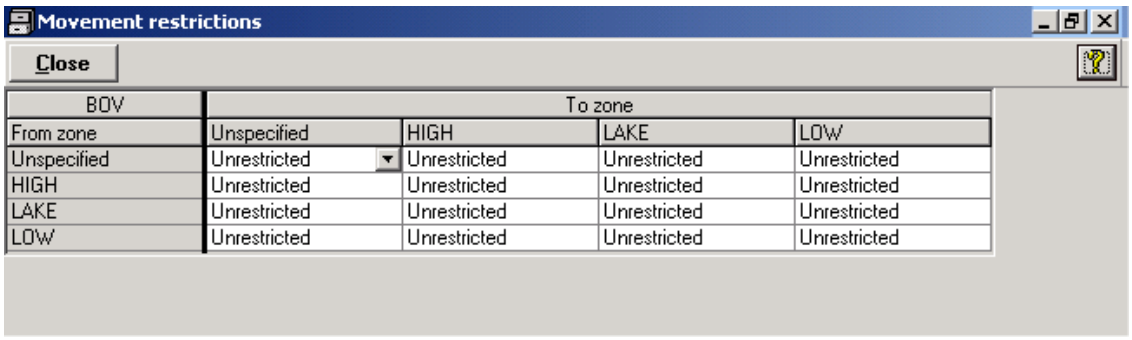
User-definition of livestock movement restrictions

In any country there may be movement restrictions imposed on a particular species. These may cover the entire country or only movements between certain zones. Similarly, these restrictions may change over time. InterTrace allows for this level of flexibility.

In the Species Definition Form (see above) select the target species in the top grid on the form (BOV in the example above). On the Rules page click the Movement restrictions button:

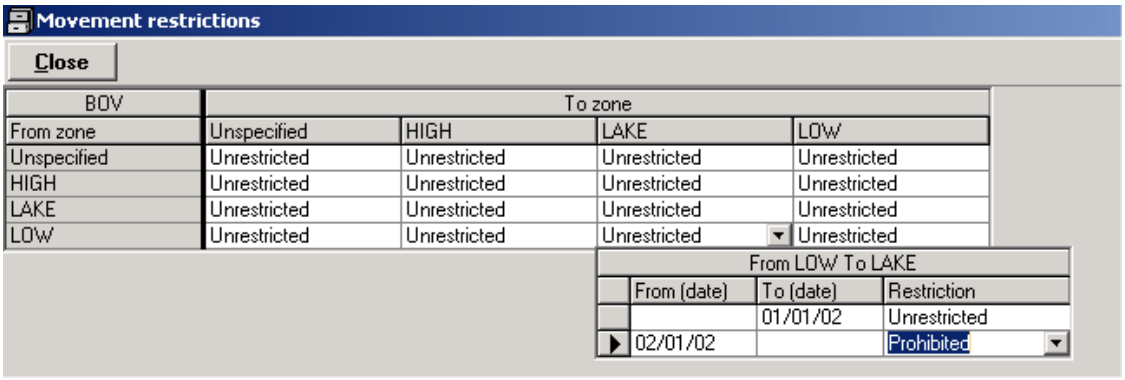


This displays the Movement restrictions Form displaying the current movement restrictions for the selected species:



Note that the form is made up of a grid containing the **zones** defined in the Zones reference list (Page 6) as both row and column headings. The type of movement restriction in force between two zones (or within the same zone) is displayed in the grid. Initially all movements are Unrestricted.

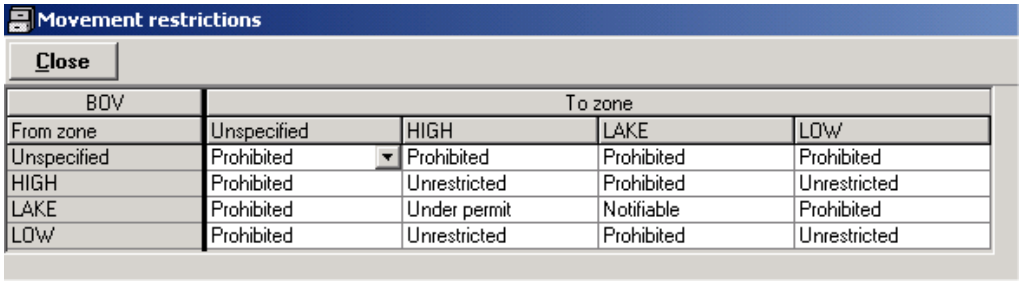
To alter the current movement restriction select the relevant zones from the “From zone” (rows) and the “To zone” (columns). In the example below it is required to prevent any movement of livestock between premises in the LOW and LAKE zones:



On selecting the cell corresponding to **From** the LOW zone **To** the LAKE zone, click on the existing value (unrestricted) to display the options. Enter the date at which the new restrictions will or have come in to force in the To (date) column of the grid (as above). This marks the completion of the previous movement restriction. Then in the Restriction column of the row relating to the new date, select the type of restriction required.

Note that this was for the movement FROM the LOW to the LAKE zone. If the same restriction applies in the opposite direction then you must also specify the restriction in the FROM LAKE to LOW.

In the example below, note that all movement of bovines in to the Lake Zone is prohibited, while movement of animals within the Lake Zone is notifiable. Movement of bovines from the Lake Zone to the Low Zone is also prohibited while movement from the Lake Zone to the High Zone is allowed under permit.



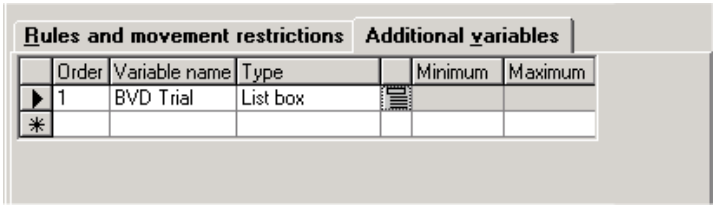
These movement restrictions are checked automatically by InterTrace before any movement permit is printed or movement of animals registered within the database. In this way it will not allow the printing of movement permits for a period where prohibited restrictions are in force.

Species – Additional values

InterTrace allows the definition of additional variables relating to specific species (see *definition of additional variables* on Page 10*).* The Additional variables grid is displayed by clicking on the 

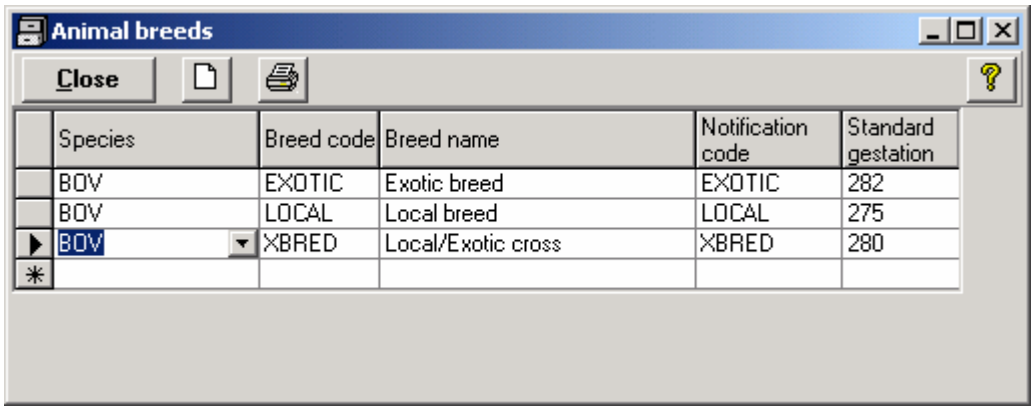
page on the Species Reference list Form.

In the example below one additional value is added to cover animals that are within a national survey/trial of BVD. It is a List box type of value with two options, Control group or Treated Group.

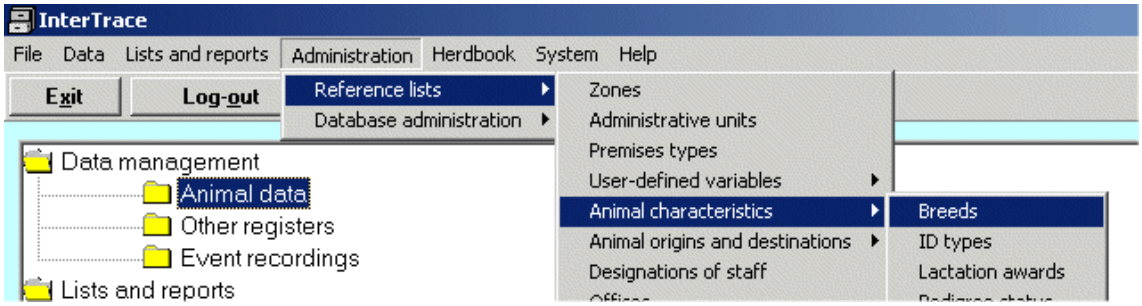


Animal characteristics – Breed

Within a species InterTrace allows the user to define the breeds that are relevant. In this way the breeds could be numerous and very precise to cover all pure breeds of the species. Alternatively, as in the example below the bovine breeds can be grouped in to broad categories to distinguish local from exotic breeds

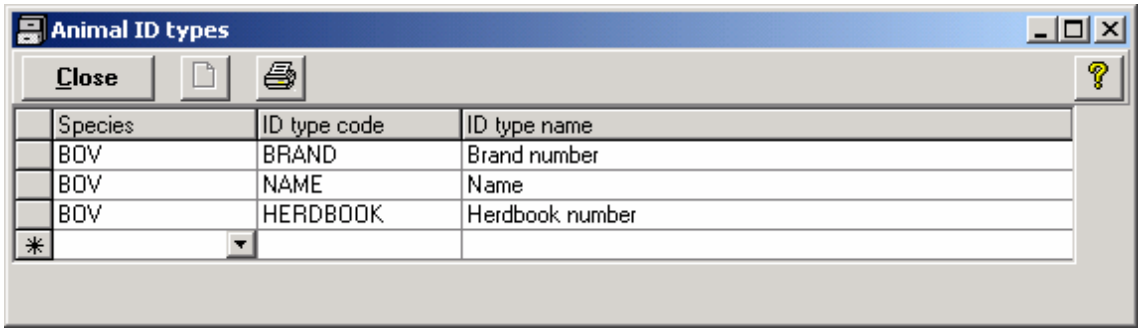


As with other user-defined variables, new breed codes can be added in the future if required. These breed codes can be entered either via the Breeds page on the Species Definition Form, or via the definition of Reference Lists:



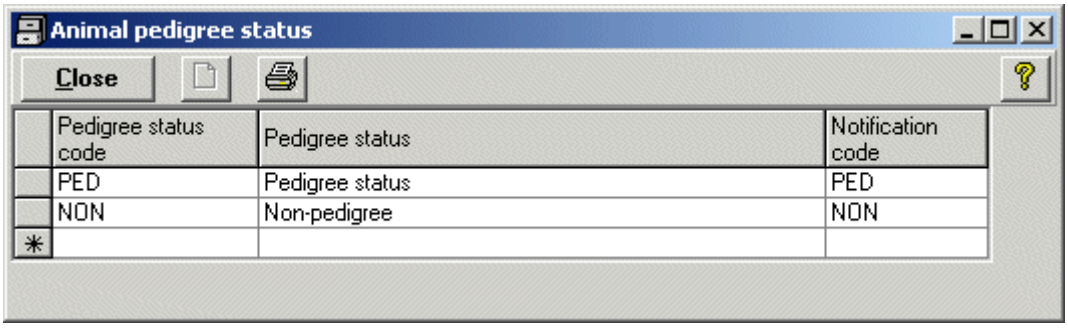
Animal characteristics – ID Types

Animals may be identified in a number of different ways. The types of identification that are used for any species are defined in the Animal ID Types Form.



Animal characteristics – Pedigree status

When operating in Herdbook Mode the Animal Pedigree Status Form allows the definition of different pedigree statuses that can be assigned to individual animals. In the example below this is limited to either “Pedigree” (PED) or “Non-pedigree” (NON):



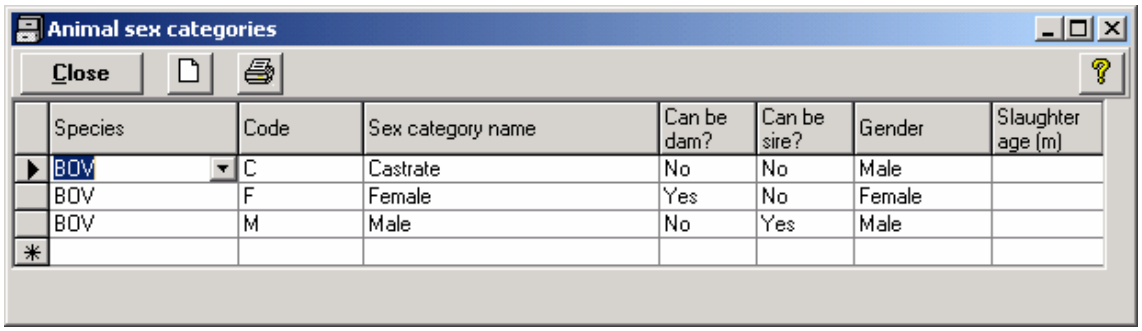
Pedigree status code	Pedigree status	Notification code
PED	Pedigree status	PED
NON	Non-pedigree	NON

Once defined, it is possible to allocate the appropriate status to any individual animal via the Animal Register.

Animal characteristics – Sex categories

For some species of animal it may be useful to refer to categories of animals by a range of sex categories in addition to simply Male and Female. This may include castrates, non-breeding males, broilers, layers, eggs etc.

The sex categories that are required are entered in the grid along with the species to which they apply. In this way you can develop different sex categories for the species recorded in InterTrace. In the example below for Bovines, the sex categories have been limited to males, females and castrates.

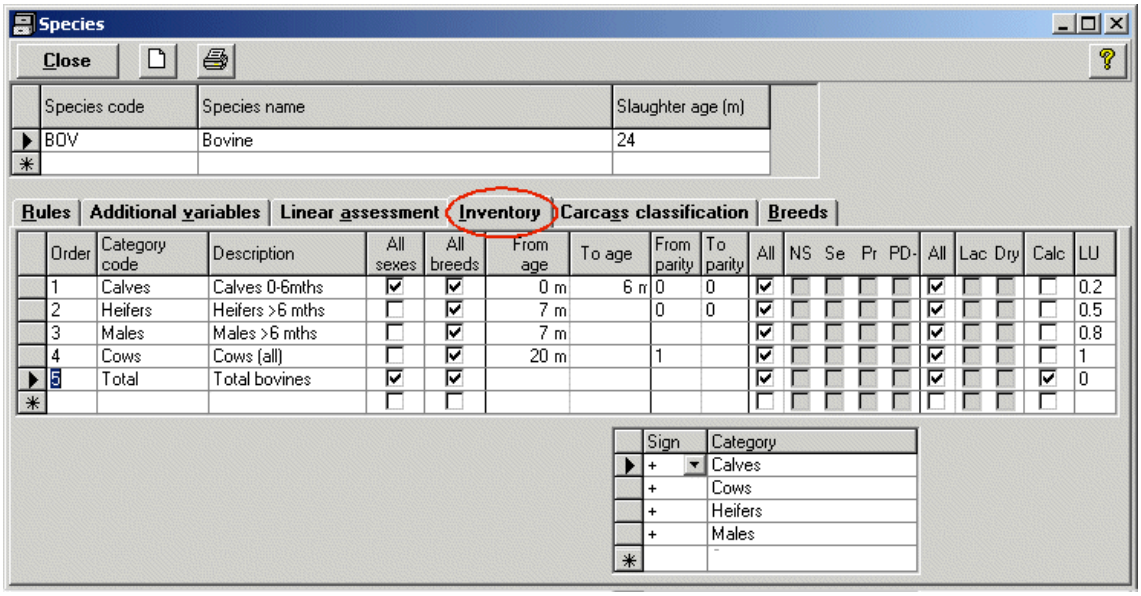


Species	Code	Sex category name	Can be dam?	Can be sire?	Gender	Slaughter age (m)
BOV	C	Castrate	No	No	Male	
BOV	F	Female	Yes	No	Female	
BOV	M	Male	No	Yes	Male	

Animal characteristics - Inventory categories

The Inventory categories of InterTrace allows user-definition of precise categories of a specific species. The numbers of animals falling within each category can then be displayed for any date or period.

The categories are defined via the Inventory page on the Species Definition Form:



In the example above there is a total of five inventory definitions. Categories 1 to 4 are for very specific sets of bovines as specified by the very precise definition of sex, breed, age, parity (lactation) number and production status. In the above definitions, cows are defined as female animals (sex category=F) of all breeds, with a minimum age of 20 months and no maximum age (blank signifies no upper limit to age). The 1 in the “From parity” column ensures that an animal must have calved at least once to be included. The empty “To parity” column signifies no upper limit on the parity number. Further column items allow further distinctions according to fertility and production statuses.

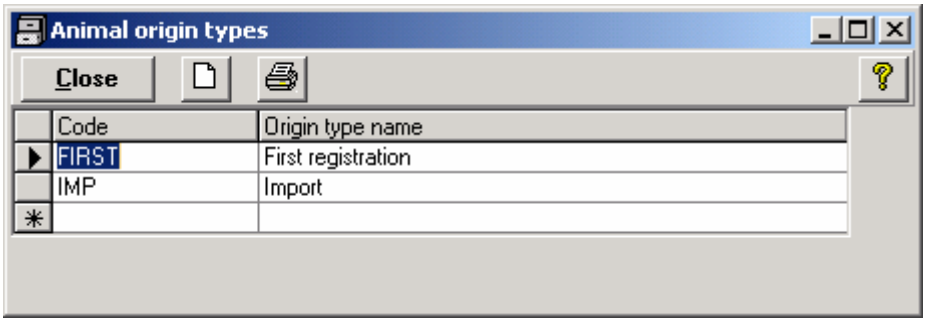
Further definitions of cows could readily be added to divide the cows in to milking versus dry, cows >5years of age versus <5 years of age etc. Note also the LU column signifying the number of Livestock Units represented by an animal of that inventory classification thus allowing populations to be displayed as either animal numbers or livestock units.

The currently selected item (5) is to identify “Total bovines”. Note that the “Calc” column in the grid is checked so that the “Total bovines” is calculated by adding together the different categories listed in the bottom grid (Calves + cows + heifers + males).

The inventory categories can be used in the Animal Register either to display individual animals fitting a specific category on a date or period, or to summarise the total animals by inventory category. The summaries by category at a specific premises can also be compared to the observed numbers at a livestock census entered in the Premises Register.

Animal origins and destinations – Origin types

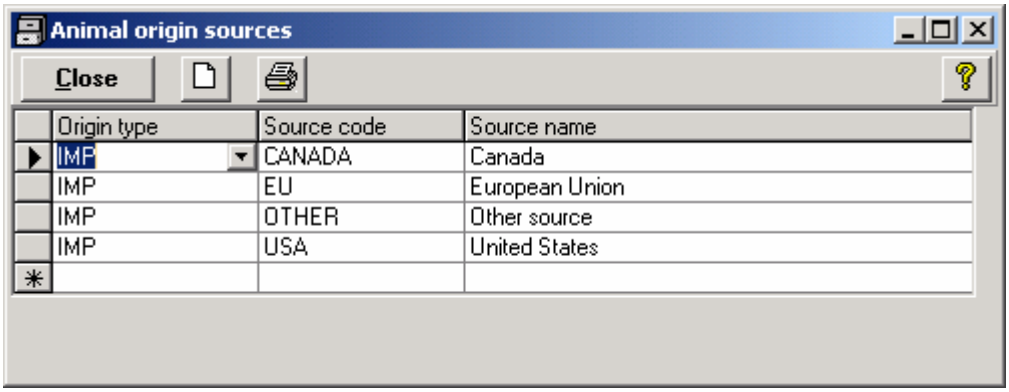
Once all existing animals and premises are registered within the national database the precise origins of all animals born on the premises is known. The "Animal origin types" defines other sources by which animals may enter the national database. The FIRST code is to register animals present on farms when the database is initially established. From then on animals should only enter the herd from existing premises in the database so the birth and movement history of that animal will be known. An additional way for animals to enter the database is via importation.



With the above origin codes in place, animals can only appear in the database as first registrations, as a result of being born to animals within the database or via importation.

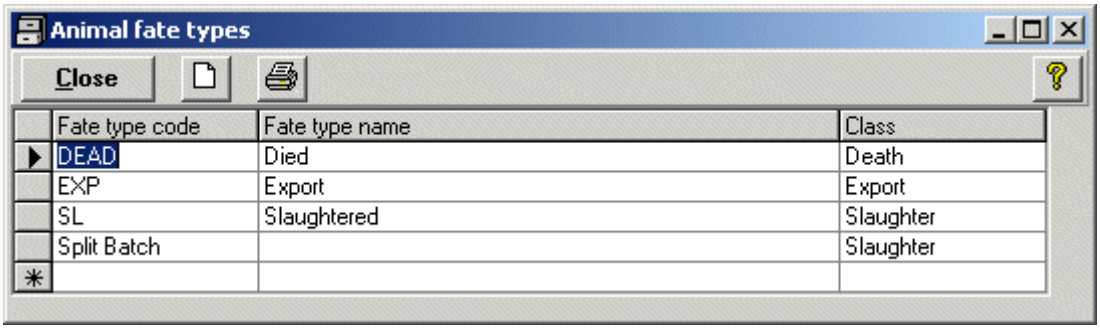
Animal origins and destinations – Origin sources

"Origin sources" allows closer definition of the origin of animals as appropriate for local needs. In the example below the import code has had four sources defined which will be available for every animal in the database.



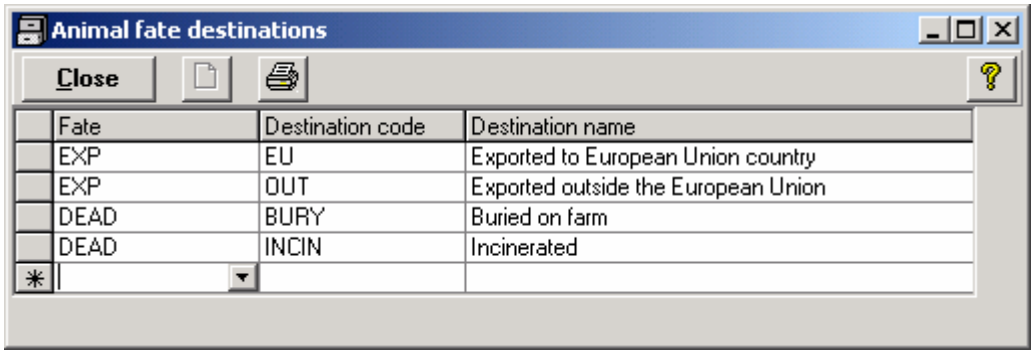
Animal origins and destinations – Fate types

The user is able to define any number and range of fates for animals. In the example below the three most common fates are defined. Additional fate types can be added although each must be associated with one of the three classes offered in the Class column.



Animal origins and destinations – Fate destinations

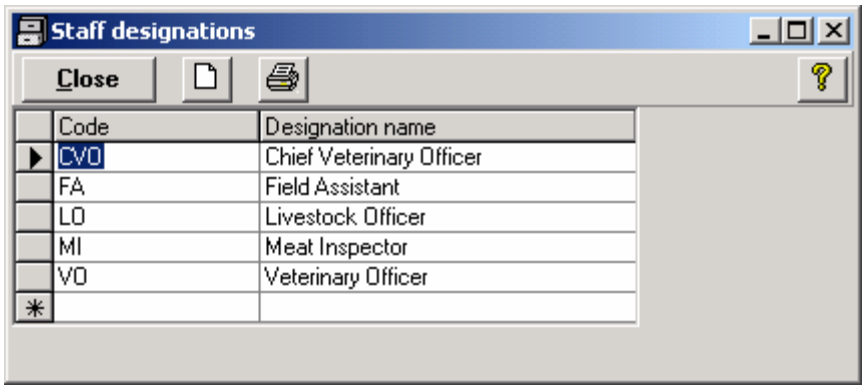
If required greater detail can be attached to any of the fate types to describe the destination of the animal. In the example below Exported animals can be further categorised in to those exported to the European Union from those exported to other countries.



Fate	Destination code	Destination name
EXP	EU	Exported to European Union country
EXP	OUT	Exported outside the European Union
DEAD	BURY	Buried on farm
DEAD	INCIN	Incinerated

Designations of staff

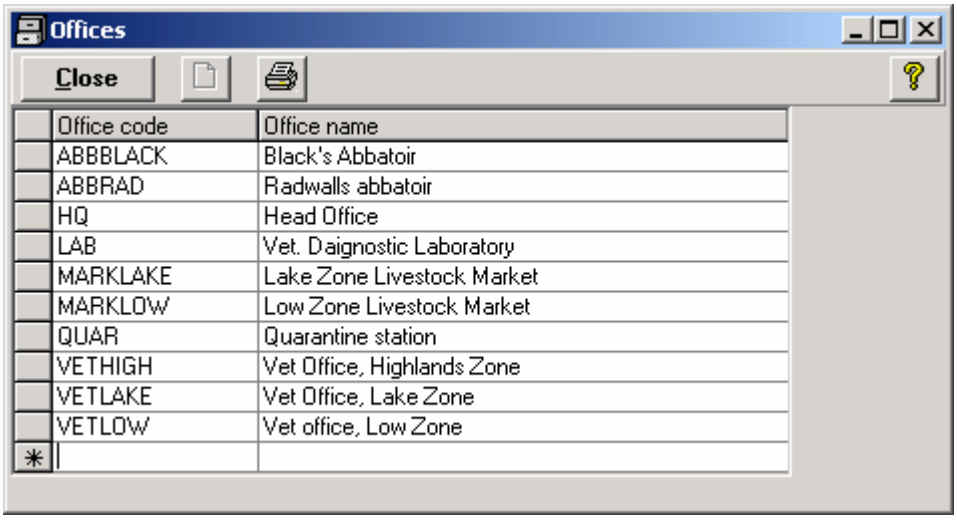
InterTrace may be accessed and record details of staff from any range of the local livestock and veterinary service. The Staff Designations Reference List details those that are used. All staff recorded in the Staff Register will be assigned one of these staff designations.



Code	Designation name
CVO	Chief Veterinary Officer
FA	Field Assistant
LO	Livestock Officer
MI	Meat Inspector
VO	Veterinary Officer

Offices

Offices related to the livestock staff are entered in the Offices Reference List.



Office code	Office name
ABBBLACK	Black's Abbatoir
ABBRAD	Radwalls abbatoir
HQ	Head Office
LAB	Vet. Daignostic Laboratory
MARKLAKE	Lake Zone Livestock Market
MARKLOW	Low Zone Livestock Market
QUAR	Quarantine station
VETHIGH	Vet Office, Highlands Zone
VETLAKE	Vet Office, Lake Zone
VETLOW	Vet office, Low Zone

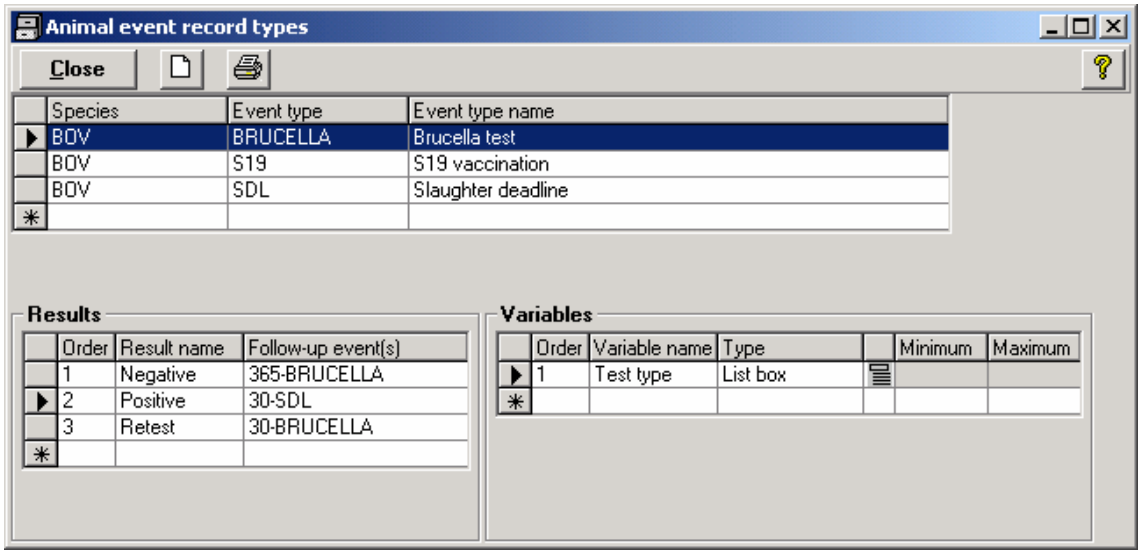
Animal Event Types

InterTace has a very flexible procedure for defining events at the individual animal level. The user has complete control over the data that are recorded by designing animal-level events. There are two types of event:

- **Confirmed** events record actual occurrence of the event affecting the animal
- **Scheduled** events that are planned to happen. Scheduled events can be used by the livestock services to identify statutory actions that are due to happen. Thus, for example, by scheduling vaccinations it is possible to identify animals remain unvaccinated.

User-definition of animal events

In the example below, three events have been defined. The first event defined is to record brucella testing of bovines at the individual animal level:



The event is assigned to a species (BOV) and then given a code (BRUCELLA) and the full name of the event (Brucella test).

An event can have **results** (outcomes) defined in the Results grid. For the Brucella test these possible results are

i. **Negative** – The animal tests negative for the disease

ii. **Positive** – The animal tests positive for the disease

iii. **Retest** – The result is inconclusive, requiring the animal to be tested again

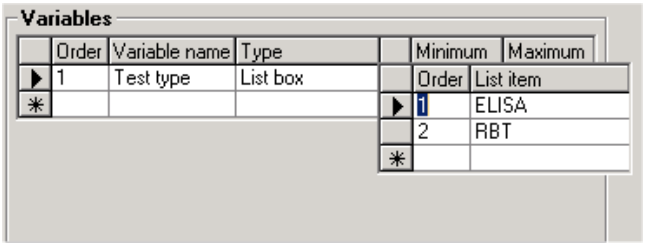
Note also in the Results grid that there is a **Follow-up event(s)** column associated with each result. This allows for events to be **scheduled** that are appropriate to the result recorded. In the example above the **follow-up event(s)** are:

i. **Negative** – For animals that are negative a further BRUCELLA event is **scheduled** for 365 days in the future.

ii. **Positive** – For animals that test positive a Slaughter Deadline (SDL) event (the SDL event is also defined in the top grid) is **scheduled** for 30 days time. Hence, until slaughter is confirmed, an affected animal will be listed by the *Lists and reports …Action lists … Scheduled animal events*. This ensures slaughter of affected animals is carried out and recorded.

iii. **Retest** – For inconclusive test results a further BRUCALLA test is scheduled for 30 days after the original test. Hence, the BRUCELLA test will reappear in the *Lists and reports …Action lists … Scheduled animal events*.

The third grid in the above form allows the precise definition of any number of variables that record the findings of the event. For the brucella test the only variable that is recorded is the type of test:



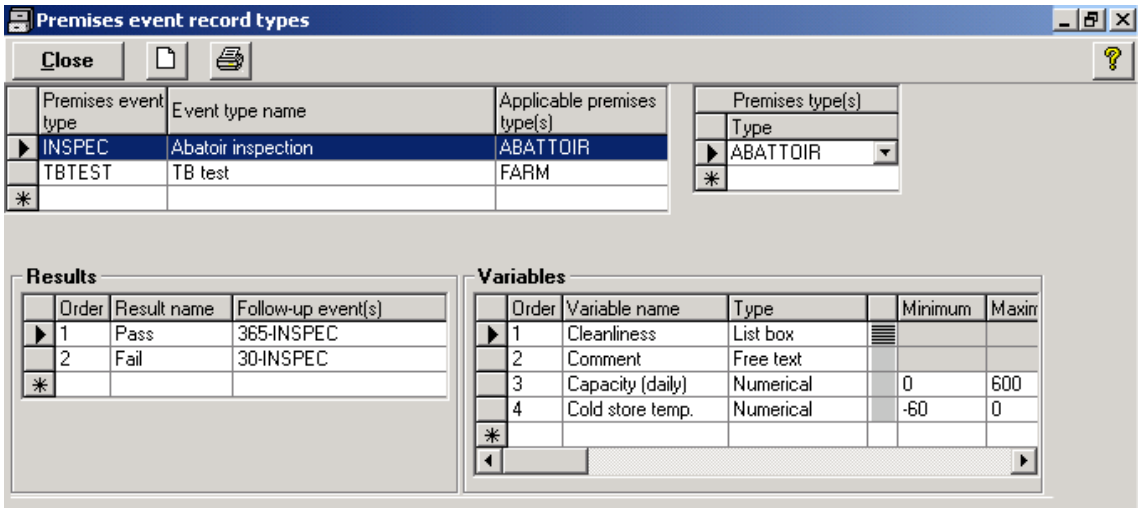
Note that the user has full control over the number and detail of variables that are recorded. The definition of variables is achieved as described for *definition of additional variables* on Page 10.

The Animal-level events are recorded for individual animals via the Events Page of the Animal Register (Page 45). Scheduled animal events will appear in the list generated by the *Lists and reports …. Action lists …Scheduled animal events*.

User-definition of premises events

The same procedure described for defining and recording events at the individual animal level can also be applied at the premises level. Appropriate premises level events would be inspections, herd level disease tests or herd-level vaccination/treatment programmes.

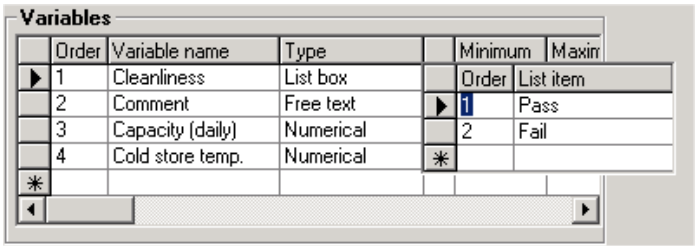
In the example below the first event defined covers inspection of abattoir premises.



The event has a unique code (INSPEC) entered in the Premises event type. The premises type(s) (defined in the Premises Types Reference List – see Page 9) that the event applies to are defined in the Premises type(s) grid. In this example the INSPEC event only applies to one premises type, ABATTOIR.

The **Results** (possible outcomes) for the INSPEC event are defined in the Results grid. In this example there are only two possible outcomes, pass or fail. As described in the animal-level events (Page 45), there are follow-up events corresponding to the different results. In the example above a “Pass” result generates a further inspection (INSPEC) in 365 days time. A “Fail” schedules a further inspection in only 30 days time. The timing of follow-up events can be adjusted by the user at any time.

The **Variables** that are recorded during an inspection are defined in the Variables Grid. In this example there are only four variables recorded although any number can be defined. As described in the *definition of additional variables* on Page 10, the appropriate type of variable is selected to fit the data required. Hence in the above example the daily slaughter capacity and cold store temperature are defined as **numerical** variables (with appropriate max and min values defining the range of expected values). The Comment variable is **free text** to allow the recording of a general description of the premises. The Cleanliness variable is a **List box** that limits the variable in to a finite number of categories (see below):



The recording of premises-level events is described on Page 29. Generating reports of completed and scheduled events are described on Page 67.

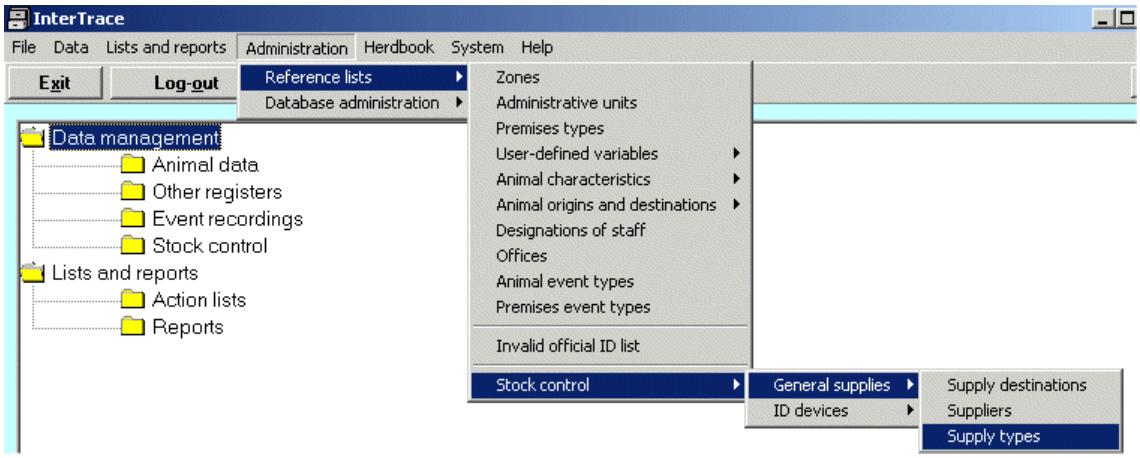
Invalid official ID List

The Invalid official ID list allows the recording of lost or stolen ear tags. He program will then flag-up animals as soon as one of the invalid IDs is used.

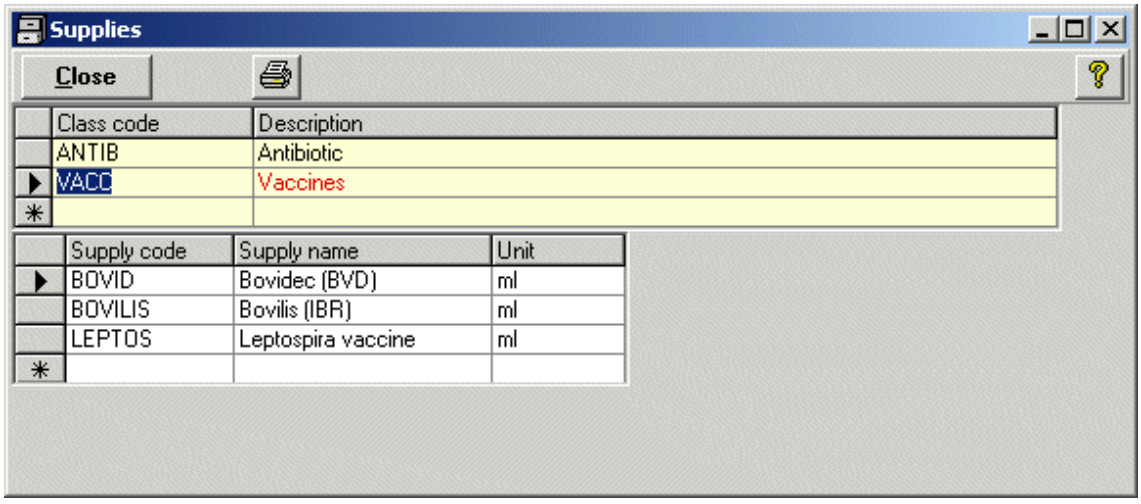
Stock control

The stock control features of InterTrace allow the registration of key drugs and supplies. Once specific drugs are allocated to a premises their use can be recorded and periodically checked against stocks at the premises to ensure accurate measurement of their use.

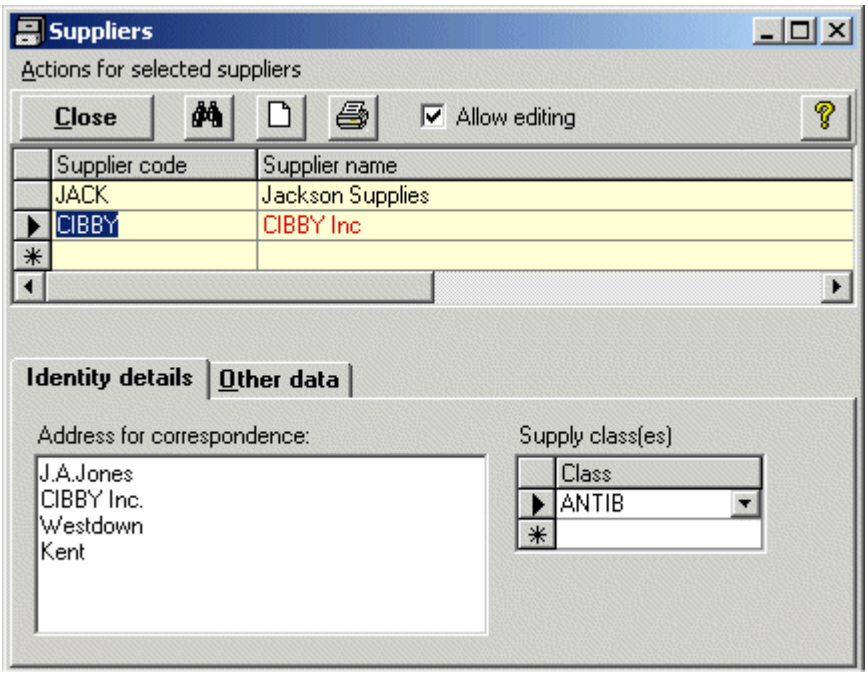
Before drugs and supplies can be allocated to a premises, they must be defined .



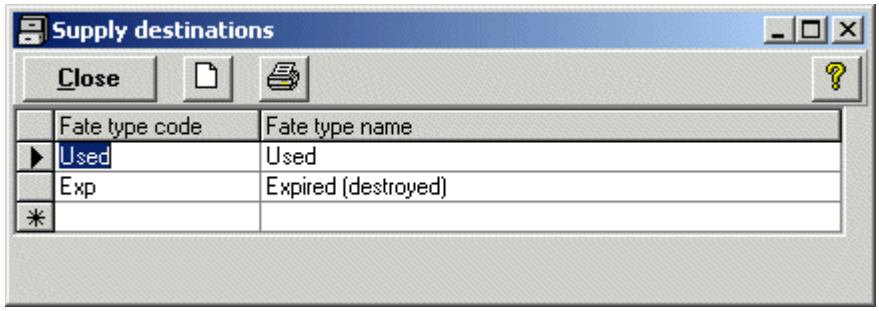
Supply types allow the distinction between broad categories of supplies. In the example below there are two supply types, VACC (vaccines) and ANTIB (antibiotics). Within the VACC type there are three different specific vaccines defined. Each has a code and the unit in which it is dispensed (ml in these examples):



Suppliers defines the registered suppliers of the supplies. Next to each registered supplier is details of the categories of supply for which they are authorised to supply:



Supply destination defines the ways in which supplies can be used. In the example below there are only two possible outcomes for a supply, either used or destroyed:

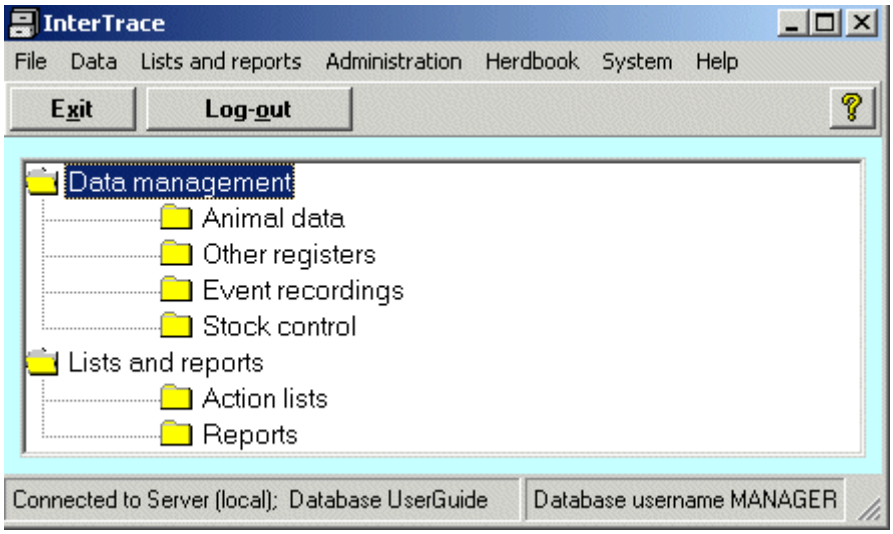


Data entry and analysis in InterTrace

Once the reference lists in a data file have been customised to fit the local requirements (see *Customising InterTrace on Page 6*), the data entry process can begin. The main steps for data entry are described below in a logical sequence that is appropriate to the establishment of a national livestock database. This starts with the registration of livestock premises and their owners, followed by the registration of individual animals.

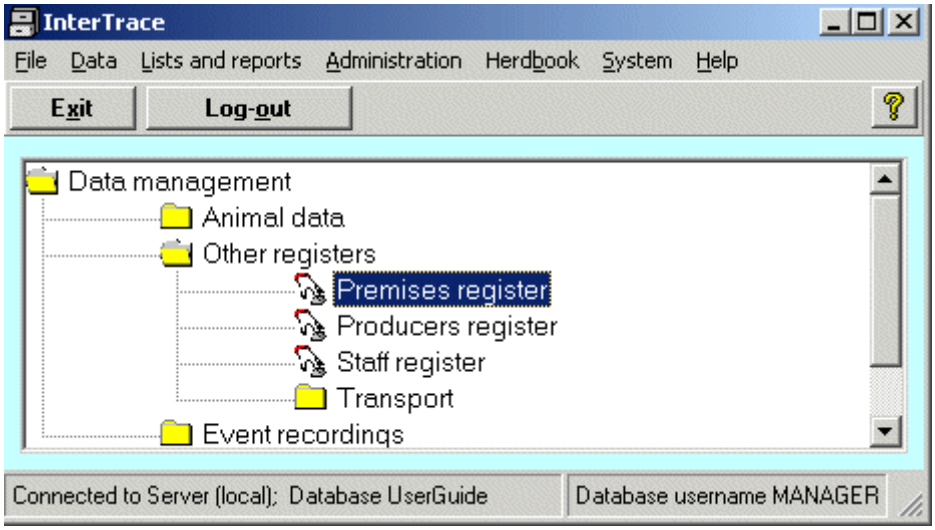
Note that if large volumes of data relating to details of animals, premises, producers etc already exist in electronic format then there may be an import facility or one could be purposely developed. Contact your distributor to discuss these options. import routines

All the data entry processes are implemented via the Data management commands of the InterTrace Main Menu.

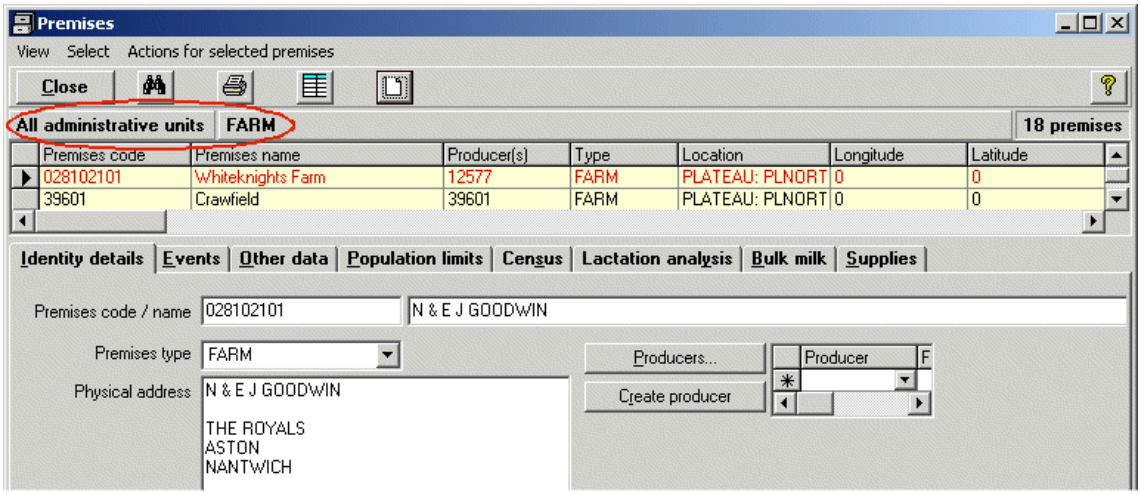


Registration of livestock premises and premises events

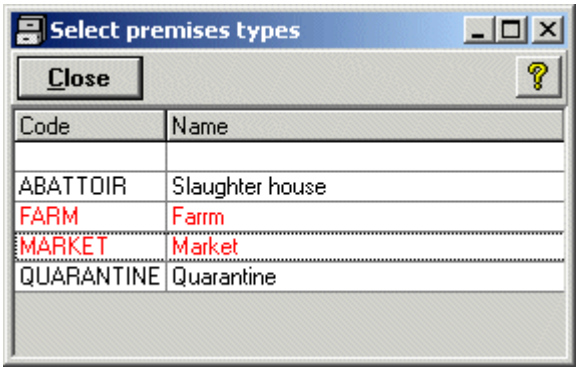
The first process should be the registration of a livestock premises. This command is started via *Other registers…Premises register*.



