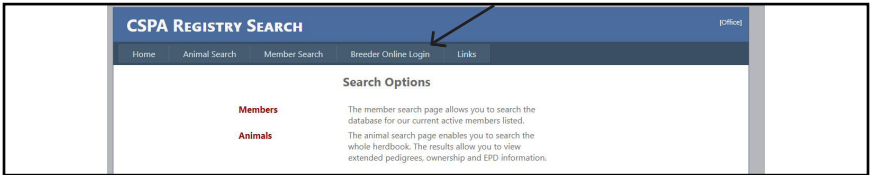


Recording & Registering Calves Submitting DNA Samples

Step 1: Go to the CSPA website to find the link to the registry login. Click on the CSPA Online Reigstiry button.



Step 2: Click on the Breed Online Login tab.



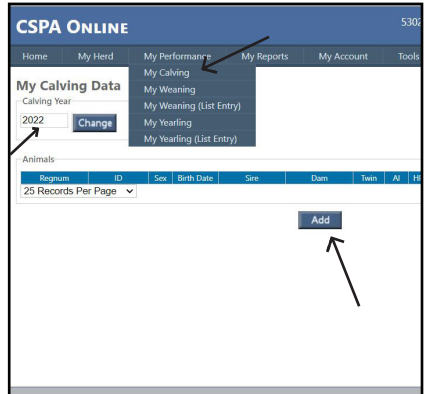
Step 3: Enter in your login information. Your username is your member ID. You will have received a temporary password from the CSPA office if it is your first time logging in. Otherwise use the password that you have set.



Step 4: Click on My Performance. This will bring up a drop down menu, then click My Calving.



Step 5: Once on the My Calving page you can enter the calving year (it will be preset to the current year). Click Add.



Step 6: Now you are ready to enter in your calf data. Start with filling out the dam (reigstration number or tattoo) then hit tab to go to the next field, the name of the cow will have auto filled. Fill in the birthdate (day/month/year). Sire (registration number or tattoo), the name will auto fill. ID/Loc is where you enter the tattoo and make sure to include the location (Ex. right ear). Record the sex. If you steered the calf you can enter the date that was done. If the calf was a twin make sure to enter 2 in # born. You can then enter the twin sex. Record the body color and if the calf is horned/poled or scurred.

The screenshot shows the 'Animal' registration form with the following fields and values:

- Dam:** CSP1A
- Calf Birth Date:** 01/01/2022
- Sire:** CSP10F
- ID/Loc:** CSP 1K RE
- Sex:** BULL
- # Born:** 1
- Body Colour:** Speckled
- HPS:** Polled

Arrows in the image point to the Dam, Calf Birth Date, Sire, ID/Loc, Sex, and Body Colour fields.

Step 7: Next enter the service type (natural or AI). You can add the Pasture exposure dates (bull in and bull out) or the AI date in the boxes beside. If it is an embryo calf select yes in the Embryo dropdown. You then enter the recip tag, age, and breed. Below these boxes there is a Click For Codes link. This brings up the codes for different breeds or crosses for your recip cow. Please also record the flush and implant dates. If your recip is a registered speckle you can record her registration or tattoo in the applicable box. The following field is Name. This is where you enter the name of the calf you are registering. If the calf died or was culled prior to weaning please enter the disposal code through the dropdown menu and appropriate date. Under Birth you can enter the calving ease. This will be in the calf was unassisted or pulled, etc. For group you enter 1 unless you have animals under different management groups. You number your groups separately for the purpose of performance data. For WT. this is where you enter the birthweight.

The screenshot shows the 'Embryo' and 'Name' sections of the registration form with the following fields and values:

- Service Type (SVC):** Nat
- Is Embryo:** No
- Name:** CSP KING KONG 1K
- Disposal Code:** -Active
- Birth Ease:** Unassisted
- Group:** 1
- WT:** 90

Arrows in the image point to the SVC, Is Embryo, Name, Disposal Code, Birth Ease, and WT fields.

* It is important to get in the habit of recording calving ease, pasture exposures, accurate disposal codes, birthweights for when we start publishing EPD evaluations.