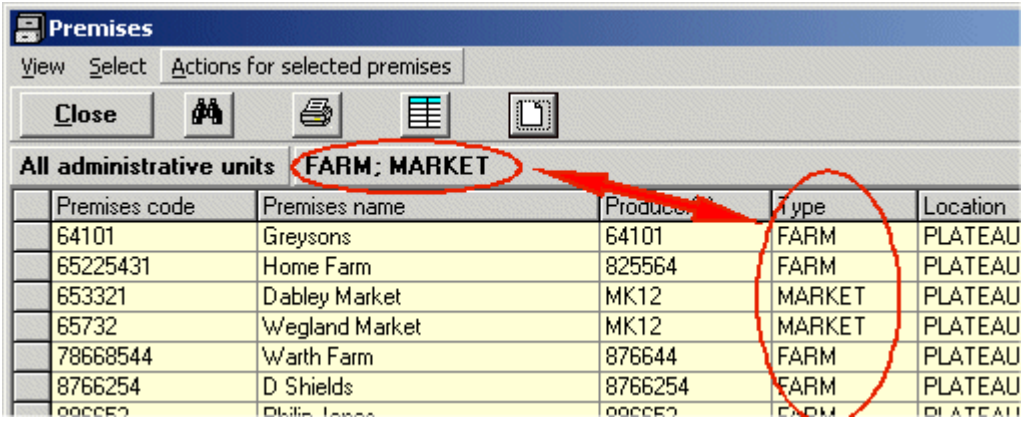
Provided that the user has the appropriate permissions that allow access, this opens the Premises Register Form:



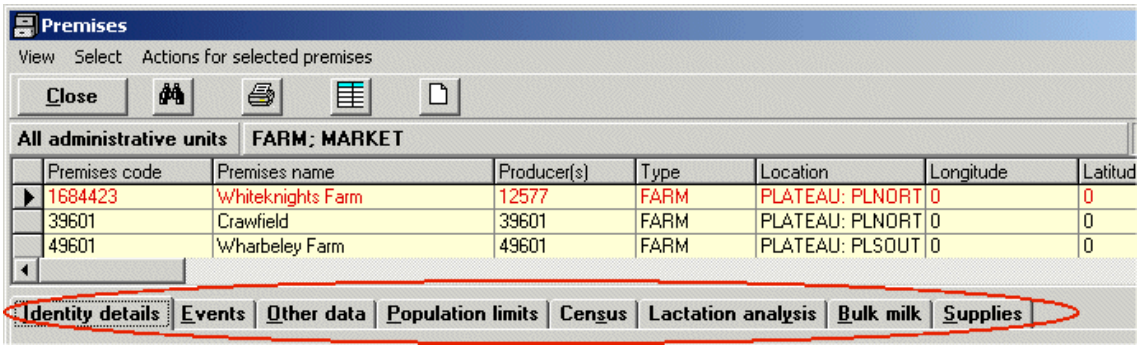
The display of premises can be filtered according to the administrative unit in which the premises resides or to specific premises type(s). In the example above there is no filter by administrative area but premises are restricted by type to only those registered as FARM type. To change these restrictions click on the relevant filter title on the form (FARM circled in the above screen shot). This will display the premises types available:



Select one or more (MARKET is also selected in the above example). On clicking the Close button, the Premises Form will redisplay with all premises fitting the new filter specifications.



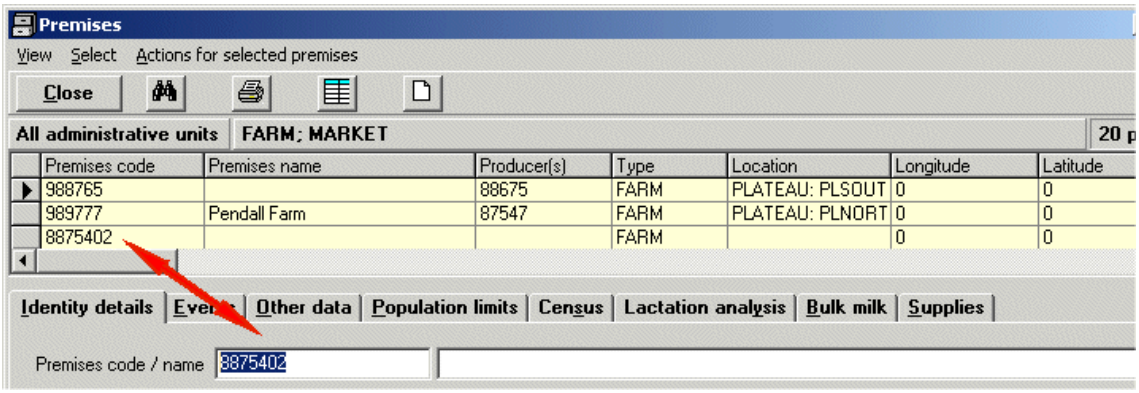
Selecting a premises in the top grid results in full details for that premises appearing on the various pages at the bottom of the form:



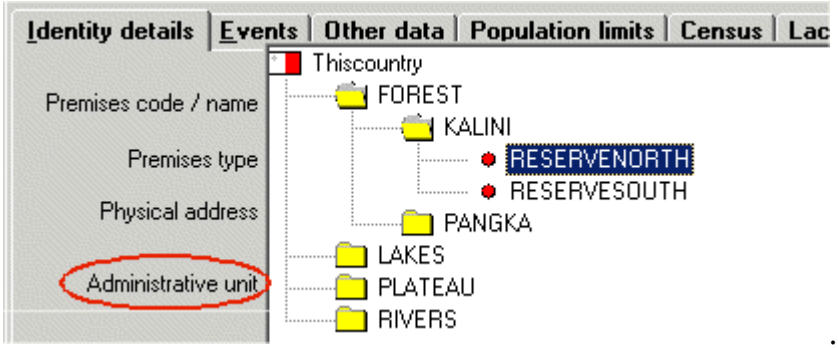
These pages are where all the details of a premises are recorded, ranging from the basic identity details through user-defined events and variables to census results, supplies and other aspects relating to a premises.

To register a new premises either click on the new record button () in the tool bar or the 

button in the Identity details page. This moves to the empty row at the bottom of the main grid and the cursor is positioned in the Premises code text box in the Identity details page. Note that all the details of the premises are entered via the text boxes and grids in the pages, NOT directly in to the main grid. Where details are displayed in the grid, these can only be edited via the relevant page below:



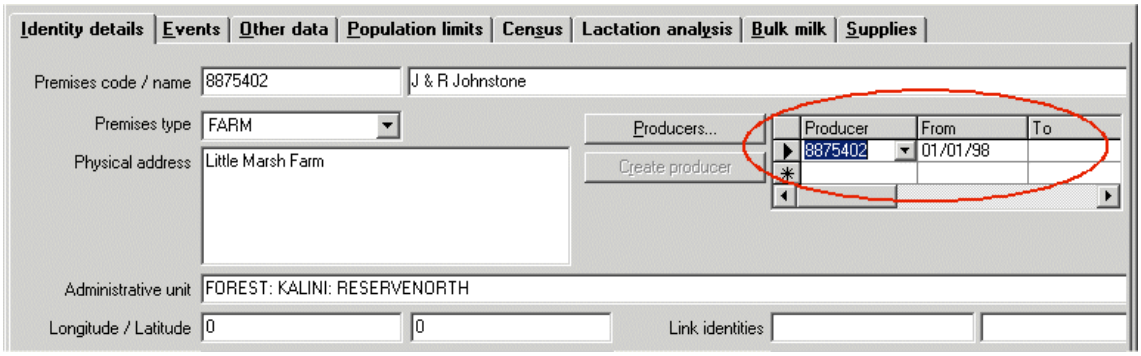
Every livestock premises of any type must be allocated a unique Premises code. This can be text, numerical or a combination. Enter the premises code and a name for the premises in the Identity details page and note the details are then displayed in the grid. Enter the other essential details in the Identity details page, in particular the premises type (from a drop-down box of defined types) and administrative unit from the figure of defined administrative units:



The other essential data item required to register a premises is the Producer(s) who has responsibility for that premises. Producers are registered in the Producers register which can

be opened from the Premises Form by clicking the Producers... button (or via the Producers Register- see Page 33).

The **Producer** who is the owner of the premises is normally entered in the Producers Register. When setting up the database for the first time it is easiest to enter new producers as their premises are entered. Click on the Producers... button to display the Producers Register. Each producer should also be given a code as described in Registration of producer details (Page 33). Once the relevant producer is registered, he/she can be assigned to a premises by selecting the appropriate Producer Number from the drop-down box of the Identity details page. Note that it is possible to allocate more than one producer as responsible for a premises. The dates during which a producer has responsibility can also be entered to ensure details are not lost in the event of transfer of ownership:



Further details relating to the premises can be entered via the pages on the form. The content of each page is displayed by clicking on the required page heading. The key components are:

i. Premises register – Identity details :

(a) **Physical address:** Physical address of the premises

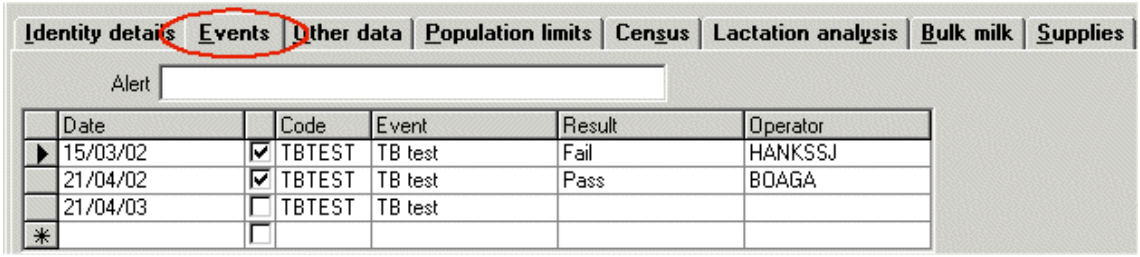
(b) **Remarks:** General remarks about the premises

(c) **Species and herdmark:** Details of the range of animal species that are kept at the premises, along with any official herd mark associated with that species

(d) **Producer(s):** Details of the producers who have owned the premises, along with the relevant time period

ii. Premises register – Events :

Premises-level events are recorded in the Events Page. Note that the events available in the Code column of the grid are those that were entered in the Reference List of Premises Events.



In the example above a TB test that took place on 15/03/02 was recorded as a fail. There was a subsequent test on 21/4/02. The ☑ symbol next to the dates shows the event that have taken place. The result of the second test was that the herd passed. The operator responsible is also recorded. Note that a "follow-up" event was "scheduled" (as indicated by the ☐ symbol) for 21/04/03 (365 days after the pass).

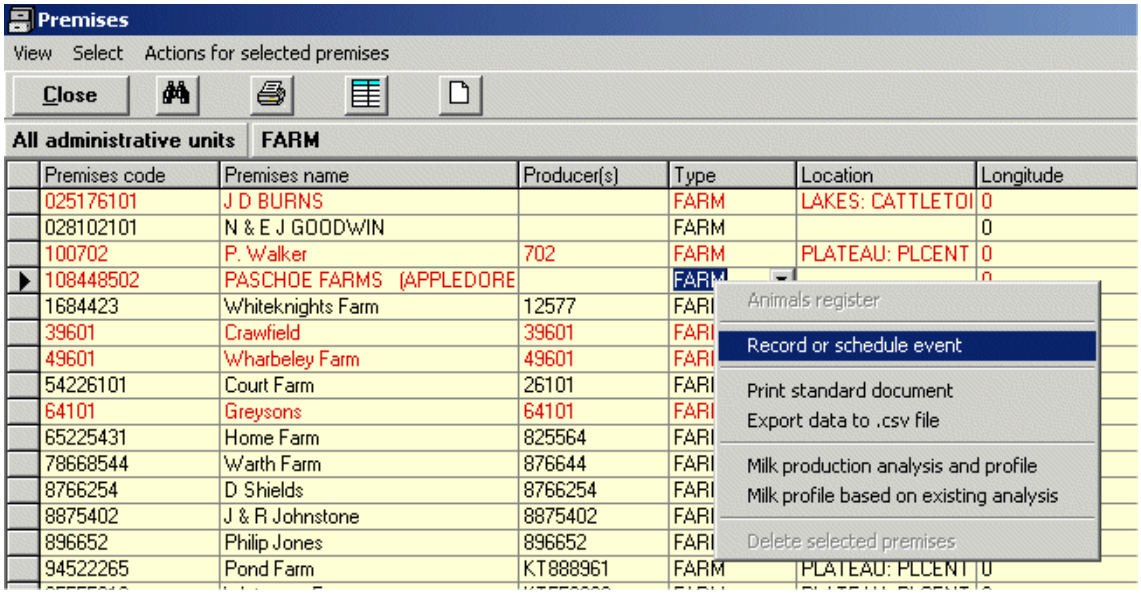
There are two techniques for **entering premises events:**

a) Entry of events for a **specific premises**: This is most readily achieved by selecting the premises in the grid and then entering the event directly in to the grid on the Events Page (as above). Follow-up events will be created automatically according to the event definition.

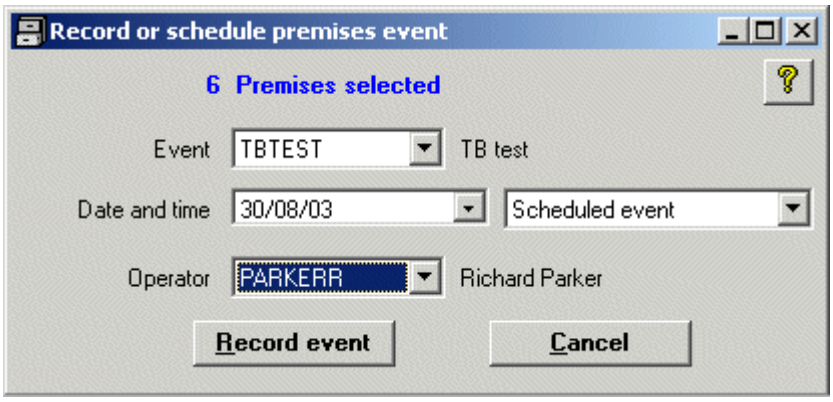
b) **Multiple event entry**: When wanting to record or schedule an event for a number of premises (scheduling an inspection visit or testing programme for example) select the target premises in the Premises Grid. Selecting rows in grids throughout InterTrace uses the same key strokes:

- Clicking a row in the grid selects that row and unselects all others
- Holding down the **Ctrl** key while clicking a row will select/unselect that row without affecting the selection status of other rows
- After selecting one row, holding down the **Shift** key while clicking a second row selects/unselects all rows between the two selected rows
- Holding down the **Ctrl** and **A** keys simultaneously will select all the items in the grid

Once the required premises are selected (red in the grid) click the Premises Grid with the **right** mouse button to display the pop-up menu:



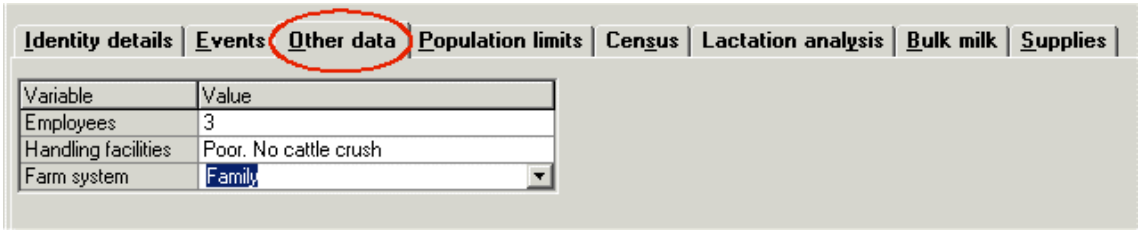
Select Record or schedule event to display the Record or Schedule Premises Event Form:



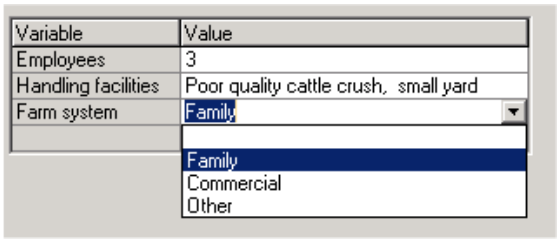
Note the number of premises selected is displayed at the top of the form. The user selects the premises level event (as defined in the User definition of premises events) and specifies whether this is an Actual event (i.e. it has been implemented) or is a "scheduled event" (as above). The actual or proposed date and operator (if required) are also defined. Clicking on the **Record event** button will register the event in each of the selected premises.

iii. Premises register – Other data :

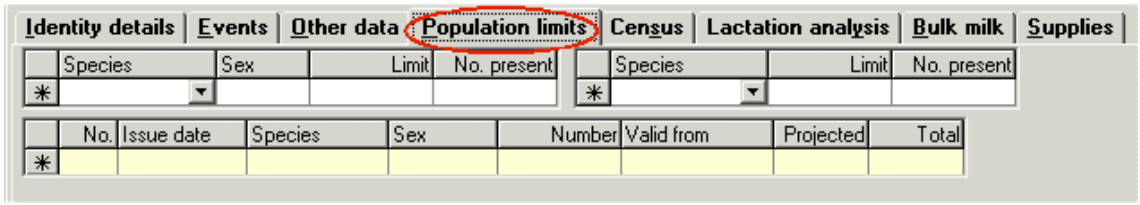
Note that the variables available are the additional variables that were defined in the Reference List of Premises variables (Page 10).



Note that the variables in the example above are of the three possible data types. Employees is "numerical", Handling facilities is "free text" and Farm system is "List box" type. Hence clicking the Farm system dropdown box displays the categories defined (as below):

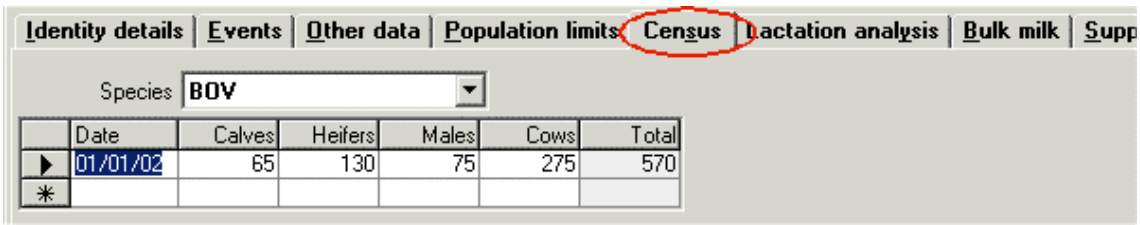


iv. Premises register – Population limits



The population limits allow the entry of plausible or statutory limits to the numbers of any livestock species of different sexes that are allowed to reside on the premises at any one time. On entering a limit , InterTrace calculates the current number present and monitors numbers to ensure they remain within the specified values.

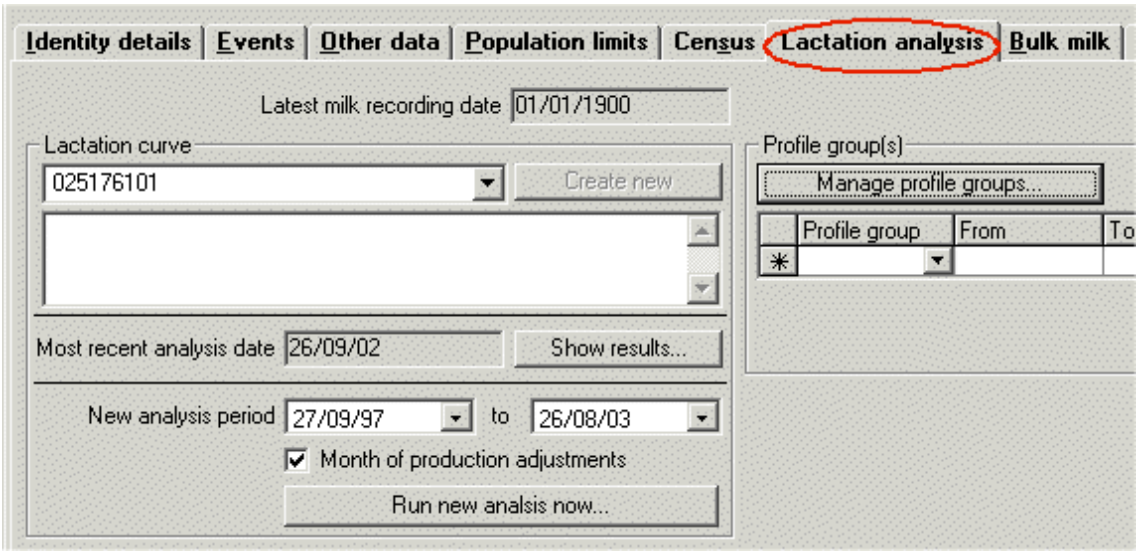
v. Premises register – Census



The Census page allows the recording of numbers of animals identified on a premises during a census activity. Note that the headings in the grid are the user-defined inventory

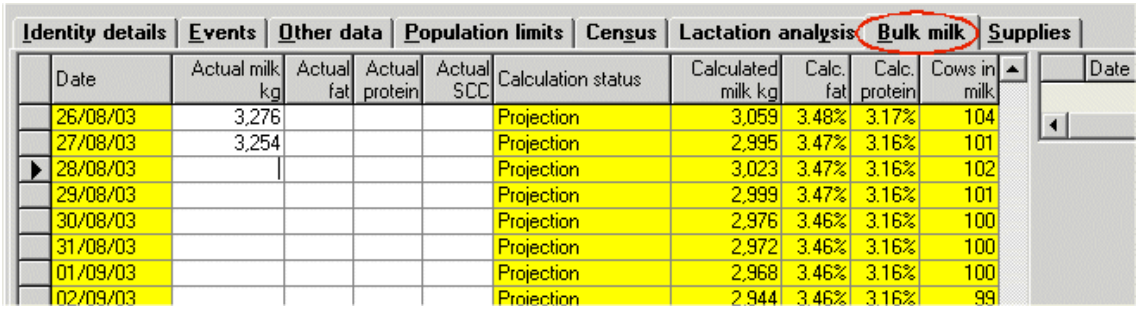
categories (see Animal categories - Inventory categories on Page 19). These observed numbers can be checked against the numbers of animals registered within the database to provide an indication of the reliability of the data on that premises.

vi. Premises register – Lactation analysis:



In Herdbook mode InterTrace may contain large volumes of historical data concerning the milk production of individual animals. These can be used to generate predictions of milk yields for a herd. Aggregating herds in to profile groups will allow those predictions to be extended to, for example, all the herds supplying a particular milk factory.

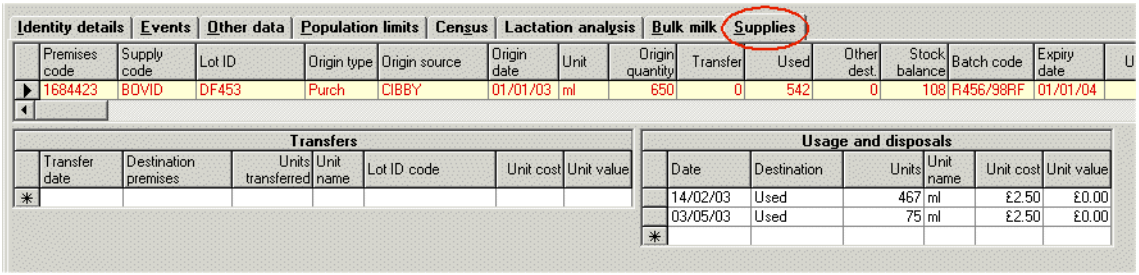
vii. Premises register - Bulk milk:



The prediction of future milk yields at the premises requires the recording of occasional actual bulk tank yields. These are used to indicate the reliability of predictions and to identify premises where actual and predicted yields vary significantly or unpredictably.

viii. Premises register – Supplies:

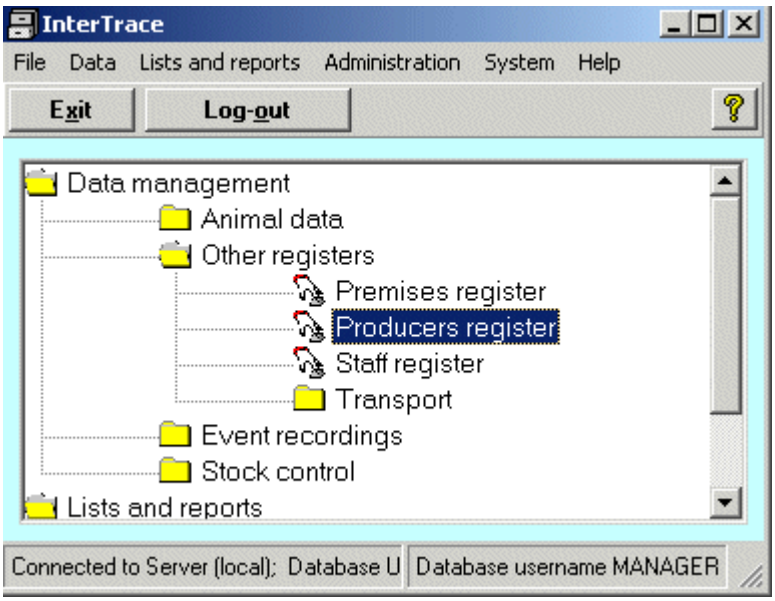
Displays the usage of supplies registered against the premises. In addition to details of all the supplies acquired, full details can be recorded of usage or transfer allowing detailed stock control of key supplies.



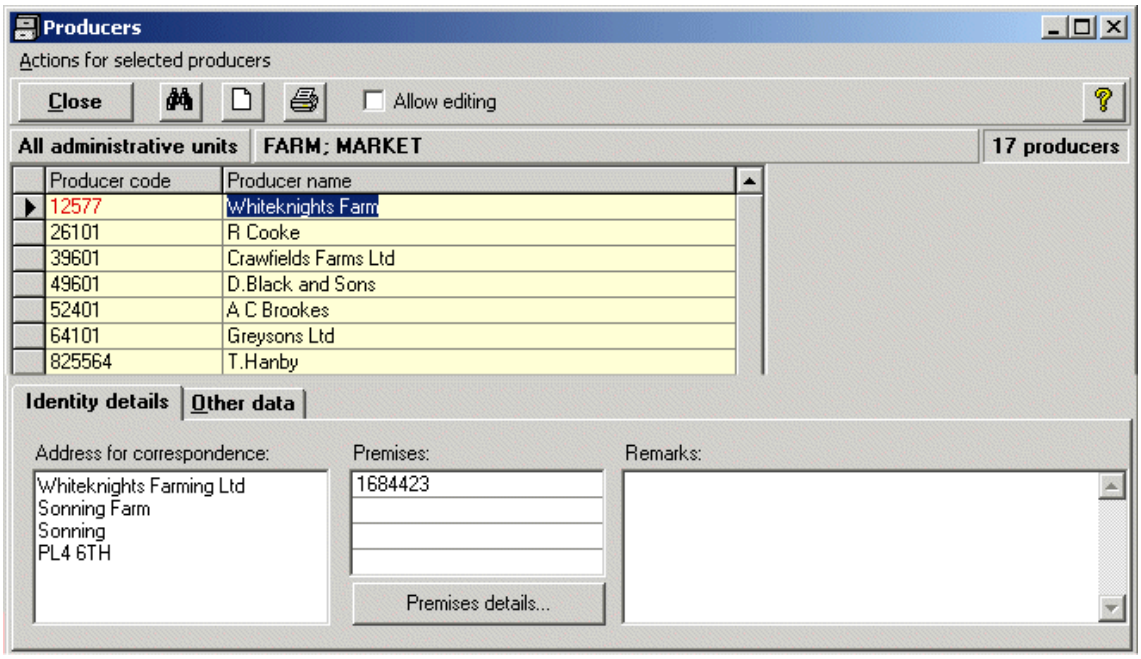
Registration of livestock producers

At an early stage of developing a national database it will be important to establish a register of all producers within the livestock industry. These producers need to be associated with the premises that they own, and hence the animals on those premises.

The Producers Register is displayed by selecting *Other registers…Premises register*.



The Producers register can be filtered to display producers from any combination of administrative unit(s) and premises type(s). All producers satisfying the specified filters will be displayed:



To register new premises move to the empty row at the bottom of the main grid or click on the  button.

Every producer is assigned a unique Producer code which is entered in the main grid, along with the name of the producer. Details entered and displayed in the two pages at the bottom of the form relate to the producer currently selected in the top grid

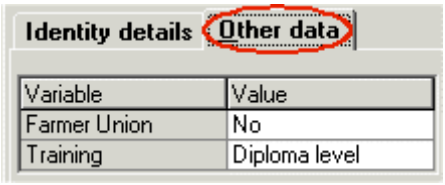
i. Producer register – Identity details:

The identity details page (see above) stores the address used to correspond with the producer (which may be different to the address of the premises that the producer owns). The page also displays the Premises codes that are currently registered under the name of that producer. In the example above the producer is only associated with a single premises (9788646). Clicking the 

button will display the Premises register Form.

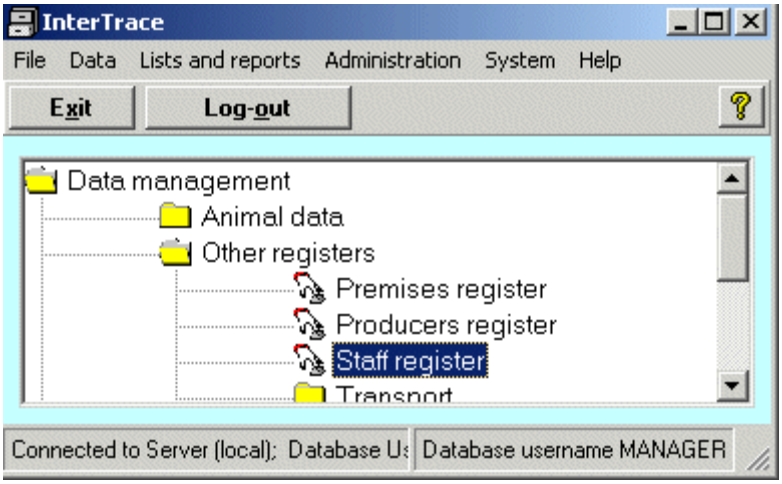
ii. Producer register – Other data:

The Other data page displays the additional variables that were defined in the Reference List of Producer Variables. In the example below there were only two additional variables defined:

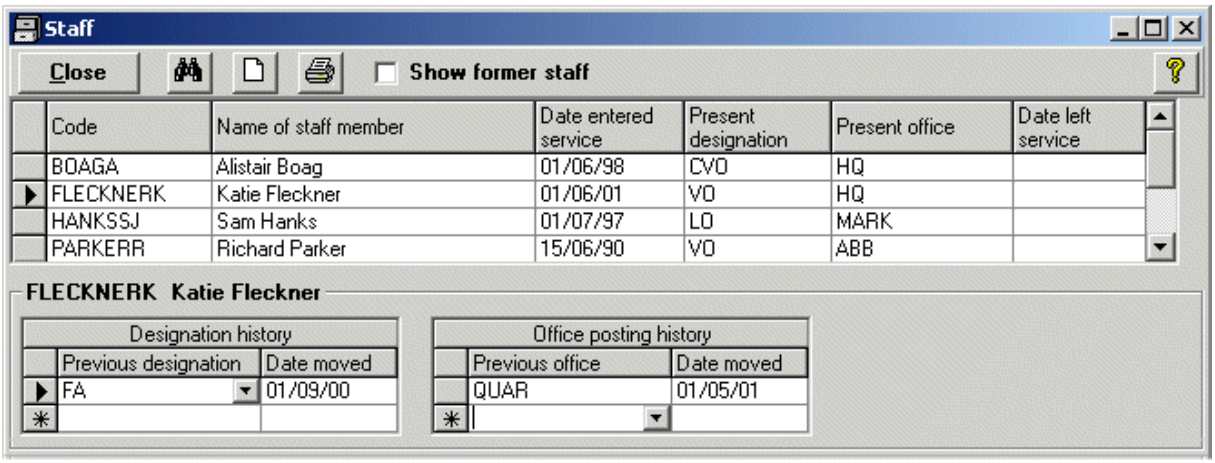


Registration of livestock services staff

At an early stage of developing a database it will be important to establish a register of livestock services staff responsible for issuing movement permits, health inspections etc

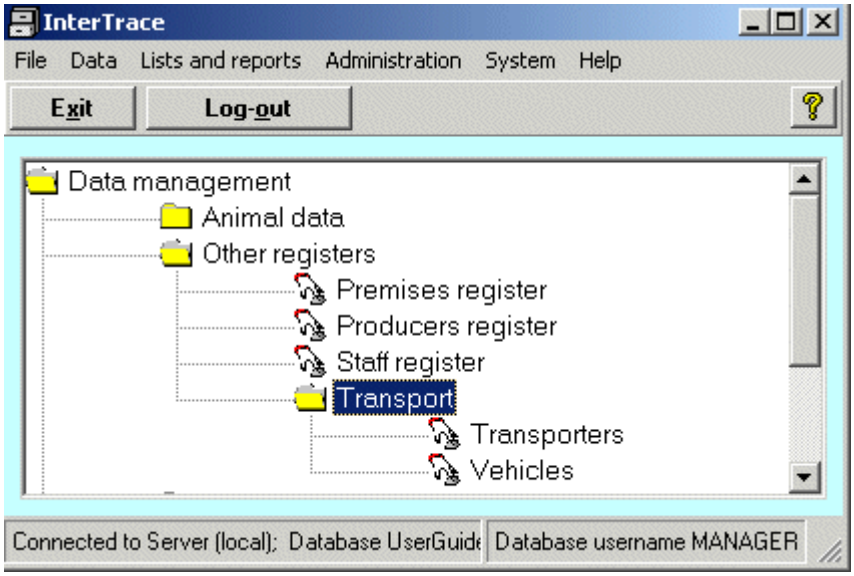


The staff register is a simple grid. Every staff member must be allocated a unique staff code. This is entered in to the grid along with the full name, date of entering the service, their present designation and present office. Note that the staff designations and offices that can be entered are those entered in the Designations of staff and Offices reference lists respectively.

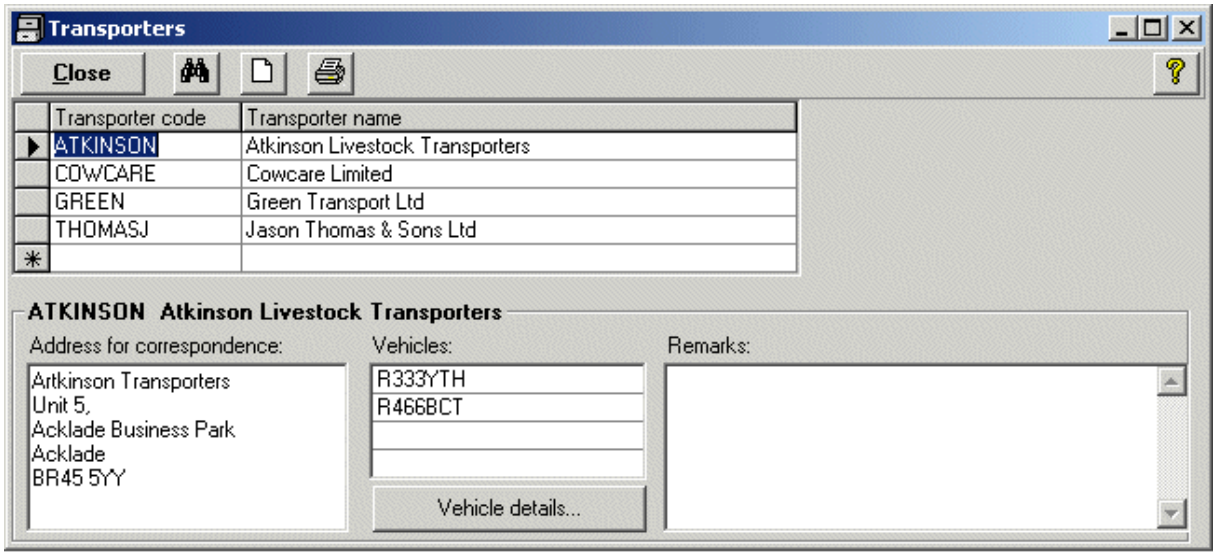


Registration of Transporters

Transporters and their vehicles are registered via the Transport Forms:



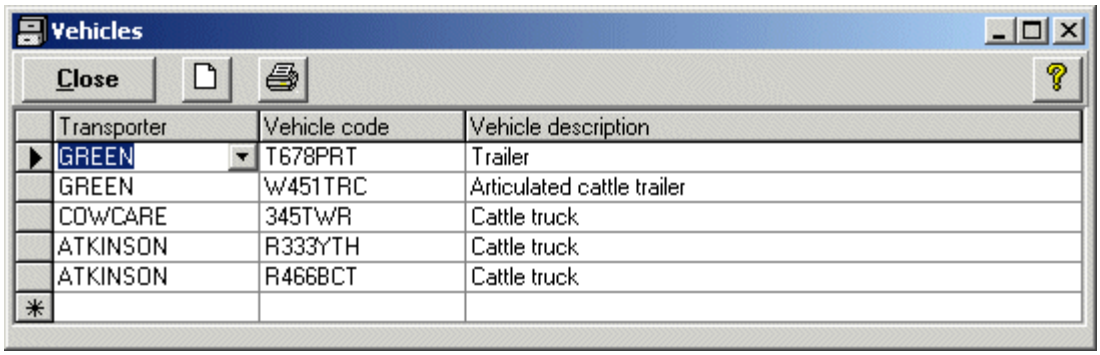
Transport companies are registered in the grid of the Transporters Form. Correspondence details are entered in the appropriate text box below the grid.



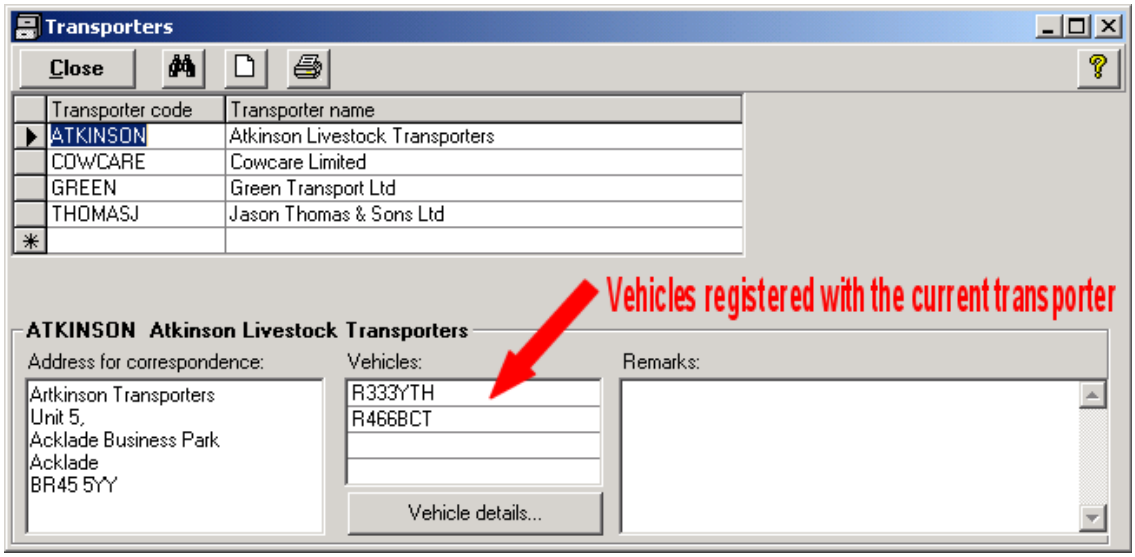
Note the space to register the vehicles associated with this transporter. Vehicles must be registered with a transporter via the Vehicles Form (see below).

Registration of vehicles

Vehicles used to transport livestock are registered in the Vehicles Form. Each vehicle must be associated with a transporter that has already be registered in the Transporters Register (Page 35). Note that the first column of the Vehicles Grid contains a drop-down box with the available transporter codes:

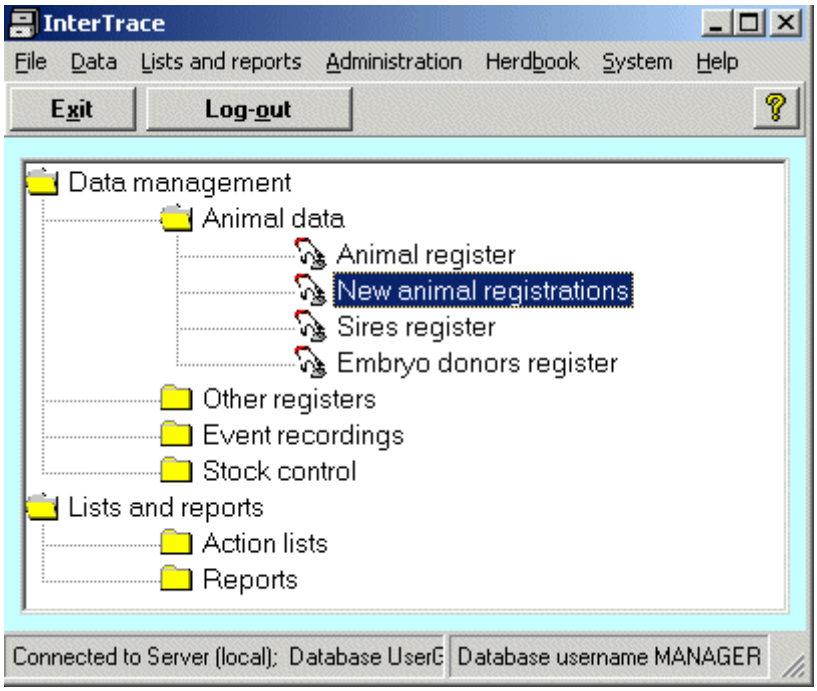


Details of vehicles registered by a transporter can be viewed in the Transporters Form (Page 35).



Registration of animals in to the database

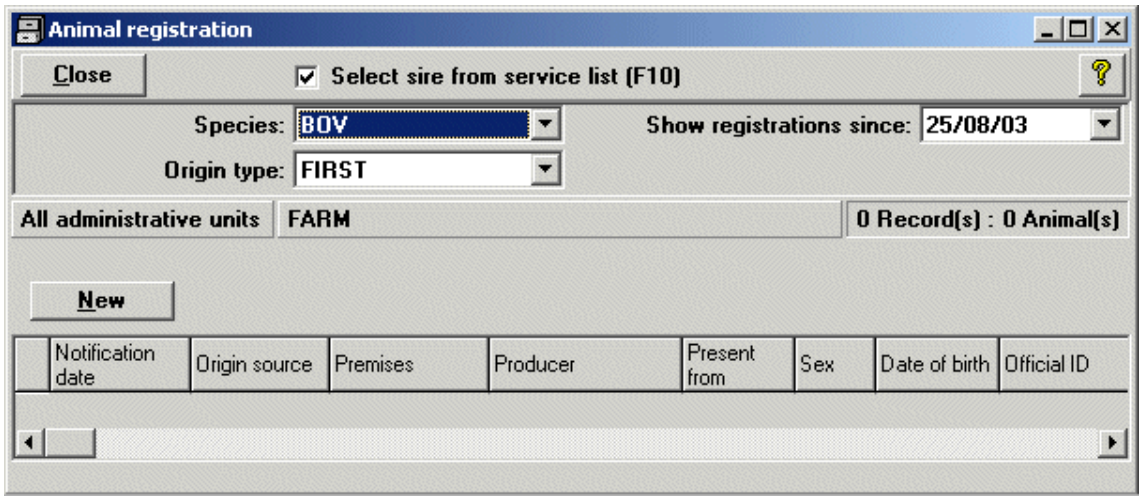
Once the livestock premises and producers are registered it is possible to begin the process of registering the animals on those premises. The entry of new animals is handled by the New Animal Registrations Form:



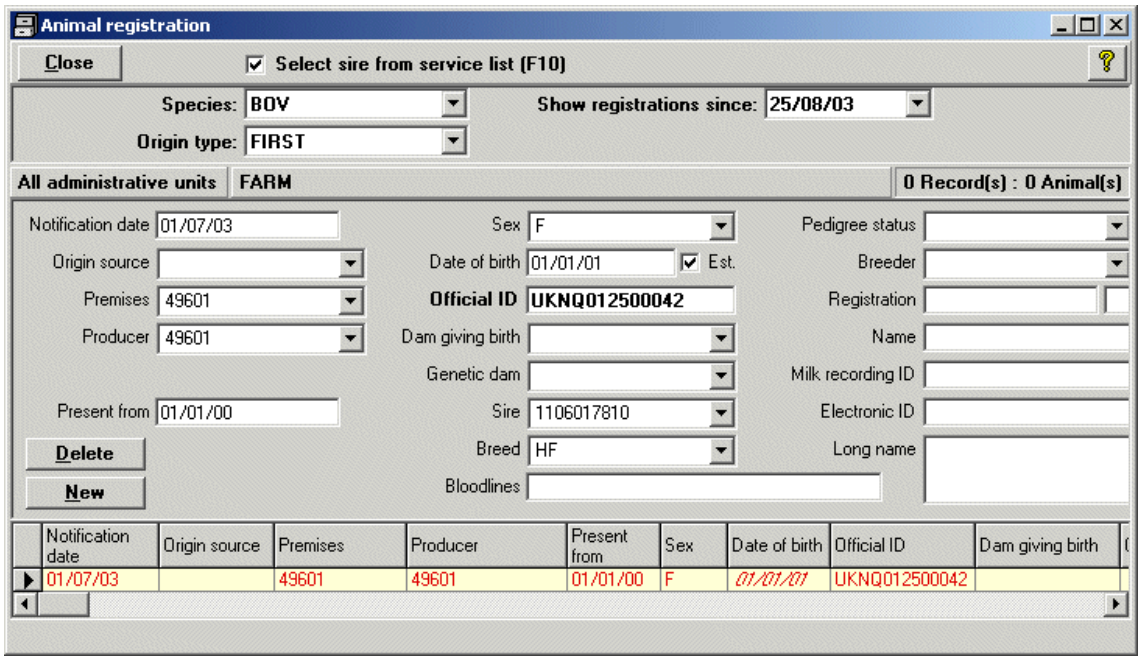
i. Registration of existing and imported animals

Existing animals: The registration of animals that are already on the premises when the database is established are entered via the New animal registrations Form. On opening the form select the species and origin type that you plan to register.

Note that many of the parameters required to complete the form were defined in the Reference Lists. In the example below the species for all animals entered is specified as bovine (BOV). These are all first registrations and so the Origin type is set to FIRST (as defined in the Reference list of Origin types):



To start the registration of individual animals click the  button:



Details for the individual animal are entered into the form and reflected in the new row in the grid. Complete the form with as much data as is available for the animal. Essential data that must be included for an animal record to be created are the premises, the "Present from" date and the animal's Official ID.

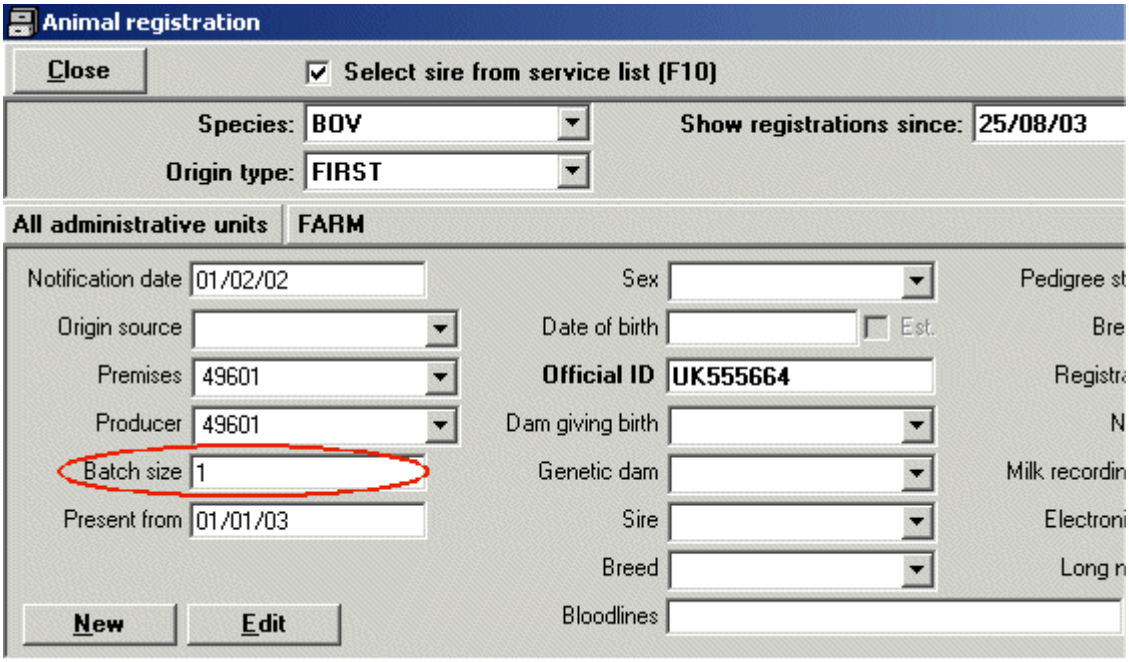
When all the data for an animal is entered, click the 

button to proceed to the next animal. By default the premises, notification data and certain other data values remain the same, thus helping to speed up the data entry process.

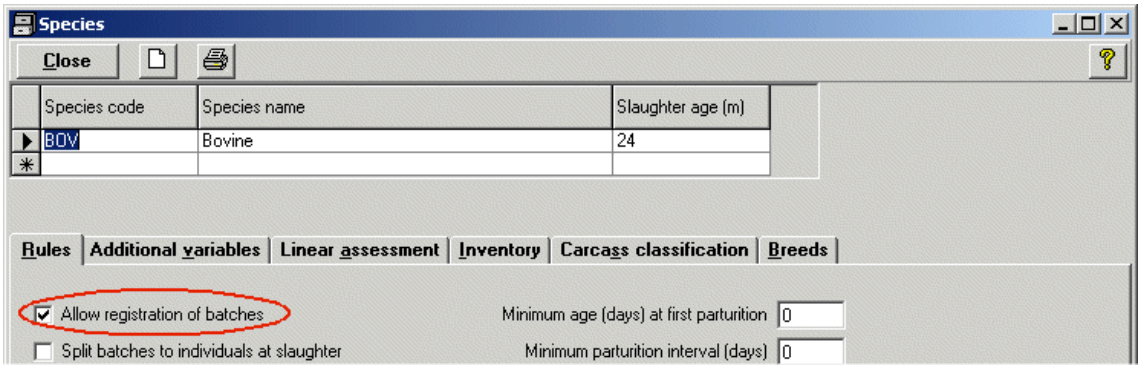
For each entered animal a row appears in the grid. To edit the details entered, select the animal in the grid. This will fill the body of the form with the data from the grid and the 

button will be displayed. Click the button and then edit items as required.

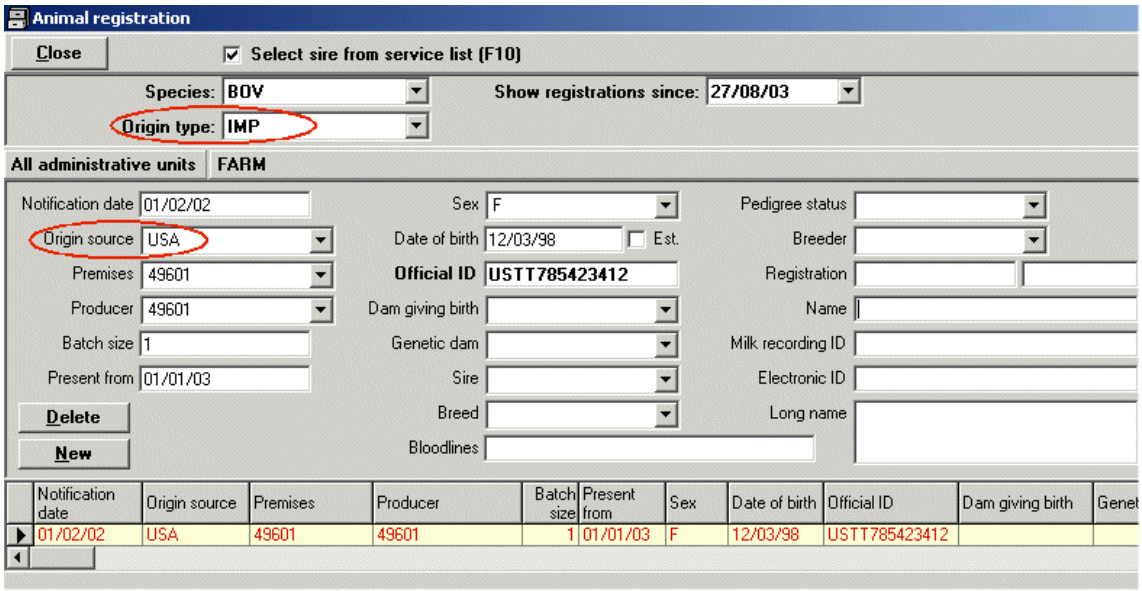
Batches of animals, rather than individuals, can also be entered through this form. If entering a species where batch entry is possible, the "Batch size" text box will also appear. Any batch size can be specified to the Official ID:



Note that the batch entry facility is controlled via the Species Definition Form (Page 13). Only when the "Allow registration of batches" is checked will it be possible to register batches of that species via the New Registrations Form:

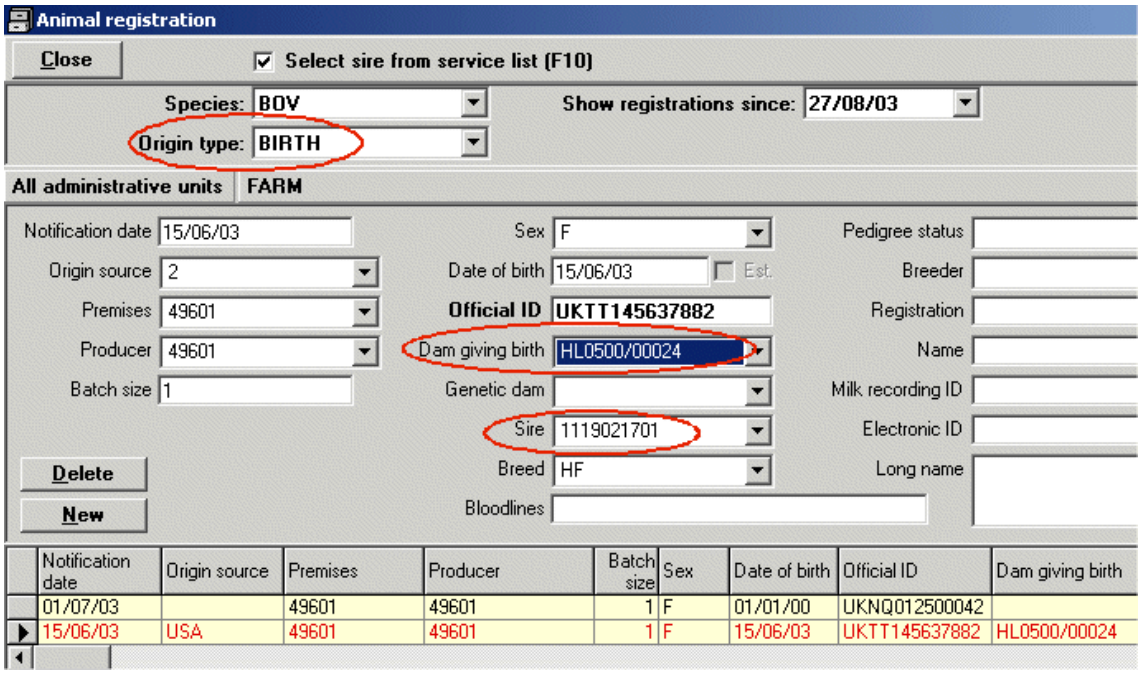


Imported animals: Once the database is established, imported animals are also entered through the same form. In the example below the Origin type has been set to IMP (the user-defined code in the Origin Type Reference List to signify import). The origin source is also selected from the user-defined values entered in the Origin Sources Reference List.



ii. Registration of newborn animals

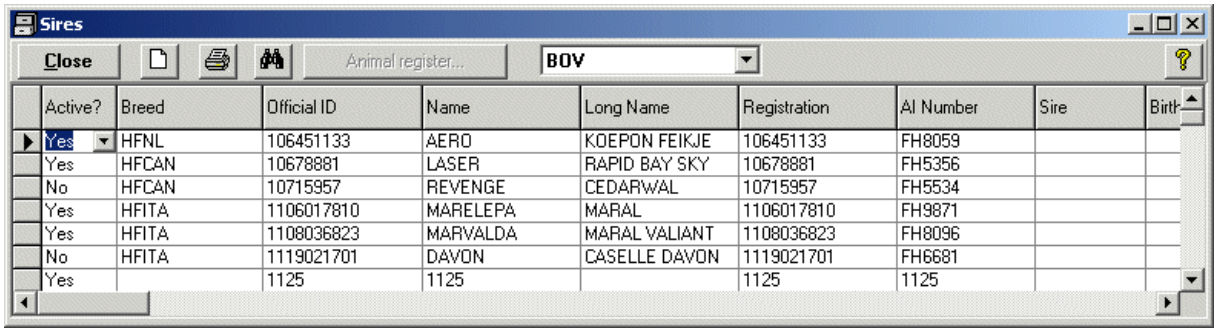
Once a herd is registered in the database, any animals that are born in to the herd are entered through the same New Animal Registrations Form, with the Origin Type set to Birth. In this situation it is often possible to speciify the dam and sire. The identities of all dams registered in the herd are available in the "Dam giving birth" drop-down box . Registered sires are available in the "Sire" drop-down box:



iii. Sires register and embryo donors register

The Sires and embryo donors registers are used to record details of breeding sires and dams that may never have visited the current premises. The use of artificial insemination and embryo transfer can result in many of the sires and dams of animals in the database being from outside the country and consequently not registered within the database.

The Sires and Embryo donors forms are identical in the way they function.

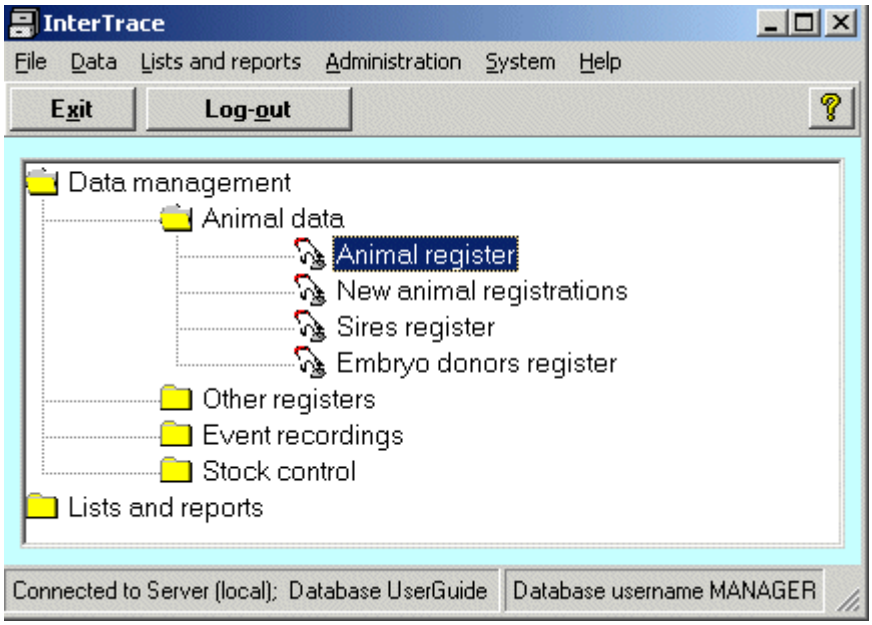


The “Active?” column is used to identify which of the sires/embryo donors are still available. Only active animals will be displayed in the dropdown boxes of potential sires/embryo donors on the New Animal Registrations Form.

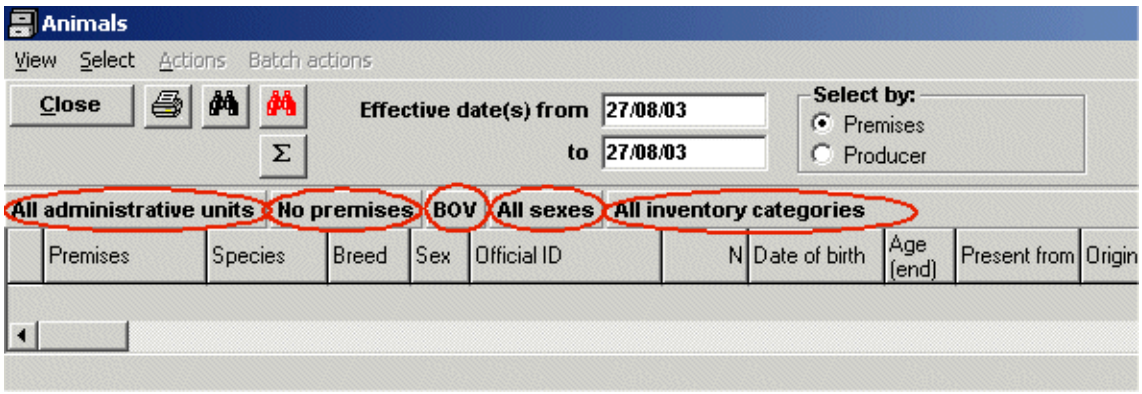
If the sire/embryo donor can be linked to an existing animal in the database then this can be selected in the “Link to animal” column of the grid.

The Animal Register

Once an animal is registered in the database (using the New Animal Regisrations Form), the Animal Register is the principal form in InterTrace to review and edit the details of an individual animal.

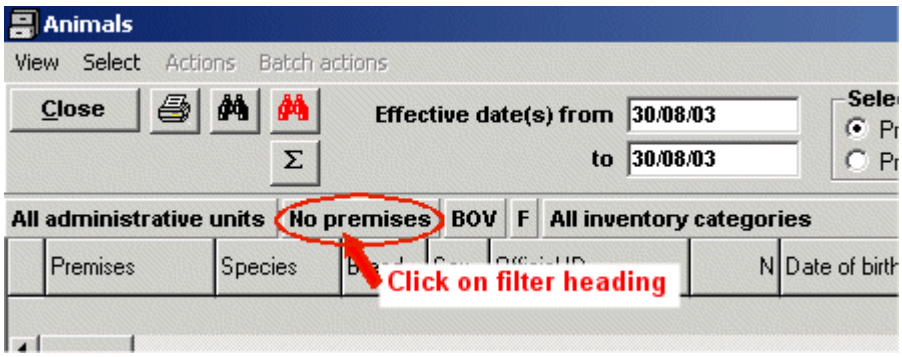


On opening the Animal Register an empty grid is displayed. Note the five Filter Headings above the grid:

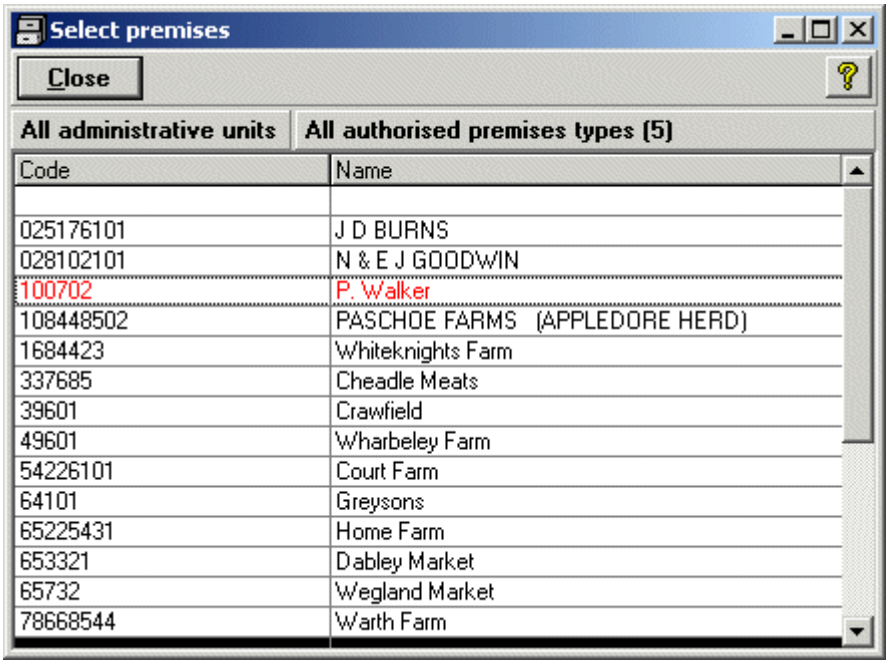


Throughout InterTrace the Filter Headings allow the user to specify precise criteria for on records to display. In the Animal Register these enable the user to display animals from any combination of administrative units, premises, species, sex category and inventory category.

Note that one of the Filter Headings is “No premises”. As animals are always associated to a premises the grid will be empty until at least one premises is selected. Click on the “No premises” Filter Heading to open the Select Premises Form.



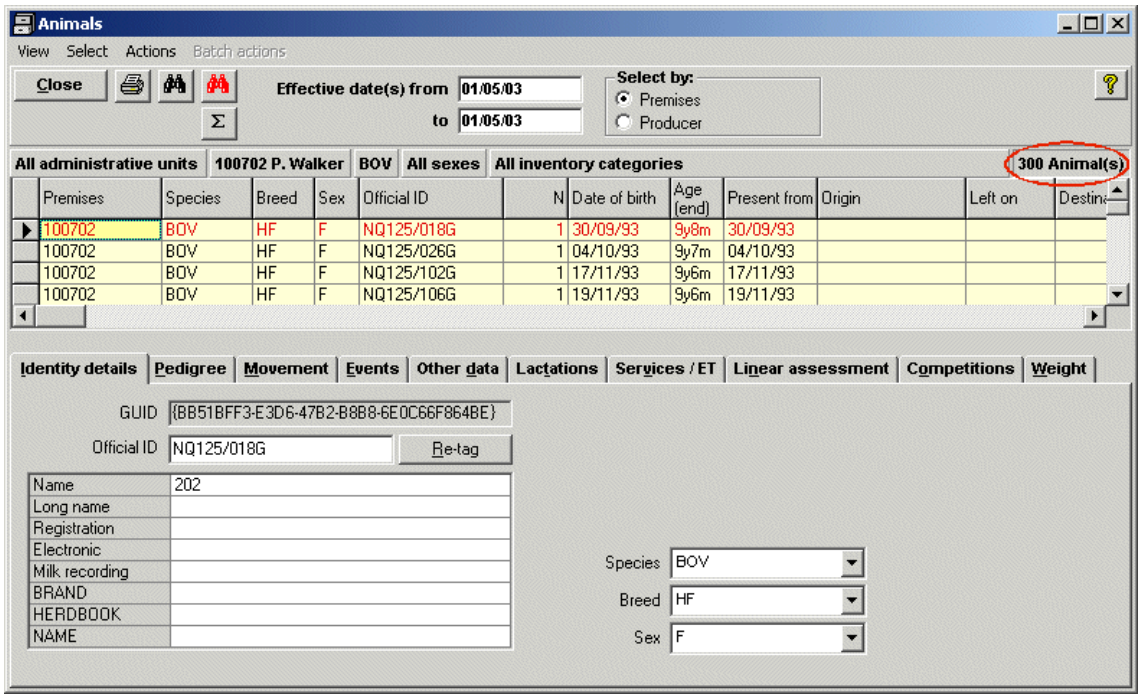
The select Premises Form displays registered premises:



Note that there are two further Filter Headings (administrative units and premises type) which allow further precision in the premises that are displayed in the form. The grid contains all the premises in the database that satisfy the filter criteria.

Clicking a row in the grid "selects" it (it turns red) while unselecting all others. Holding down the Ctrl key while clicking a row allows the selection of multiple rows. If a row is already selected, Ctrl Click will unselect it. Pressing Ctrl and A keys simultaneously selects/unselects all rows in the grid.

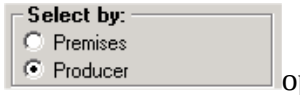
On closing the form the Animal Register will redisplay, containing all the animals that were registered on the selected premises in the period specified at the top of the Animal Register Form (01/05/03 to 01/05/03):



Note that the grid now contains a number of animal records. The total is listed next to the right of the Filter Headings (300 Animal(s) in the example above).

Each animal appears as a separate line in the grid. Full details of theanimal represented by the current row in the grid (appearing in red in the grid) are given in the various pages below the grid. Details are added or amended via the relevant page.

In the above example the Effective dates are the same so the grid contains all animals registered on the farm on that specific date. By altering the dates it is possible to identify the population of animals at any date or period.

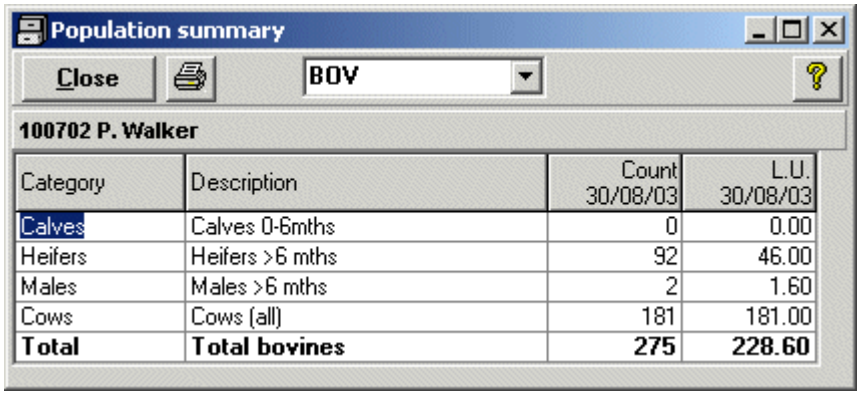
Selecting Producer in the 

option group display all registered animals belonging to the specified producer. In this way animals owned by the producer on different farms would be included in the grid.

InterTrace makes extensive use of grids, such as the grid in the Animal Register. All grids can be customised so that only the columns that are relevant to the user's requirements are displayed (see Page 76).

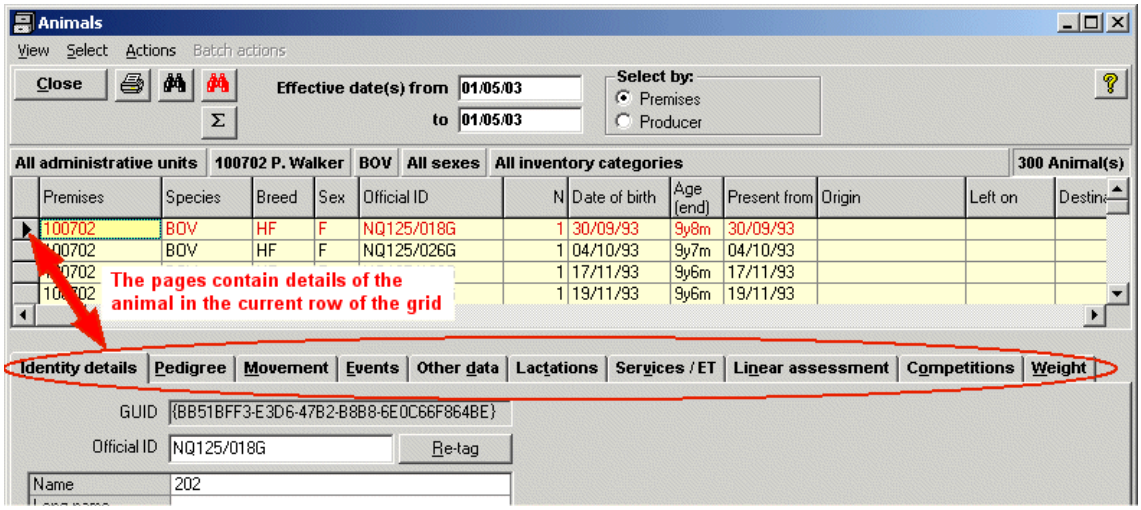
Population Summary

While the grid in the Animal Register Form displays the individual animals that satisfy the filter criteria a **summary** of the animals can be displayed by clicking the Σ button. This displays the number of animals (and livestock units) present in each of the user-defined Inventory Categories (Page 19):

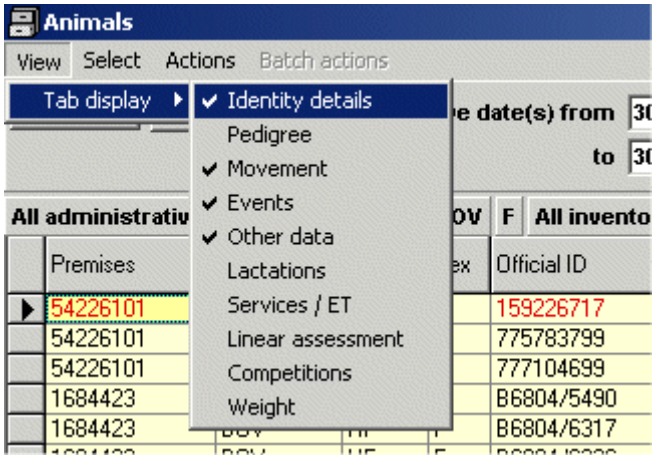


Category	Description	Count 30/08/03	L.U. 30/08/03
Calves	Calves 0-6mths	0	0.00
Heifers	Heifers >6 mths	92	46.00
Males	Males >6 mths	2	1.60
Cows	Cows (all)	181	181.00
Total	**Total bovines**	**275**	**228.60**

In addition to the data summarised in the grid, further details of the selected animal are displayed in the pages at the bottom of the form. The pages (described below) contain details of the animal represented by the current row in the grid.



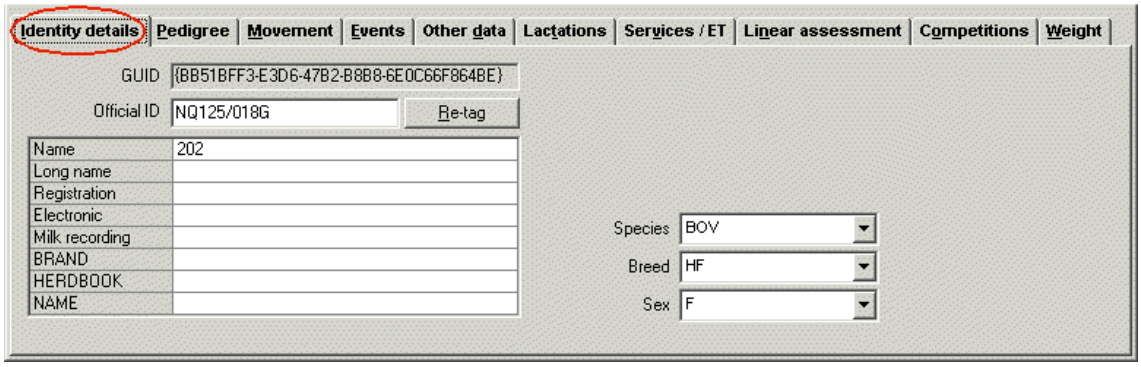
The large number of pages in the Animal Register gives the potential for very detailed recording. In many situations, especially when establishing a database, not all pages are relevant. The display of pages in the Animal Register can be restricted via the View Menu item:



Setting the menu item as above would limit the pages displayed in the Animal Register to Identity details, movements, events and other data (additional variables). Hidden pages could be redisplayed at a later date if required.

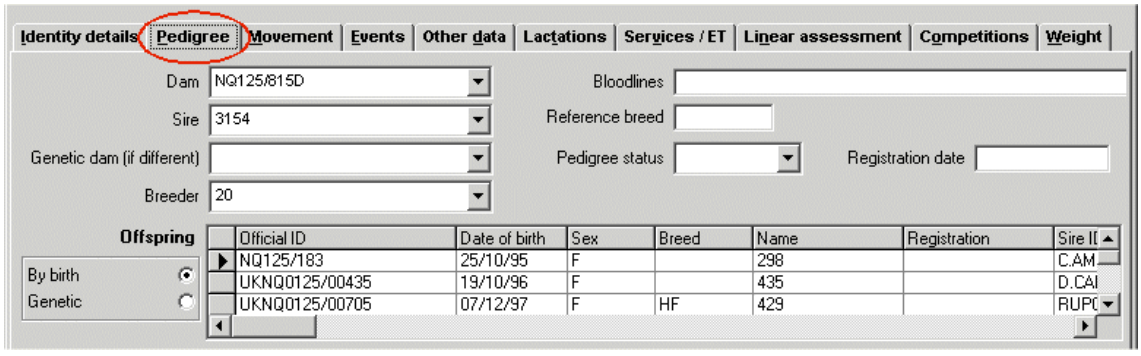
i. Animal register – Identity details:

The Identity details records the unique Official ID of the animal along with a range of commonly used identifications for animals. Note also the dropdown boxes to specify the species, breed and sex (as defined in the reference lists) of the animal.



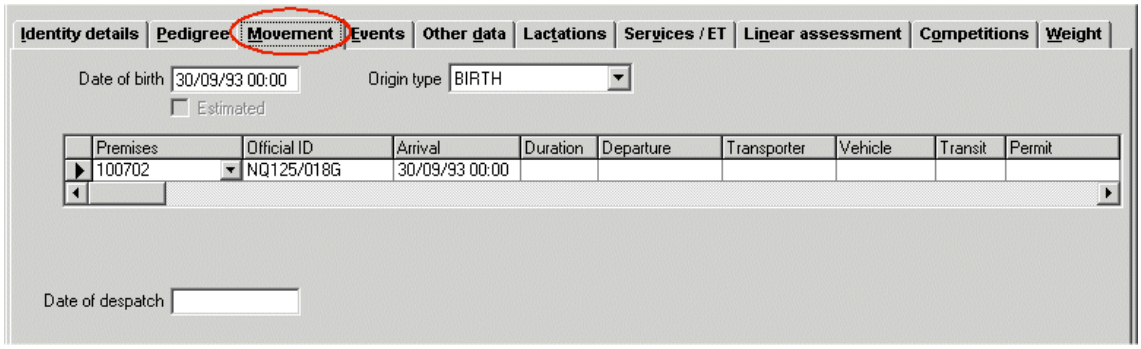
ii. Animal register – Pedigree:

Details of the dam, sire and offspring of the animal currently displayed in the Animal Register grid.

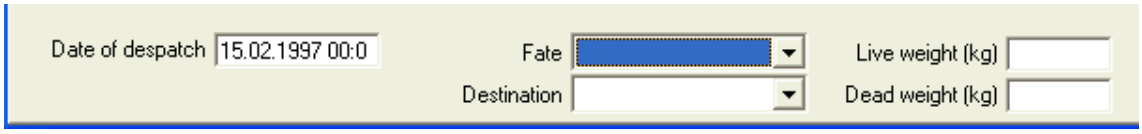


iii. Animal register – Movement:

The Movements page displays all movements between premises registered for the current animal. New animal movements can be entered directly in to the Movements grid for a specific animal. For registering movements involving large numbers of animals, see Multiple entry of animal movements and animal events on Page 48.



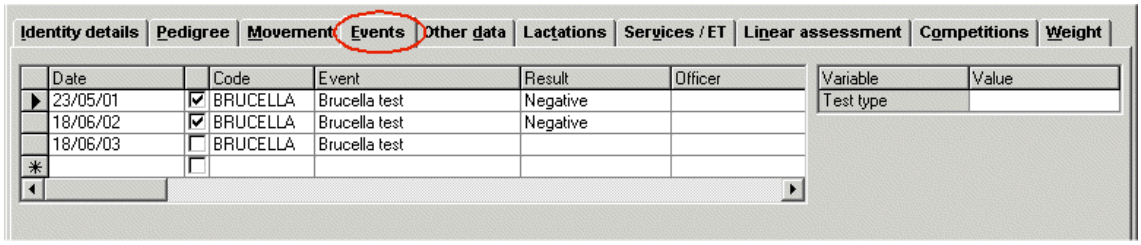
When a date is entered in the Date of despatch text box the fate and final destination are also displayed.:



Animals slaughtered at an abattoir will normally have the despatch recorded via the Abattoir records (see Page 58).

iv. Animal register – Events:

The user-defined animal events, defined in the Animal Events Reference Lists, are recorded in the events page of the individual animal. In the example below, the animal had brucella tests on 23/6/01 and 18/6/02. Both were negative. A further brucella test is scheduled for 18/6/03.



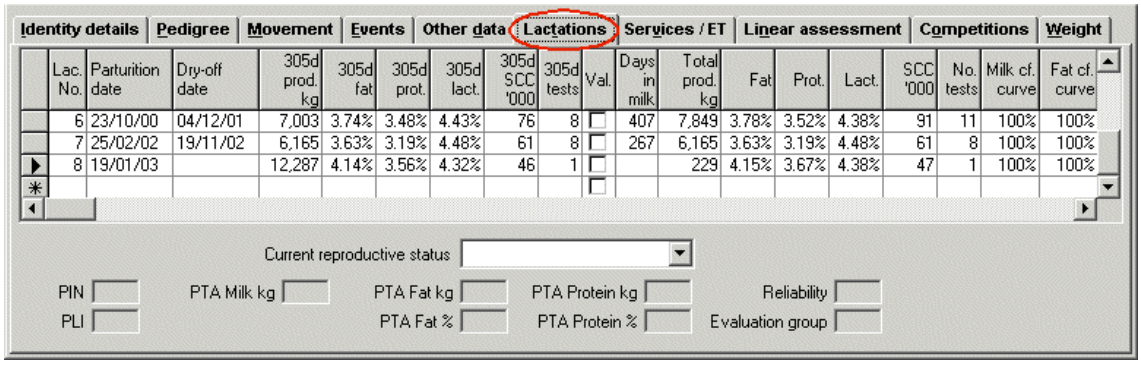
New animal events can be entered directly in to the Events grid for a specific animal. For batch event entry, where the same event is recorded in to a number of animals, see Multiple entry of animal movements and animal events on Page 48.

v. Animal register – Other data :

Note that the variables available are those that were defined in the Species Definition Form.

vi. Animal register – Lactations

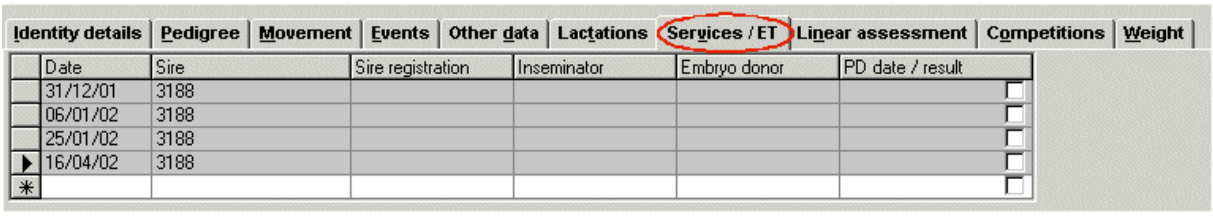
The Lactations Page displays full details of lactation histories of the individual animal including parturition dates, milk constituents, lactation yields etc.



Lac. No.	Parturition date	Dry-off date	305d prod. kg	305d fat	305d prot.	305d lact.	305d SCC '000	305d tests	Val.	Days in milk	Total prod. kg	Fat	Prot.	Lact.	SCC '000	No. tests	Milk cf. curve	Fat cf. curve
6	23/10/00	04/12/01	7,003	3.74%	3.48%	4.43%	76	8	☐	407	7,849	3.78%	3.52%	4.38%	91	11	100%	100%
7	25/02/02	19/11/02	6,165	3.63%	3.19%	4.48%	61	8	☐	267	6,165	3.63%	3.19%	4.48%	61	8	100%	100%
8	19/01/03		12,287	4.14%	3.56%	4.32%	46	1	☐		229	4.15%	3.67%	4.38%	47	1	100%	100%

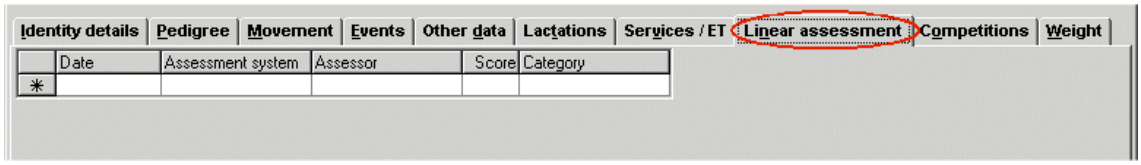
vii. Animal register - Services/ET

The Services/ET page contains all the details of services and embryo transfer for the animal:



Date	Sire	Sire registration	Inseminator	Embryo donor	PD date / result
31/12/01	3188				☐
06/01/02	3188				☐
25/01/02	3188				☐
16/04/02	3188				☐

viii. Animal register - Linear assessment

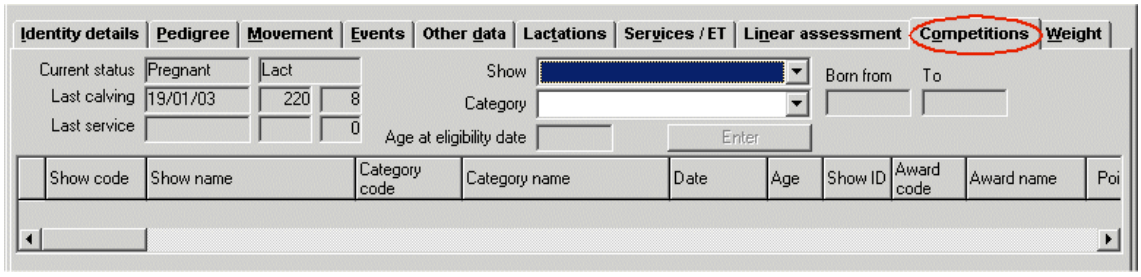


Date	Assessment system	Assessor	Score	Category

This page stores details of assessments by pedigree or assurance organisations.

ix. Animal register - Competitions

The Competitions Page stores the results of competitions for the animal.



Show code	Show name	Category code	Category name	Date	Age	Show ID	Award code	Award name	Poi

x. Animal register – Weight

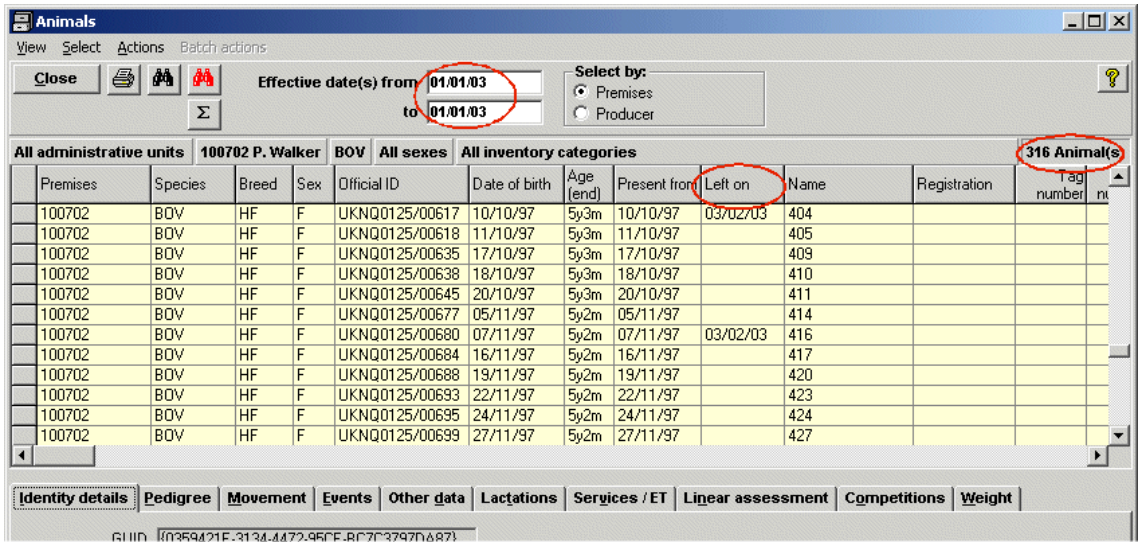
The Weights Page stores weight measurements for the current animal.

Date	Weight	DLWG
12/10/02	456	
15/01/03	430	-0.274
19/06/03	470	0.258

Identifying animals present on a specific date or period

The Animal Register is the key form for following the movements of an individual animal. While the Movement Records command is the primary method for recording movements of animals, this can also be initiated from within the Animal Register. The Animal Register is also the location for tracing contacts to any animal suspected of carrying disease.

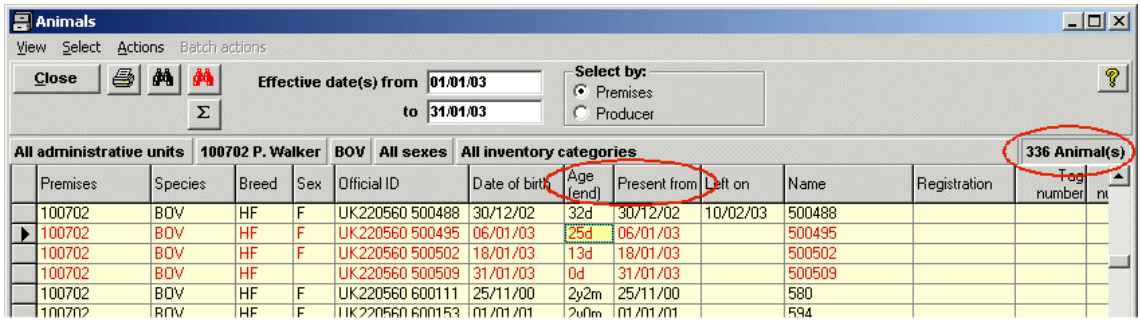
When you open the Animal Register Form the current date is used in the Effective date(s). This results in the register displaying animal currently present. Replacing these dates with another date redisplays the grid with the animals that **were present** on that date/period. In the example below animals are displayed for one premises (P Walker) on 01/01/03. The resulting grid contains the 316 animals that were on the premises on that date:



Premises	Species	Breed	Sex	Official ID	Date of birth	Age (end)	Present from	Left on	Name	Registration	Tag number
100702	BOV	HF	F	UKNQ0125/00617	10/10/97	5y3m	10/10/97	03/02/03	404		
100702	BOV	HF	F	UKNQ0125/00618	11/10/97	5y3m	11/10/97		405		
100702	BOV	HF	F	UKNQ0125/00635	17/10/97	5y3m	17/10/97		409		
100702	BOV	HF	F	UKNQ0125/00638	18/10/97	5y3m	18/10/97		410		
100702	BOV	HF	F	UKNQ0125/00645	20/10/97	5y3m	20/10/97		411		
100702	BOV	HF	F	UKNQ0125/00677	05/11/97	5y2m	05/11/97		414		
100702	BOV	HF	F	UKNQ0125/00680	07/11/97	5y2m	07/11/97	03/02/03	416		
100702	BOV	HF	F	UKNQ0125/00684	16/11/97	5y2m	16/11/97		417		
100702	BOV	HF	F	UKNQ0125/00688	19/11/97	5y2m	19/11/97		420		
100702	BOV	HF	F	UKNQ0125/00693	22/11/97	5y2m	22/11/97		423		
100702	BOV	HF	F	UKNQ0125/00695	24/11/97	5y2m	24/11/97		424		
100702	BOV	HF	F	UKNQ0125/00699	27/11/97	5y2m	27/11/97		427		

Note how some of the animals have data in the “Left on” columns so, while they were present on the premises on the date(s) entered, they have subsequently left the premises.

By entering different dates in the “Effective date(s)” you can display the animals that were present during any period of time. In the example below the effective dates have been changed to show all animals that were present at some point between 1/1/03 and 31/1/03. This results in 336 animals. Note the selected animals in the grid that were born during the period:

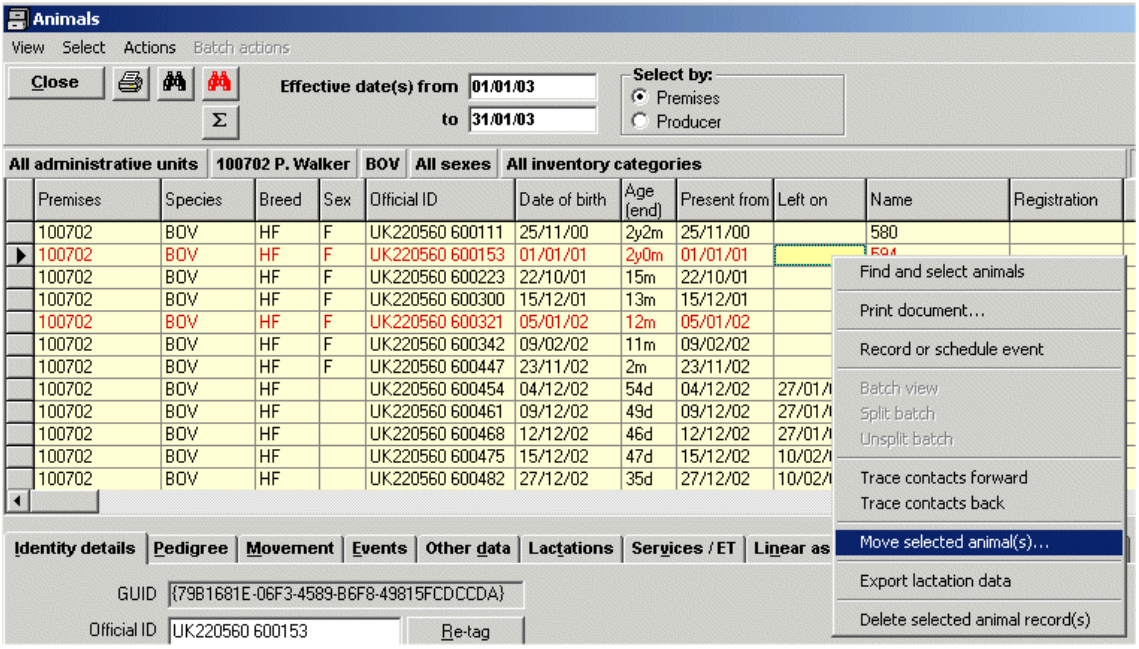


Premises	Species	Breed	Sex	Official ID	Date of birth	Age (end)	Present from	Left on	Name	Registration	Tag number
100702	BOV	HF	F	UK220560 500488	30/12/02	32d	30/12/02	10/02/03	500488		
100702	BOV	HF	F	UK220560 500495	06/01/03	25d	06/01/03		500495		
100702	BOV	HF	F	UK220560 500502	18/01/03	13d	18/01/03		500502		
100702	BOV	HF		UK220560 500509	31/01/03	0d	31/01/03		500509		
100702	BOV	HF	F	UK220560 600111	25/11/00	2y2m	25/11/00		580		

Multiple entry of animal movements and animal events

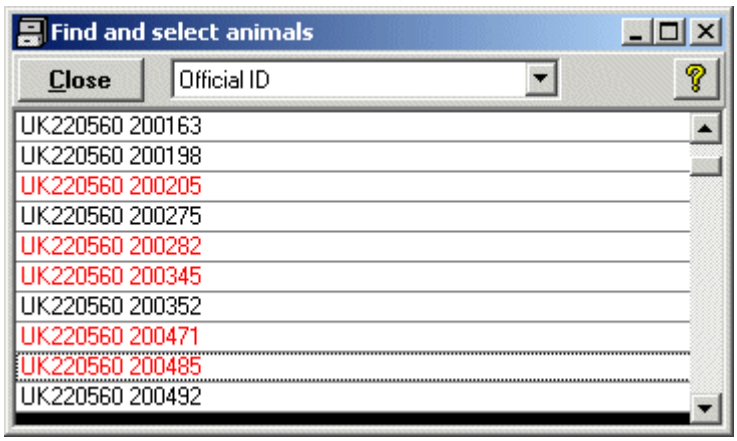
Many of the key features, including movements and the recording of animal-level events, can be implemented from within the Animal Register. The sequence involves firstly selecting the animals of interest and then implementing the required action.

This process is controlled using a pop-up menu that appears when you click any row in the grid with the **right** mouse button**:**



Note that the pop-up menu contains a number of options. If a small number of animals are required then select their rows in the grid before displaying the pop-up menu. With larger numbers of animals use the find and select option on the pop-up menu:

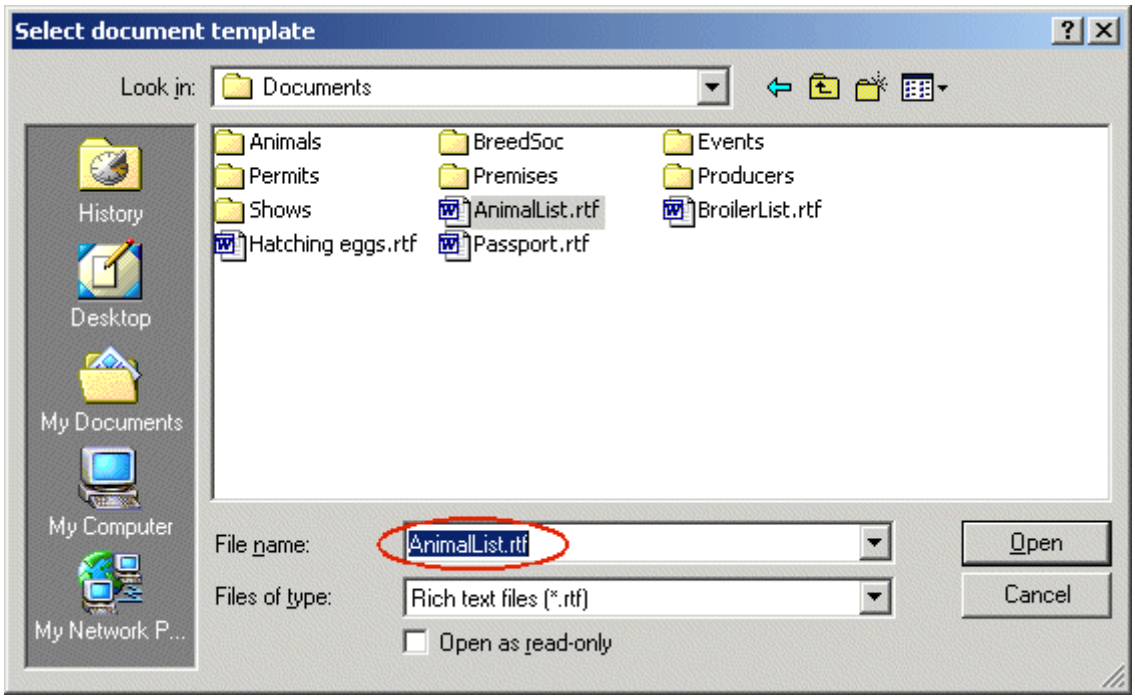
- **Find and select animals**: Displays a grid of the animal identities (Official ID, name or registration number) currently contained in the Animal Grid.



The animal identities are sorted in alphabetical order. Either scroll through the list or type in the identities of the animal required. As you type in the required identity the grid will scroll to the first row that includes all the digits entered. Click a row to ensure it is selected. Pressing Ctrl and A keys simultaneously will select all the animals in the grid.

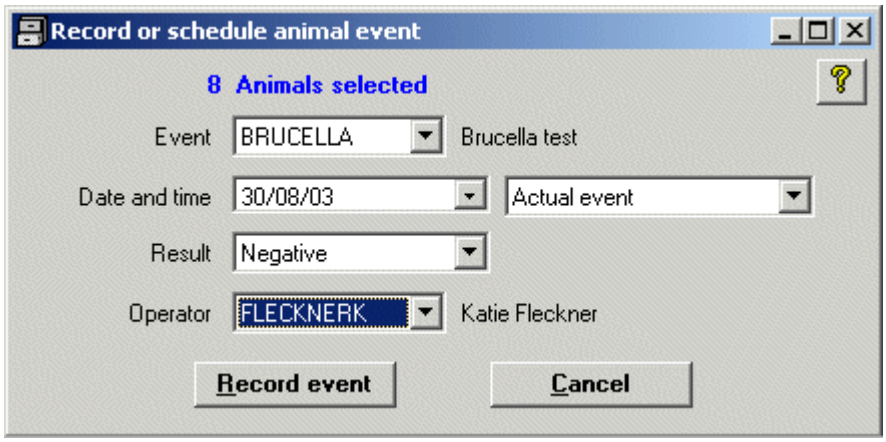
On closing this form the selection is reflected in the Animal Grid. To move or register an event for those selected animals click one of the selected rows in the grid with the **right** mouse button. This redisplays the pop-up menu and the action selected will apply to all those animals currently selected.

- **Print document:** allows the printing of a report containing details of the selected animal(s). This might be a user-defined performance certificate or report although the printing facilities allow the user great flexibility in the design and editing of reports(see Annex One : User-defined documents).