Step 8: Now you have entered all your calf information. Hit save at the bottom of the page. This will generate a UNR (unregistered) number for the calf. **DO NOT CHECK OFF REGISTER (just click save)** - registration is not possible until DNA has been completed.



A screenshot of a web form. At the top left, there is a checkbox labeled "Register". Below it is a note: "* Note: To Register Animal Select The Register Check Box And Click Save". At the bottom right of the form, there are two buttons: "Save" and "Cancel". An arrow points from the top right towards the "Save" button.

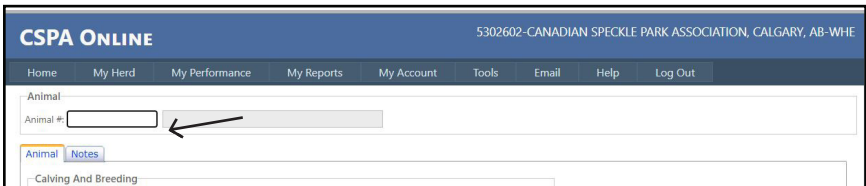
Step 9: Contact the CSPA office **by email** with the list of calves that you have recorded and what DNA tests you would like ordered for them. DNA requests will be available through the online system in the future.

NOTE: If one or both of the parents of your calf only has a microsatellite/STR on file, which you can look up by look at the LAB tab on the animal, then you will need to upgrade that parent to SNP. OR if upgrading the parent to SNP is not possible we will need to order both a SNP and microsatellite test on the calf in order to complete parent verification. If you do this ahead of time and ensure you are ordering the right tests this will prevent delays in getting registrations for your calves. ***

Step 10: Send in your DNA samples directly to the lab (Neogen Canada) using hair cards or tissue sampling units (TSUs). You can order your hair cards or TSU supplies through the online Neogen store at <http://www.neogen.com/categories/sampling-equipment/hair-cards/>. Make sure that you label your samples completely with tattoo, name, UNR number, and indicate you are a CSPA member. This will ensure they match the sample with the request coming from the CSPA office. No other paperwork is required to accompany the samples.

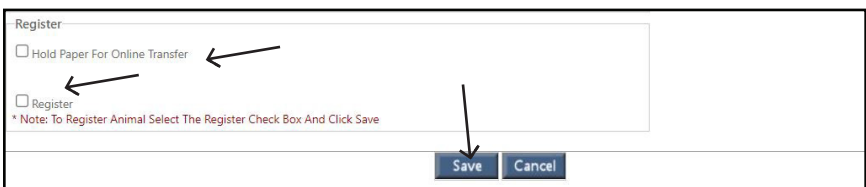
Neogen Canada
7323 Roper Road NW
Edmonton, AB T6E 0W4

Step 11: Once your DNA results have come back and the calf is fully parent verified (to sire and dam) and has all of the conditions completed you can register it. Go back to the My Calving page and search the calf by tattoo or UNR number in the Animal # box. This will bring up all the information you have previously entered.



A screenshot of the CSPA ONLINE website. The header includes "CSPA ONLINE" and "5302602-CANADIAN SPECKLE PARK ASSOCIATION, CALGARY, AB-WHE". Below the header is a navigation menu with links: Home, My Herd, My Performance, My Reports, My Account, Tools, Email, Help, Log Out. The main content area shows a search bar labeled "Animal #" with an arrow pointing to it. Below the search bar are tabs for "Animal" and "Notes". At the bottom, there is a section for "Calving And Breeding".

Step 12: Check off the Register checkbox. If you would like the ability to transfer your animals online then also check off the Hold Paper for online transfer box. This means that a physical certificate will not be generated. If you do not check this off a paper will be mailed to you. This means you will have to fill out the back and send the certificate into the office to complete transfers in future. Hit Save and a CDN registration number will generate.



A screenshot of a web form. At the top left, there is a checkbox labeled "Register". Below it is a note: "* Note: To Register Animal Select The Register Check Box And Click Save". Below the note, there are two more checkboxes: "Hold Paper For Online Transfer" and "Register". At the bottom right of the form, there are two buttons: "Save" and "Cancel". Arrows point to the "Hold Paper For Online Transfer" and "Register" checkboxes.