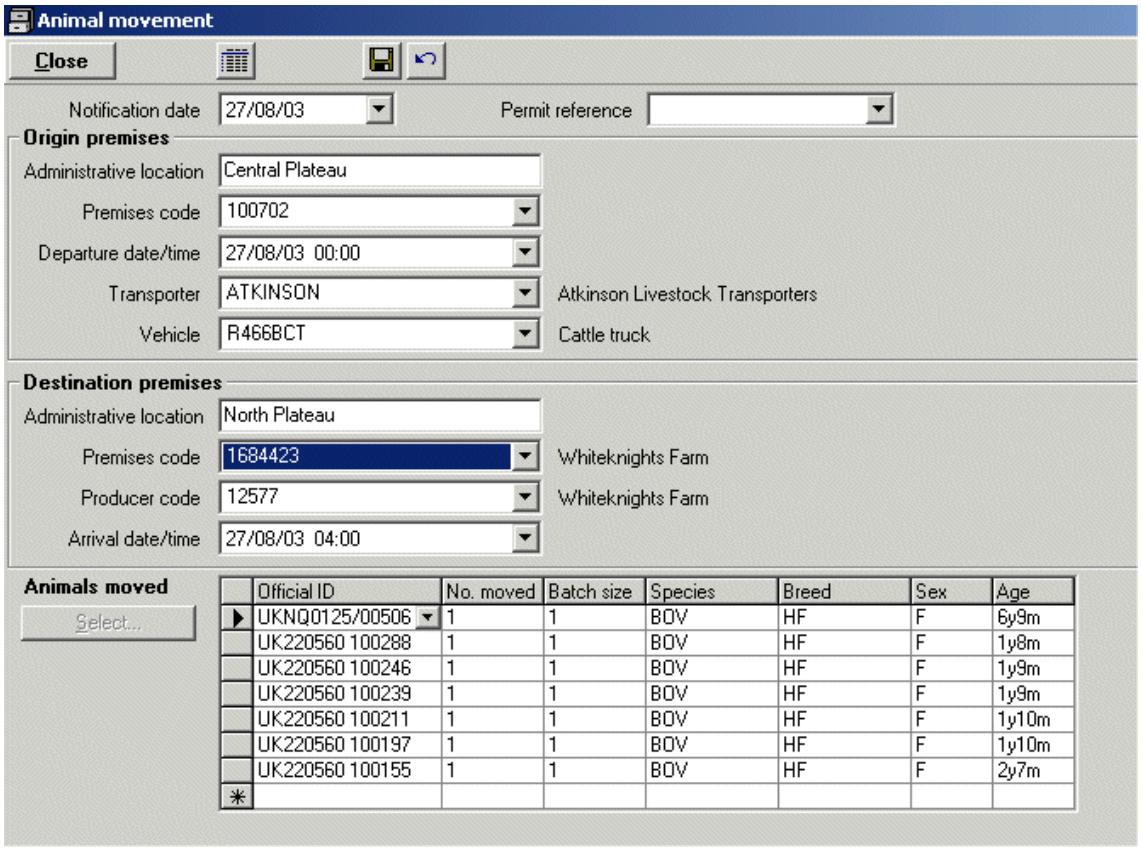


Select the appropriate rich text file (rtf) which is then printed with the data required for the selected animal(s). As the document will be printed once for each selected animal this method is not appropriate for generating movement permits. These are described in the Movement Permits Command on Page 54.

- **Record or schedule event:** This displays the "Record or schedule event" Form. The number of animals selected (ie to which the event will apply) appears at the top of the form (7 animals in the example below). Complete the other details in the form as appropriate and then click the **Record event** button to implement the event in the animal registers of all the selected animals



- **Batch view / Split batch / Unsplit batch**: These commands are available if the selected row in the grid represents a batch of animals. The batch can then be split in to sub batches as animals within a batch die or are moved to different premises.
- **Trace contacts forward / back**: These commands allow the tracing of animals that have been in previous or subsequent contact with the selected animal(s) as described on Page 51.
- **Move selected animal(s)**: The Animal Movement Form is displayed and filled automatically with the details of all the animals **selected** in the Animals Grid. Animals can be added or deleted from the grid of Animals moved.



Complete details of when the animals were moved, the transporter and vehicle (if available) as well as the premises to which the animals were moved. Click on the  button to complete the registration of the move in the database.

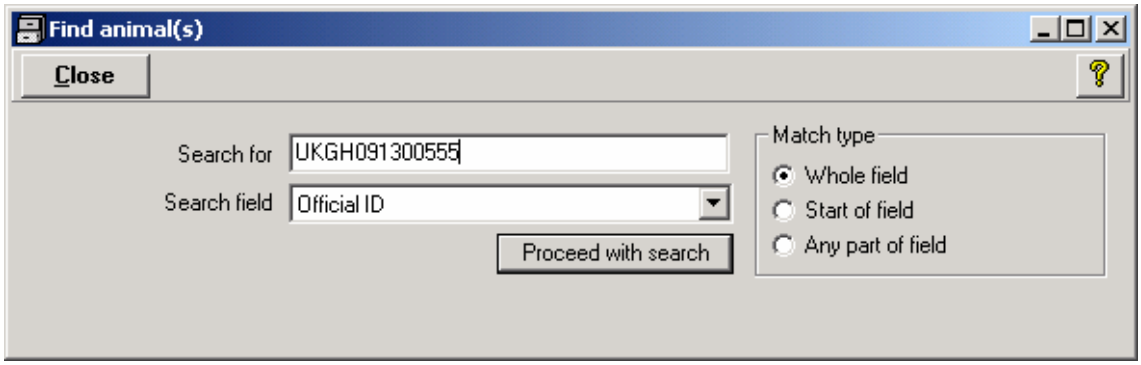
Note That the Animal Movement Form can also be displayed form the main menu BUT there will be no animal displayed in the “Animals moved” Grid. Normally selecting and moving the animals from the Animal Register will be the fastest entry option.

- **Export lactation data:** exports lactation data of the selected animals to a text file for access by other programs.
- **Delete selected animal record(s)**: Enables the deletion of selected animals from the database.

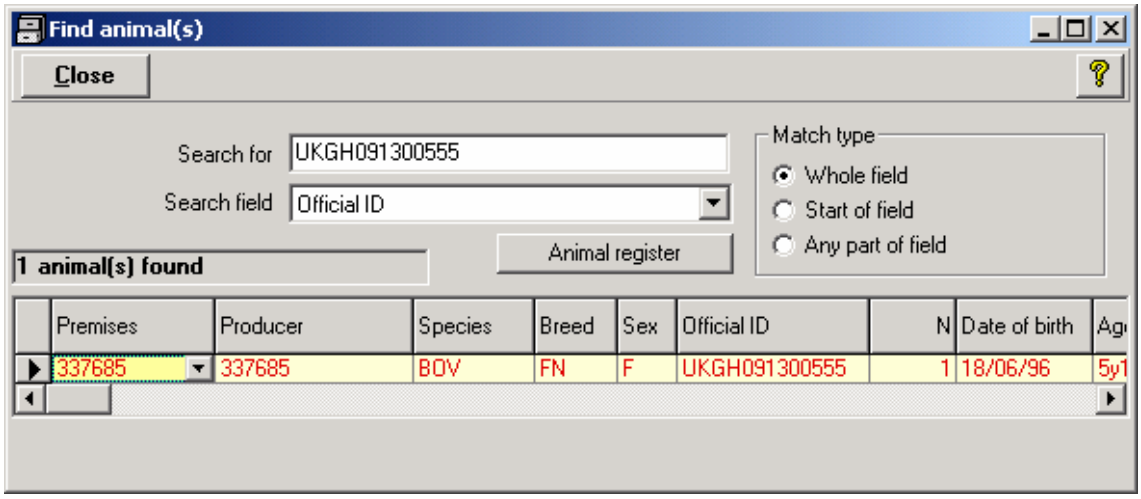
Tracing animal movements and contact animals

While the movements of an individual animal are all recorded in the Movements Page of the Animal Register, in the event of a suspected disease outbreak it is essential to be able to trace quickly all premises that may have been in direct or indirect contact with an affected animal.

In the event of a suspected problem animal, open the Animal Register. If the last premises of the animal is known then use the Filter Headings to display all animals form that premises. If, however, the premises where the animal came from is not known click the Search database button ( ) to display the Find animal(s) Form:

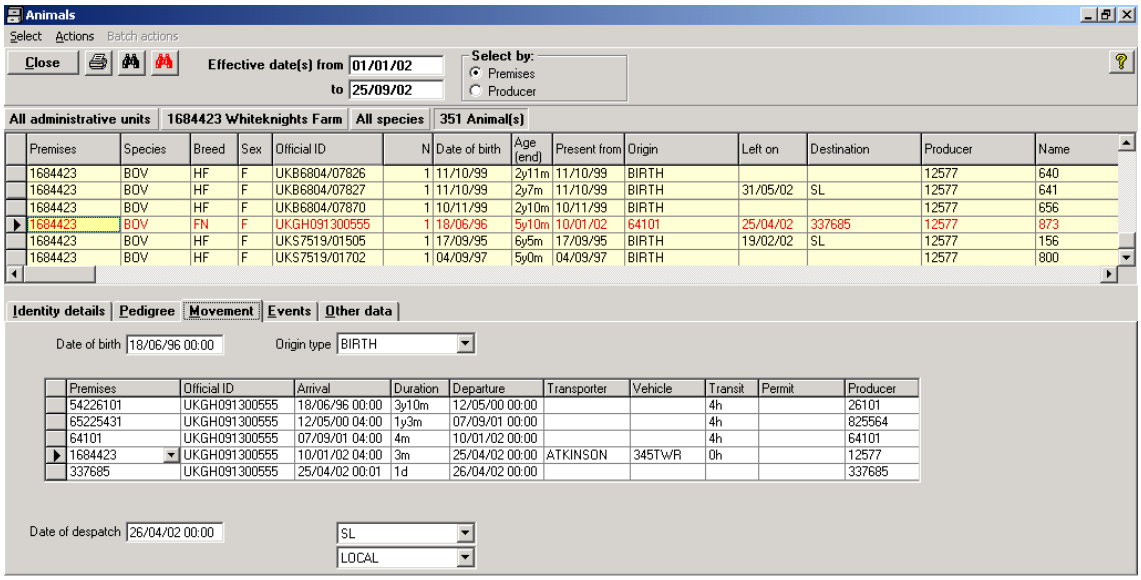


Enter the Official ID in the "Search for" text box. If the Official ID is not known, then select another item from the Search field dropdown box. The "match type" options allow the search to be very precise. When the details are correctly entered click Proceed with search. The resulting grid will contain all details of the value entered in the Search for box. In the example below the animal and its latest premises (337685) are identified.



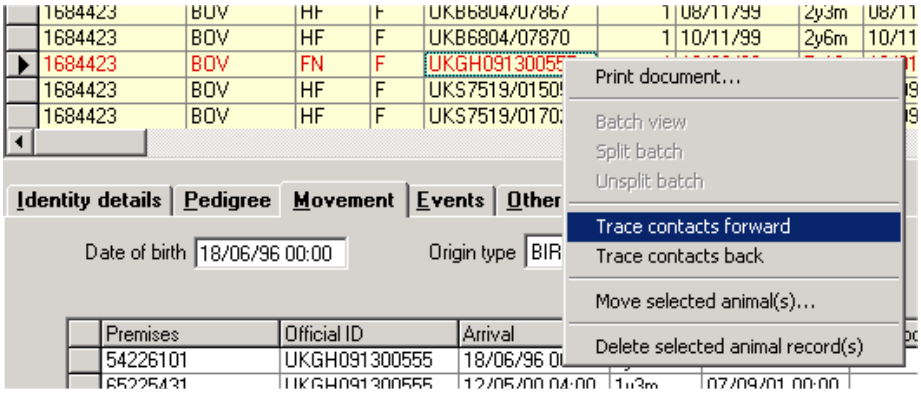
Close the form and use the Premises Filter Heading (No premises) in the Animal Register to limit the records to the identified premises. Then click the button to find the animal's record.

Once the required animal is selected in the grid, the Movements Page will show the movement history of the animal.



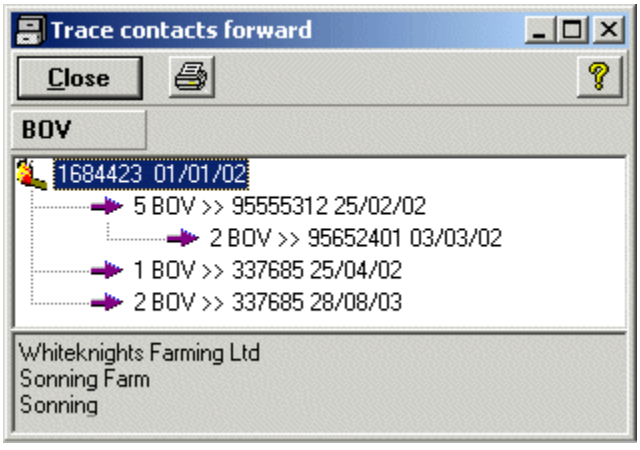
In the above example the animal has been on five separate premises during its lifetime. The Animal Register is displaying the 351 animals that were on the last farm before the slaughter house. In the event of a suspected outbreak of a contagious disease, it is essential to follow-up all potential contacts as soon as possible. In addition to the primary premises where the suspected animal was kept, secondary contact premises will include those that have received animals from the primary premises.

To display contact premises with direct and indirect contact, display the animals present on the date of interest. Click the grid with the **right** mouse button to display the pop-up menu:



Contacts can be traced forward to identify premises receiving animals from this premises, and backwards to identify premises that supplied animals to this premises.

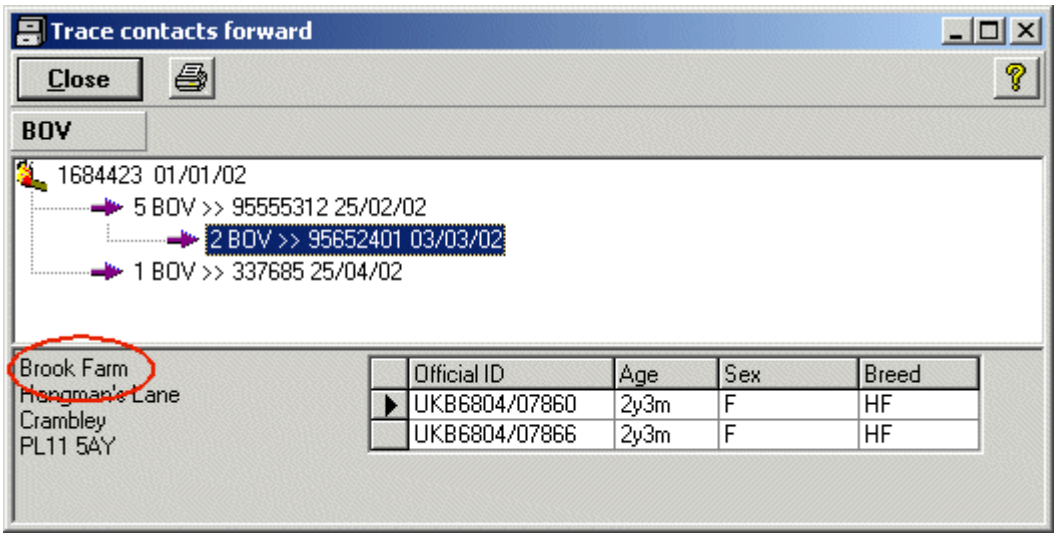
Tracing contacts forwards:



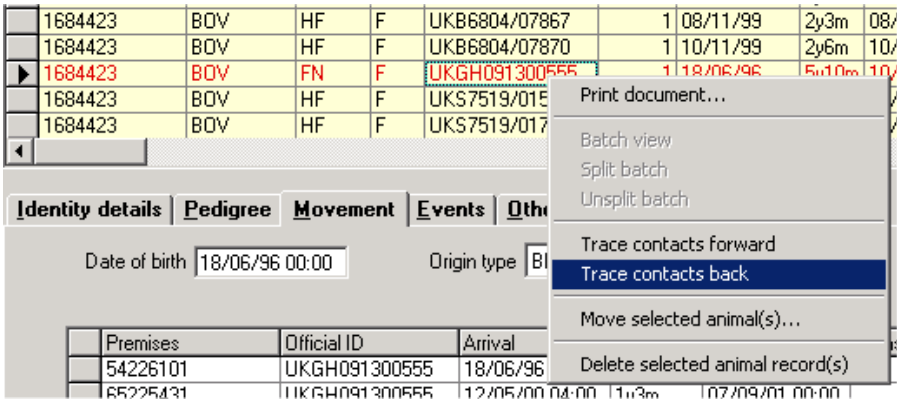
The Trace contacts forward form gives details of all primary and secondary contact premises since the date specified in 

. In the above example, note that 5 bovines were moved (on 25/2/02) to a different premises. Two bovines were subsequently moved to a further premises on 3/3/02.

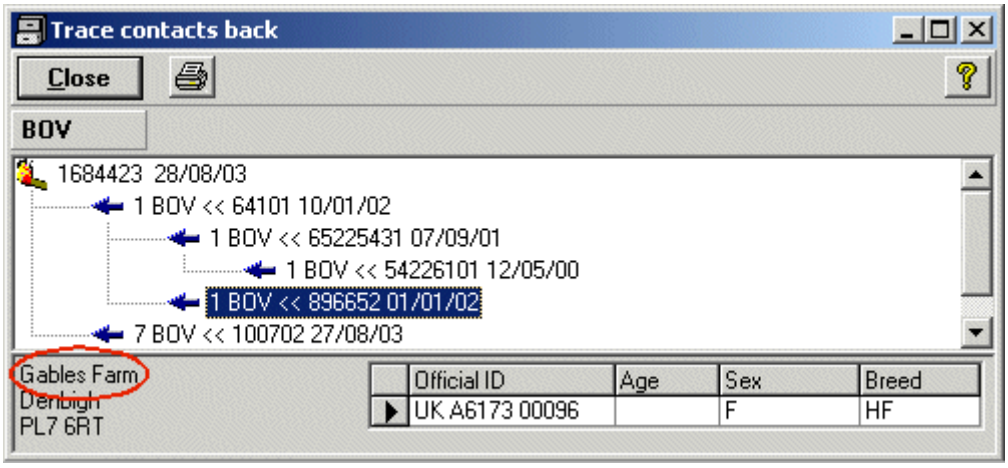
Clicking on the premises in the graphic displays the details of the premises and animals concerned at the bottom of the form:



Tracing contacts backwards:



Selecting “Trace contacts back” in the pop-up menu displays all the premises that animals have moved from to the current premises, and hence are potential sources of infection:



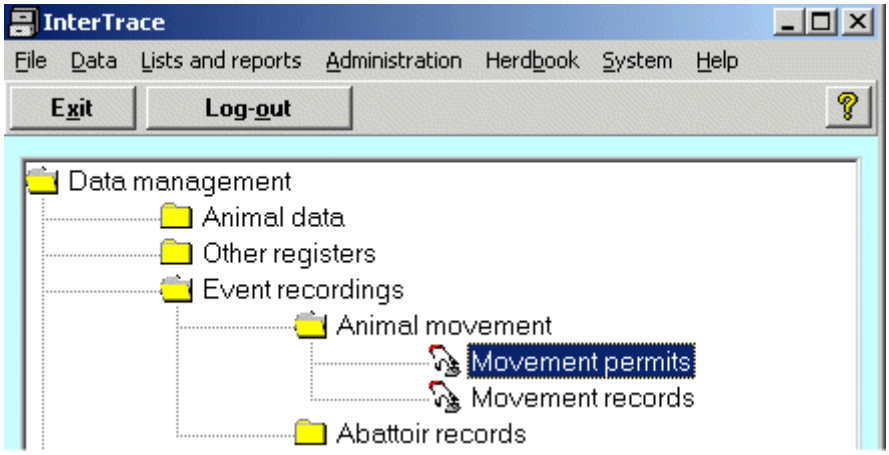
In the above example the three previous premises on which introduced animals were located are displayed. Note that while one animal was on premises 64101 another animal was moved there from premises 896652. Consequently that premises is also a potential source of the disease. By highlighting the premises in the graphic, details of the animal and premises are displayed at the bottom of the form.

Using the methods described above it is possible to trace contacts as far back and forward as required. These primary and secondary contact premises would be inspected as a priority in the event of a suspected outbreak.

Movement permits and movement records

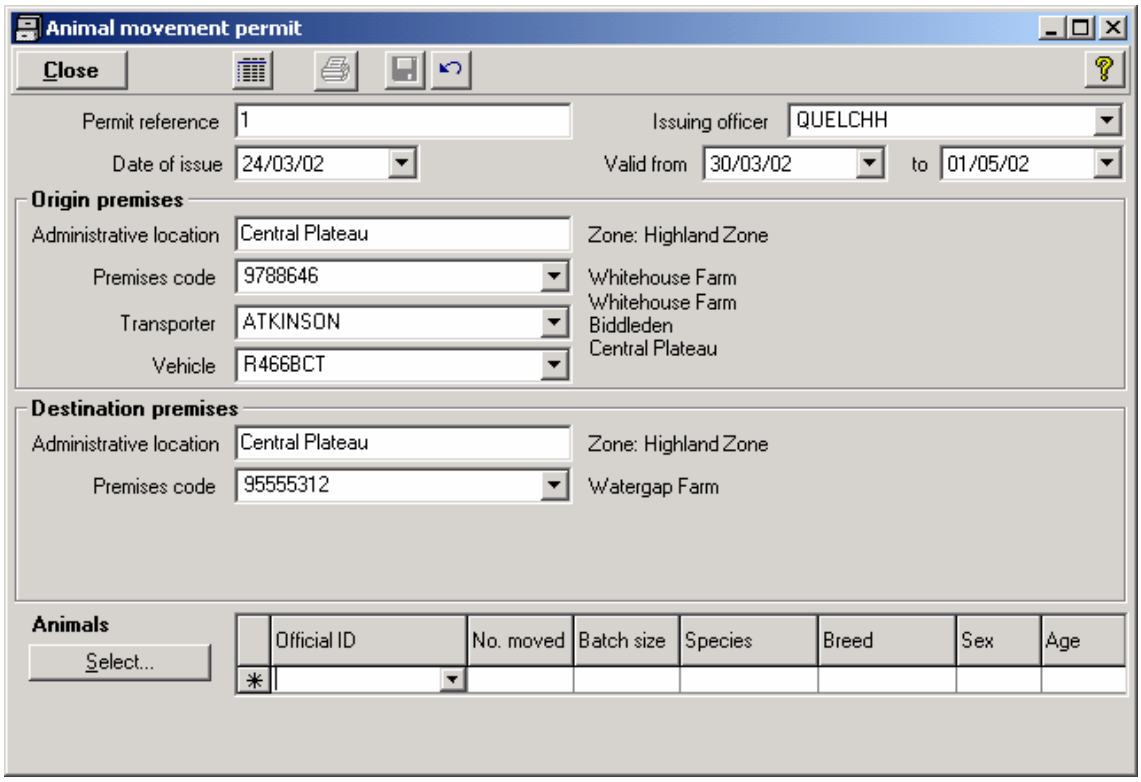
i. Event recordings – Movement permits

The issuing of movement permits is done via the Movement permits command:



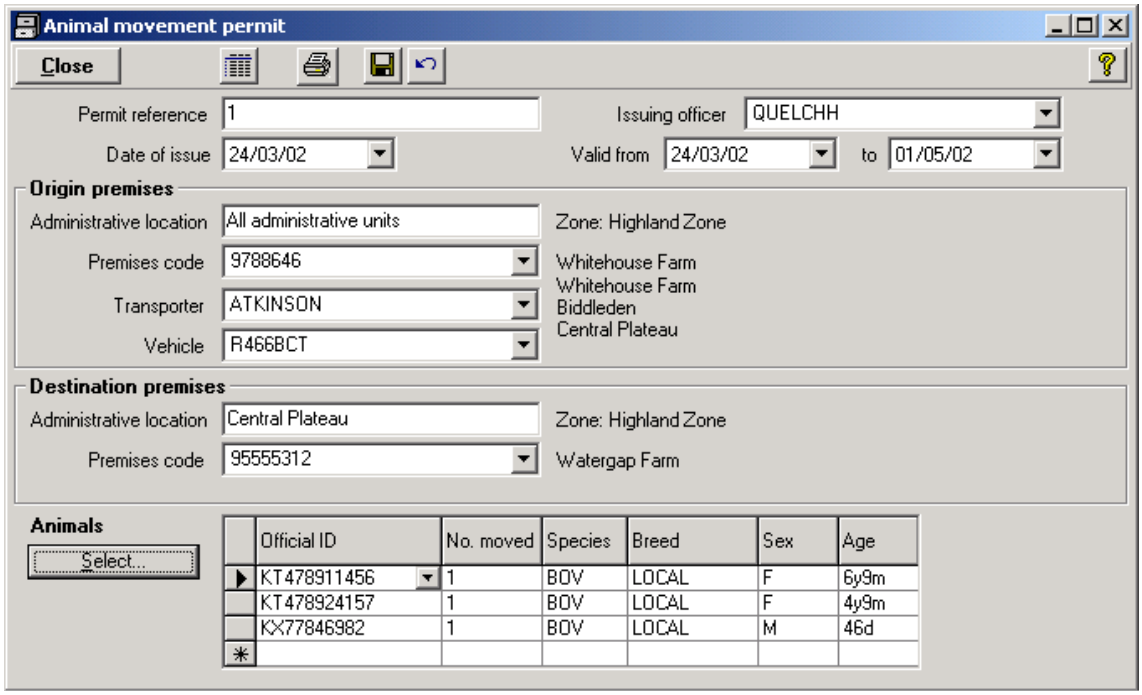
The Movement Permit Form allows the entry of all the details required to print the movement permit:

- A unique **Permit reference**
- **Issuing Officer**: The staff member responsible for issuing the permit
- **Dates of issue and validity of the permit**
- **Origin premises:** Details of the **premises** of origin from which the animal(s) will move from. Details of the **transporter** to be used and the precise **vehicle** can also be specified
- **Destination premises:** Details of the premises to which the animals detailed on the permit will be moved.



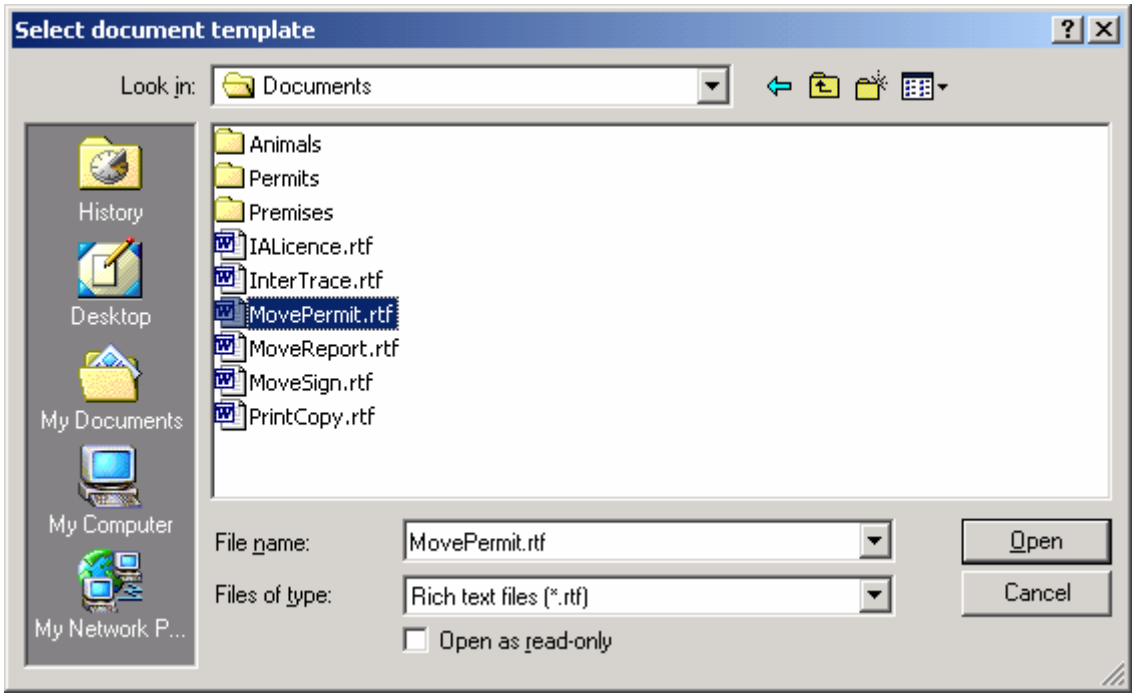
Note that as the various codes are entered in the dropdown boxes that the full names associated with those codes are displayed.

The identification of animals to include in the movement permit is done in the Animals grid at the bottom of the form. The Official ID column of the grid is a dropdown box containing all the animals present on the Origin premises on the date of issue. For small numbers of animals the animals required can be selected in the grid from the dropdown box.



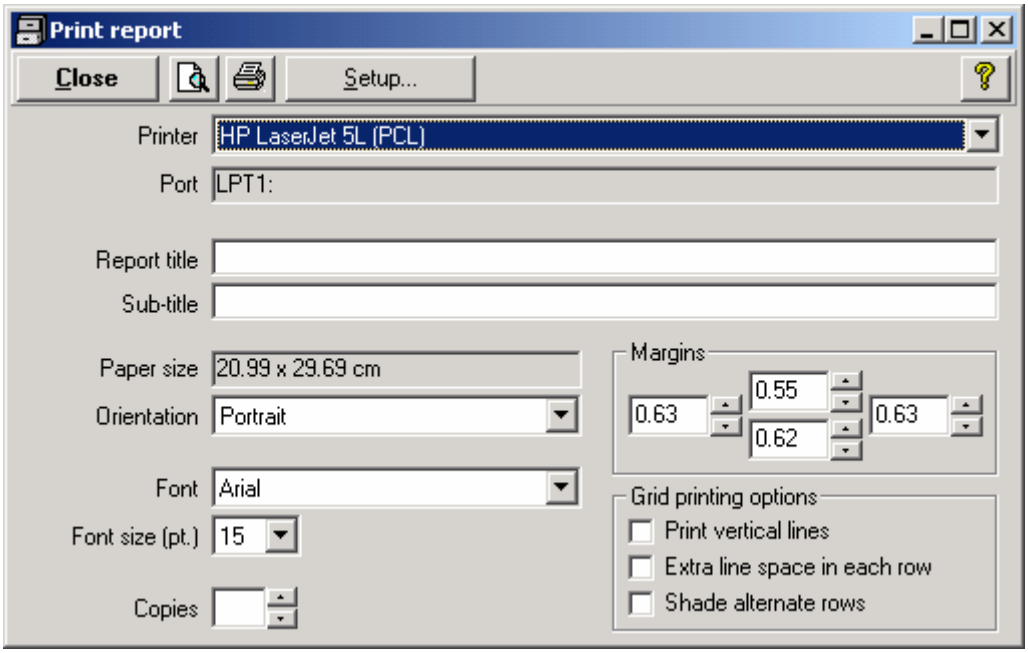
Where a large number of animals are required, click the Select... button to display the Animal Register Form for the Origin premises from the date that the permit is issued. Select the animals required. On closing the Animal Register Form the selected animals will be automatically loaded in the Movement Permit Animals grid.

Printing the movement permit: Once the contents of the Movement Permit Form are as required, the permit should be printed. Click on the Print ( ) button to display the Select document template Form:



InterTrace has a very flexible system of printing documents that gives the user considerable freedom in the layout and contents of reports. Reports are stored as Rich Text Files (rtf) that can be edited by the distributor and user to satisfy very precise layout requirements.

Locate and select the appropriate form template (MovePermit.rtf in the above example) and press the Open button. This displays the Print Report Form:

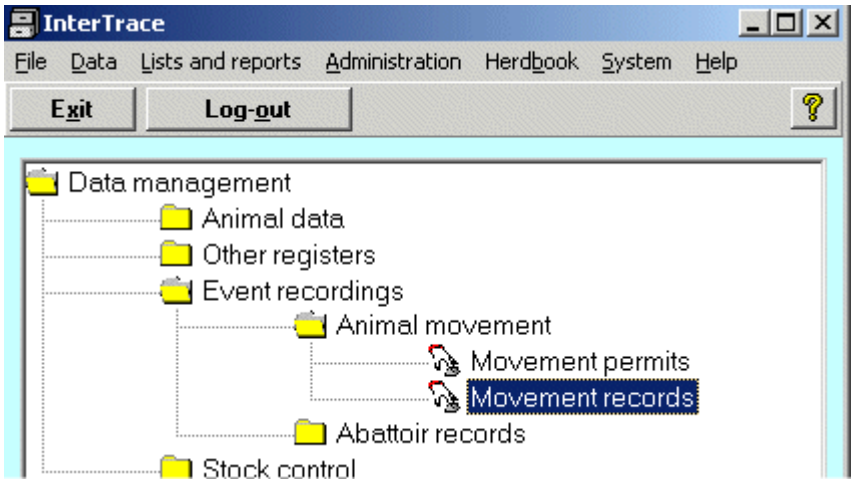


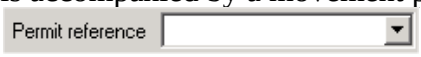
The Print Report Form controls the printer, paper, margins and font sizes that will be used. To preview the report click the preview button:

Once the permit has been printed the settings can be saved by clicking the save () button. That permit reference number is unique and will not be possible to issue another permit with the same number.

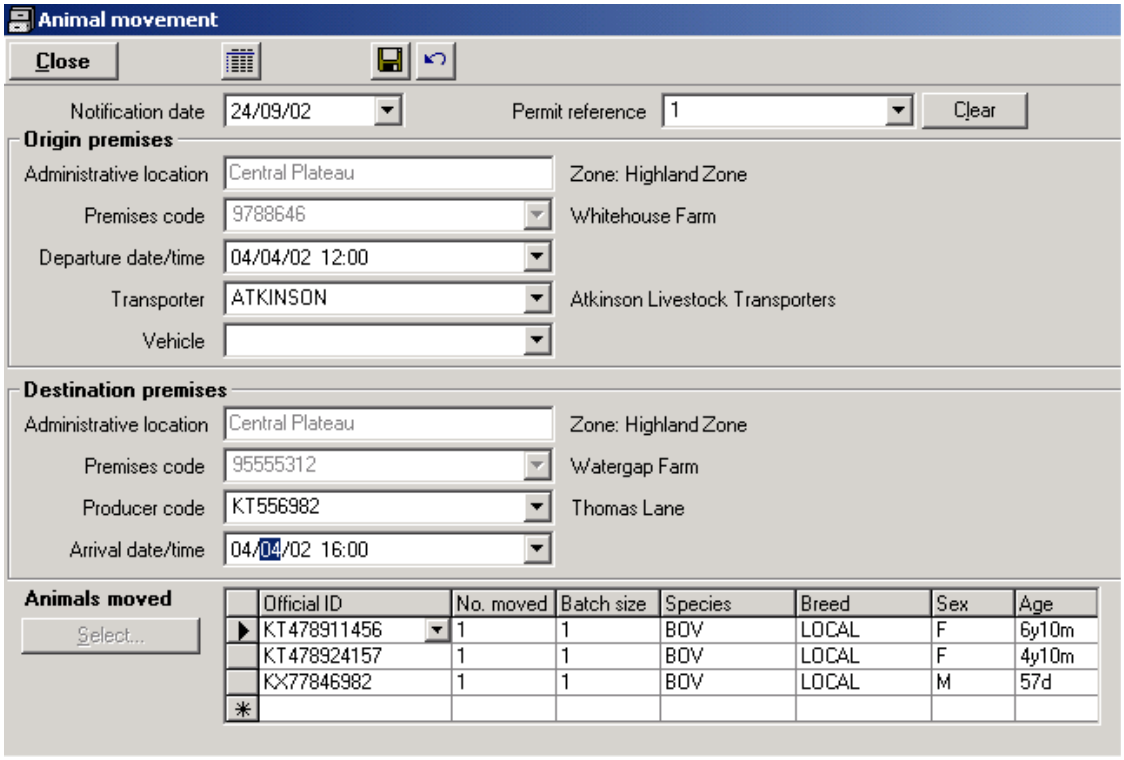
ii. Event recordings – Movement records

Once the animals have moved it is necessary to confirm the movement within the database. This is done via the Movement Records Form:



If the animal movement is accompanied by a movement permit then the movement permit number is entered in the 

dropdown box. The contents saved when the permit was issued will then be displayed in the form:



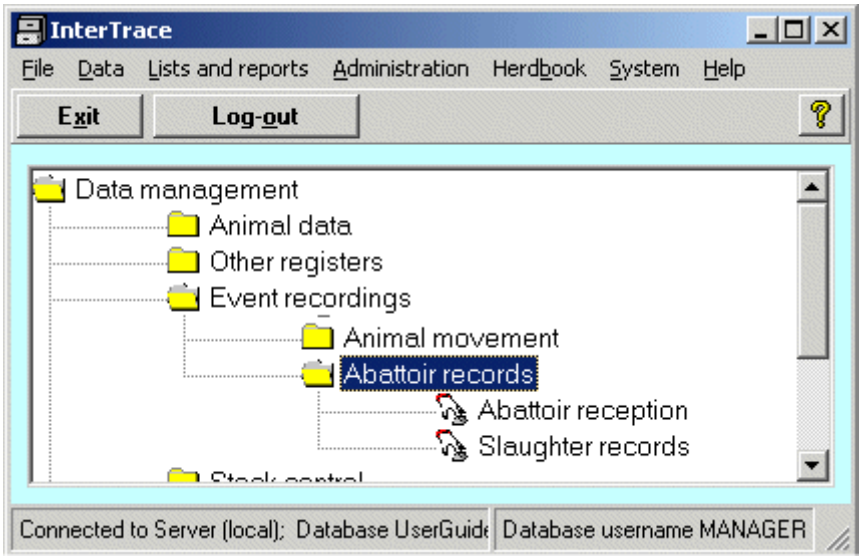
The user should then confirm the details with regard to the departure and arrival times, transporter and vehicles etc. Finally the user must confirm that all the animals in the grid were moved to the destination premises. If one or more of the animals listed on the permit were not actually moved then these must be removed from the grid containing the animals moved. To

delete them click the ▶ symbol on the left hand side of the row in the grid. The selected row(s) will appear red. Click the Delete button to remove the row.

Once the data contained in the Movement Reports Form is accurate the movements are saved to the database by clicking the save (💾) button. The movement will be recorded in the Movements Page of each Animal Register.

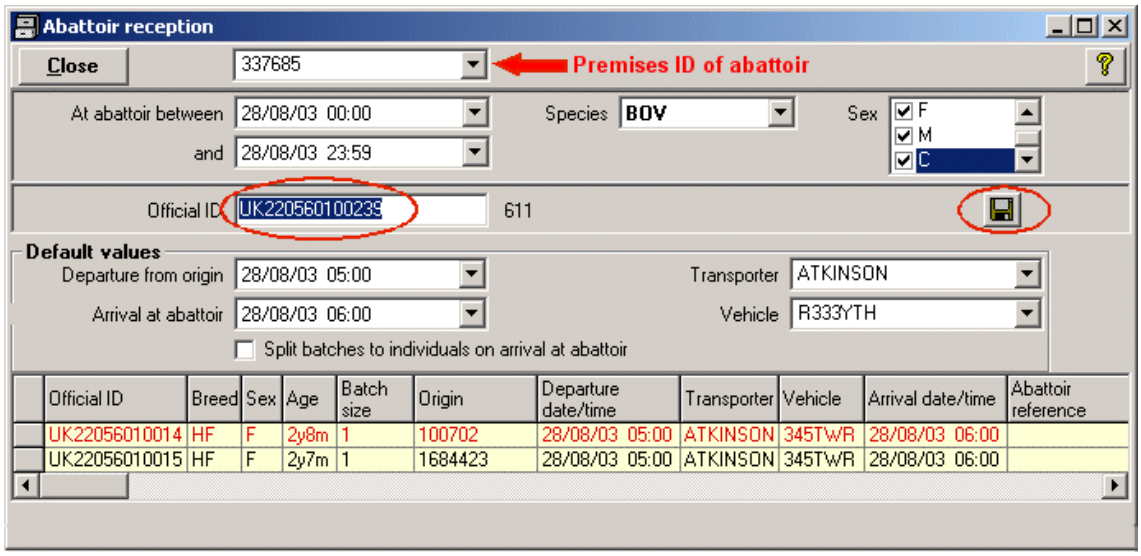
Animal despatch and abattoir records

Details of animals dying on a premises are entered via the Animal Register. However, for abattoirs, where large numbers of animals may be slaughtered in a day, this is not a practical method. There are two commands to assist the process of registering large numbers of slaughters. These are the Abattoir records commands:



i. Abattoir reception

On arrival at an abattoir the details of the slaughtered animals are registered in the Abattoir Reception Form:

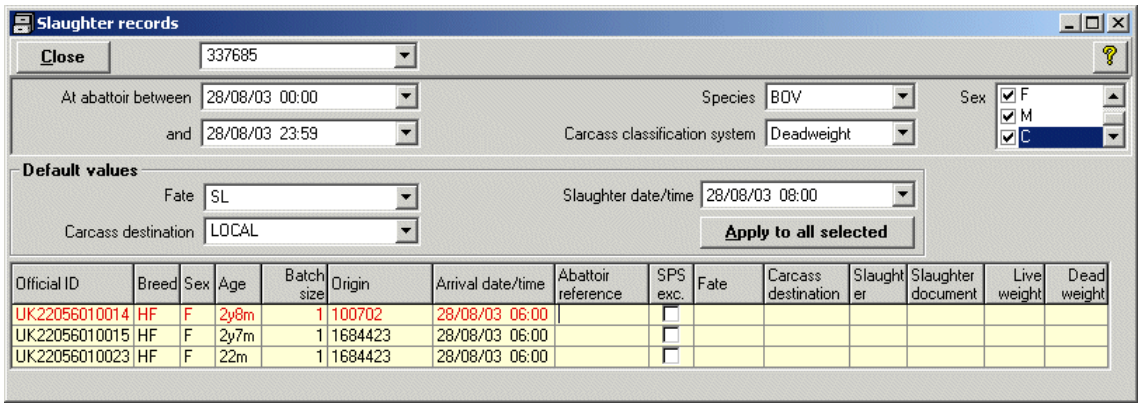


Note the Premises Code for the abattoir must be entered as well as details of the species and when the animals were received. The transporter and vehicle can also be recorded if required.

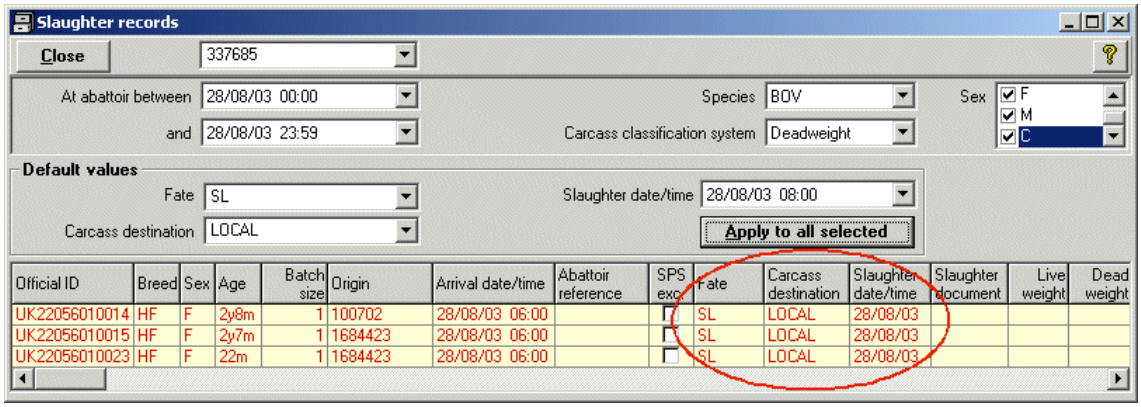
The Official ID of each animal is entered in the appropriate text box. The ID is checked against all those in the database and, if identified, the button appears. On saving the record that animal is registered as moving from its current premises to the abattoir premises. Details of the animal are displayed in the grid at the bottom of the form.

ii. Slaughter records

The Abattoir Reception Form only confirms the identities of the animals and transfers them to the abattoir. The actual slaughter, and removal from the live animals in the database, is confirmed via the Slaughter Records form:



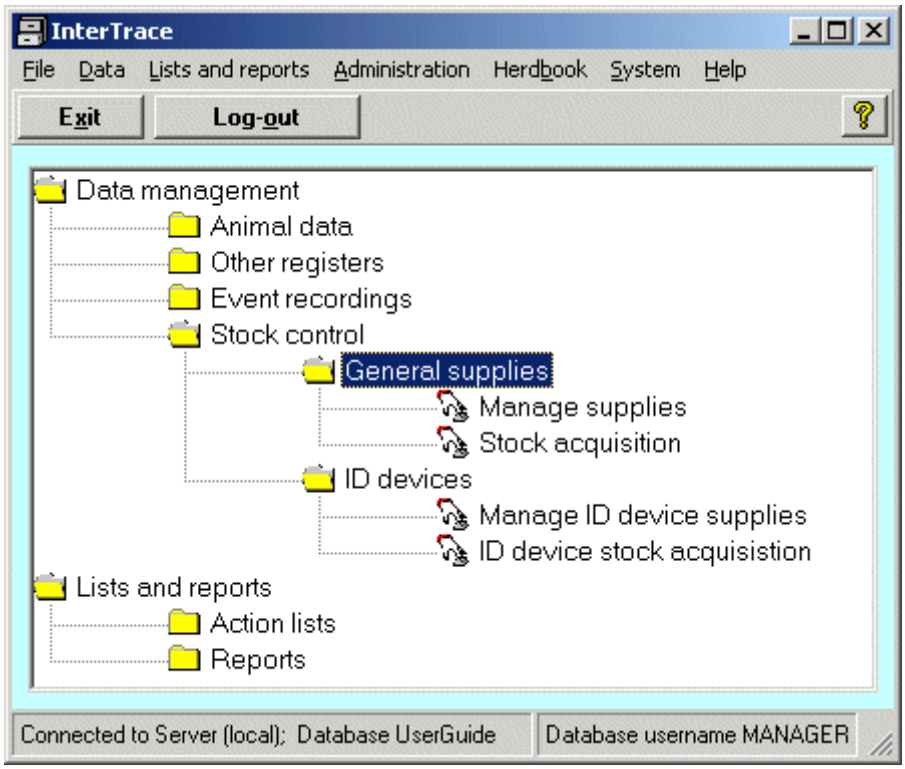
All the animals registered in the Abattoir Reception Form are automatically displayed in the grid at the bottom of the form. To register the fate and carcass destination of one or more animals, set the parameters in the form. Select the animals in the lower grid to which these parameters apply. Then confirm the slaughter by clicking the **Apply to all selected** button. Note how the fate, destination and slaughter parameters are automatically completed in the grid:



Further details relating to the carcass (reference number, deadweight, quality etc) can be entered directly in to the grid.

Stock control

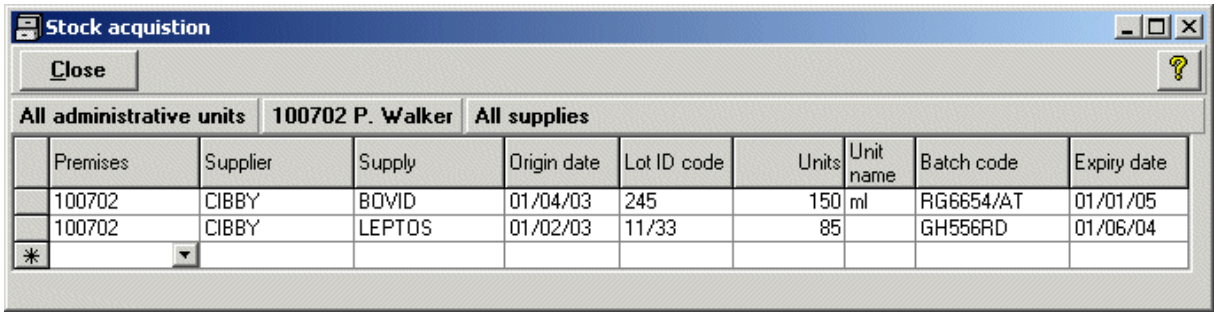
There is a range of commands relating to stock control of general supplies and ID devices.



In both cases there is an **acquisition** command to record supplies and devices that are purchased or allocated to a premises. Supplies or devices must be acquired by a premises before their use can be accounted for via the associated **Manage supplies** command.

Stock acquisition

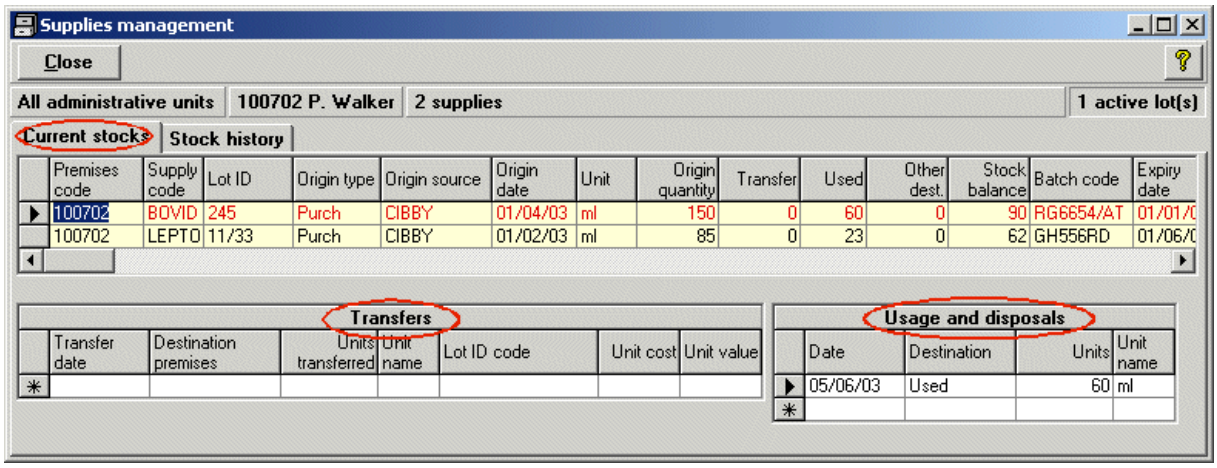
The Stock Acquisition Form is used to register supplies to one or more premises. The supply and suppliers must already have been defined (see Page 24). In the example below quantities of two vaccines are supplied to a premises along with their batch numbers and expiry dates:



Premises	Supplier	Supply	Origin date	Lot ID code	Units	Unit name	Batch code	Expiry date
100702	CIBBY	BOVID	01/04/03	245	150	ml	RG6654/AT	01/01/05
100702	CIBBY	LEPTOS	01/02/03	11/33	85		GH556RD	01/06/04

Stock management

The supplies are currently registered with a premises and how they are used can be viewed from the Stock management Form:



Note that each registered supply appears as a separate line in the top grid, including a summary of current stock and past usage. The two lower grids display the individual records of transfers (to another premises) and usage/ disposal of the supply. New uses or transfers recorded in the lower grids are reflected in the stock balance of the upper grid.

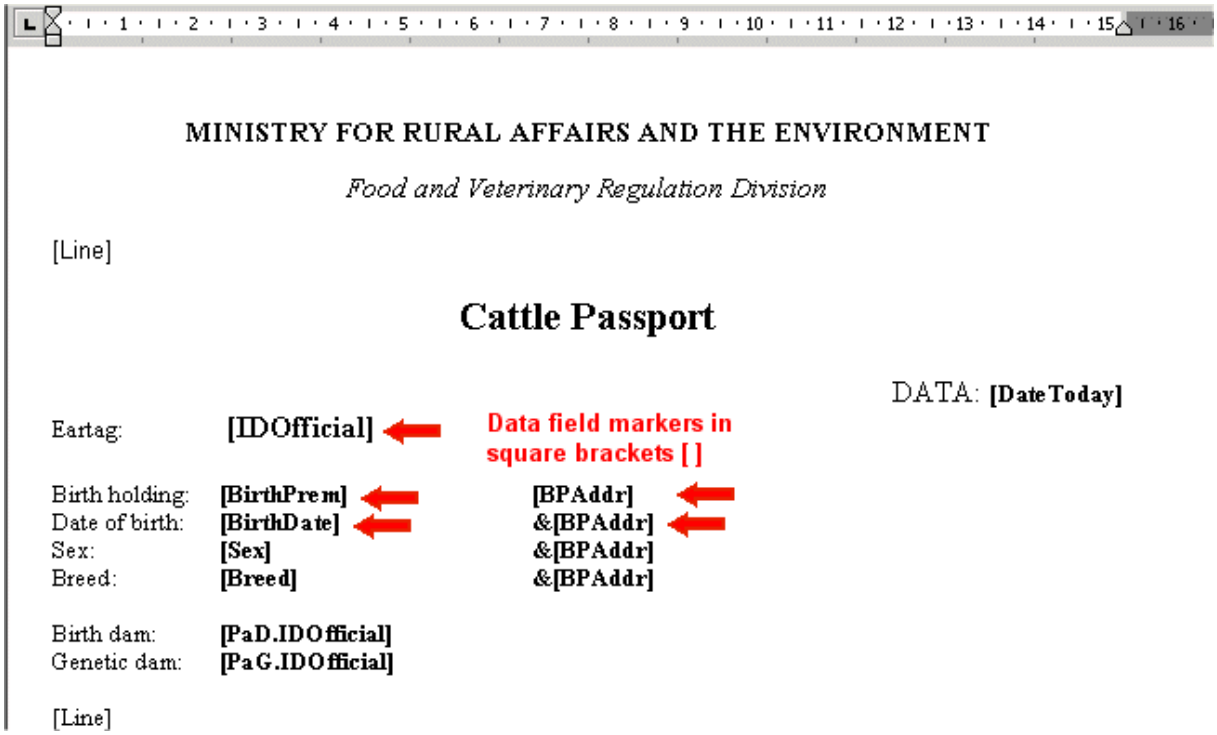
Listing and reporting facilities of InterTrace

To make full use of the data that is stored within a national livestock database requires a comprehensive range of lists and reports. The listing and reporting facilities of InterTrace are divided in to three main types:

- **User-designed reports**: Users can develop their own report templates using a standard word processor. Data field markers are embedded in a template rich text file. When printed from within InterTrace the data field markers are replaced by the corresponding data values from the database. This gives almost unlimited freedom in the design of reports which are printed directly from the appropriate animal, premises, or producer register.
- **Action lists** reports provide details of scheduled events, at both the animal and premises level within the database. Thus action lists can be used to monitor activities recorded as events in the database indicating **activities outstanding**.
- **Reports** that allow analysis of the contents of the database, including details of past events, details of issued permits, animal movements etc. Reports indicate what **has been done** for any specified period in the past.

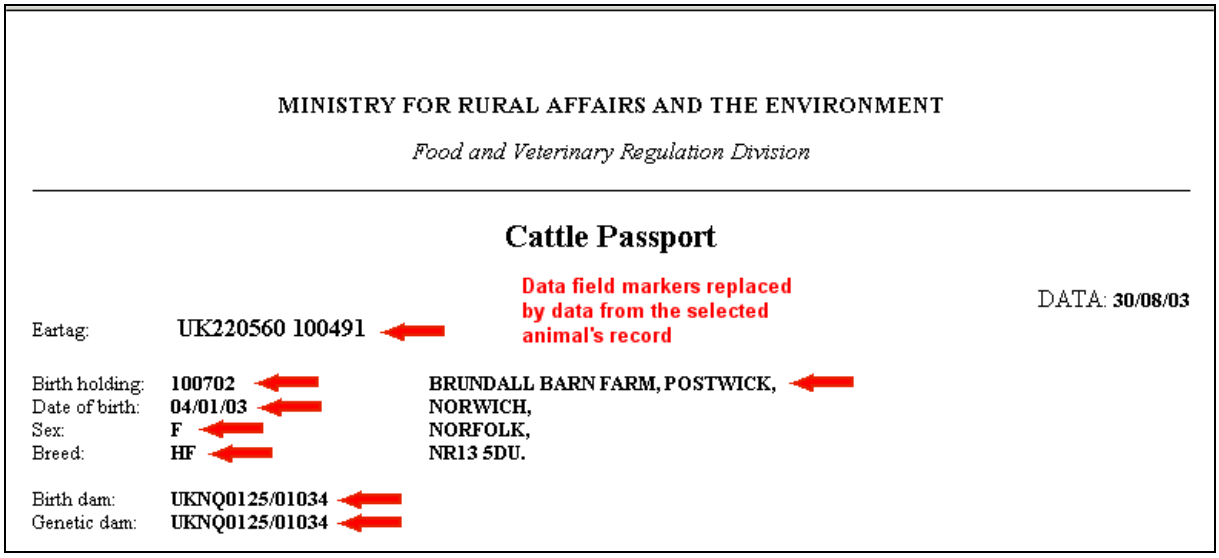
User–designed Reports

A report template is prepared using a word processor package. The template is stored as a rich text file (rtf) with data field markers to represent variables in the database. Full details of the data field markers are given in Annex One. Part of a template file for an animal passport may look as below:



This is saved as an rtf file (eg . Passport.rtf). As described on Page 48, the user selects an animal from the animal register. Click the grid with the right mouse button to display the pop-

up menu then select Print document... . The user must then locate the rtf file from the file dialog box and click the button on the Print Report Form. Note how the data field markers in the template rtf file (above) have been substituted with data items from the selected animal's register:



MINISTRY FOR RURAL AFFAIRS AND THE ENVIRONMENT

Food and Veterinary Regulation Division

Cattle Passport

Data field markers replaced by data from the selected animal's record

DATA: **30/08/03**

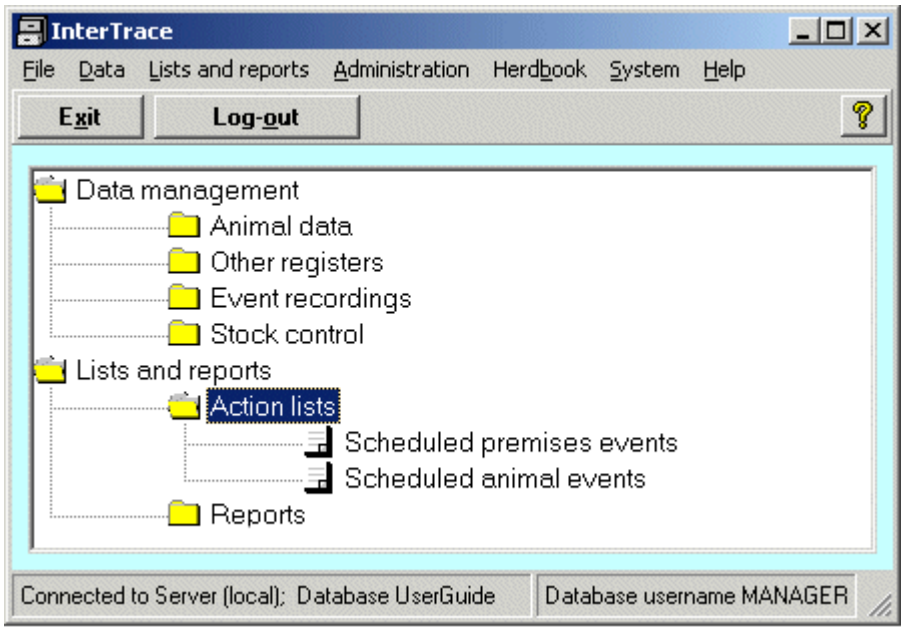
Eartag: **UK220560 100491**

Birth holding: **100702**
Date of birth: **04/01/03**
Sex: **F**
Breed: **HF**

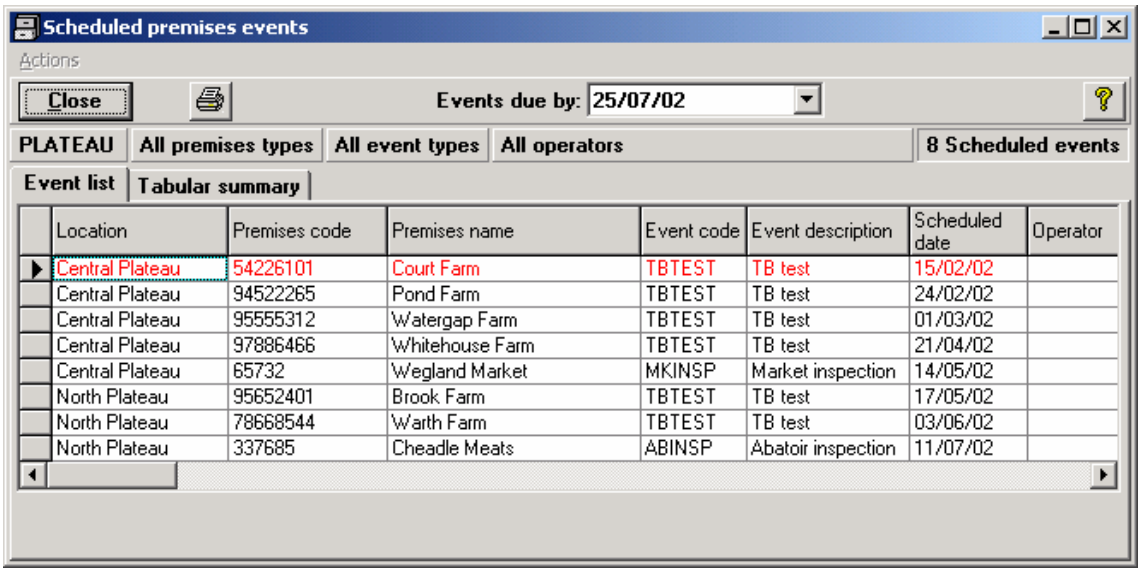
BRUNDALL BARN FARM, POSTWICK,
NORWICH,
NORFOLK,
NR13 5DU.

Birth dam: **UKNQ0125/01034**
Genetic dam: **UKNQ0125/01034**

Action lists – Scheduled premises events



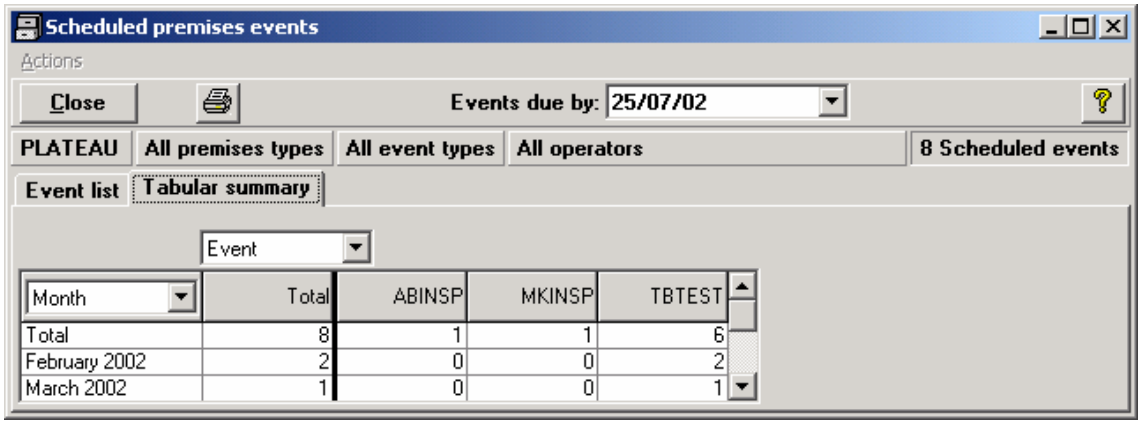
The Scheduled premises events form displays all the premises events that are scheduled up until the date entered in 



Location	Premises code	Premises name	Event code	Event description	Scheduled date	Operator
Central Plateau	54226101	Court Farm	TBTEST	TB test	15/02/02	
Central Plateau	94522265	Pond Farm	TBTEST	TB test	24/02/02	
Central Plateau	95555312	Watergap Farm	TBTEST	TB test	01/03/02	
Central Plateau	97886466	Whitehouse Farm	TBTEST	TB test	21/04/02	
Central Plateau	65732	Wegland Market	MKINSP	Market inspection	14/05/02	
North Plateau	95652401	Brook Farm	TBTEST	TB test	17/05/02	
North Plateau	78668544	Warth Farm	TBTEST	TB test	03/06/02	
North Plateau	337685	Cheadle Meats	ABINSP	Abatoir inspection	11/07/02	

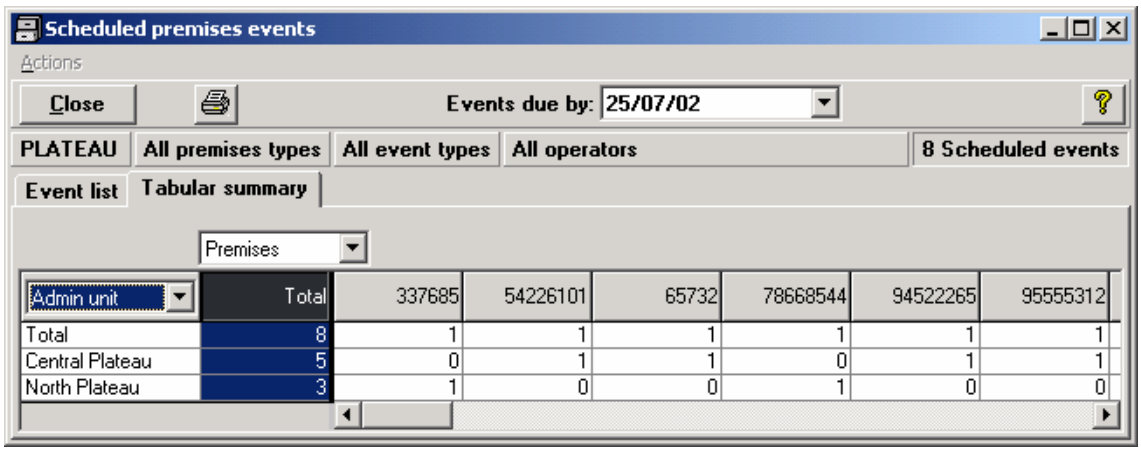
In the example above there are eight events scheduled, clearly showing which events are overdue.

Clicking on Tabular summary redisplays the events in a tabular format as shown below:



Note that the column and row headings can be changed by altering the dropdown boxes.

In the example below the same data is redisplayed with the premises as the column heading and administrative unit as the row heading:

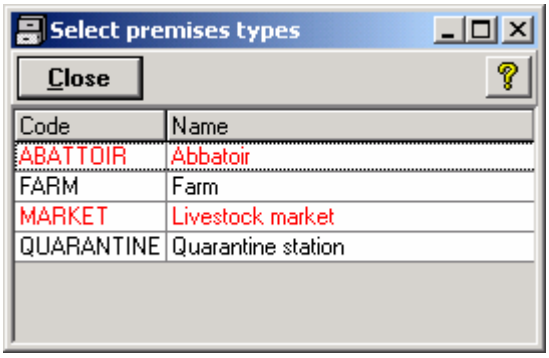


Note the **Filter Headings** above the grid that indicate that the events are limited to premises in the PLATEAU administrative area, and cover all types of premises, event type and

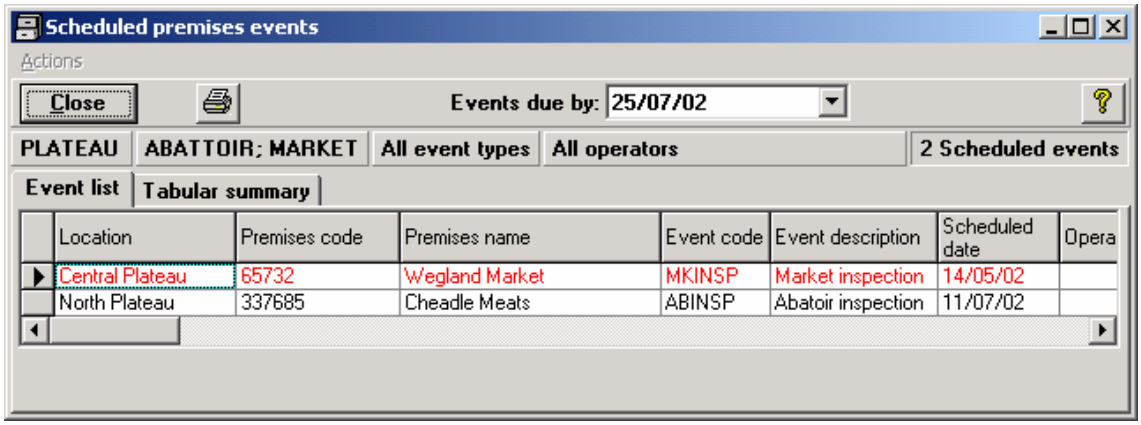
operator. Hence events related to market and abattoir premises are mixed with those relating to farms.

It is possible to limit the list by any of the parameters by clicking on the appropriate Filter Heading. To limit the list to specific premises type(s) click on 

to display the Select Premises Type Form. In the example below the ABATTOIR and MARKET premises types are selected (click one row to select it then hold down the Ctrl button as you click the next row required. Ctrl A selects all rows):

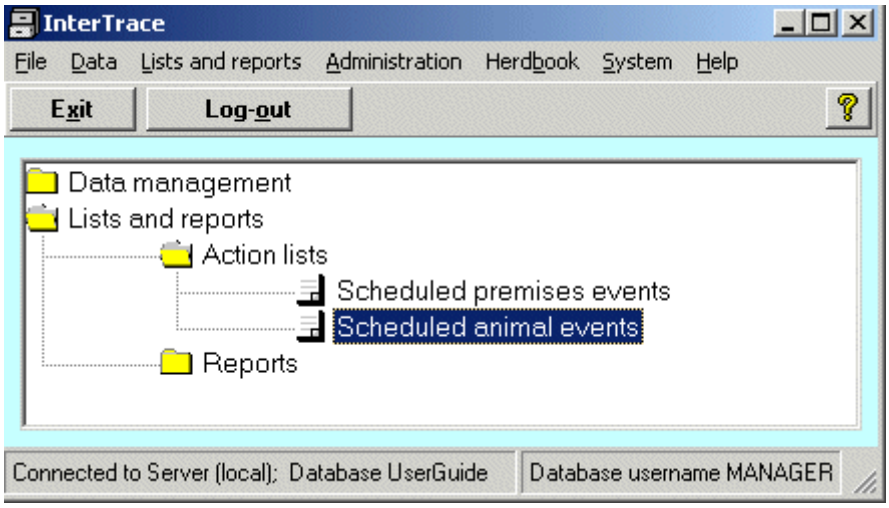


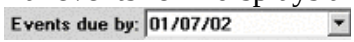
On closing the Select Premises Type Form the list of scheduled events is limited to events relating to the type(s) that you selected:

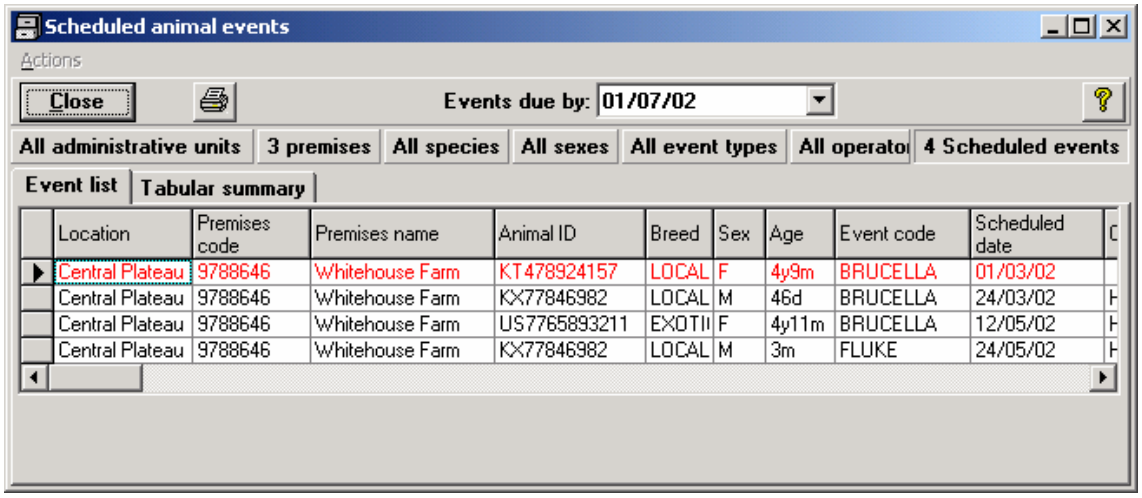


The current list can be printed at any time by clicking the Print  button.

Action lists – Scheduled animal events

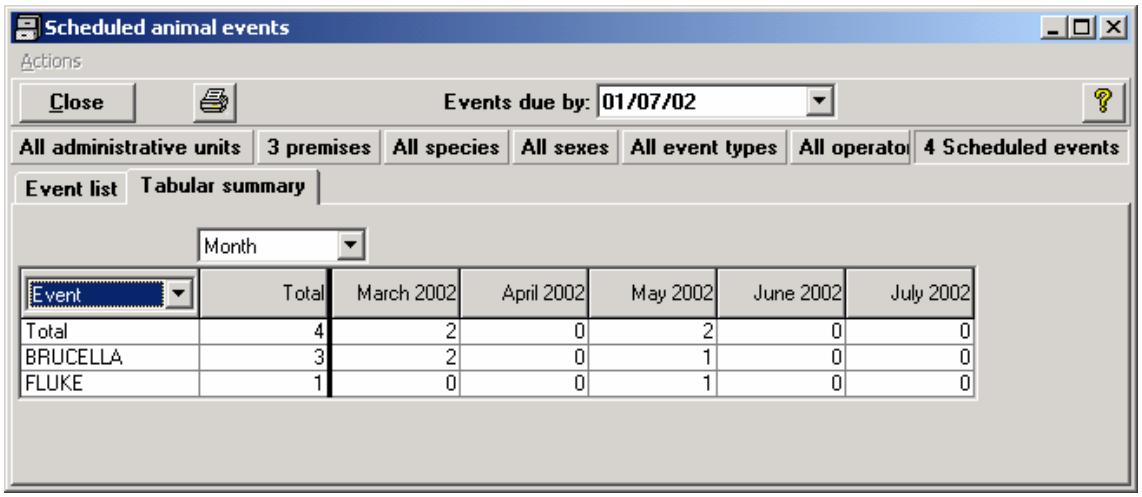


The Scheduled animal events form displays all the animal events that are scheduled up until the date entered in 



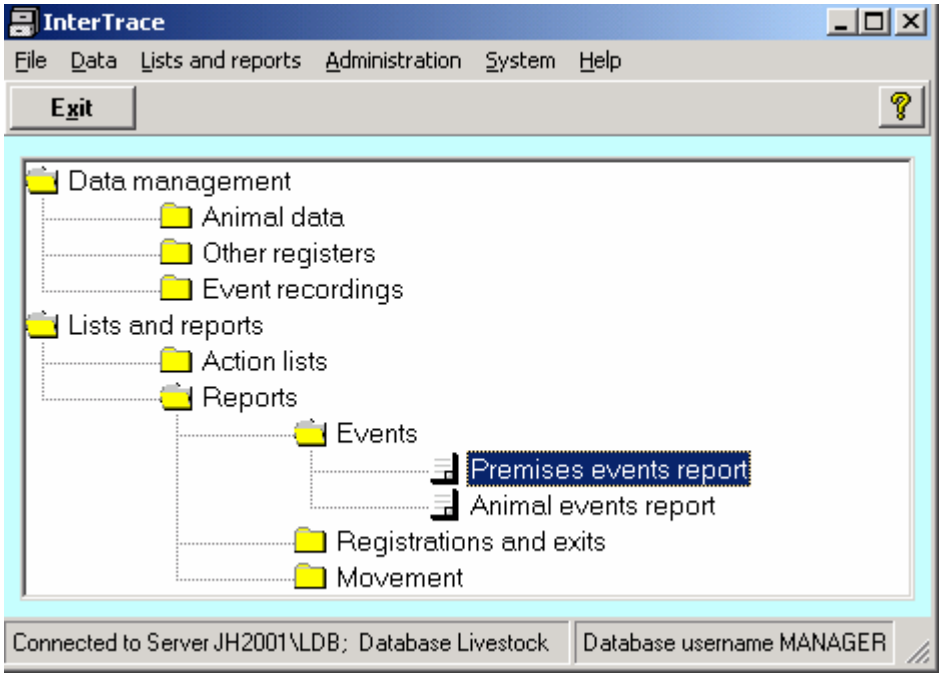
Clicking on 

redisplays the events in a tabular format:



Reports – Premises events report

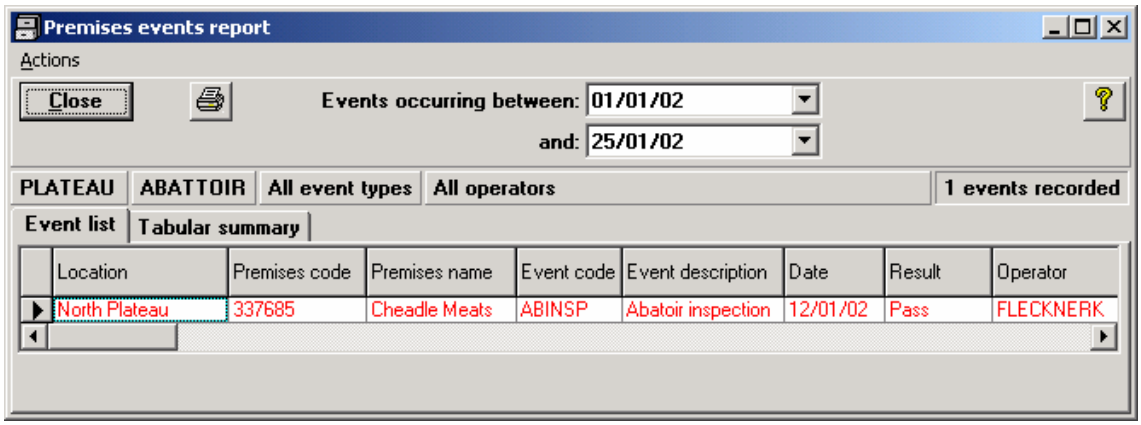
The report facilities within InterTrace allow close monitoring of the performance of any section of the livestock industry. They provide a quick method of seeing who has done what and where.



The Premises Events Report allows the user to display details of any combination of premises events that have been undertaken in a specified period. By clicking any of the Filter Headings it is possible to restrict the report to very precise criteria. In the example below the Filter Headings are as follows:

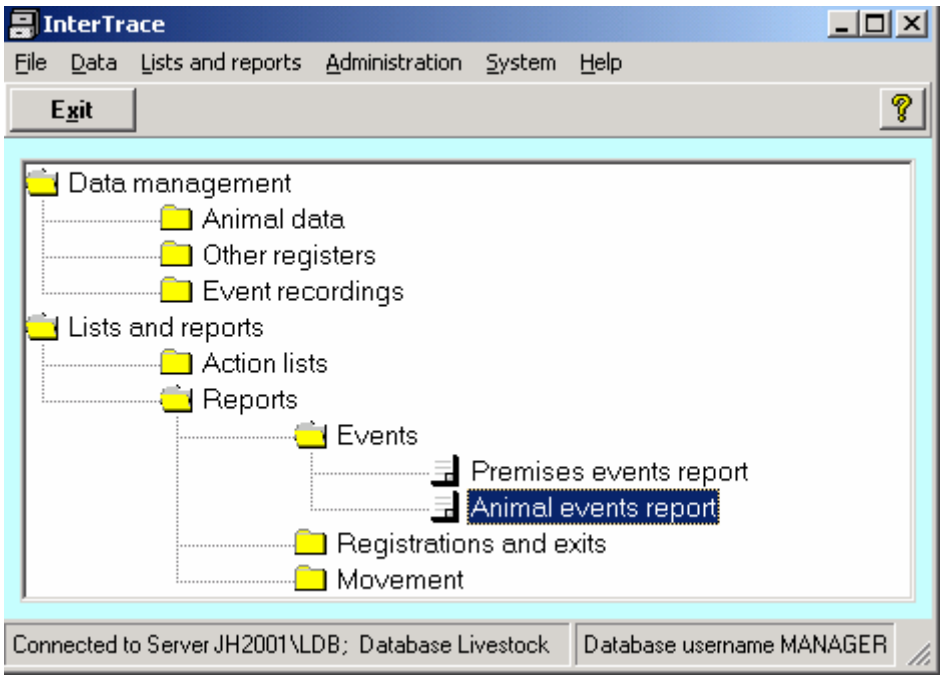
Click on any of the four Filter Headings to define criteria for the report. In this example the **Administrative area** is limited to premises in PLATEAU State, the **Premises type** is limited to only ABATTOIR, and there has been no restriction placed on either the **Event type** or the **Operators**

Note also the date limits (01/01/02 to 25/01/02) specified on the form. So in this example there was only one premises level event carried out on abattoirs in Plateau state in the specified period. This was an inspection of Cheadle Meats on 12/1/02.



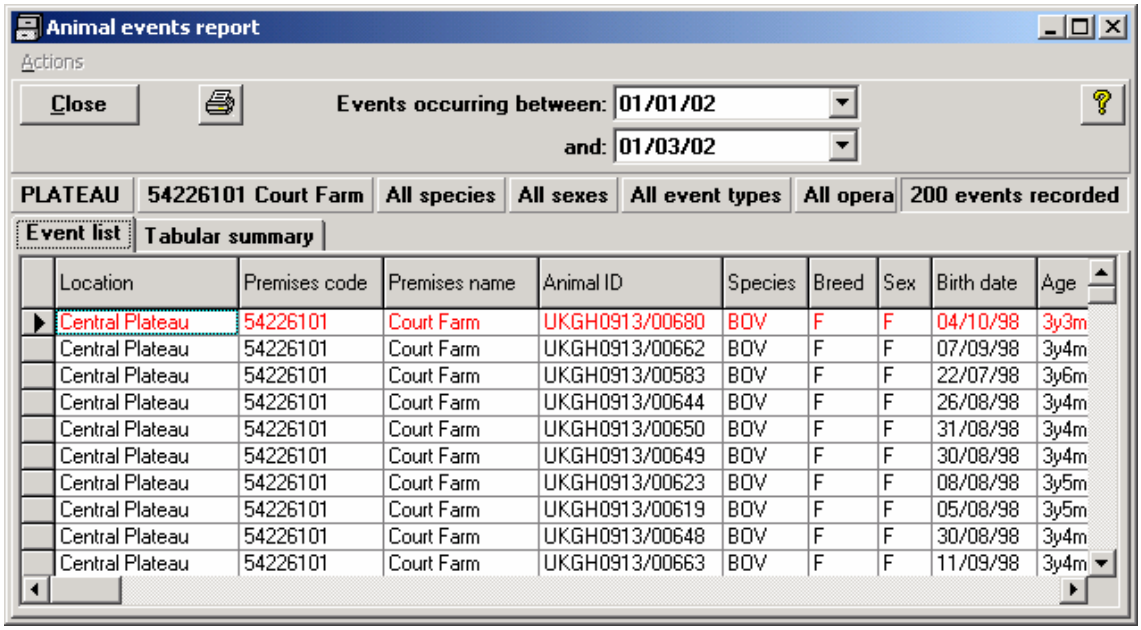
Clicking on Tabular summary redisplays the events in a tabular format. The report can be printed by clicking the Print button.

Reports – Animal events report



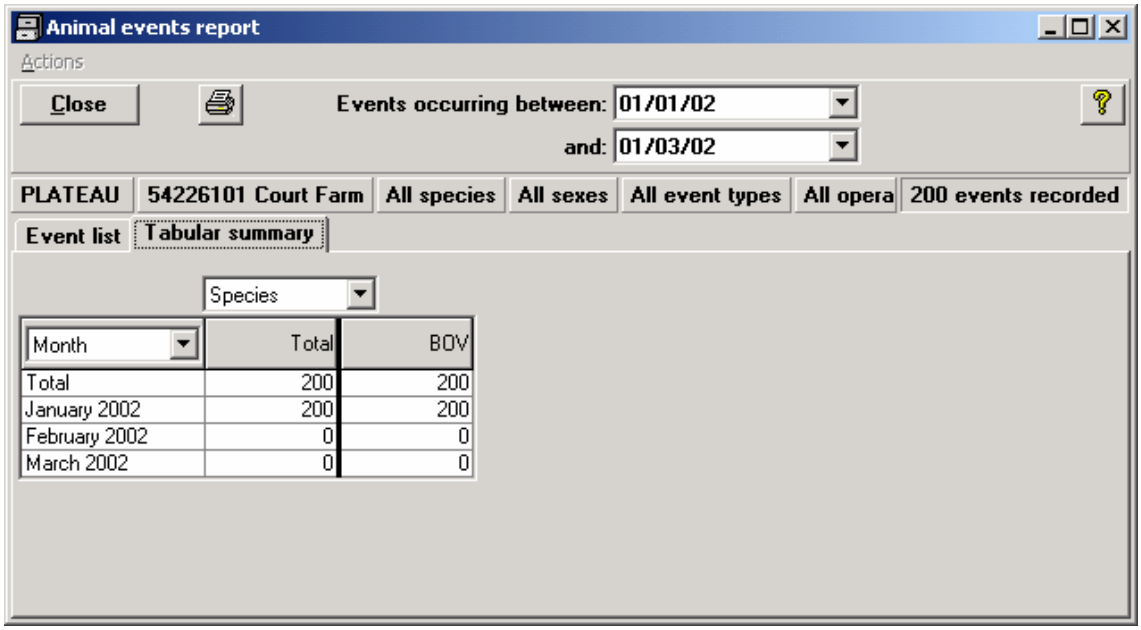
The Animal Events Report allows the user to display details of any combination of animal-level events that have been undertaken in a specified period. By clicking any Filter Heading it is possible to restrict the report to very precise criteria. In the example below the Filter Headings are:

The **Administrative area** is limited to premises in PLATEAU State, the **Premises** is limited to Court farm, and there has been no restriction placed on the **Species, Event type** or **Operators**. With these criteria there are 200 event records identified within the period specified (01/01/02 to 01/03/02)



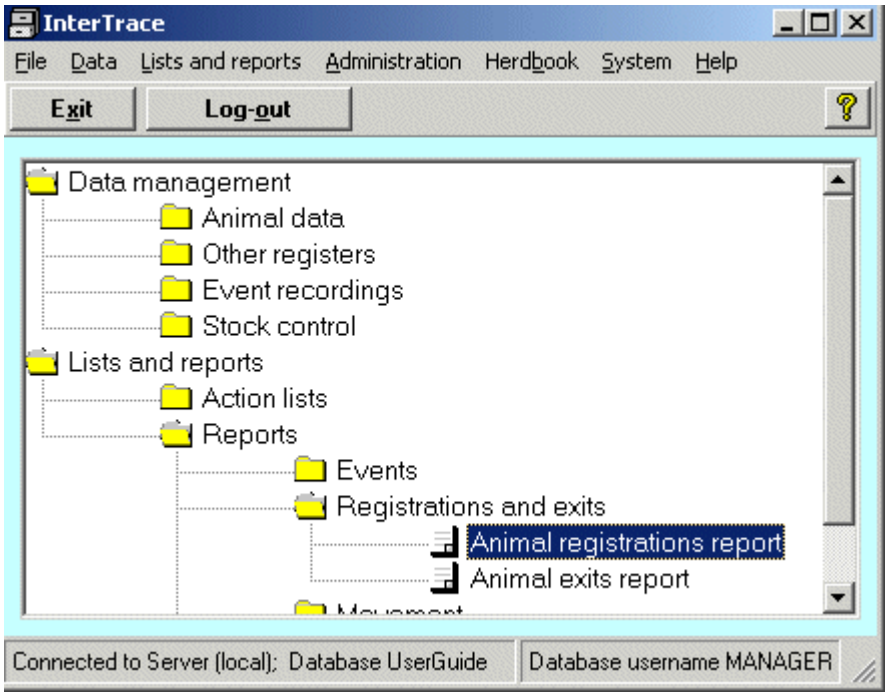
Location	Premises code	Premises name	Animal ID	Species	Breed	Sex	Birth date	Age
Central Plateau	54226101	Court Farm	UKGH0913/00680	BOV	F	F	04/10/98	3y3m
Central Plateau	54226101	Court Farm	UKGH0913/00662	BOV	F	F	07/09/98	3y4m
Central Plateau	54226101	Court Farm	UKGH0913/00583	BOV	F	F	22/07/98	3y6m
Central Plateau	54226101	Court Farm	UKGH0913/00644	BOV	F	F	26/08/98	3y4m
Central Plateau	54226101	Court Farm	UKGH0913/00650	BOV	F	F	31/08/98	3y4m
Central Plateau	54226101	Court Farm	UKGH0913/00649	BOV	F	F	30/08/98	3y4m
Central Plateau	54226101	Court Farm	UKGH0913/00623	BOV	F	F	08/08/98	3y5m
Central Plateau	54226101	Court Farm	UKGH0913/00619	BOV	F	F	05/08/98	3y5m
Central Plateau	54226101	Court Farm	UKGH0913/00648	BOV	F	F	30/08/98	3y4m
Central Plateau	54226101	Court Farm	UKGH0913/00663	BOV	F	F	11/09/98	3y4m

Clicking on Tabular summary redisplays the events in a tabular format:

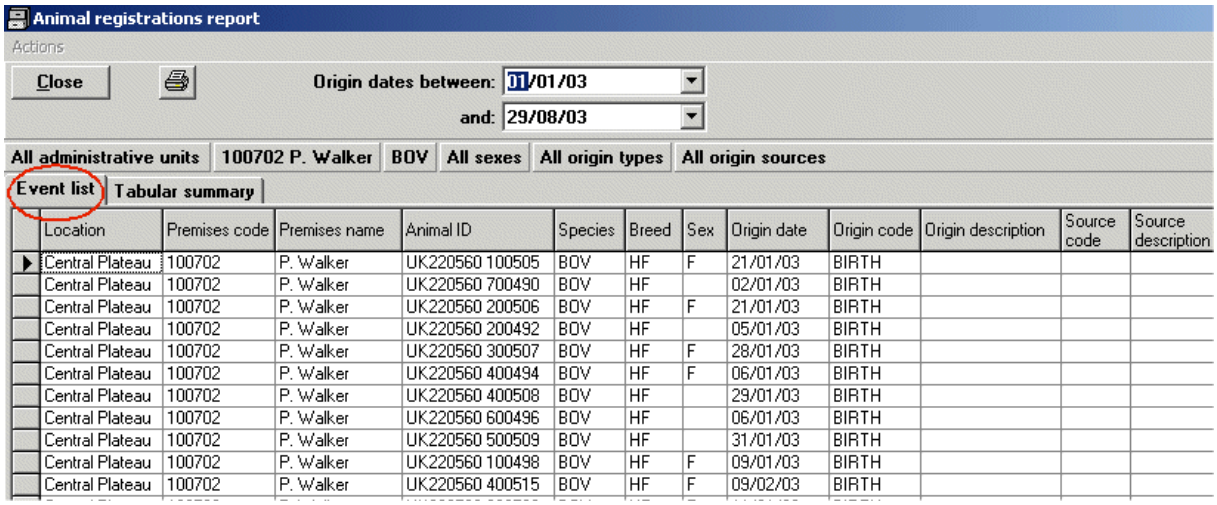


The required report can be printed by clicking the Print button.

Reports – Animal registrations report



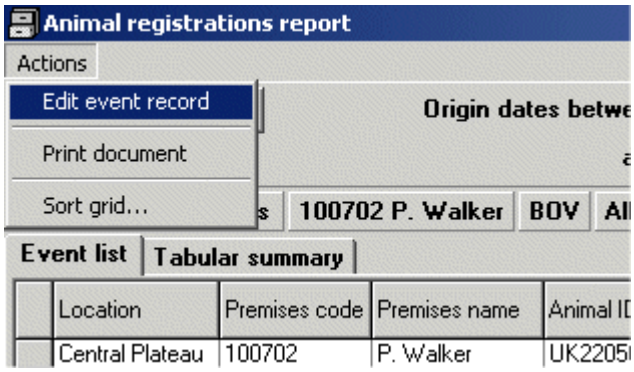
The Animal Registrations Report lists all animals that have been registered in the database during a specified period. Note in the example below that the six Filter Headings and dates specified limit the report to animal registrations on one premises. Further criteria could be specified as required:



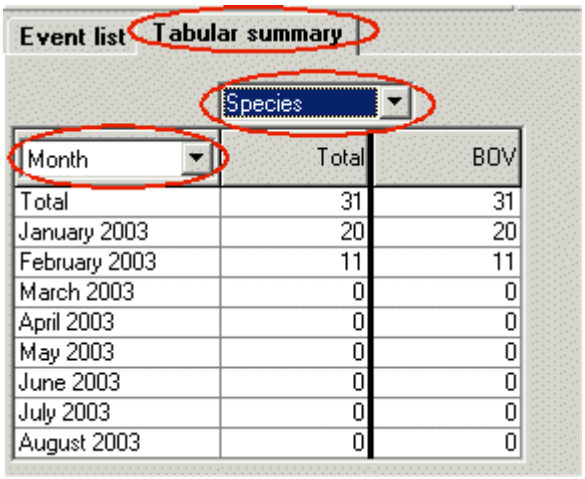
Location	Premises code	Premises name	Animal ID	Species	Breed	Sex	Origin date	Origin code	Origin description	Source code	Source description
Central Plateau	100702	P. Walker	UK220560 100505	BOV	HF	F	21/01/03	BIRTH			
Central Plateau	100702	P. Walker	UK220560 700490	BOV	HF		02/01/03	BIRTH			
Central Plateau	100702	P. Walker	UK220560 200506	BOV	HF	F	21/01/03	BIRTH			
Central Plateau	100702	P. Walker	UK220560 200492	BOV	HF		05/01/03	BIRTH			
Central Plateau	100702	P. Walker	UK220560 300507	BOV	HF	F	28/01/03	BIRTH			
Central Plateau	100702	P. Walker	UK220560 400494	BOV	HF	F	06/01/03	BIRTH			
Central Plateau	100702	P. Walker	UK220560 400508	BOV	HF		29/01/03	BIRTH			
Central Plateau	100702	P. Walker	UK220560 600496	BOV	HF		06/01/03	BIRTH			
Central Plateau	100702	P. Walker	UK220560 500509	BOV	HF		31/01/03	BIRTH			
Central Plateau	100702	P. Walker	UK220560 100498	BOV	HF	F	09/01/03	BIRTH			
Central Plateau	100702	P. Walker	UK220560 400515	BOV	HF	F	09/02/03	BIRTH			

The Event list page details the individual registrations in the grid.

If any registration is incomplete or needs editing, select the relevant row in the grid then select Edit event record from the Actions Menu. This opens the appropriate animal register where the details can be amended:

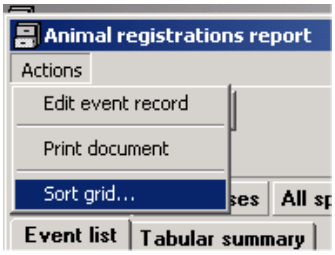


Selecting the Tabular Page displays a tabular breakdown of the registrations. Note that the drop-down boxes allow the user to choose the column and row headings from a range of parameters:

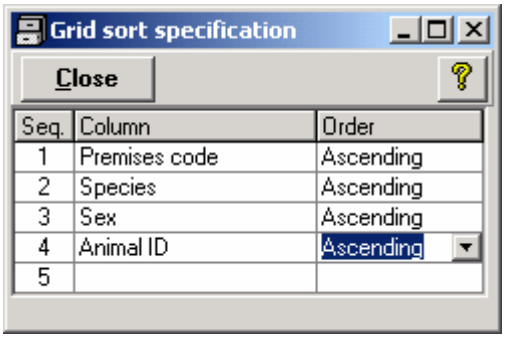


Month	Total	BOV
Total	31	31
January 2003	20	20
February 2003	11	11
March 2003	0	0
April 2003	0	0
May 2003	0	0
June 2003	0	0
July 2003	0	0
August 2003	0	0

When generating reports it is often valuable to be able to change the order in which records appear in a grid. In these situations the Action menu item can be used:

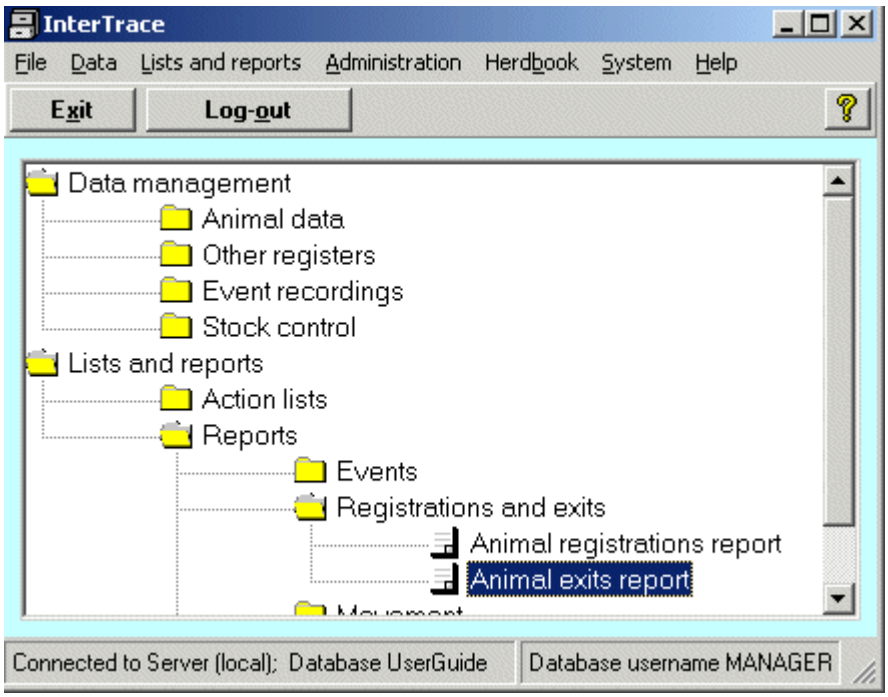


This displays the Grid Sort Specification Form:

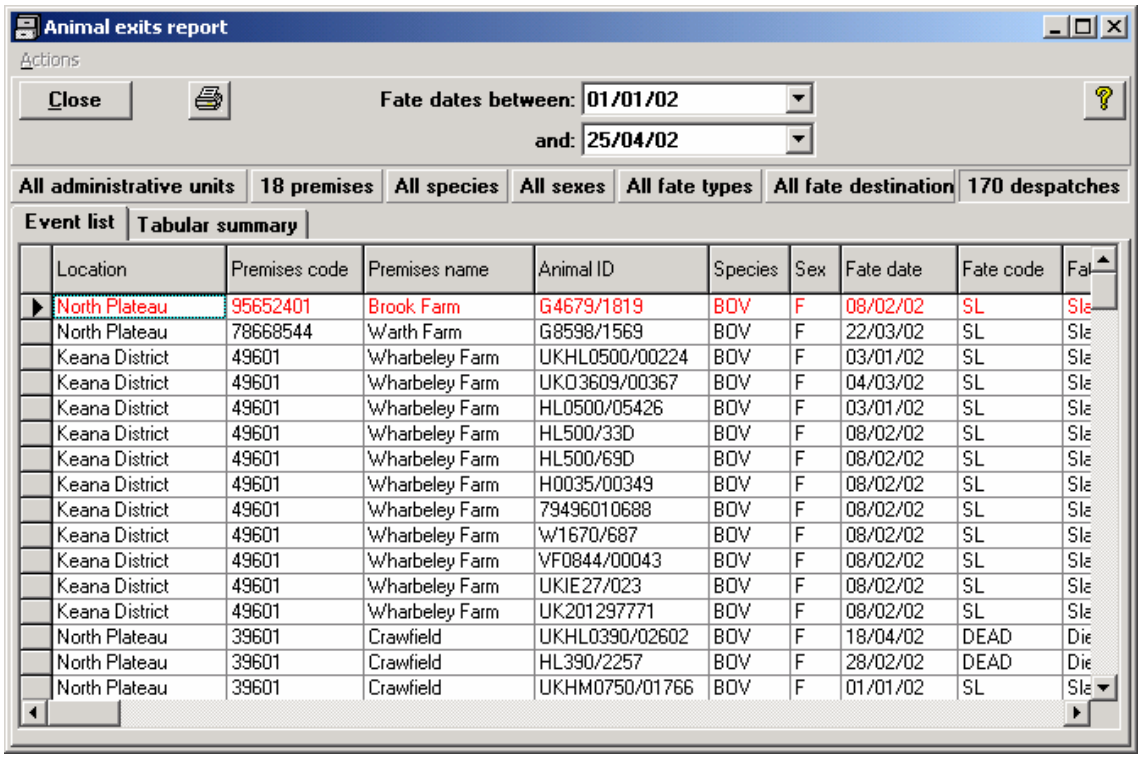


The user can specify up to five levels of sort by specifying the column and order (ascending / descending). On closing the form the grid will be redisplayed according to the sort order specified.

Reports – Animal exits report



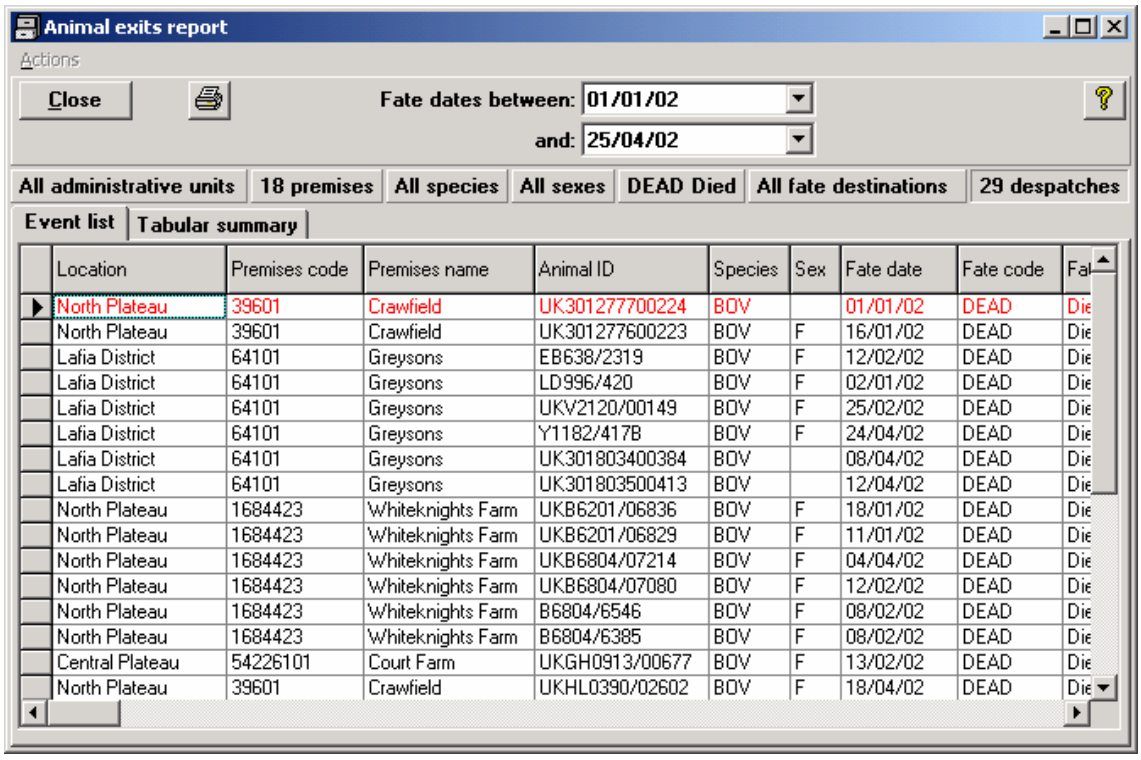
The Animal Exits Report lists all animals that have exited from the database during a specified period. Note in the example below that the Filter Headings and dates specified limit the report to animal registrations on 18 premises in PLATEAU administrative Area. This generates a list of 170 records:



Location	Premises code	Premises name	Animal ID	Species	Sex	Fate date	Fate code	Fa
North Plateau	95652401	Brook Farm	G4679/1819	BOV	F	08/02/02	SL	Sla
North Plateau	78668544	Warth Farm	G8598/1569	BOV	F	22/03/02	SL	Sla
Keana District	49601	Wharbeley Farm	UKHL0500/00224	BOV	F	03/01/02	SL	Sla
Keana District	49601	Wharbeley Farm	UKO3609/00367	BOV	F	04/03/02	SL	Sla
Keana District	49601	Wharbeley Farm	HL0500/05426	BOV	F	03/01/02	SL	Sla
Keana District	49601	Wharbeley Farm	HL500/33D	BOV	F	08/02/02	SL	Sla
Keana District	49601	Wharbeley Farm	HL500/69D	BOV	F	08/02/02	SL	Sla
Keana District	49601	Wharbeley Farm	H0035/00349	BOV	F	08/02/02	SL	Sla
Keana District	49601	Wharbeley Farm	79496010688	BOV	F	08/02/02	SL	Sla
Keana District	49601	Wharbeley Farm	W1670/687	BOV	F	08/02/02	SL	Sla
Keana District	49601	Wharbeley Farm	VF0844/00043	BOV	F	08/02/02	SL	Sla
Keana District	49601	Wharbeley Farm	UKIE27/023	BOV	F	08/02/02	SL	Sla
Keana District	49601	Wharbeley Farm	UK201297771	BOV	F	08/02/02	SL	Sla
North Plateau	39601	Crawfield	UKHL0390/02602	BOV	F	18/04/02	DEAD	Die
North Plateau	39601	Crawfield	HL390/2257	BOV	F	28/02/02	DEAD	Die
North Plateau	39601	Crawfield	UKHM0750/01766	BOV	F	01/01/02	SL	Sla

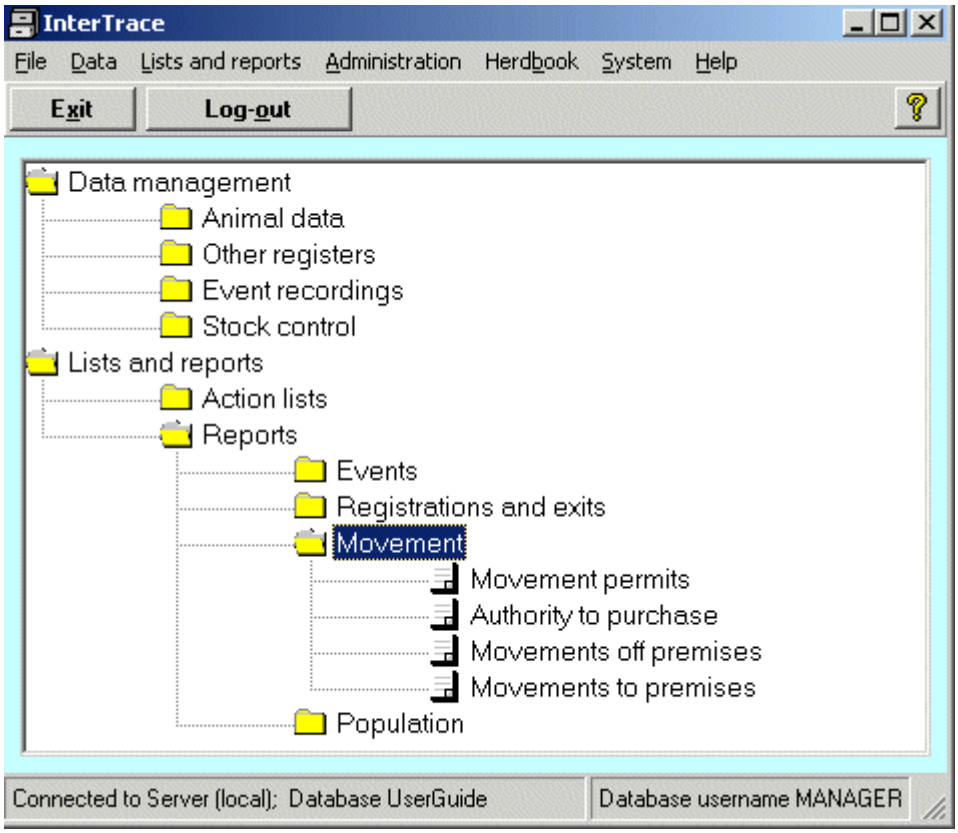
The above list is comprised of all possible fates, species, sexes etc. To limit the list to only the DEAD fate, click on 

and select DEAD from the list of fate types. The list will be redisplayed, limited to the animals who were recorded with the DEAD fate:

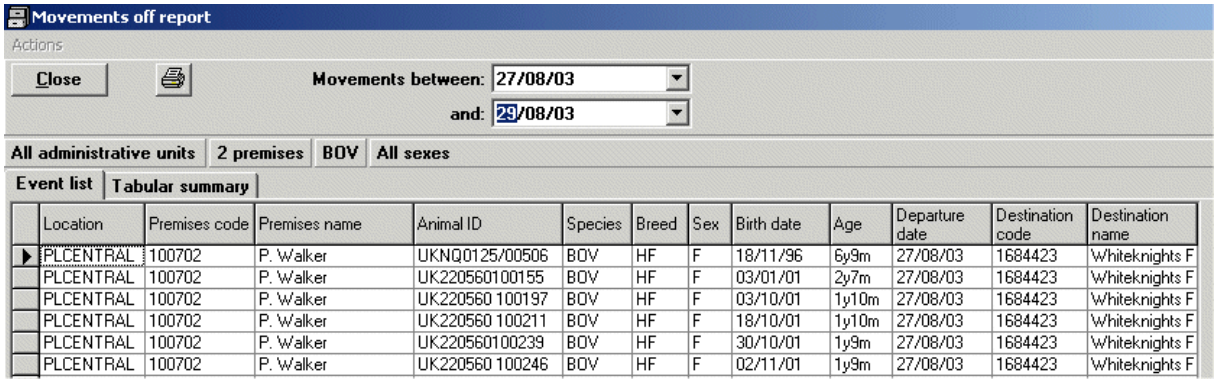


Location	Premises code	Premises name	Animal ID	Species	Sex	Fate date	Fate code	Fa
North Plateau	39601	Crawfield	UK301277700224	BOV		01/01/02	DEAD	Die
North Plateau	39601	Crawfield	UK301277600223	BOV	F	16/01/02	DEAD	Die
Lafia District	64101	Greysons	EB638/2319	BOV	F	12/02/02	DEAD	Die
Lafia District	64101	Greysons	LD996/420	BOV	F	02/01/02	DEAD	Die
Lafia District	64101	Greysons	UKV2120/00149	BOV	F	25/02/02	DEAD	Die
Lafia District	64101	Greysons	Y1182/417B	BOV	F	24/04/02	DEAD	Die
Lafia District	64101	Greysons	UK301803400384	BOV		08/04/02	DEAD	Die
Lafia District	64101	Greysons	UK301803500413	BOV		12/04/02	DEAD	Die
North Plateau	1684423	Whiteknights Farm	UKB6201/06836	BOV	F	18/01/02	DEAD	Die
North Plateau	1684423	Whiteknights Farm	UKB6201/06829	BOV	F	11/01/02	DEAD	Die
North Plateau	1684423	Whiteknights Farm	UKB6804/07214	BOV	F	04/04/02	DEAD	Die
North Plateau	1684423	Whiteknights Farm	UKB6804/07080	BOV	F	12/02/02	DEAD	Die
North Plateau	1684423	Whiteknights Farm	B6804/6546	BOV	F	08/02/02	DEAD	Die
North Plateau	1684423	Whiteknights Farm	B6804/6385	BOV	F	08/02/02	DEAD	Die
Central Plateau	54226101	Court Farm	UKGH0913/00677	BOV	F	13/02/02	DEAD	Die
North Plateau	39601	Crawfield	UKHL0390/02602	BOV	F	18/04/02	DEAD	Die

Reports – Movement

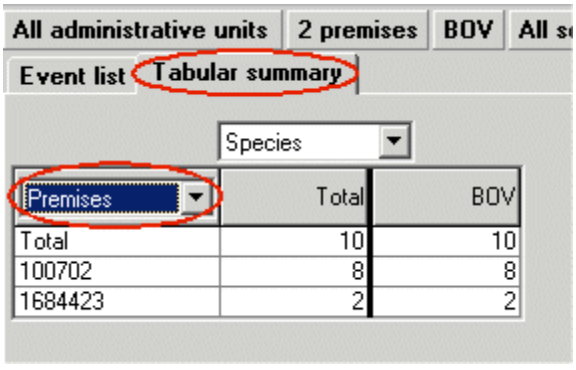


The four movement reports provide details or tabular summaries for movement permits, autorities to purchase, and movements on/off premises. The use of the filter headings and time periods allow close specification of the report contents. The example below show details of all individual movements off two premises in a two day period:



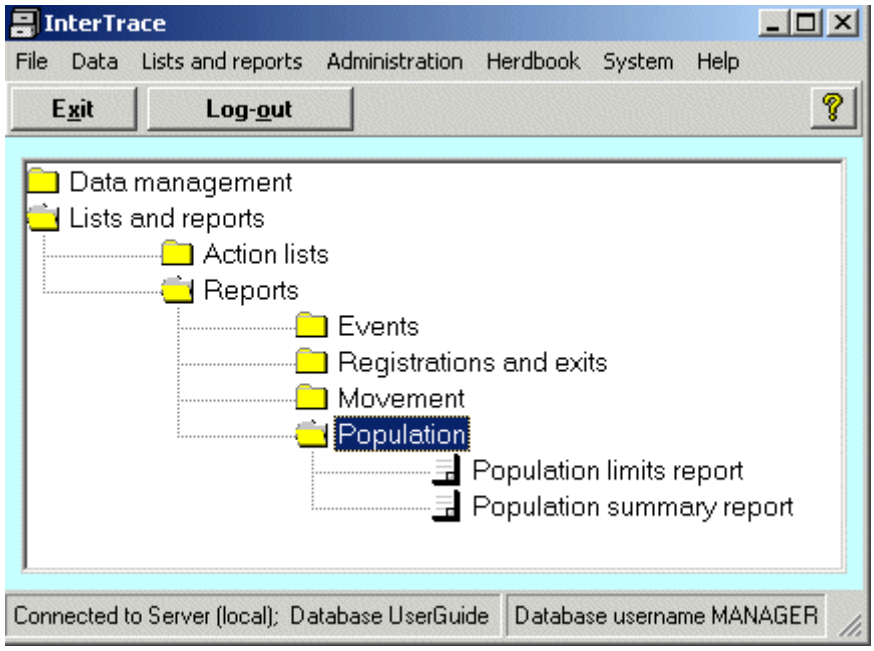
Location	Premises code	Premises name	Animal ID	Species	Breed	Sex	Birth date	Age	Departure date	Destination code	Destination name
PLCENTRAL	100702	P. Walker	UKNQ0125/00506	BOV	HF	F	18/11/96	6y9m	27/08/03	1684423	Whiteknights F
PLCENTRAL	100702	P. Walker	UK220560100155	BOV	HF	F	03/01/01	2y7m	27/08/03	1684423	Whiteknights F
PLCENTRAL	100702	P. Walker	UK220560100197	BOV	HF	F	03/10/01	1y10m	27/08/03	1684423	Whiteknights F
PLCENTRAL	100702	P. Walker	UK220560100211	BOV	HF	F	18/10/01	1y10m	27/08/03	1684423	Whiteknights F
PLCENTRAL	100702	P. Walker	UK220560100239	BOV	HF	F	30/10/01	1y9m	27/08/03	1684423	Whiteknights F
PLCENTRAL	100702	P. Walker	UK220560100246	BOV	HF	F	02/11/01	1y9m	27/08/03	1684423	Whiteknights F

Clicking the Tabular summary Page heading displays the results in tabular form. Adjusting the row heading displays the total by premises:

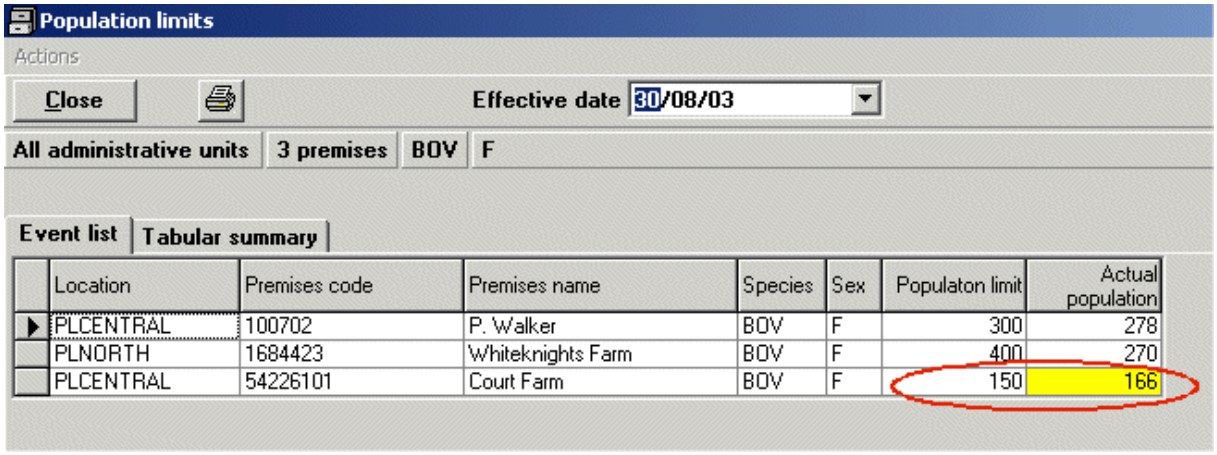


Reports - Population

The population reports enable the monitoring of livestock numbers maintained at any point in time on premises. Where official population limits are defined in the Population limits of a Premises Register (see Page 31) the reports will highlight premises exceeding permitted stocking levels.

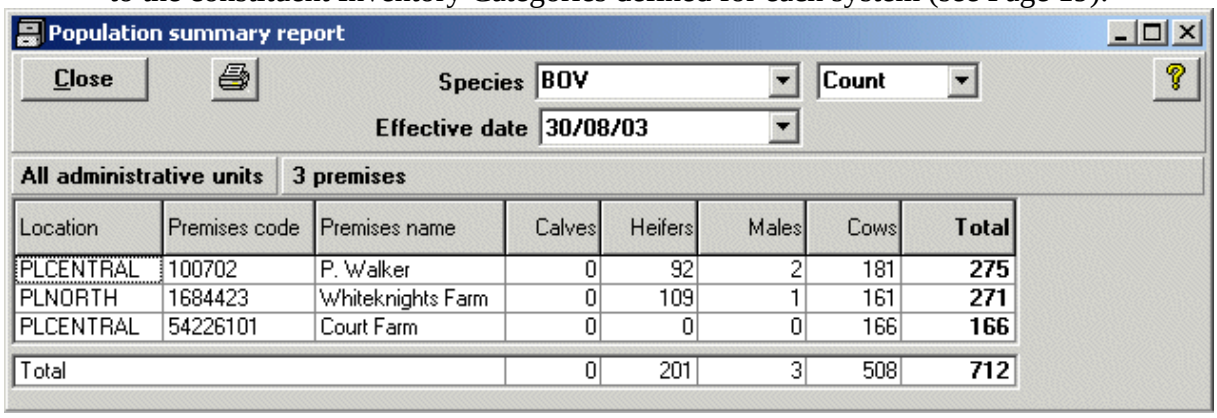


In the example below details of three premises are displayed. The population limits and actual populations on the Effective date are displayed. One premises is highlighted as it has a bovine population in excess of its population limits (see Page 31).



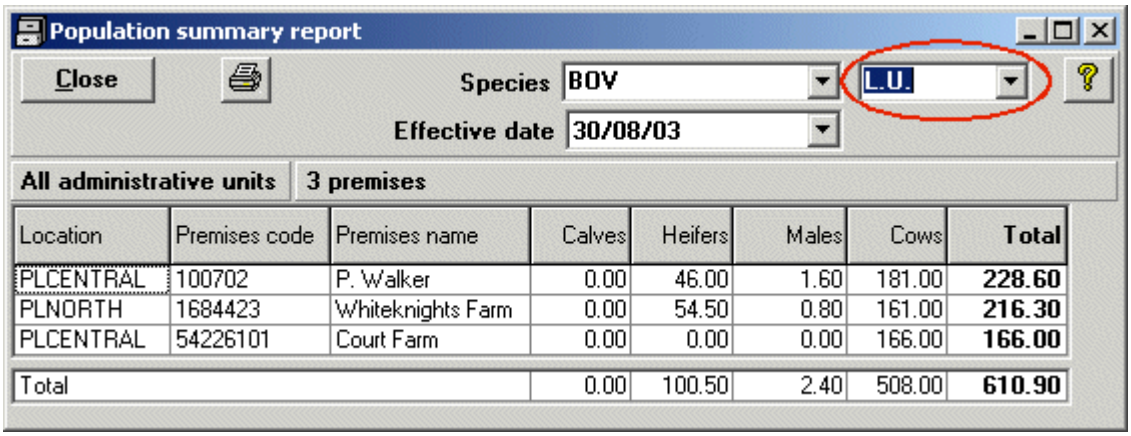
Location	Premises code	Premises name	Species	Sex	Populaton limit	Actual population
PLCENTRAL	100702	P. Walker	BOV	F	300	278
PLNORTH	1684423	Whiteknights Farm	BOV	F	400	270
PLCENTRAL	54226101	Court Farm	BOV	F	150	166

The Population Summary Report breaks down the animals present on the selected premises in to the constituent Inventory Categories defined for each system (see Page 19).



Location	Premises code	Premises name	Calves	Heifers	Males	Cows	**Total**
PLCENTRAL	100702	P. Walker	0	92	2	181	**275**
PLNORTH	1684423	Whiteknights Farm	0	109	1	161	**271**
PLCENTRAL	54226101	Court Farm	0	0	0	166	**166**
Total			0	201	3	508	**712**

The report can be redisplayed containing livestock units by selecting Livestock Units (L.U.) from the display type dropdown box:



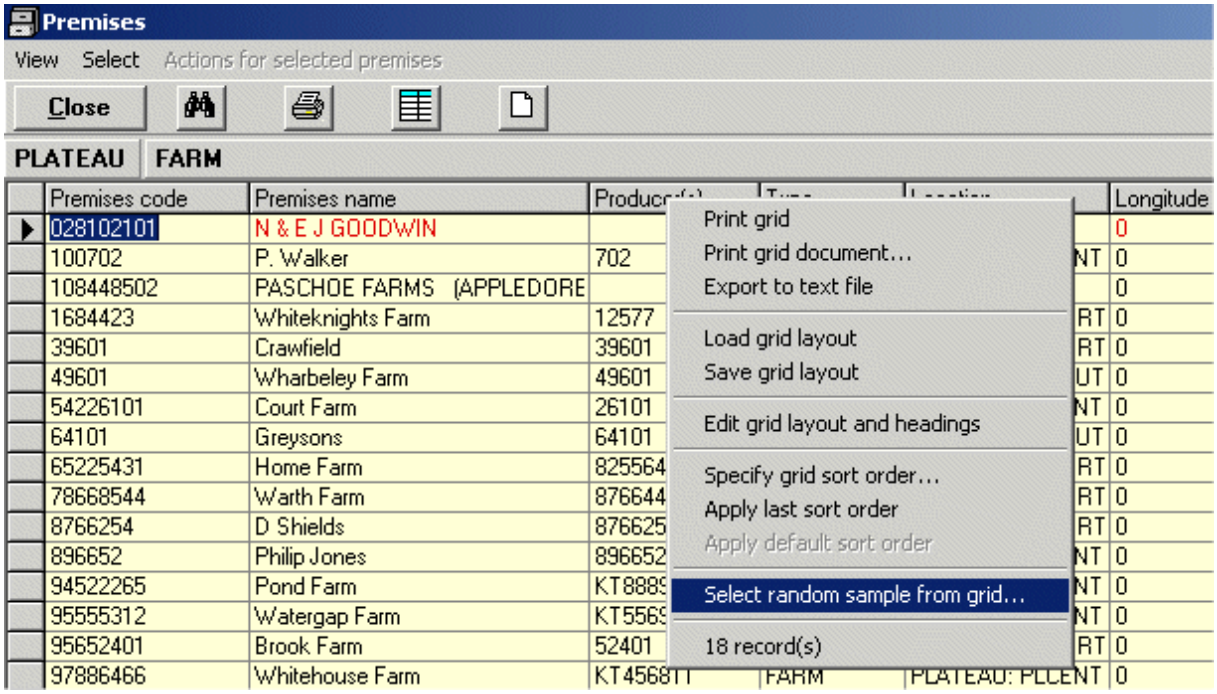
Location	Premises code	Premises name	Calves	Heifers	Males	Cows	**Total**
PLCENTRAL	100702	P. Walker	0.00	46.00	1.60	181.00	**228.60**
PLNORTH	1684423	Whiteknights Farm	0.00	54.50	0.80	161.00	**216.30**
PLCENTRAL	54226101	Court Farm	0.00	0.00	0.00	166.00	**166.00**
Total			0.00	100.50	2.40	508.00	**610.90**

Selecting random samples from the database

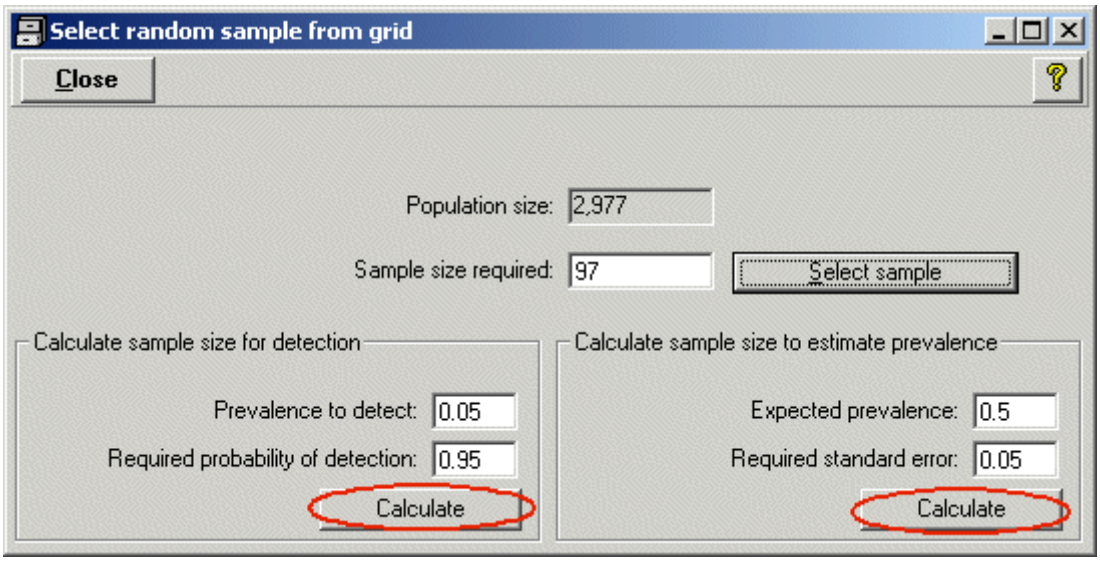
The selection of random samples of animals or premises is an important feature of a veterinary database. This directs survey work that can

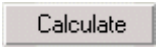
- determine the prevalence of a disease within a population
- determine the presence of a disease in a population

Random samples can be created for any register. Display the population that you wish to select the sample from and then click the **grid heading** of that register to display the pop-up menu. In the example below the Premises Register is displayed:

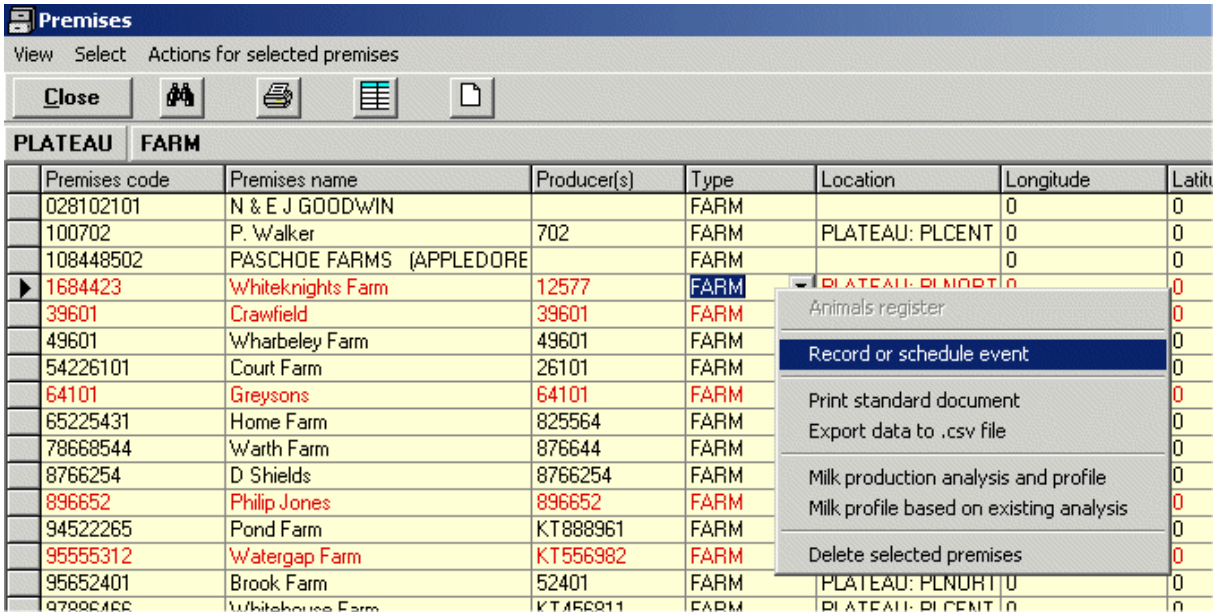


If only one row in the register is selected then the random sample will apply to all registers in the grid. If more than one row is selected then the sample will be made from the selected rows only.



The Select Random Sample Form allows the user to calculate sample sizes for the two selection scenarios. Specify the associated variables then press the required 

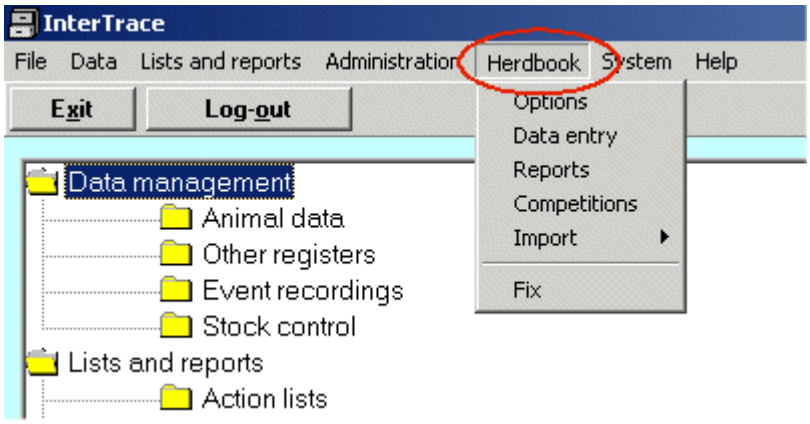
button. The calculated sample size is then generated in the Sample size required box. To implement the selection click the Select sample button. The randomly selected rows in the grid are, as elsewhere in the program, displayed in red.



Note that a user-defined event could then be assigned to the selected premises by clicking on a selected row in the register with the right mouse button and selecting Record or schedule event (see page 49). The scheduled events can then be printed using the Action List commands (page 63).

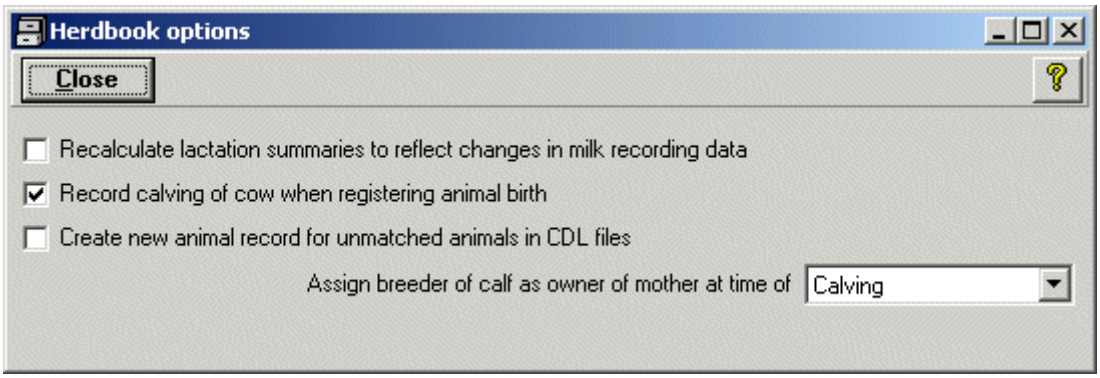
Herd Book

When InterTrace is operated in herdbook mode there is an addition menu item that offers a series of commands and reports that are designed to satisfy demands of herdbook societies and milk recording organisations to record large volumes of production data.



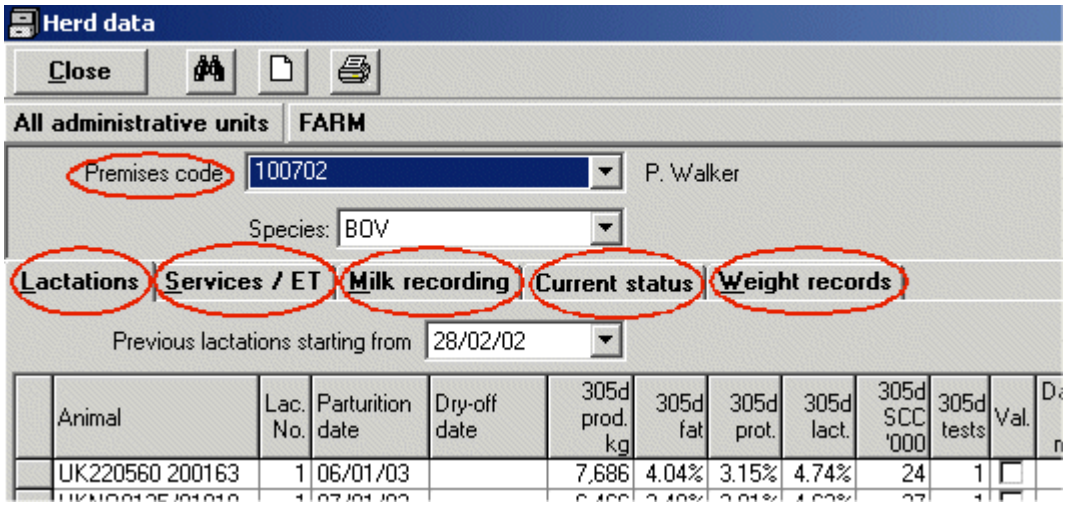
Herd Book - Options

The herdbook options refer to the operation of the herdbook commands:



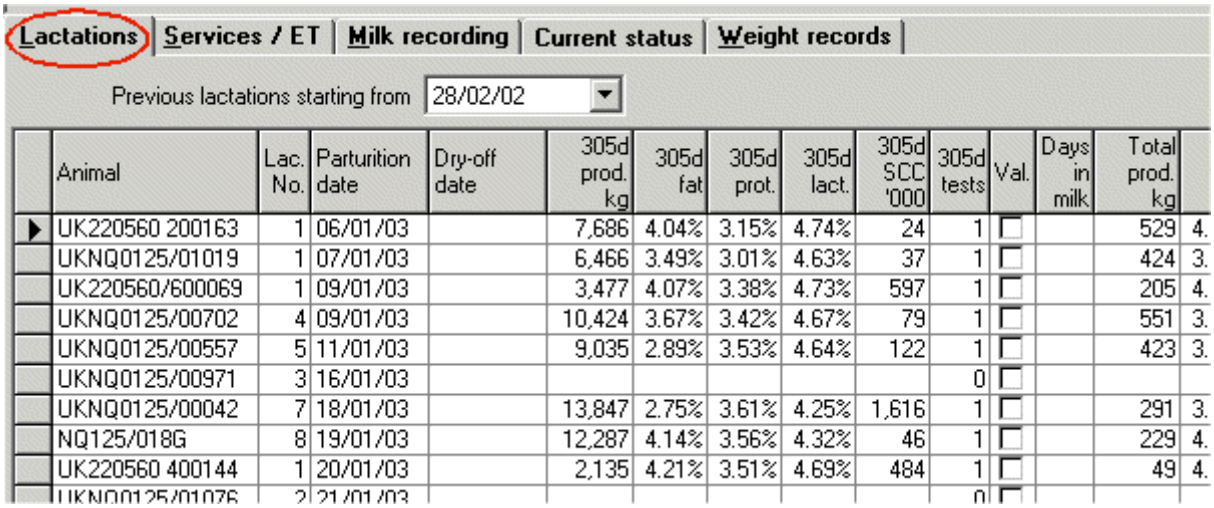
Herd book – Data entry

As opposed to the Animal Register where all the data for an individual animal appear in one form, the Data Entry Form displays all lactations, services etc from a premises in one form. There are five pages each summarising an area of production:

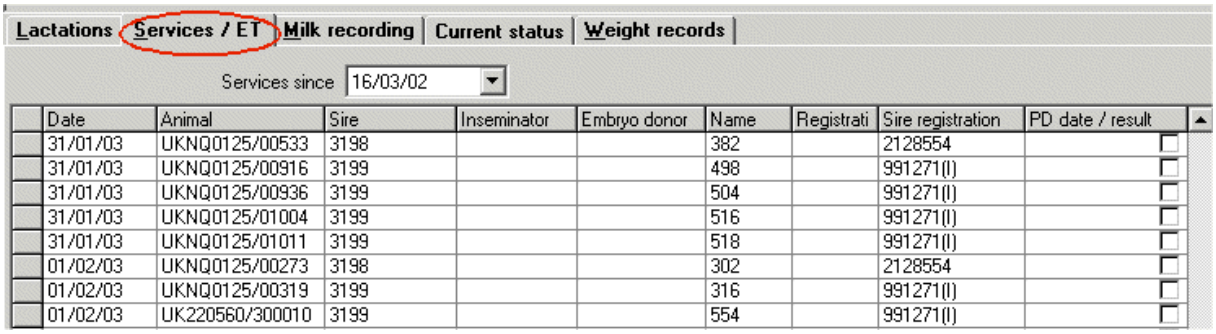


Each page enables the user to review key production aspects for a premises. The data in the grid can be edited and new data can be added.

Lactations are summarised in the Lactations Page. Dry-off data can be recorded in the grid.

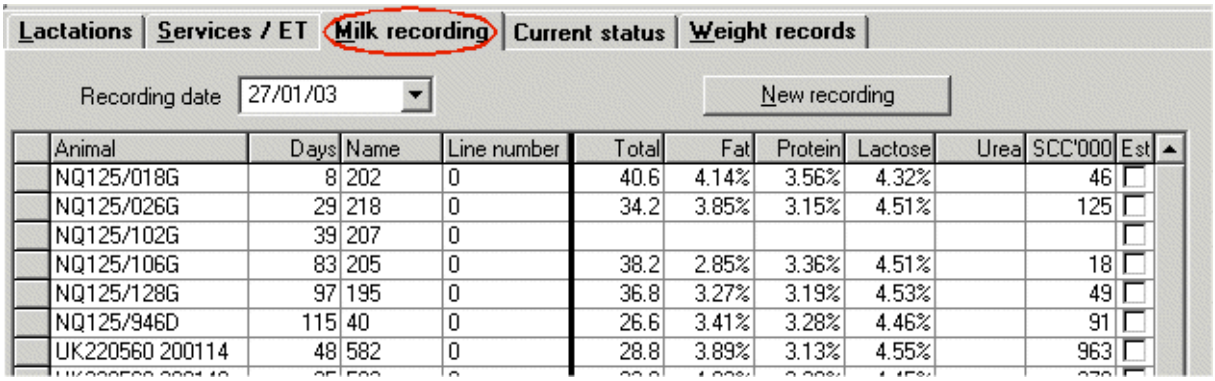


Service details and conception results are entered in the Services /Embryo transfer Page:



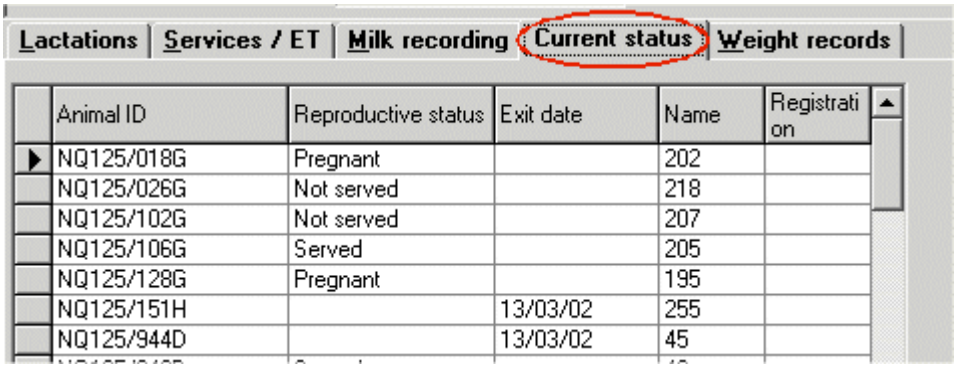
Date	Animal	Sire	Inseminator	Embryo donor	Name	Registrati	Sire registration	PD date / result
31/01/03	UKNQ0125/00533	3198			382		2128554	
31/01/03	UKNQ0125/00916	3199			498		991271(I)	
31/01/03	UKNQ0125/00936	3199			504		991271(I)	
31/01/03	UKNQ0125/01004	3199			516		991271(I)	
31/01/03	UKNQ0125/01011	3199			518		991271(I)	
01/02/03	UKNQ0125/00273	3198			302		2128554	
01/02/03	UKNQ0125/00319	3199			316		991271(I)	
01/02/03	UK220560/300010	3199			554		991271(I)	

Details of milk recording sessions can be viewed or entered via the Milk Recording Page:



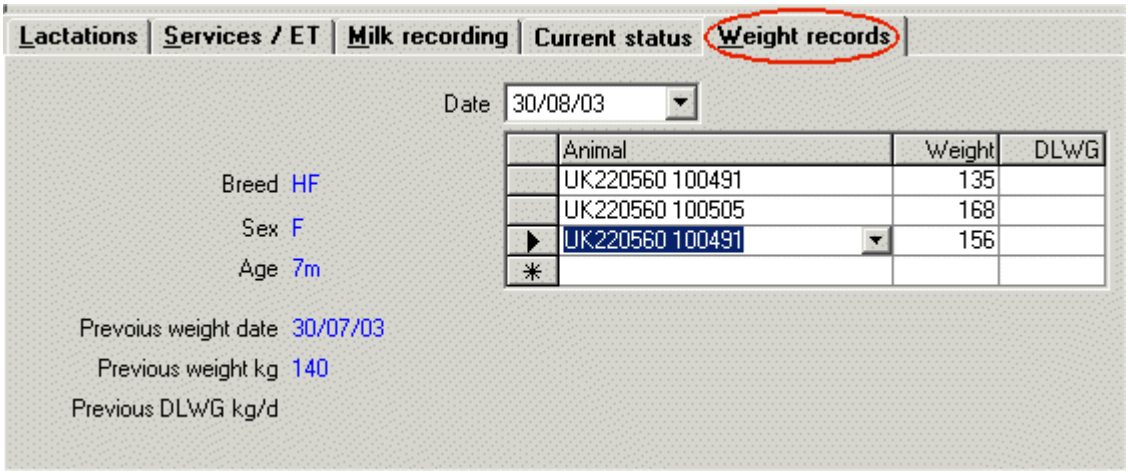
Animal	Days	Name	Line number	Total	Fat	Protein	Lactose	Urea	SCC'000	Est
NQ125/018G	8	202	0	40.6	4.14%	3.56%	4.32%		46	
NQ125/026G	29	218	0	34.2	3.85%	3.15%	4.51%		125	
NQ125/102G	39	207	0							
NQ125/106G	83	205	0	38.2	2.85%	3.36%	4.51%		18	
NQ125/128G	97	195	0	36.8	3.27%	3.19%	4.53%		49	
NQ125/946D	115	40	0	26.6	3.41%	3.28%	4.46%		91	
UK220560 200114	48	582	0	28.8	3.89%	3.13%	4.55%		963	

The current status of all animals on the premises can be reviewed and edited via the Current Status Page:



Animal ID	Reproductive status	Exit date	Name	Registration
NQ125/018G	Pregnant		202	
NQ125/026G	Not served		218	
NQ125/102G	Not served		207	
NQ125/106G	Served		205	
NQ125/128G	Pregnant		195	
NQ125/151H		13/03/02	255	
NQ125/944D		13/03/02	45	

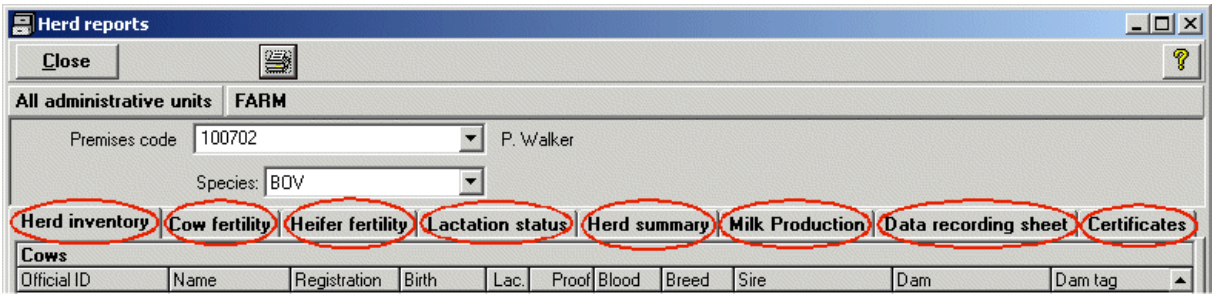
Weight records for animals can be entered and reviewed in the Weight Records Page:



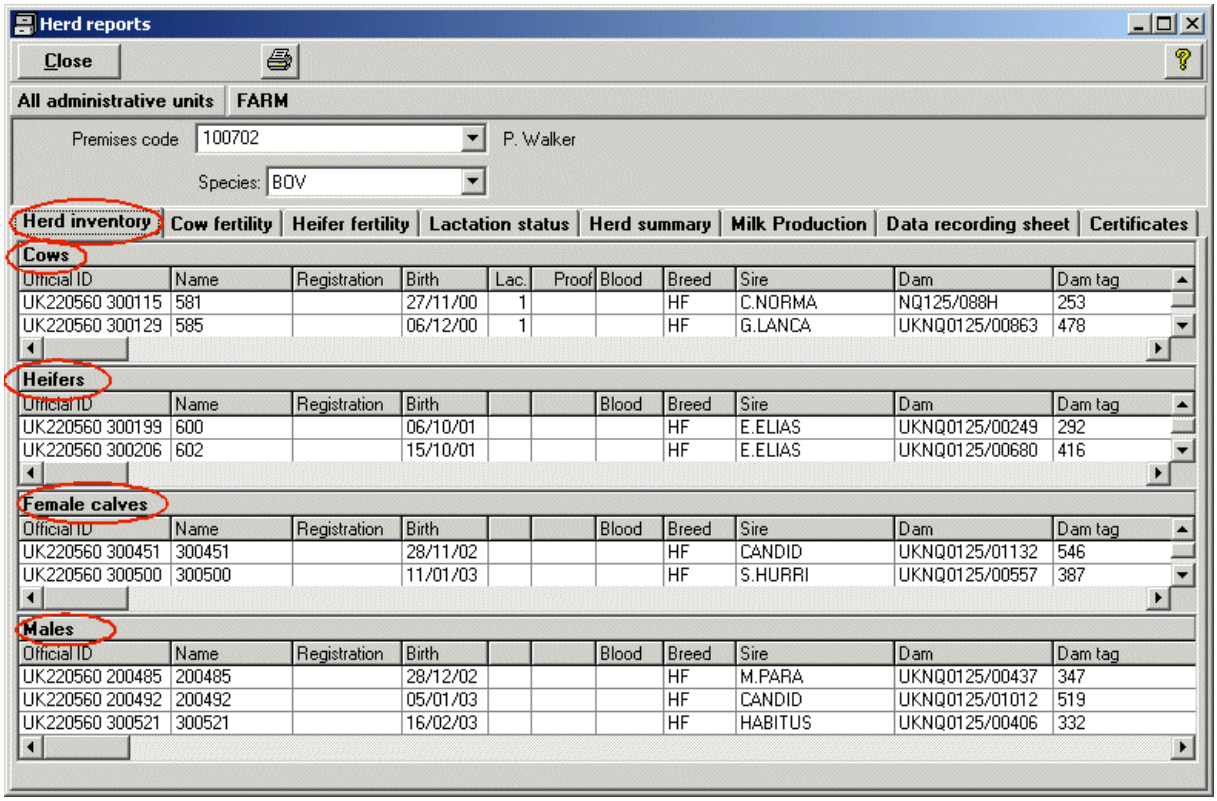
Animal	Weight	DLWG
UK220560 100491	135	
UK220560 100505	168	
UK220560 100491	156	

Herd Book – Reports

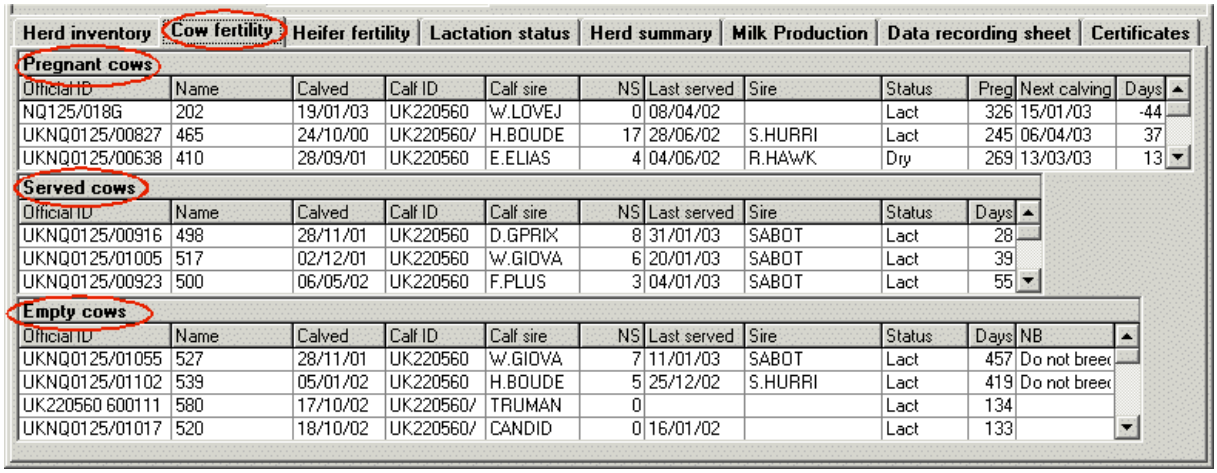
The Herd Reports Form contains eight pages display different summaries of the currently selected herd:



The **Herd Inventory Page** displays details of all cows, heifers, males and calves/youngstock currently registered on the premises:



The **Cow Fertility Page** summarises the cows currently on the premises in to three groups, pregnant, served and empty:



Herd inventory | Cow fertility | Heifer fertility | Lactation status | Herd summary | Milk Production | Data recording sheet | Certificates

Pregnant cows

Official ID	Name	Calved	Calf ID	Calf sire	NS	Last served	Sire	Status	Preg	Next calving	Days
NQ125/018G	202	19/01/03	UK220560	W.LOVEJ	0	08/04/02		Lact	326	15/01/03	-44
UKNQ0125/00827	465	24/10/00	UK220560/	H.BOUDE	17	28/06/02	S.HURRI	Lact	245	06/04/03	37
UKNQ0125/00638	410	28/09/01	UK220560	E.ELIAS	4	04/06/02	R.HAWK	Dry	269	13/03/03	13

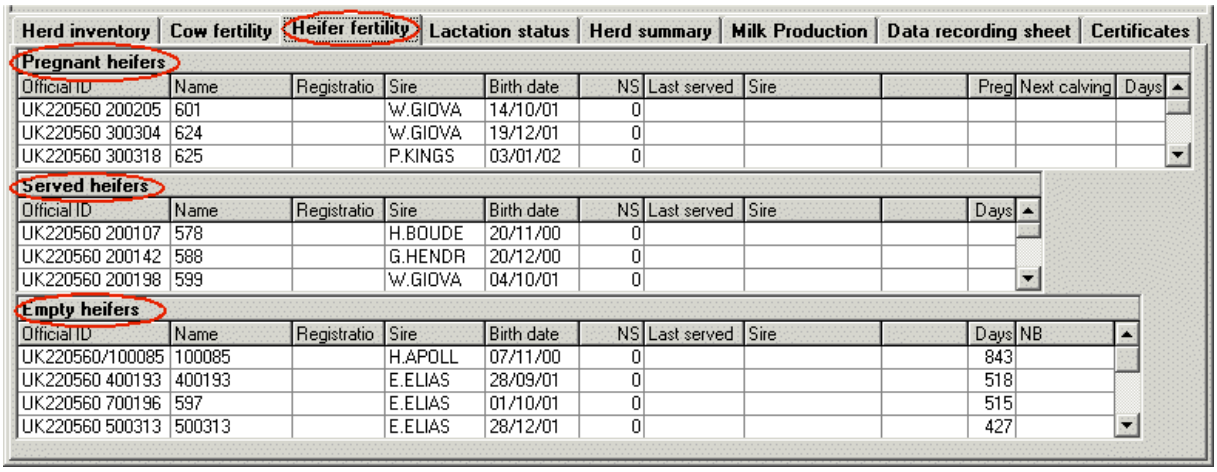
Served cows

Official ID	Name	Calved	Calf ID	Calf sire	NS	Last served	Sire	Status	Days
UKNQ0125/00916	498	28/11/01	UK220560	D.GPRIX	8	31/01/03	SABOT	Lact	28
UKNQ0125/01005	517	02/12/01	UK220560	W.GIOVA	6	20/01/03	SABOT	Lact	39
UKNQ0125/00923	500	06/05/02	UK220560	F.PLUS	3	04/01/03	SABOT	Lact	55

Empty cows

Official ID	Name	Calved	Calf ID	Calf sire	NS	Last served	Sire	Status	Days	NB
UKNQ0125/01055	527	28/11/01	UK220560	W.GIOVA	7	11/01/03	SABOT	Lact	457	Do not breed
UKNQ0125/01102	539	05/01/02	UK220560	H.BOUDE	5	25/12/02	S.HURRI	Lact	419	Do not breed
UK220560 600111	580	17/10/02	UK220560/	TRUMAN	0			Lact	134	
UKNQ0125/01017	520	18/10/02	UK220560/	CANDID	0	16/01/02		Lact	133	

The **Heifer Fertility Page** summarises the heifers currently on the premises in to three groups, pregnant, served and empty:



Herd inventory | Cow fertility | Heifer fertility | Lactation status | Herd summary | Milk Production | Data recording sheet | Certificates

Pregnant heifers

Official ID	Name	Registratio	Sire	Birth date	NS	Last served	Sire		Preg	Next calving	Days
UK220560 200205	601		W.GIOVA	14/10/01	0						
UK220560 300304	624		W.GIOVA	19/12/01	0						
UK220560 300318	625		P.KINGS	03/01/02	0						

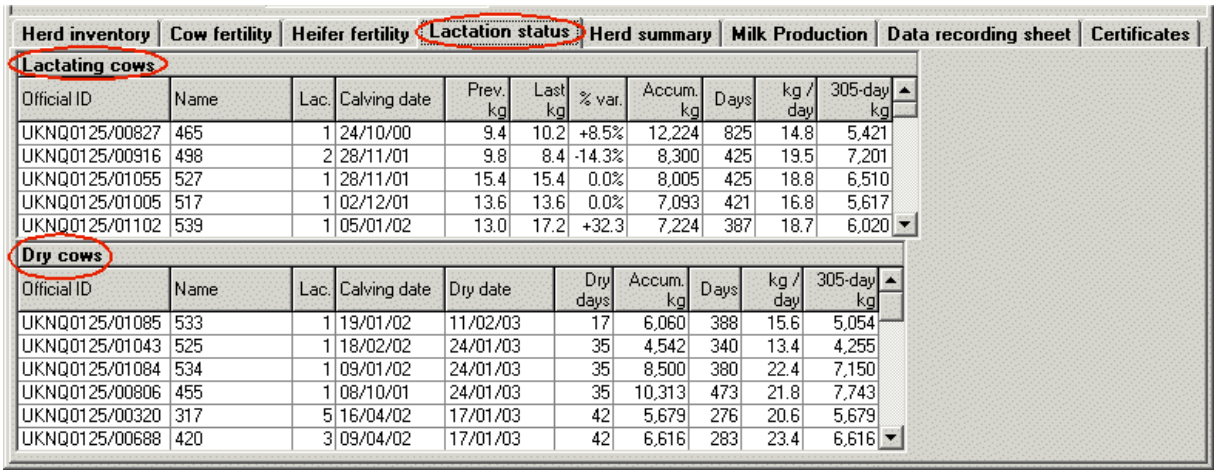
Served heifers

Official ID	Name	Registratio	Sire	Birth date	NS	Last served	Sire		Days
UK220560 200107	578		H.BOUDE	20/11/00	0				
UK220560 200142	588		G.HENDR	20/12/00	0				
UK220560 200198	599		W.GIOVA	04/10/01	0				

Empty heifers

Official ID	Name	Registratio	Sire	Birth date	NS	Last served	Sire		Days	NB
UK220560/100085	100085		H.APOLL	07/11/00	0				843	
UK220560 400193	400193		E.ELIAS	28/09/01	0				518	
UK220560 700196	597		E.ELIAS	01/10/01	0				515	
UK220560 500313	500313		E.ELIAS	28/12/01	0				427	

The **Lactation Status Page** summarises the current/latest lactation of each cow on the selected premises. Cows are divided in to lactating and dry animals:



Herd inventory | Cow fertility | Heifer fertility | Lactation status | Herd summary | Milk Production | Data recording sheet | Certificates

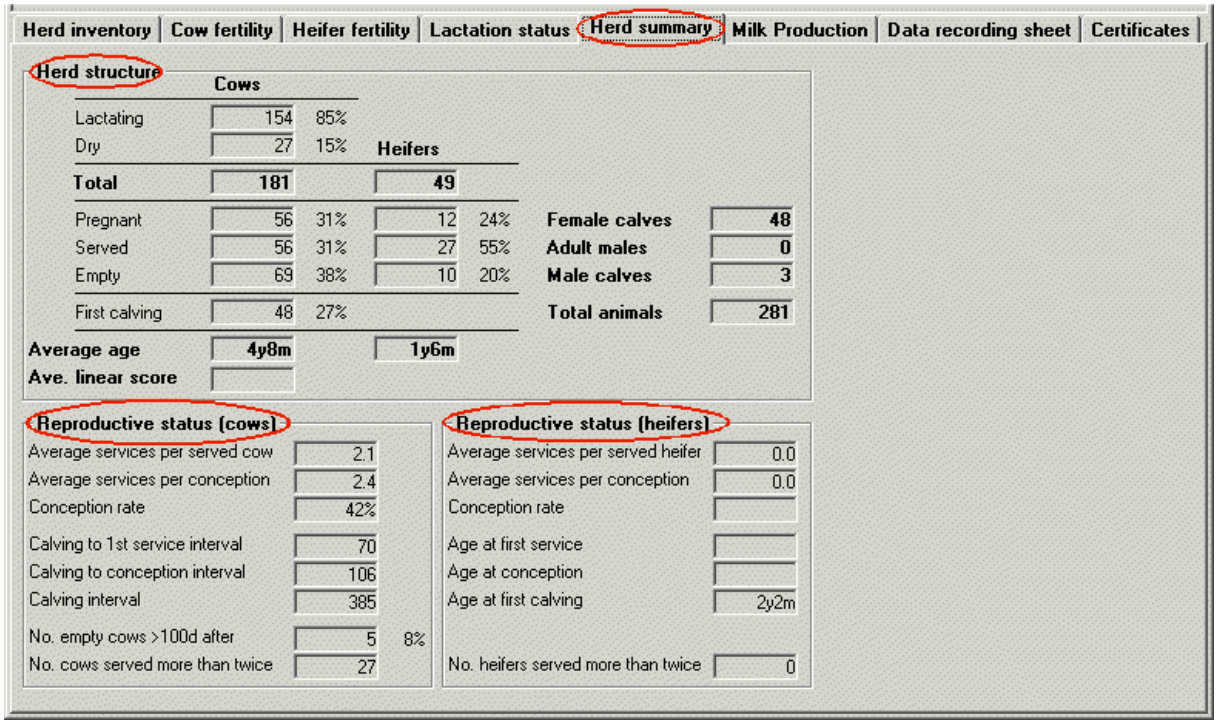
Lactating cows

Official ID	Name	Lac.	Calving date	Prev. kg	Last kg	% var.	Accum. kg	Days	kg / day	305-day kg
UKNQ0125/00827	465	1	24/10/00	9.4	10.2	+8.5%	12,224	825	14.8	5,421
UKNQ0125/00916	498	2	28/11/01	9.8	8.4	-14.3%	8,300	425	19.5	7,201
UKNQ0125/01055	527	1	28/11/01	15.4	15.4	0.0%	8,005	425	18.8	6,510
UKNQ0125/01005	517	1	02/12/01	13.6	13.6	0.0%	7,093	421	16.8	5,617
UKNQ0125/01102	539	1	05/01/02	13.0	17.2	+32.3	7,224	387	18.7	6,020

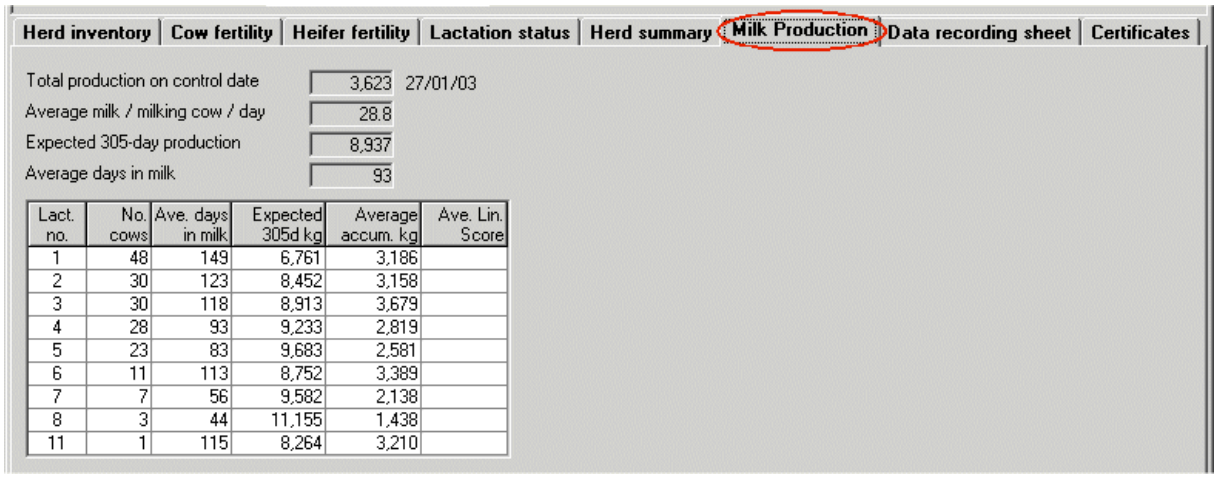
Dry cows

Official ID	Name	Lac.	Calving date	Dry date	Dry days	Accum. kg	Days	kg / day	305-day kg
UKNQ0125/01085	533	1	19/01/02	11/02/03	17	6,060	388	15.6	5,054
UKNQ0125/01043	525	1	18/02/02	24/01/03	35	4,542	340	13.4	4,255
UKNQ0125/01084	534	1	09/01/02	24/01/03	35	8,500	380	22.4	7,150
UKNQ0125/00806	455	1	08/10/01	24/01/03	35	10,313	473	21.8	7,743
UKNQ0125/00320	317	5	16/04/02	17/01/03	42	5,679	276	20.6	5,679
UKNQ0125/00688	420	3	09/04/02	17/01/03	42	6,616	283	23.4	6,616

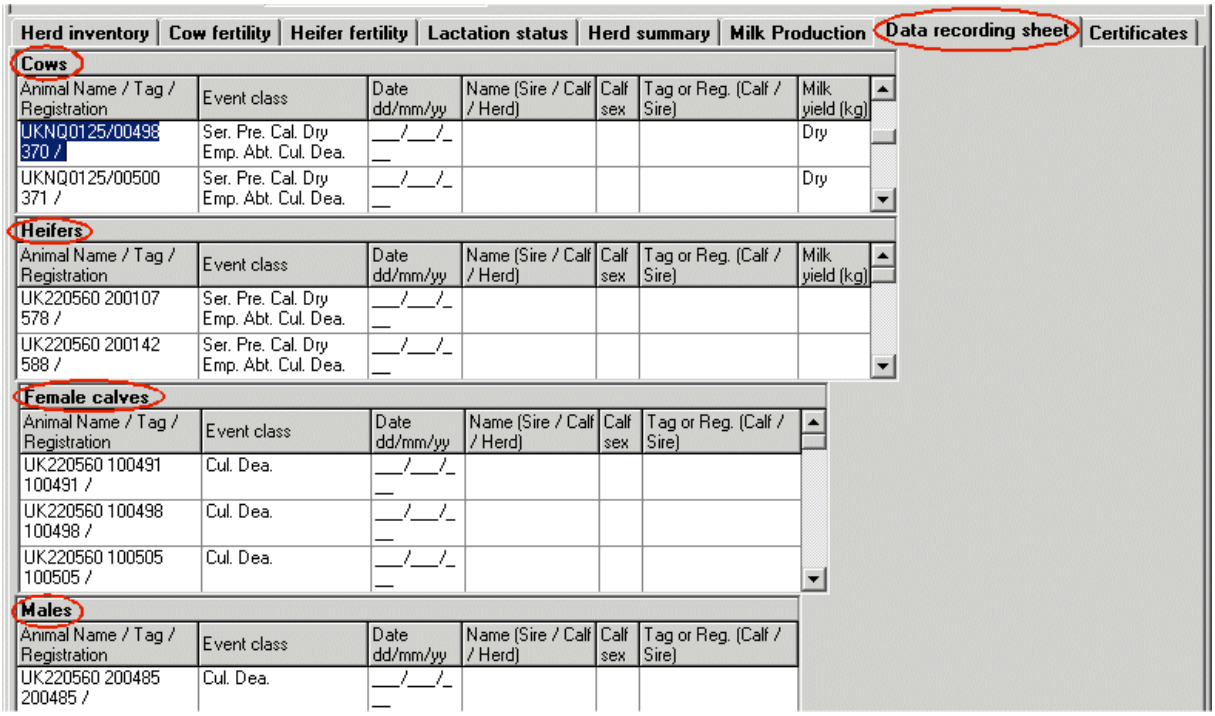
The **Herd Summary Page** details the current herd structure on the premises as well as statistics on the reproductive status of the cows and heifers:



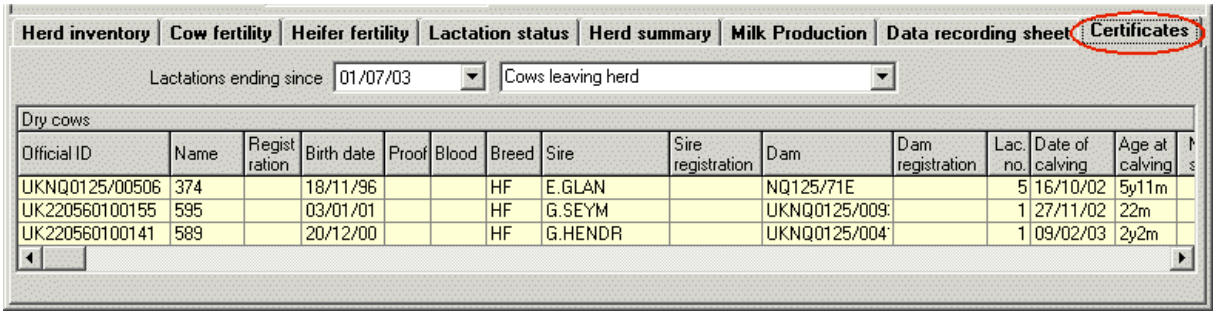
The **Milk Production Page** summarises herd milk production as well as the spread of cows in lactations:



The **Data recording sheet** Page displays all animals on the premises in one of four grids according to their status. A range of common events can be entered via the grids:

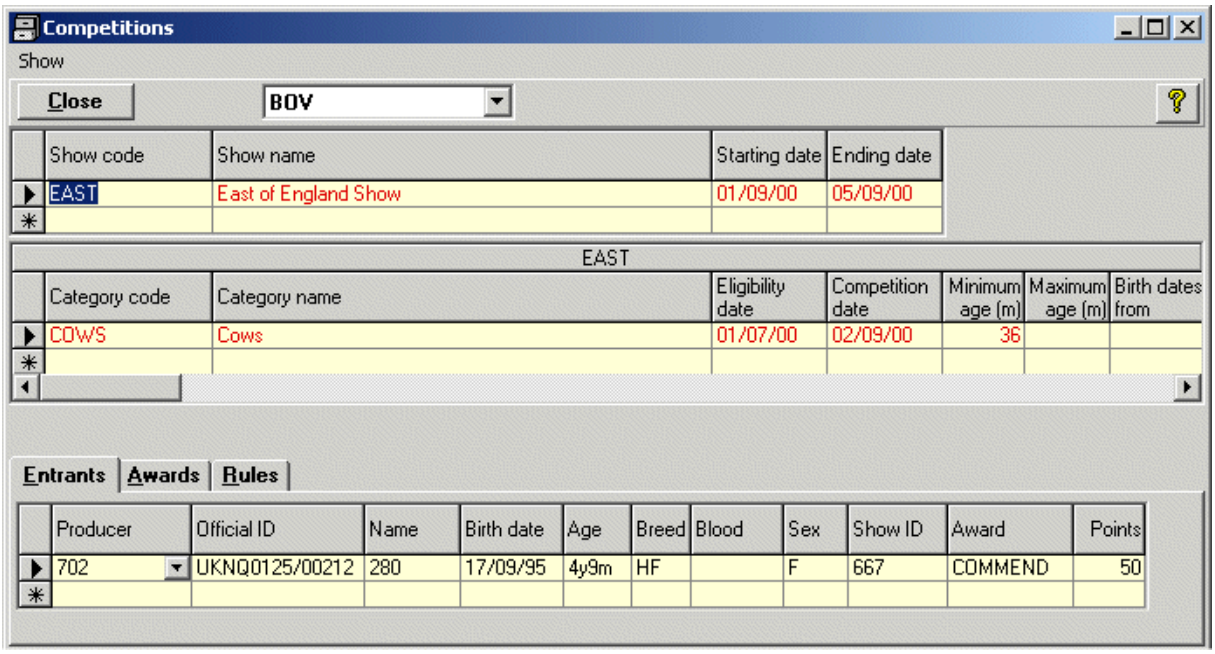


The **Certificates Page** registers official summary details for individual animals, either on completion of a lactation or when an animal leaves the herd. These details may be printed in user-designed forms providing details of an individual animals performance:



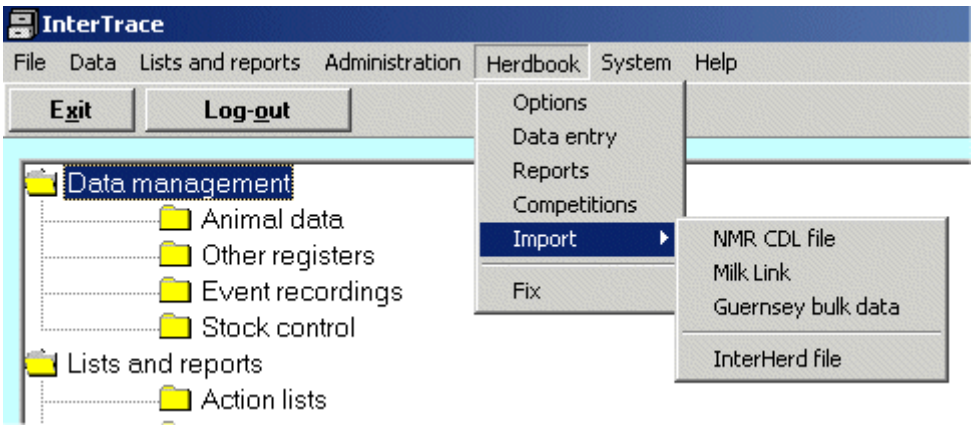
Herd Book – Competition

The Competition Form allows details of all official herdbook competitions to be recorded against the registers of the animals concerned.



Herd Book – Import

The Import commands are used to import animal data from a range of other databases:

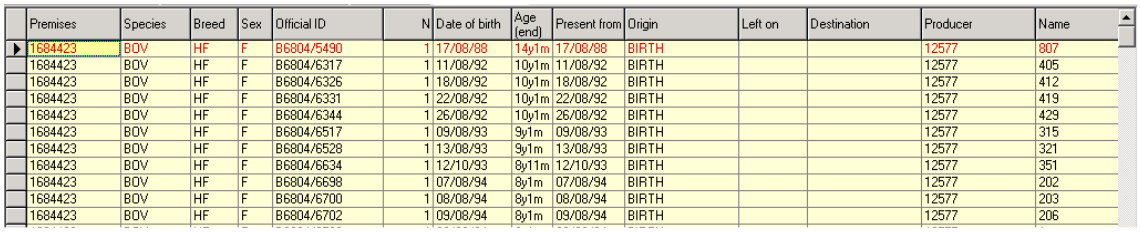


Sources of data include Common Data Layer format for National Milk Records (NMR) as well as directly from InterHerd data files.

Customising grids in InterTrace

InterTrace makes extensive use of grids to display data. These grids may need customising to hide columns of data than are not relevant, change the size of a column or rearrange the order in which they appear.

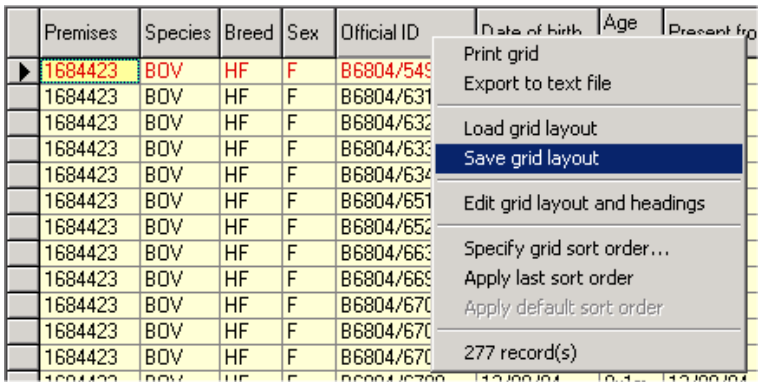
As an example the Animal Register grid is displayed.



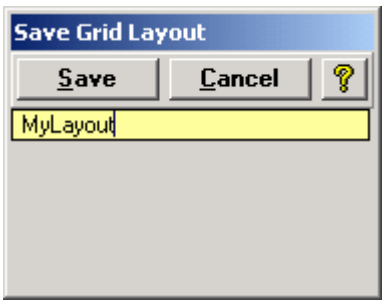
Premises	Species	Breed	Sex	Official ID	N	Date of birth	Age (end)	Present from	Origin	Left on	Destination	Producer	Name
1684423	BOV	HF	F	B6804/5490	1	17/08/88	14y1m	17/08/88	BIRTH			12577	807
1684423	BOV	HF	F	B6804/6317	1	11/08/92	10y1m	11/08/92	BIRTH			12577	405
1684423	BOV	HF	F	B6804/6326	1	18/08/92	10y1m	18/08/92	BIRTH			12577	412
1684423	BOV	HF	F	B6804/6331	1	22/08/92	10y1m	22/08/92	BIRTH			12577	419
1684423	BOV	HF	F	B6804/6344	1	26/08/92	10y1m	26/08/92	BIRTH			12577	429
1684423	BOV	HF	F	B6804/6517	1	09/08/93	9y1m	09/08/93	BIRTH			12577	315
1684423	BOV	HF	F	B6804/6528	1	13/08/93	9y1m	13/08/93	BIRTH			12577	321
1684423	BOV	HF	F	B6804/6634	1	12/10/93	8y11m	12/10/93	BIRTH			12577	351
1684423	BOV	HF	F	B6804/6698	1	07/08/94	8y1m	07/08/94	BIRTH			12577	202
1684423	BOV	HF	F	B6804/6700	1	08/08/94	8y1m	08/08/94	BIRTH			12577	203
1684423	BOV	HF	F	B6804/6702	1	09/08/94	8y1m	09/08/94	BIRTH			12577	206

Changing grid column widths and removing columns from view: Move the mouse pointer over the titles of the grid columns. As you move between columns the pointer changes to a ↔ symbol. At that point hold down the left mouse button and "drag" the column either wider or narrower. Releasing the mouse leaves the grid at that width. In this way column widths can be changed to suit the data they contain. If you do not want a column to appear in the grid then "drag" the right hand column border to the left until that column disappears from view. (Note that it is still there but you cannot see it). You can make it reappear by dragging the column border to the right (|→ symbol indicates there is a hidden column)

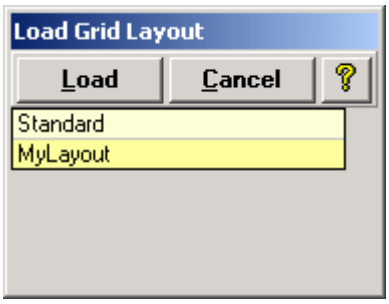
Saving a changed grid layout: Unless the new grid layout is saved, the changes will be lost when you close the form. To save a grid layout click anywhere on the column **titles** of the grid with the right mouse button and select Save grid layout from the pop-up menu:



This displays the Save Grid Layout Form:

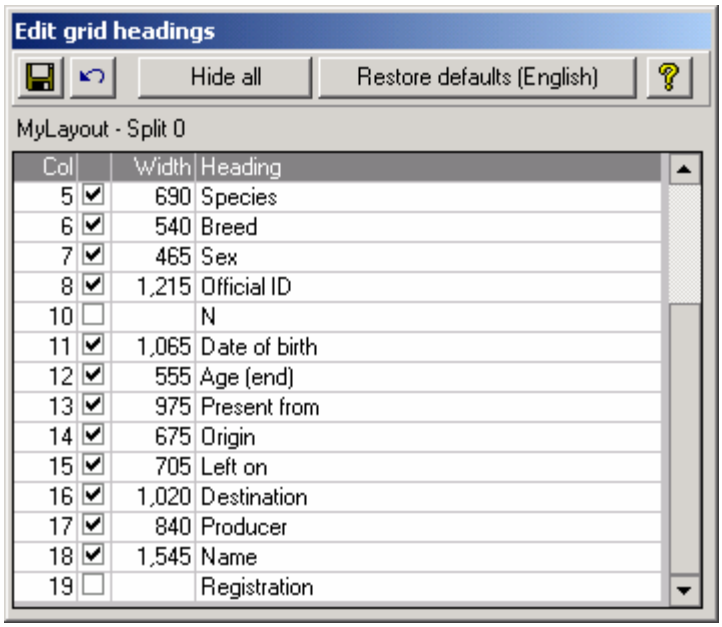


Enter a name for the grid layout (replacing ???) and then save the form. That layout will be used the next time that you open the form. In the way described above you can save a number of different layouts (if appropriate). To load a specific layout select Load grid layout from the pop-up menu and select the grid layout required.



Note that the Standard layout is the original layout which you are not able to adjust.

Reviewing all the columns available in a grid: Selecting Edit grid layout and headings displays the Edit grid headings form which lists every column that is available in the grid:



Col		Width	Heading
5	☑	690	Species
6	☑	540	Breed
7	☑	465	Sex
8	☑	1,215	Official ID
10	☐		N
11	☑	1,065	Date of birth
12	☑	555	Age (end)
13	☑	975	Present from
14	☑	675	Origin
15	☑	705	Left on
16	☑	1,020	Destination
17	☑	840	Producer
18	☑	1,545	Name
19	☐		Registration

The name of the grid appears above the grid (MyLayout in this example). Checking any check box ☑ will make the associated column visible. The width displays the relative width of the displayed columns. A width can be entered in the form or you can drag the column to the required width later. Click on the vertical scroll bar to pass down through the list of columns and select/unselect columns until you have the grid set-up that is most appropriate to your needs. Then click the button to save the grid layout. The button allows you to abandon any changes you have made and return to the set-up when you first opened the form.

Changing the order of columns in a grid: To alter the position of a column in a grid, click the heading of the column(s) that you want to move. Release the mouse button then hold the left mouse button down on the selected column heading(s), keeping it pressed drag the column to the position required.

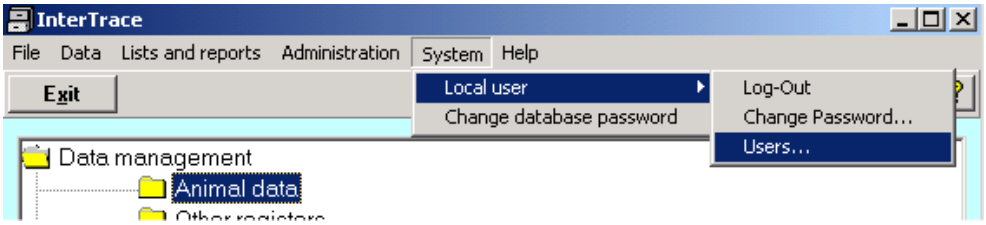
Release the mouse where you want the column to be positioned.

Database security and back-up

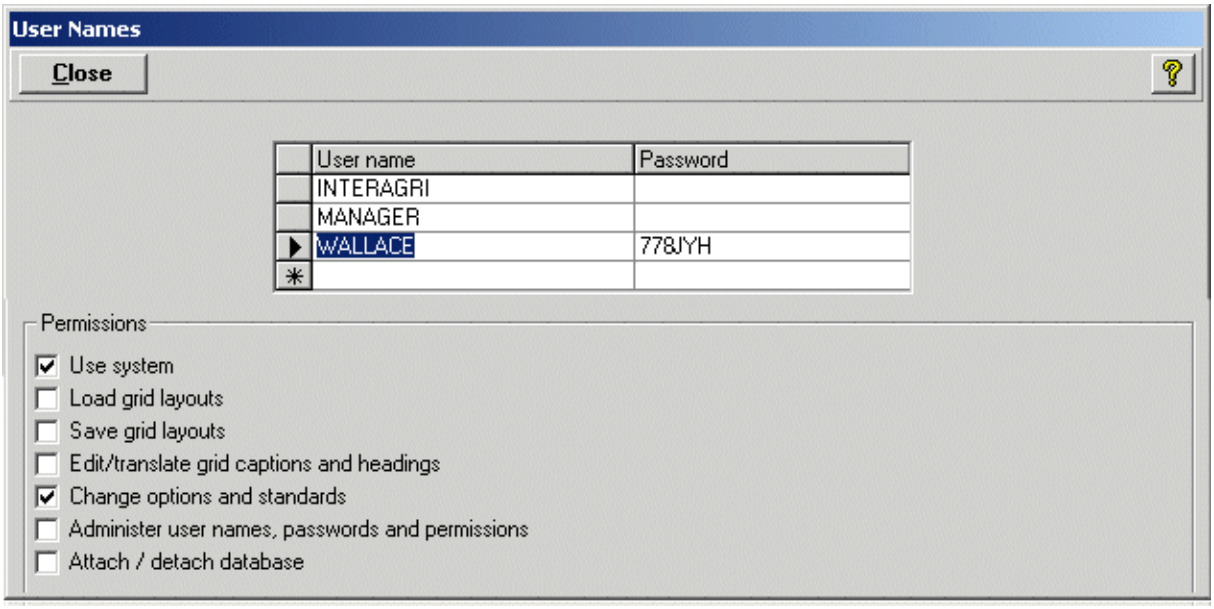
i. Data security

There are two levels of security. The first relates to the InterTrace Client program. The second relates to the access to the central database. Both are controlled by user names and passwords.

InterTrace Client Security: The InterTrace Client may be installed in many different locations, all accessing the main central database. Local access to a specific InterTrace Client is controlled by the allocation of user names via the System Menu Item:



User names and passwords are defined in the User Names Form (by a user with permission to administer user names). These permissions relate to customising the current installation of the InterTrace Client:

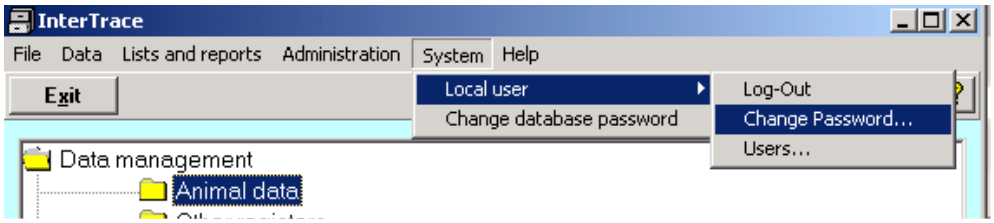


The form contains a grid that displays the user names that can have access to the database. The password associated with the User name is in the second column of the grid. Below the grid are the Permissions that are associated with the user name selected in the grid. Note in the example above that the user WALLACE does not have permissions to administer user names, passwords and permissions. Consequently when logged in with that User ID it would not be possible to display the User Names Form.

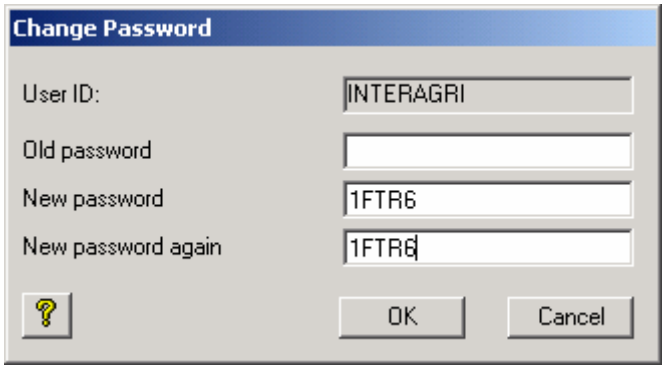
MANAGER is a program user name that cannot be deleted or amended. MANAGER has full permission for all aspects of the program and so should be given a secure password.

The User Names defined in the User Names Form are those used to log in to the InterTrace Client when starting the InterTrace Client Program:

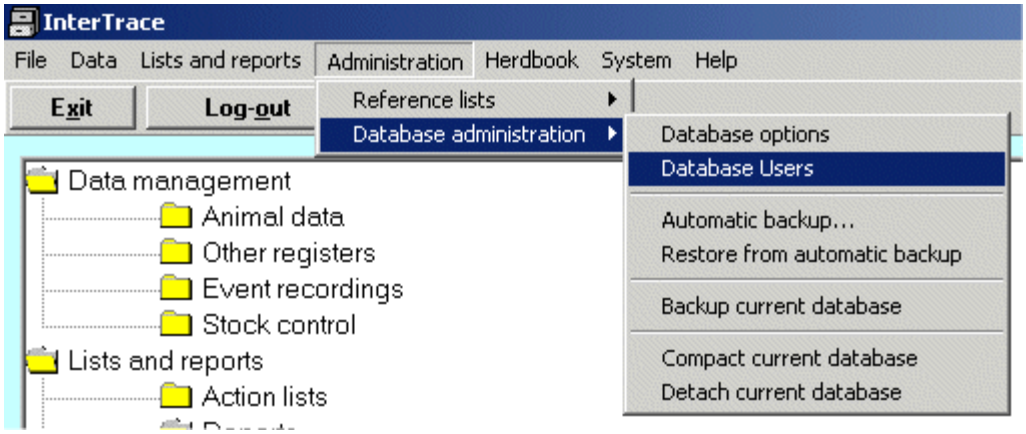
A user can manage their password via the Change password Form:



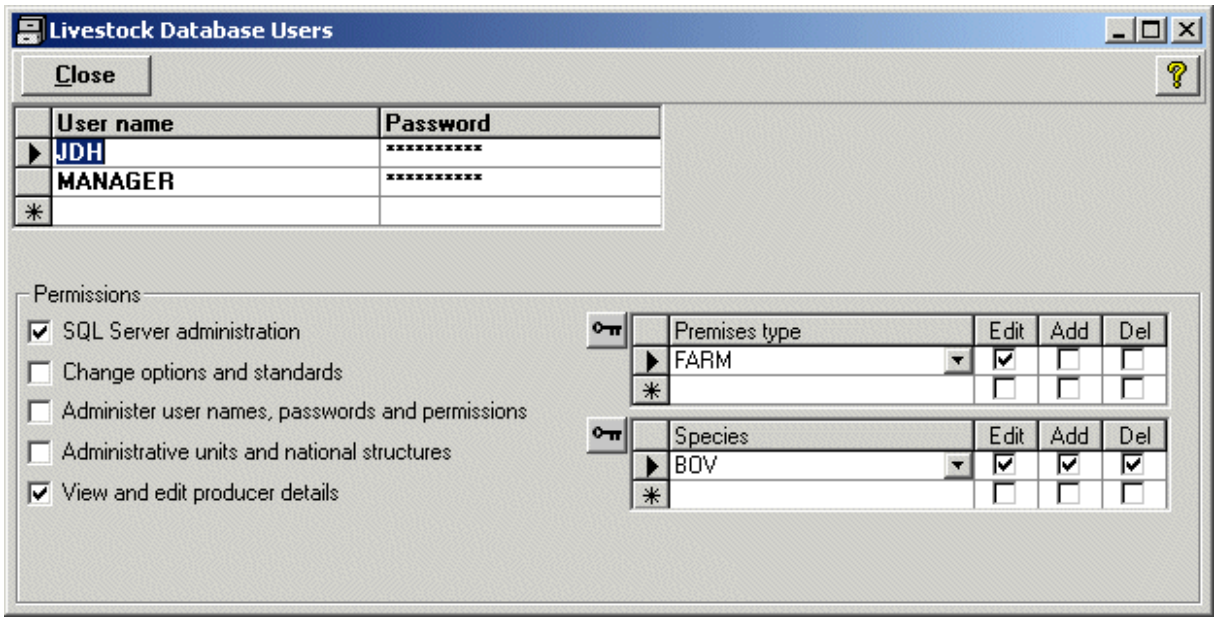
To change the password the user must confirm the old password for the current User ID (INTERAGRI). Then the new password is entered twice. Passwords are not case sensitive.



Central database security is paramount to control the level of access that users have. For example an abattoir worker requires access to animal registers so that slaughters can be recorded. However, they do not need access to details of producers, veterinary staff etc. The central database security is controlled via the database administration commands:



This displays the Livestock Database Users Form:



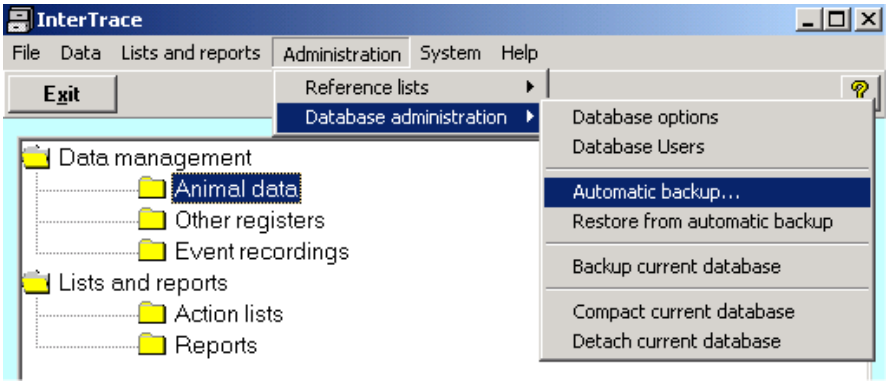
User names are added to the top grid (MANAGER is a system user name that cannot be changed). For each user name a very specific range of permissions can be defined that control the level of access that user has to data stored in the central database.

Note the grids for Premises types and Species. In the example above the current user only has access to data from the FARM premises type and the BOV species. All other data will not be visible to this user. Note that only Edit checkbox is ticked for the FARM premises type so this user can only edit farm data, and cannot add or delete farm records to the database. With regard to species data, this user can add or delete animal data as well as edit them.

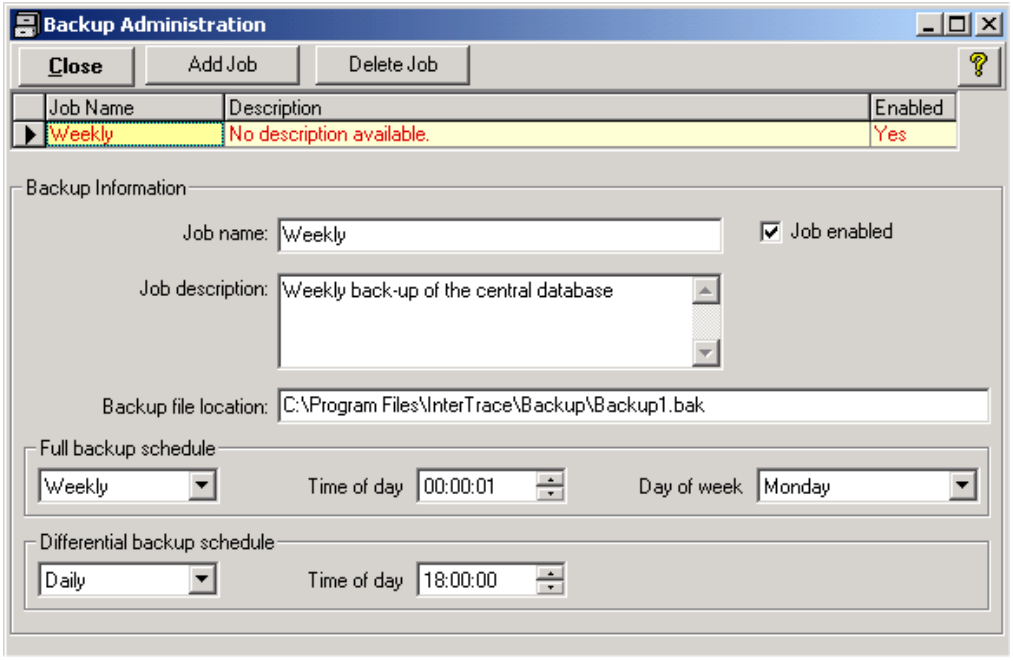
ii. Database back-up

There are two methods of backing up the central database. Both commands are implemented from *Administration … Database administration* menu items from the Main Menu.

Automatic back-up of the database:

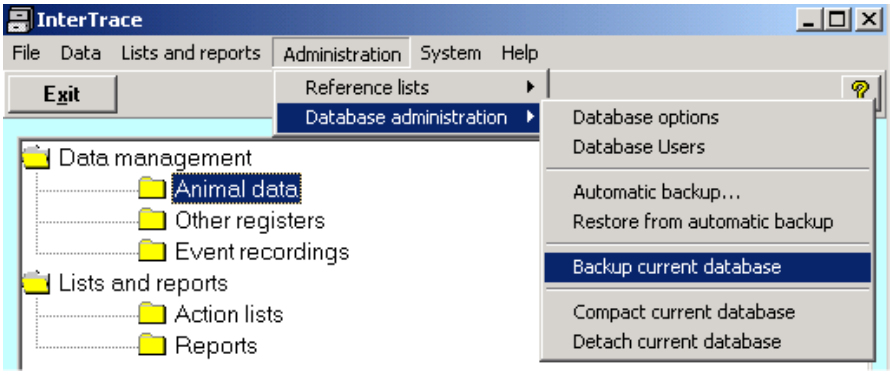


The Backup Administration Form allows the scheduling of any number of backup protocols.

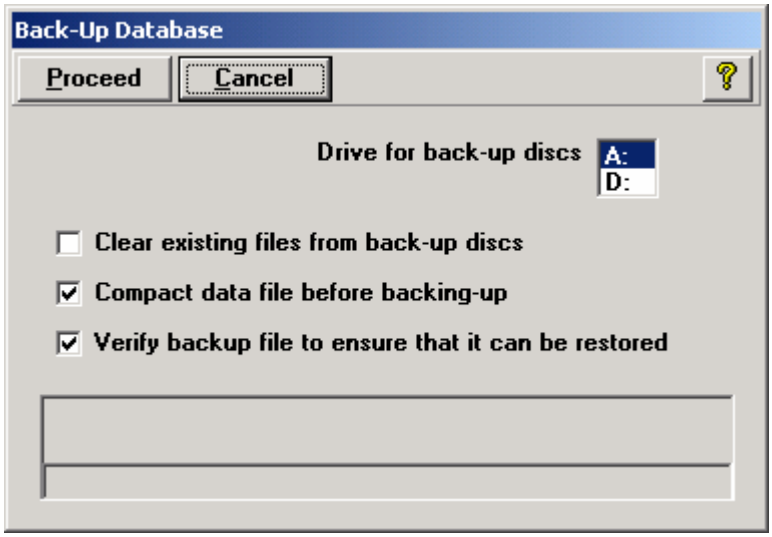


Back-up current database

Backing up the central database can also be done via the Backup current database command:



Backup can be to diskettes or, more normally, to a back-up server.



Translating InterTrace to a new language

The translation of InterTrace in to different languages is an integral part of the design of the program. New languages can be added as required. The full translation can then be implemented in a matter of hours.

i. Changing the language

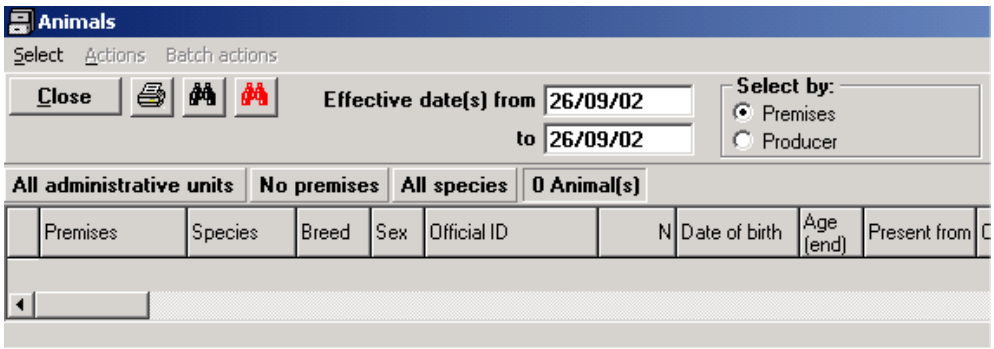
InterTrace is already available in a number of languages. To change the displayed language press the Alt and L keys simultaneously (Alt L) to display the Languages Form:

Select the language required and close the form. The program will then operate in the language selected. **Note** that when a new language is added to the list (by the distributor), all the forms, messages etc will still appear to be in English. Each caption, message etc must be translated in to the language. Once translated, those new items will be displayed whenever that language is selected.

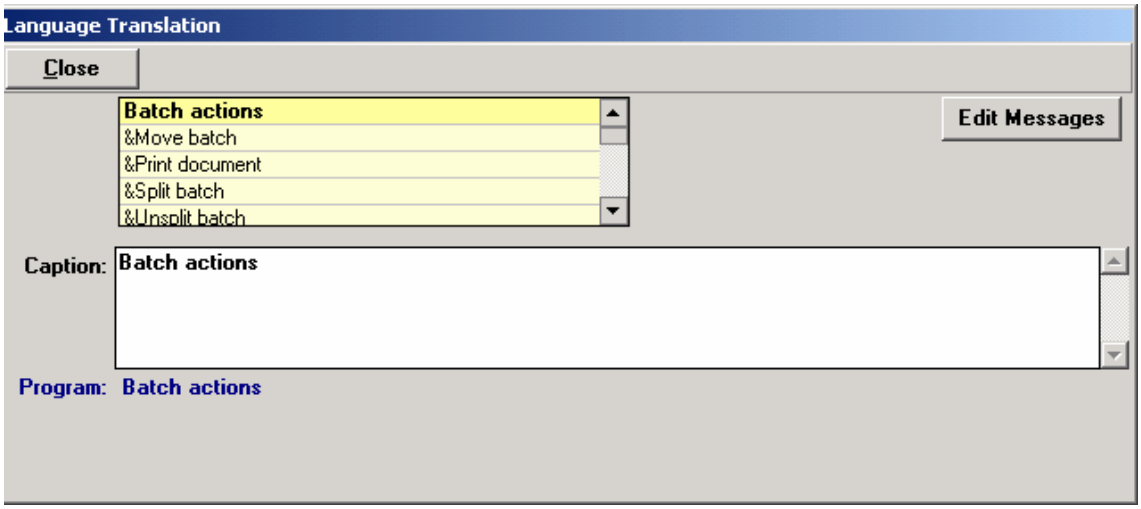
The language that was in use at the end of an InterTrace session will be the language used at the subsequent session.

ii. Translating InterTrace

Once the language is selected, the translation process requires every form being translated individually. In the example below, Spanish is the selected language. On displaying the Animal Register, the form appears to be in English. This is because the captions have not been translated:

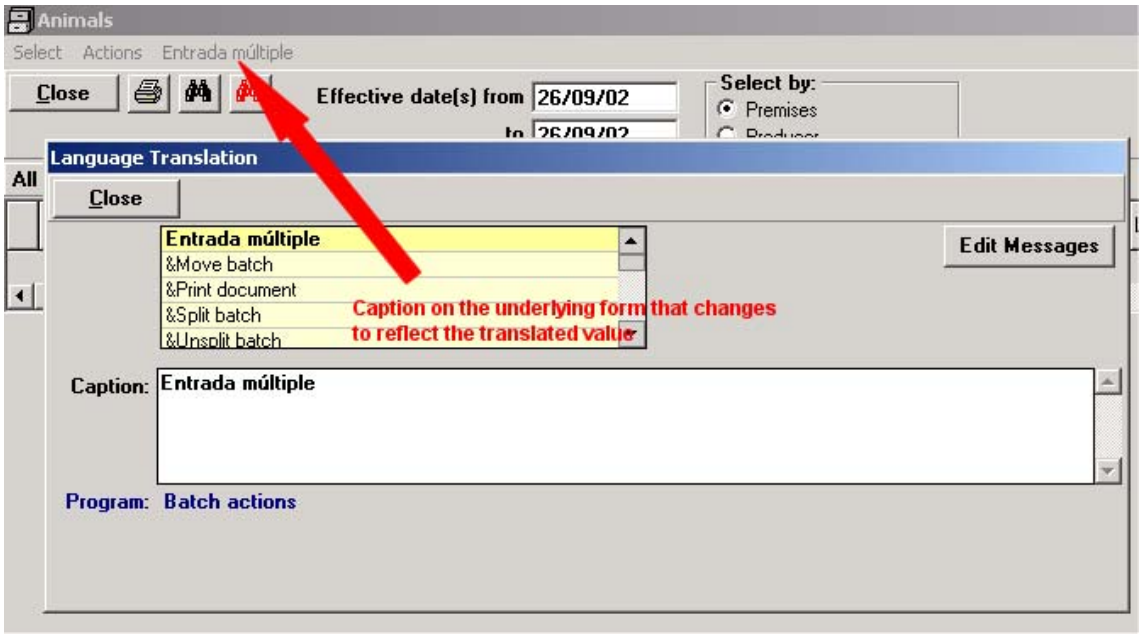


Press the Ctl, Alt and L keys simultaneously to display the Language Translation Form:



Note that the grid at the top of the form contains all the captions that are used within the underlying form (the Animal Register in this example). The content of the row selected in the top grid is also displayed in the Caption text box. It also appears at the bottom of the screen: Program: Batch actions

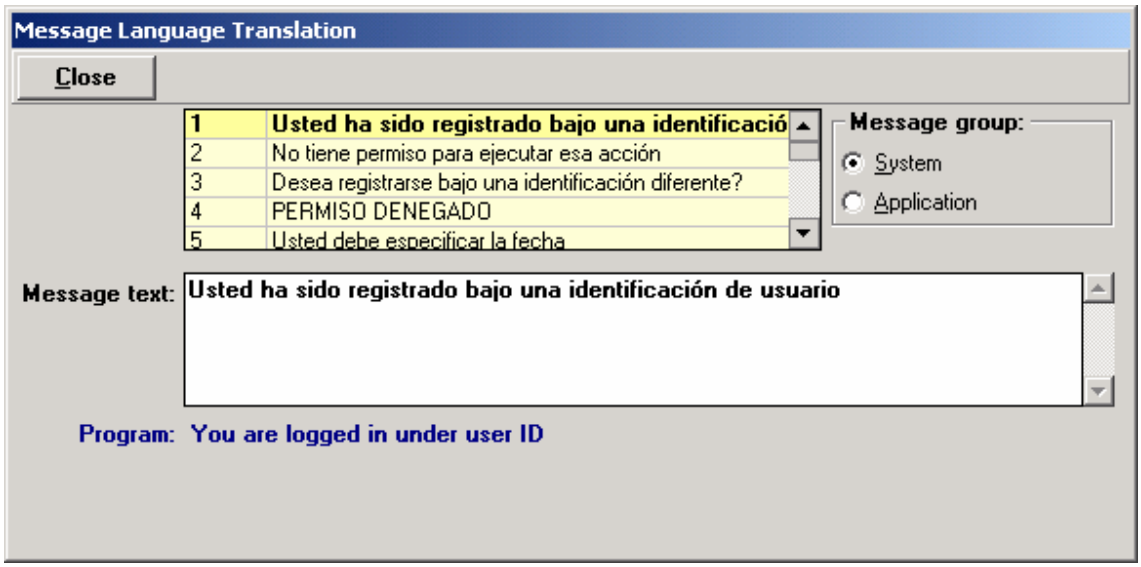
To translate this caption on the underlying form, translate the contents of the Caption text box. In the example below note that as the caption is translated in the Caption text box, its corresponding caption on the form reflects the translation.



Note that the Program: Batch actions remains unchanged and in English. This provides a reference point as to the intended meaning of the caption.

To complete the translation for the current form you must work down the grid, translating each caption in to the new language. The translations are saved in the current language and will be used in future sessions in that language. The translation process is then repeated for each form in the program.

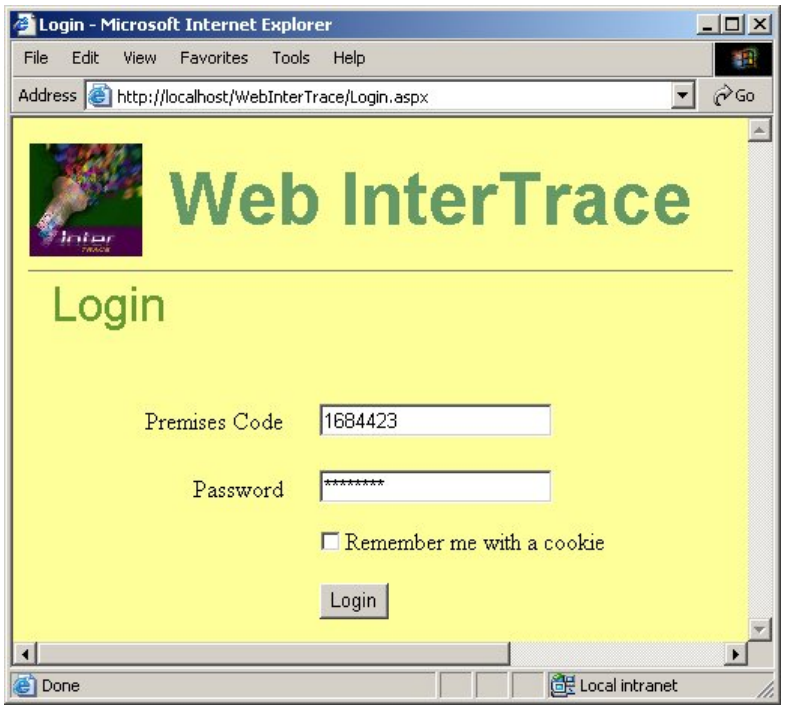
To translate the error messages used in the program click the Edit Messages button on the Language Translation Form. This displays the system error messages (these are common to all the InterAgri programs, including InterTrace). You must translate all the contents of the Message text box:



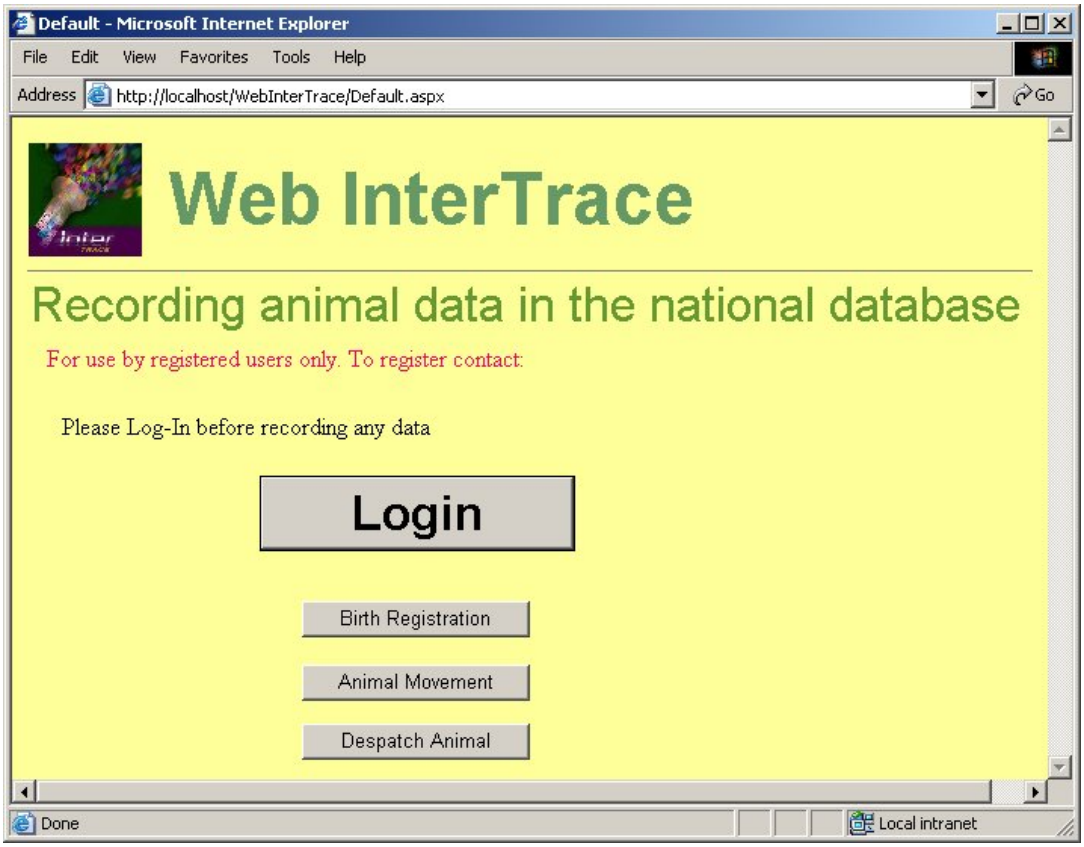
Then click the Application Group to display the messages that are specific to InterTrace. Translate these in the same way.

Data input via the World Wide Web (www)

Following the registration of animals, premises etc in the main database, it is possible for certain producers to register births, movements and removal of animals directly via the web.



Prior to gaining access to the web-entry facility the user must enter the premises code and a unique password. Once successfully logged in the user has a choice of three entry options:



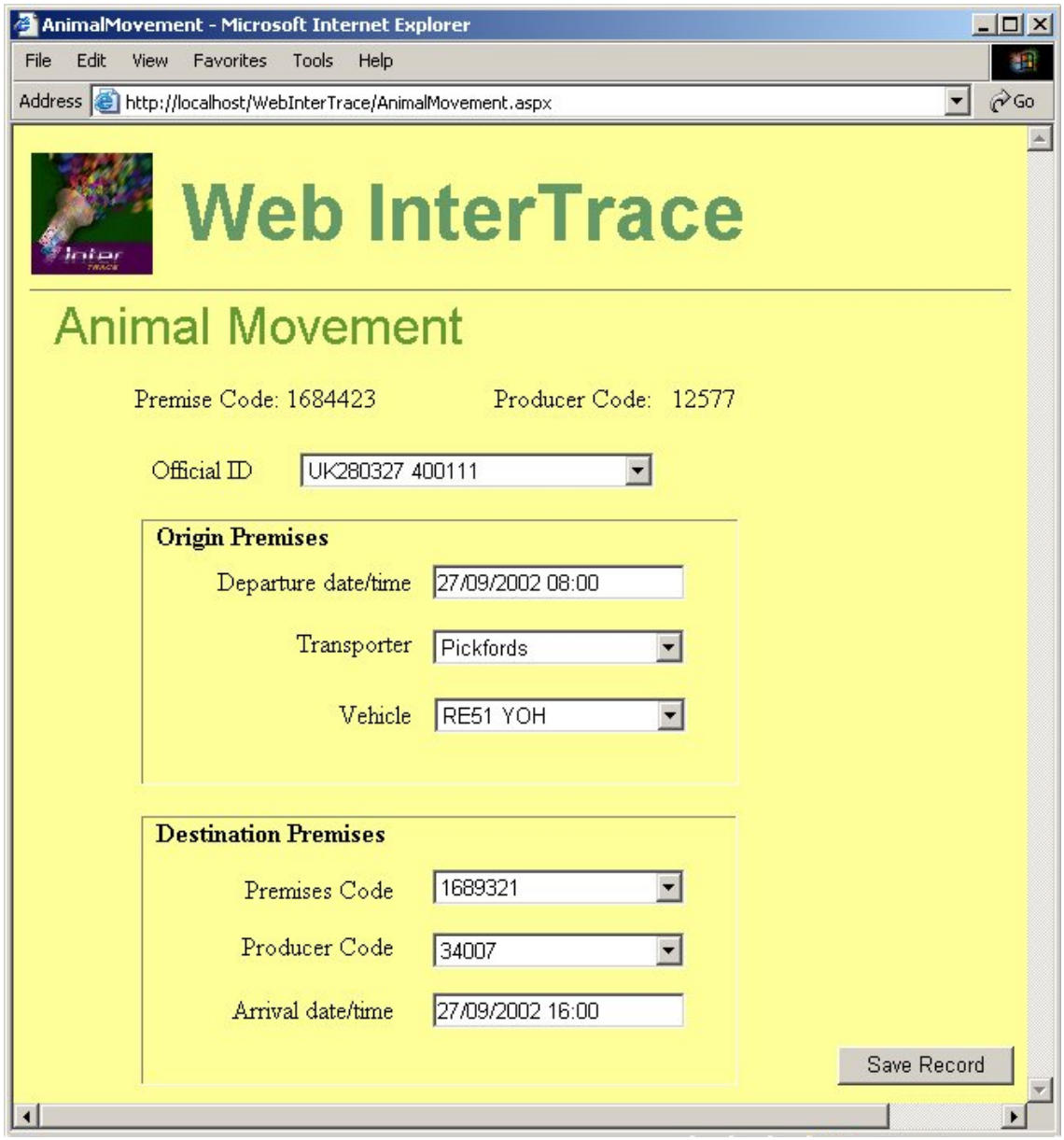
i. Birth registration

Birth registration requires, at a minimum, the official ID, birth date, species and sex of the new animal. The breed, ID of the dam and sire are optional.

Once the details are entered, the user clicks the 

button to submit the details to the main database. Details are checked for consistency before confirming that the data has been successfully added.

ii. Animal movement

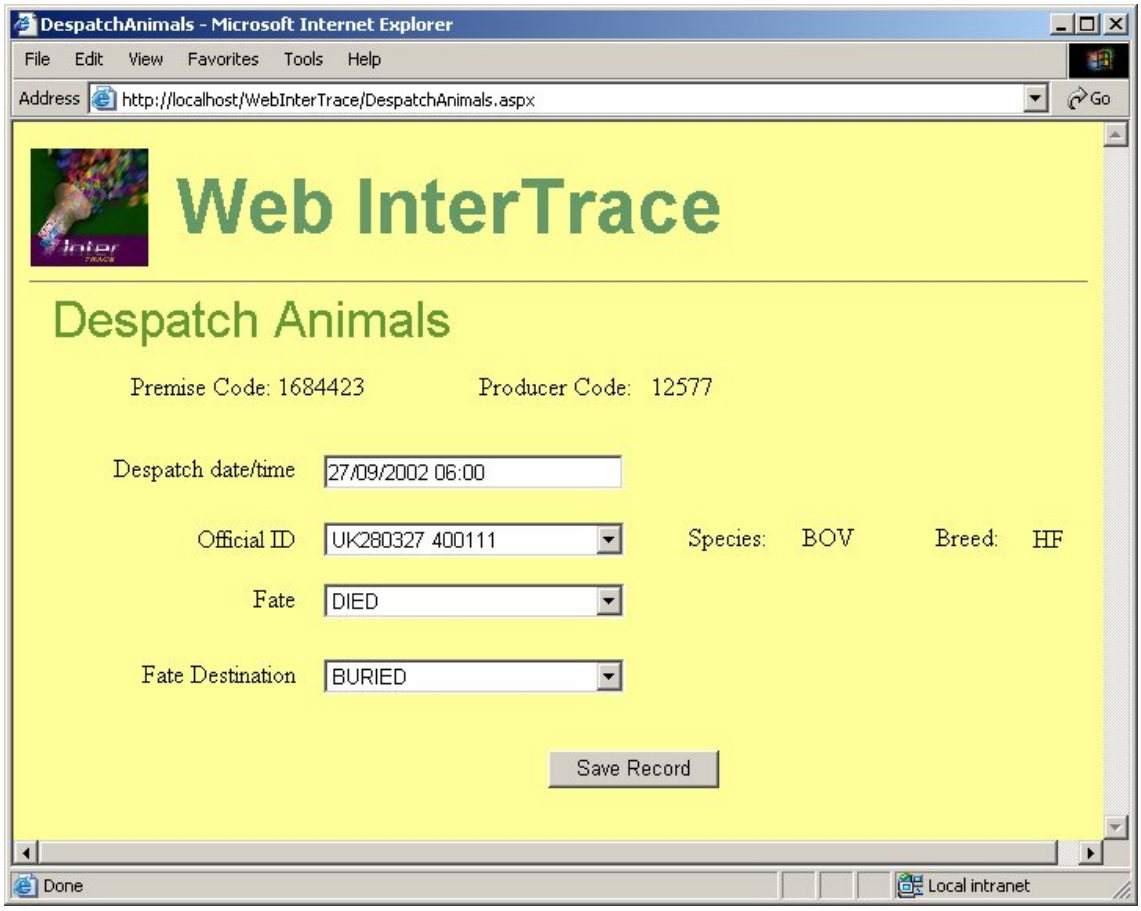


It is only possible to record movements of animals that are already registered in the database. The Official ID of the animal is entered along with details of the time of departure and the premises to which the animal was moved. If movement permits are used, these details will appear on the movement permit. Details of the transporter can also be recorded, if required.

Once the details are entered, the user clicks the 

button to submit the details to the main database. Details are checked for consistency before confirming that the data has been successfully added.

iii. Animal despatch



It is only possible to record the despatch of animals that are already registered in the database. The Official ID of the animal is entered along with details of the time of despatch, fate and fate destination.

Once the details are entered, the user clicks the 

button to submit the details to the main database. Details are checked for consistency before confirming that the data has been successfully added.

Annex One: User-defined documents

Introduction

User-defined documents are produced by creating a document template using a word-processor. Data fields can be embedded in the template, and these are replaced by the corresponding data values when the document is printed.

Data fields

Data field names are always placed in square brackets, e.g. [PremCode]. Data fields may be single variables, or grids containing a range of data values.

Single variable data fields are printed in the font used for the data field in the document template. Some single variable fields may occupy more than one line, e.g. an address. The fields for additional lines are indicated with an ampersand (&) character. The following would define a field for printing an address of up to five lines:

[PremAddr]

&[PremAddr]

&[PremAddr]

&[PremAddr]

&[PremAddr]

If the address to be printed only contained three lines, then the fourth and fifth lines would be printed as blank. If an address contained six lines, the sixth line would be omitted.

Grids cannot be embedded within lines: they are always printed from the left margin and no other text can be printed within the lines occupied by a grid. The font used for printing grids is that specified in the printer set-up form.

Lists of the data fields supported for each user-defined document are provided in this document.

Bar codes

Any variable that is available in a document may also be printed as a bar code.

[BARCODE]xxxxx,T,L,W,H

may be included at any point in the template document.

xxxxx is the mnemonic for the variable required;

T and L are the top and left positions of the bar code in centimetres from the top left margin of the space allocated for printing the document;

W and H are the width and height of the bar code in centimetres.

Bar codes must be specified at the end of the document template.

Grid documents

The contents of any grid may be printed, formatted according to a document template. The document is printed for each selected row in the grid. If no rows are selected, all are printed. This facility is invoked by right-clicking the headings of the grid.

The contents of any grid column may be embedded in the document by including the column number in square brackets, e.g. [0] would be replaced by the contents of column 0. Note that the columns are numbered starting at 0, and the column number is not necessarily the same as the order in which the columns are displayed if columns have been re-arranged by the user. To find the number of any column, right-click on the grid headings and select "Edit grid layout and headings". This displays a list of column headings with column numbers.

Page headings

Page headings to be printed at the top of each page in a user-defined document may be specified in a file with the same name as the document template, but with the extension .rtfhead. Thus the page heading text to be used with MyDocument.rtf would be MyDocument.rtfhead. If this file is not present, then no pager heading is printed.

Page heading templates can contain the following data fields:

[User]	the name of the current user;
[DateNow]	the date when printing started;
[TimeNow]	the time when printing started;
[PageNo]	the number of the current page;
[Title]	the report title specified in the printer set-up form
[SubTitle]	the report sub-title specified in the printer set-up form

If a data field in square brackets is not recognised when a document is being printed, the field name will be printed exactly as it appears in the document template.

Data field names and printer control codes are not case-sensitive, i.e. [datenow] is equivalent to [DateNow]. However spaces are significant: [Date Now] would not be recognised, and would be printed without substitution.

Printer control codes

Two special printer control codes are provided.

[Line] prints a horizontal line between the left and right margins defined in the printer set-up form.

[Page] forces printing to continue from the top of the next page. Optionally, this field may be followed by a number, e.g. [Page]10. In this case, if there are less than 10 lines left, printing will continue from the top of the next page; otherwise it will continue on the same page.

Editing document templates

Document templates are kept in rich text format as .rtf files. These files can be edited with any word processor that supports this file type. However, Microsoft Word uses rich text format features that are not supported by InterTrace. It is therefore recommended that Microsoft WordPad be used to edit document templates.

Margins are undefined when the template document is being edited; they are specified in the printer set-up form. If the margins specified at that time are too narrow to contain the line length used in the template file, the lines will be wrapped.

It is important to use tab stops rather than spaces to align columns in user-defined documents. Tab stops indicate a particular position on the page, whereas the position following spaces will depend of the preceding text on the same line.

If column headings are to be printed in a page header, it is easier to edit the page header and document templates as one document, and then to cut and paste the page header lines to the .rtfhead document.

Form: **Animal register**

Menu: **Actions for selected animals / Print document**

Any of the data fields or user-defined variables listed below may be prefixed with Pa followed by 1 to 3 characters and a stop to refer to a parent animal. Thus:

[PaG.Name] would return the name of the genetic dam (normally the same as the birth dam except in case of embryo transfer).

[PaD.Name] would return the name of the birth dam.

[PaS.Name] would return the name of the sire.

[PaSS.Name] would return the name of the paternal grandsire.

[PaGS.Name] would return the name of the maternal grandsire.

[PaGSS.Name] would return the name of the maternal grandsire's sire.

Data fields:

Where two mnemonics are indicated, the second is a shorter alternative that may be used if the full mnemonic is too long for the available space in the document template. This is particularly helpful in referring to parental data. Note also that mnemonics are not case-sensitive, so further space may be saved by using lower-case letters.

Any mnemonic generating a date my be followed by an M or L character to produce a date in Windows medium or long date format. For example, [BirthDate] produces the birth date in Windows short date format, and [BirthDateL] in Windows long date format.

Mnemonic	Explanation
GUID	Globally-unique identifier of animal
IDOfficial, IDO	Official ID (up to 20 characters)
SubBatch, SB	Sub-batch code (up to 25 characters)
IDFull, IDF	Official ID and sub-batch code (up to 45 characters)
Name, IDN	Name (up to 20 characters)
LongName, IDL	Long name (up to 40 characters)
Registration, IDR	Breed society registration code (up to 20 characters)
ElectronicID, IDE	Electronic ID code (up to 20 characters)
MilkRecID, IDM	Milk recording ID code (up to 20 characters)
OrigDate, OrD	Date from which animal was present (Windows short date format)
OrigType, OrT	Origin type code (up to 20 characters)
OrigSource, OrS	Origin source code (up to 20 characters)
OrigDoc	Origin document text (unlimited characters, single line)
OrigRef	Origin reference text (unlimited characters, single line)

Mnemonic	**Explanation**
BirthDate, BiD	Date of birth (Windows short date format)
BrPrem, BrP	Code of breeder's premises (up to 20 characters)
BrName	Breeder's premises name (unlimited characters, single line)
BrAddr	Breeder's premises address (unlimited characters, multi-line)
BrAdmC	Code of the administrative unit of the breeder's premises
BrAdm1C	Codes of the administrative units 1, 2 and 3 levels higher than the administrative unit of the breeder's premises
BrAdm2C	
BrAdm3C	
BrAdminU	Name of the administrative unit of the breeder's premises
BrAdmin1	Names of the administrative units 1, 2 and 3 levels higher than the administrative unit of the breeder's premises
BrAdmin2	
BrAdmin3	
BirthPrem, BiP	Code of premises where animal born (up to 20 characters)
BPName	Birth premises name (unlimited characters, single line)
BPAddr	Birth premises address (unlimited characters, multi-line)
BPAdmC	Code of the administrative unit of the birth premises
BPAdm1C	Codes of the administrative units 1, 2 and 3 levels higher than the administrative unit of the birth premises
BPAdm2C	
BPAdm3C	
BPAdminU	Name of the administrative unit of the birth premises
BPAdmin1	Names of the administrative units 1, 2 and 3 levels higher than the administrative unit of the birth premises
BPAdmin2	
BPAdmin3	
BirthNotify, BiND	Date that birth was notified (Windows short date format)
FateDate, FaD	Date of animal's death or export (Windows short date format)
FateType, FaT	Fate type code (up to 20 characters)
FateDest, FaDe	Fate destination code (up to 20 characters)
FateDoc	Fate document text (unlimited characters, single line)
FateRef	Fate reference text (unlimited characters, single line)
LWt	Liveweight at slaughter
DWt	Deadweight at slaughter
BatchSize, BS	Number of animals in the batch (integer)
Species, Sp	Species code (up to 20 characters)
Breed, Br	Breed code (up to 20 characters)
Sex, Sx	Sex code (up to 20 characters)
BloodLines	Breed composition (unlimited characters, single line)
RefBreed%, RB	Fraction of reference breed (unlimited characters, single line)

Mnemonic	Explanation
BreederCode, BrC	Code of the animal breeder (up to 20 characters)
BreederName	Name of the animal breeder (unlimited characters, single line)
BreederAddr	Address of the breeder (unlimited characters, multi-line)
PremCode, PC	Code of the present premises (up to 20 characters)
PremName, PN	Name of the present premises (unlimited characters, single line)
PremAddr	Address of the present premises (unlimited characters, multi-line)
PremAdmC	Code of the administrative unit of the premises
PremAdm1C	Codes of the administrative units 1, 2 and 3 levels higher than the administrative unit of the premises
PremAdm2C	
PremAdm3C	
PremAdminU	Name of the administrative unit of the premises
PremAdmin1	Names of the administrative units 1, 2 and 3 levels higher than the administrative unit of the premises
PremAdmin2	
PremAdmin3	
ProdCode, PrC	Code of the present producer (up to 20 characters)
ProdName, PrN	Name of the present producer (unlimited characters, single line)
ProdAddr	Address of the present producer (unlimited characters, multi-line)
PIN	Animal's PIN value
IoTEM	Index of total economic merit
ptaMkg	Predicted transmission ability for milk in kg
ptaFkg	Predicted transmission ability for butterfat in kg
ptaPkg	Predicted transmission ability for milk protein in kg
ptaFpc	Predicted transmission ability for butterfat in percent
ptaPpc	Predicted transmission ability for milk protein in percent
ptaRel	Reliability of PTA values
ptaEvG	PTA evaluation group
PrfS	Linear proof for sire
PrfD	Linear proof for dam
PedStat, Pe	Code of the animal's pedigree status (up to 20 characters)
DateToday	Present date (Windows short date format)
SDate	Date of supply (for animals moved on to premises)
SPremCode	Details of premises from which animal was moved
SPremName	
SPremAddr	
SPremAdmin	
SProdCode	Details of producer responsible for premises from which animal was moved
SProdName	

Mnemonic	Explanation
SProdAddr	
SPremAdmC	Code of the administrative unit of the origin premises
SPremAdm1C	Codes of the administrative units 1, 2 and 3 levels higher than the administrative unit of the origin premises
SPremAdm2C	
SPremAdm3C	
SPremAdminU	Name of the administrative unit of the origin premises
SPremAdmin1	Names of the administrative units 1, 2 and 3 levels higher than the administrative unit of the origin premises
SPremAdmin2	
SPremAdmin3	
DDate	Date of departure (for animals moved off premises)
DPremCode	Details of premises to which animal was moved
DPremName	
DPremAddr	
DPremAdmin	
DPremAdmC	Code of the administrative unit of the destination premises
DPremAdm1C	Codes of the administrative units 1, 2 and 3 levels higher than the administrative unit of the destination premises
DPremAdm2C	
DPremAdm3C	
DPremAdminU	Name of the administrative unit of the destination premises
DPremAdmin1	Names of the administrative units 1, 2 and 3 levels higher than the administrative unit of the destination premises
DPremAdmin2	
DPremAdmin3	
DProdCode	Details of producer responsible for premises to which animal was moved
DProdName	
DProdAddr	

User-defined variables:

Va. followed by name of any user-defined animal variable.

ID. followed by name of any user-defined identity field.

LV.#. followed by name of any user-defined linear assessment variable where # is the mnemonic for the linear assessment system.

LS.#. followed by name of any user-defined linear assessment score where # is the mnemonic for the linear assessment system.

LT.#. followed by name of any user-defined linear assessment score where # is the mnemonic for the linear assessment system. Prints the text interpretation of the score.

LA.#.P where # is the mnemonic for the linear assessment system. Prints the total score of the linear assessment.

LA.#.T where # is the mnemonic for the linear assessment system. Prints the text interpretation of total score of the linear assessment.

CV.#. followed by name of any user-defined linear assessment variable where # is the mnemonic for the linear assessment system.

CS.#. followed by name of any user-defined linear assessment score where # is the mnemonic for the linear assessment system.

CT.#. followed by name of any user-defined linear assessment score where # is the mnemonic for the linear assessment system. Prints the text interpretation of the score.

CA.#.P where # is the mnemonic for the carcass classification system. Prints the total score of the carcass classification.

CA.#.T where # is the mnemonic for the carcass classification system. Prints the text interpretation of total score of the carcass classification.

In any of the linear assessment and carcass classification variable and score names referred to above, the sequence number of the variable or score may be substituted for the name.

Grids:

Mnemonic	**Explanation**
PrevIDGrid	Grid listing previous official ID codes for the animal
OffspringGrid	Grid showing registered offspring of the animal
StaysGrid	Grid showing the animal's movement history
EventsGrid	Grid showing recorded events
LactationsGrid	Grid showing lactation summaries
ServicesGrid	Grid showing the service record
LAVarsGrid	Grid showing the linear assessment variables
LAScoresGrid	Grid showing the linear assessment score variables
OtherDataGrid	Grid showing the user-defined animal variable data

Form: **Abattoir reception**

Menu: **Print document from right mouse button**

Data fields:

Mnemonic	Explanation
Any variable available from documents in the Animal Register, including user-defined identity fields, animal variables and linear assessment variables, but excluding grids.	

Form: **Abattoir slaughter records**

Menu: **Print document from right mouse button**

Data fields:

Mnemonic	Explanation
Any variable available from documents in the Animal Register, including user-defined identity fields, animal variables and linear assessment variables, but excluding grids.	

Form: **Scheduled animal events**

Menu: **Actions for selected events / Print document**

Data fields:

Mnemonic	Explanation
PremAdminU	Administrative unit of premises (up to 20 characters)
PremCode	Premises code (up to 20 characters)
PremName	Premises name (unlimited characters, single line)
PremType	Premises type code (up to 20 characters)
PremLong	Premises longitude
PremLati	Premises latitude
PremGUID	Premises globally-unique identifier
PremAddr	Premises address (unlimited characters, multi-line)
EvCode	Event code (up to 20 characters)
EvName	Event name (unlimited characters, single line)
EvDate	Scheduled event date (Windows short date format)
Operator	Name of operator (unlimited characters, single line)
AnimalID	Official ID of animal (up to 20 characters)
Breed	Animal's breed code (up to 20 characters)
Species	Animal's species code (up to 20 characters)
Sex	Animal's sex code (up to 20 characters)
BirthDate	Animal's birth date (Windows short date format)
Age	Animal's age at time of event (e.g. 2y3m)

User-defined variables:

Anim. followed by name of any user-defined animal variable.

Prem. followed by name of any user-defined premises variable.

Ev. followed by name of any user-defined event variable.

Form: **Animal events report**

Menu: **Actions for selected events / Print document**

Data fields:

Mnemonic	Explanation
PremAdminU	Administrative unit of premises (up to 20 characters)
PremCode	Premises code (up to 20 characters)
PremName	Premises name (unlimited characters, single line)
PremType	Premises type code (up to 20 characters)
PremLong	Premises longitude
PremLati	Premises latitude
PremGUID	Premises globally-unique identifier
PremAddr	Premises address (unlimited characters, multi-line)
EvCode	Event code (up to 20 characters)
EvName	Event name (unlimited characters, single line)
EvDate	Scheduled event date (Windows short date format)
Operator	Name of operator (unlimited characters, single line)
AnimalID	Official ID of animal (up to 20 characters)
Breed	Animal's breed code (up to 20 characters)
Species	Animal's species code (up to 20 characters)
Sex	Animal's sex code (up to 20 characters)
BirthDate	Animal's birth date (Windows short date format)
Age	Animal's age at time of event (e.g. 2y3m)
Result	Event result name (up to 20 characters)

User-defined variables:

Anim. followed by name of any user-defined animal variable.

Prem. followed by name of any user-defined premises variable.

Ev. followed by name of any user-defined event variable.

Form: **Animal exits report**

Menu: **Actions for selected animals / Print document**

Data fields:

Mnemonic	Explanation
Any variable available from documents in the Animal Register, including user-defined identity fields, animal variables and linear assessment variables, but excluding grids.	
PremAdminU	Administrative unit of premises (up to 20 characters)
PremCode	Premises code (up to 20 characters)
PremName	Premises name (unlimited characters, single line)
PremType	Premises type code (up to 20 characters)
PremLong	Premises longitude
PremLati	Premises latitude
PremGUID	Premises globally-unique identifier
PremAddr	Premises address (unlimited characters, multi-line)
FateCode	Fate type code (up to 20 characters)
FateName	Fate type name (unlimited characters, single line)
DestDate	Date of exit (Windows short date format)
DestCode	Destination code (up to 20 characters)
DestName	Destination name (unlimited characters, single line)
Operator	Name of operator (unlimited characters, single line)
AnimalID	Official ID of animal (up to 20 characters)
Breed	Animal's breed code (up to 20 characters)
Species	Animal's species code (up to 20 characters)
Sex	Animal's sex code (up to 20 characters)
BirthDate	Animal's birth date (Windows short date format)
Age	Animal's age at time of registration (e.g. 2y3m)
BatchSize	Number of animals in batch registered

User-defined variables:

Prem. followed by name of any user-defined premises variable.

Form: **Animal movements off premises report**

Menu: **Actions for selected animals / Print document**

Data fields:

Mnemonic	Explanation
PremAdminU	Administrative unit of premises (up to 20 characters)
PremCode	Premises code (up to 20 characters)
PremName	Premises name (unlimited characters, single line)
PremType	Premises type code (up to 20 characters)
PremLong	Premises longitude
PremLati	Premises latitude
PremGUID	Premises globally-unique identifier
PremAddr	Premises address (unlimited characters, multi-line)
MoveDate	Date of departure (Windows short date format)
DestCode	Destination code (up to 20 characters)
DestName	Destination name (unlimited characters, single line)
AnimalID	Official ID of animal (up to 20 characters)
Breed	Animal's breed code (up to 20 characters)
Species	Animal's species code (up to 20 characters)
Sex	Animal's sex code (up to 20 characters)
BirthDate	Animal's birth date (Windows short date format)
Age	Animal's age at time of movement (e.g. 2y3m)
BatchSize	Number of animals in batch moved

User-defined variables:

Anim. followed by name of any user-defined animal variable.

Prem. followed by name of any user-defined premises variable.

Form: **Animal movements onto premises report**

Menu: **Actions for selected animals / Print document**

Data fields:

Mnemonic	Explanation
PremAdminU	Administrative unit of premises (up to 20 characters)
PremCode	Premises code (up to 20 characters)
PremName	Premises name (unlimited characters, single line)
PremType	Premises type code (up to 20 characters)
PremLong	Premises longitude
PremLati	Premises latitude
PremGUID	Premises globally-unique identifier
PremAddr	Premises address (unlimited characters, multi-line)
MoveDate	Date of arrival (Windows short date format)
OrigCode	Origin premises code (up to 20 characters)
OrigName	Origin premises name (unlimited characters, single line)
AnimalID	Official ID of animal (up to 20 characters)
Breed	Animal's breed code (up to 20 characters)
Species	Animal's species code (up to 20 characters)
Sex	Animal's sex code (up to 20 characters)
BirthDate	Animal's birth date (Windows short date format)
Age	Animal's age at time of movement (e.g. 2y3m)
BatchSize	Number of animals in batch moved

User-defined variables:

Anim. followed by name of any user-defined animal variable.

Prem. followed by name of any user-defined premises variable.

Form: **Animal registrations report**

Menu: **Actions for selected animals / Print document**

Data fields:

Mnemonic	Explanation
PremAdminU	Administrative unit of premises (up to 20 characters)
PremCode	Premises code (up to 20 characters)
PremName	Premises name (unlimited characters, single line)
PremType	Premises type code (up to 20 characters)
PremLong	Premises longitude
PremLati	Premises latitude
PremGUID	Premises globally-unique identifier
PremAddr	Premises address (unlimited characters, multi-line)
OrigCode	Origin type code (up to 20 characters)
OrigName	Origin type name (unlimited characters, single line)
OrigDate	Date of registration (Windows short date format)
SourceCode	Origin source code (up to 20 characters)
SourceName	Origin source name (unlimited characters, single line)
Operator	Name of operator (unlimited characters, single line)
AnimalID	Official ID of animal (up to 20 characters)
Breed	Animal's breed code (up to 20 characters)
Species	Animal's species code (up to 20 characters)
Sex	Animal's sex code (up to 20 characters)
BirthDate	Animal's birth date (Windows short date format)
Age	Animal's age at time of registration (e.g. 2y3m)
BatchSize	Number of animals in batch registered

User-defined variables:

Anim. followed by name of any user-defined animal variable.

Prem. followed by name of any user-defined premises variable.

Form: **Herd event records.**

Menu: **Print button from herd report tabs**

Data fields:

Mnemonic	Explanation
PremName	Premises name (unlimited characters, single line)
ProdName	First producer name (unlimited characters, single line)
DateNow	Date document printed (Windows short date format)
ReportDate	Report date (Windows short date format)
nAnim	Total no. animals in herd
nC	No. cows in herd
nCLa	No. cows in milk
pCLa	Percentage of cows in milk
nCDr	No. cows dry
pCDr	Percentage of cows dry
nCPr	No. cows pregnant
nHPr	No. heifers pregnant
pCPr	Percentage of cows pregnant
pHPr	Percentage of heifers pregnant
nCSe	No. cows served
nHSe	No. heifers served
pCSe	Percentage of cows served
pHSe	Percentage of heifers served
nCEm	No. cows empty
nHEm	No. heifers empty
pCEm	Percentage of cows empty
pHEm	Percentage of heifers empty
nCL1	No. cows in 1st lactation
pCL1	Percentage of cows in 1st lactation
nH	No. heifers
nFy	No. female calves
nM	No. mature males (>18 m)
nMy	No male calves
Age	Average age of cows in herd
AgeH	Average age of heifers in herd
Se/Cw	Average services per served cow
Se/He	Average services per served heifer

Mnemonic	Explanation
Se/Co	Average services per conception (cows)
Co/Se	Conception rate (cows)
Se/CH	Average services per conception (heifers)
Co/SH	Conception rate (heifers)
Ca-S1	Average calving to first service interval
Ca-Co	Average calving to conception interval
AgeS1	Average age at first service
AgeCo	Average age at conception
Nce	No. cows empty > 100 days post calving
Pce	Percentage of cows empty > 100 days post calving
nS>2	No. cows served more than twice
nHS>2	No. heifers served more than twice
CI	Average calving interval (previous lactation)
AgeC	Average age at first calving (previous lactation)
PrTo	Total milk production on control date
Pr/C	Milk per lactating cow on control date
Pr305	Expected average 305-day production for current lactations
DPP	Average days post calving for lactating cows
mrDate	Latest milk recording date
AvLS	Average linear score for all cows

Grids:

Mnemonic	Explanation
CowGridData	Data recording sheet grid
HeiferGridData	Data recording sheet grid
CalfGridData	Data recording sheet grid
MaleGridData	Data recording sheet grid
CowGridInv	Herd inventory tab cows grid
HeiferGridInv	Herd inventory tab heifers grid
CalfGridInv	Herd inventory tab female calves grid
MaleGridInv	Herd inventory tab male animals grid
CowGridPregnant	Cow fertility status tab pregnant cows grid
CowGridServed	Cow fertility status tab served cows grid
CowGridEmpty	Cow fertility status tab empty cows grid
HeiferGridPregnant	Heifer fertility status tab pregnant heifers grid
HeiferGridServed	Heifer fertility status tab served heifers grid

HeiferGridEmpty	Heifer fertility status tab empty heifers grid
CowGridLact	Lactation status tab milking cows grid
CowGridDry	Lactation status tab dry cows grid
GridLactSumm	Lactation summary grid from herd summary tab

Form: **Scheduled premises events**

Menu: **Actions for selected events / Print document**

Data fields:

Mnemonic	Explanation
PremAdminU	Administrative unit of premises (up to 20 characters)
PremCode	Premises code (up to 20 characters)
PremName	Premises name (unlimited characters, single line)
PremType	Premises type code (up to 20 characters)
PremLong	Premises longitude
PremLati	Premises latitude
PremGUID	Premises globally-unique identifier
PremAddr	Premises address (unlimited characters, multi-line)
EvCode	Event code (up to 20 characters)
EvName	Event name (unlimited characters, single line)
EvDate	Scheduled event date (Windows short date format)
Operator	Name of operator (unlimited characters, single line)

User-defined variables:

Prem. followed by name of any user-defined premises variable.

Ev. followed by name of any user-defined event variable.

Form: **Premises events report**

Menu: **Actions for selected events / Print document**

Data fields:

Mnemonic	Explanation
PremAdminU	Administrative unit of premises (up to 20 characters)
PremCode	Premises code (up to 20 characters)
PremName	Premises name (unlimited characters, single line)
PremType	Premises type code (up to 20 characters)
PremLong	Premises longitude
PremLati	Premises latitude
PremGUID	Premises globally-unique identifier
PremAddr	Premises address (unlimited characters, multi-line)
EvCode	Event code (up to 20 characters)
EvName	Event name (unlimited characters, single line)
EvDate	Scheduled event date (Windows short date format)
Operator	Name of operator (unlimited characters, single line)
Result	Result name (up to 20 characters)

User-defined variables:

Prem. followed by name of any user-defined premises variable.

Ev. followed by name of any user-defined event variable.

Form: **Premises register**

Menu: **Actions for selected premises / Print document**

Data fields:

Mnemonic	Explanation
PremCode	Premises code (up to 20 characters)
PremName	Premises name (unlimited characters, single line)
PremAddr	Premises address (unlimited characters, multi-line)
PremLong	Premises longitude
PremLati	Premises latitude
PremGUID	Premises globally-unique identifier
ProdCode	First producer code (up to 20 characters)
ProdName	First producer name (unlimited characters, single line)
ProdAddr	First producer address (unlimited characters, multi-line)
DateToday	Date document printed (Windows long date format)

User-defined premises variables:

VP. Followed by name of any user-defined premises variable.

Population limits:

PL.spec.sex Where spec is the species code and sex is the sex code. If .sex is omitted the limit for the species is returned.

Grids:

Mnemonic	Explanation
EventGrid	Grid listing events recorded for premises.

Form: **Producers register**

Menu: **Actions for selected producers / Print document**

Data fields:

Mnemonic	Explanation
ProdCode	Producer code (up to 20 characters)
ProdName	Producer name (unlimited characters, single line)
ProdAddr	Producer address (unlimited characters, multi-line)
ProdRems	Producer remarks (unlimited characters, multi-line)
DateToday	Date document printed (Windows long date format)

User-defined producer variables:

Name of any user-defined producer variable.

Grids:

Mnemonic	Explanation
PremGrid	Grid listing premises in which producer has a registered interest.

Form: **List of all animals in show**

Menu: **Right mouse button on list grid / Print document**

Data fields:

Mnemonic	Explanation
Any variable available from documents in the Animal Register, including user-defined identity fields, animal variables and linear assessment variables, but excluding grids.	
CatCode	Code of the show category (single line, up to 20 characters)
CatName	Name of the show category (single line, unlimited characters)
ShowID	ID allocated at show (single line, up to 10 characters)
AwCode	Code of award, if any, (single line, up to 20 characters)
AwName	Name of award, if any, (single line, up to 20 characters)
Points	Points awarded (numerical value)
AgeElig	Age on eligibility date

Form: **Competitions**

Menu: **Right mouse button on entrants grid / Print document**

Data fields:

Mnemonic	Explanation
Any variable available from documents in the Animal Register, including user-defined identity fields, animal variables and linear assessment variables, but excluding grids.	
ShowCode	Code of the show (single line, up to 20 characters)
ShowName	Name of the show (single line, unlimited characters)
ShDate1	Show start date (Windows short date format)
ShDate1L	Show start date (Windows long date format)
ShDate2	Show end date (Windows short date format)
ShDate2L	Show end date (Windows long date format)
CatCode	Code of the show category (single line, up to 20 characters)
CatName	Name of the show category (single line, unlimited characters)
CompDate	Competition date (Windows short date format)
CompDateL	Competition date (Windows long date format)
EligDate	Eligibility date (Windows short date format)
EligDateL	Eligibility date (Windows long date format)

AgeElig	Age on eligibility date
ShowID	ID allocated at show (single line, up to 10 characters)
AwCode	Code of award, if any, (single line, up to 20 characters)
AwName	Name of award, if any, (single line, up to 20 characters)
Points	Points awarded (numerical value)

Form: **Competitions**

Menu: **Right mouse button on categories grid / Print document**

Data fields:

Mnemonic	**Explanation**
ShowCode	Code of the show (single line, up to 20 characters)
ShowName	Name of the show (single line, unlimited characters)
ShDate1	Show start date (Windows short date format)
ShDate1L	Show start date (Windows long date format)
ShDate2	Show end date (Windows short date format)
ShDate2L	Show end date (Windows long date format)
CatCode	Code of the show category (single line, up to 20 characters)
CatName	Name of the show category (single line, unlimited characters)
CompDate	Competition date (Windows short date format)
CompDateL	Competition date (Windows long date format)
EligDate	Eligibility date (Windows short date format)
EligDateL	Eligibility date (Windows long date format)
MinAge	Minimum age limit (months)
MaxAge	Maximum age limit (months)
Rules	Category rules (multiple lines, unlimited characters)

Grids:

Mnemonic	**Explanation**
EntrantsGrid	Grid listing entrants for show category
AwardsGrid	Grid listing possible awards for show category

Form: **Competitions**

Menu: **Right mouse button on shows grid / Print document**

Data fields:

Mnemonic	Explanation
ShowCode	Code of the show (single line, up to 20 characters)
ShowName	Name of the show (single line, unlimited characters)
ShDate1	Show start date (Windows short date format)
ShDate1L	Show start date (Windows long date format)
ShDate2	Show end date (Windows short date format)
ShDate2L	Show end date (Windows long date format)

Grids:

Mnemonic	Explanation
CategoriesGrid	Grid listing competition categories in show

Form: **Review Slaughter Premium Scheme claims**

Menu: **Actions / Print claims data**

Data fields:

Any variables available from the Premises of Producers Register documents.

Mnemonic	Explanation
CN	Claim number
NA	Number of animals in the claim
Rate	Premium rate per animal (Euro)
PotVal	Total potential value of the claim before penalties (Euro)
Created	Date of creation of the claim record
Deadline	Deadline by which claim must be returned to avoid penalties
Printed	Date on which the claim was printed
Confirm	Date of lodgement of signed claim
ToDate	Latest slaughter date for animals included in claim
IntAmtC	Calculated interim payment, allowing for penalties (local currency)
FinAmtC	Calculated final payment, allowing for penalties (local currency)
TotAmtC	Calculated total payment, allowing for penalties (local currency)
PenLate	Late submission penalty (percentage of claim)
PenProd	Penalty applied to producer (percentage of claim)
IntDate	Date of interim payment
IntAmt	Amount of interim payment (local currency)
FinDate	Date of final payment
FinAmt	Amount of final payment (local currency)
TotalPaid	Total amount paid (local currency)
Balance	Balance of claim due to be paid (local currency)
IntMinDate	Earliest date for interim payments
FinMinDate	Earliest date for final payments

Grids:

Mnemonic	Explanation
AnimalGrid	Grid listing animals in claim

Annex One