



The American Maine-Anjou Association (AMAA) uses the Digital Beef, Inc. data entry system for its registry. Below you will find a list of helpful instructions to help navigate and utilize this new system.

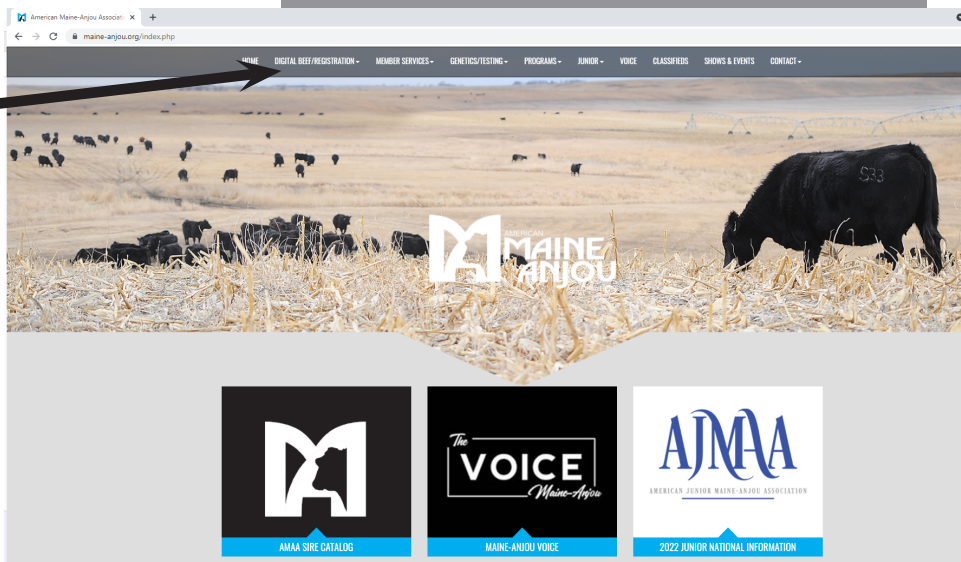
# DIGITAL BEEF

## Instructions

### How do I login?

1

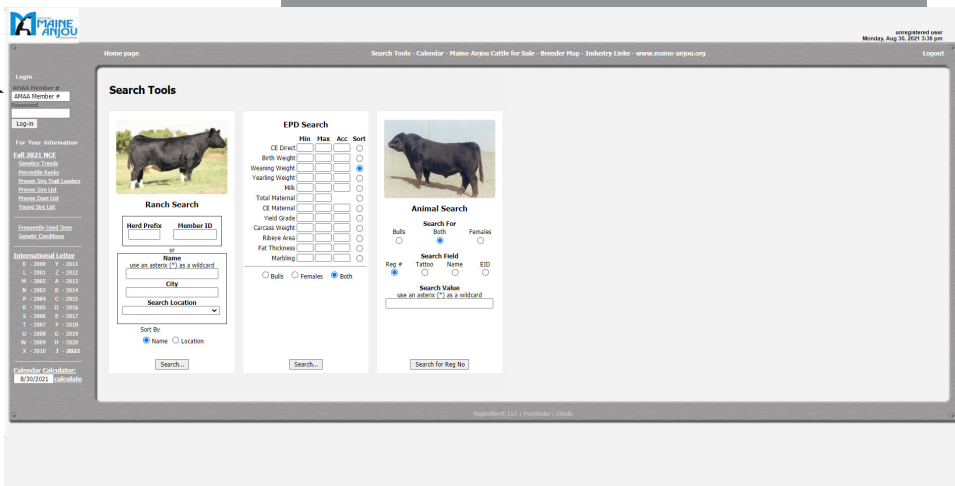
To login into the Maine-Anjou Digital Beef registry system you will go to the Maine-Anjou.org website and select **"DIGITAL BEEF/REGISTRATION."** You will select **REGISTER/SEARCH FOR ANIMALS** from the drop down. This will open a new window, [maine-anjou.digitalbeef.com/index.php](http://maine-anjou.digitalbeef.com/index.php).



2

Under the word **LOGIN** there are two white boxes, user name (breeder number) and password, enter the appropriate information and select login.

If you do not have a member number or do not remember your password e-mail Marcena at [Marcena@AMAAPC.com](mailto:Marcena@AMAAPC.com) or call the AMAA office at (816) 431-9950.





# AMERICAN MAINE ANJOU ASSOCIATION

# DIGITAL BEEF

## Instructions

### How do I register calves?

1

Once logged in, you will select **HERD MGMT** and choose the tab labeled **RECORDING** followed by **REGISTER CALVES**.

The screenshot shows the 'Simple Search Tools' interface. On the left, a sidebar menu lists various options, with 'Herd Mgmt' highlighted. The main area contains three search tool sections: 'EPD Search' with fields for CE Direct, Birth Weight, Weaning Weight, Yearling Weight, Milk, Total Maternal, CE Maternal, Yield Grade, Carcass Weight, Ribeye Area, Fat Thickness, and Marbling; 'Ranch Search' with fields for Herd Prefix, Member ID, Name, City, and Search Location; and 'Animal Search' with fields for Search For (Bulls/Females), Search Field (Reg #, Tattoo, Name, EID), and Search Value. Each section has a 'Search...' button.

2

After you have selected the **REGISTER CALVES** option, you will be redirected to the following screen and will be able to enter the animal's information. Once all required fields are complete, you will click the **VALIDATE** button to check for errors. If there are no errors, you will select **COMMIT TO REGISTRY** and you will receive your registration number.

The screenshot shows the 'Birth Data Entry Screen for Work Order #'. The form has a table-like structure with columns for various data points: SE, LF, Tattoos, Birth Date, Sex, Service Type, Flush Date, Owner at Flush, Dam, Sire, Maternalist, H/P/S, Color, CE, Birth Weight, Twin Code, Season, and Web. Below the table are buttons for 'Add to...', 'Validate', and 'Commit to Registry'. The 'Validate' button is highlighted with a red box.

### WHAT ARE THE REQUIRED FIELDS FOR REGISTERING ANIMALS?

- Herd Prefix
- Flush Date
- CE (Calving Ease)
- Tattoo
- Dam
- Twin Code
- Birthday
- Sire
- Name
- Sex
- H/P/S
- Purchaser (If Applicable)
- Service Type
- Color
- Date of Purchase (If Applicable)

**\*\*NOTE: If the animal you are registering is out of a commercial cow you will need to register the dam first.\*\***



# AMERICAN MAINE ANJOU ASSOCIATION

## DIGITAL BEEF

### *Instructions*

## How do I add other breed pedigrees?

1

Other breed pedigrees can be added to the registration of an animal for either the sire or the dam. The fee to add a bull pedigree is \$40 and to add a female pedigree is \$25. Please send along a copy of the registration paper for each particular animal and include the proper amount. When requesting a pedigree to be added, please use the original registration number for that breed and add the appropriate prefix to that number.

**\*\*Example AN17145326\*\***

Angus – AN  
Red Angus – AR  
Belted Galloway – BG  
Brahman – BR  
Chianina – CA  
Charolais – CH  
Galloway- GA  
Gelbvieh – GV  
Hereford – HH  
Polled Hereford – HP  
Shorthorn – IS  
Limousin – LM  
Lowline – LL  
Canadian Maine – MA  
Red Brangus – RB  
Salers – SA  
Simmental – SM  
Polled Shorthorn – SP  
Scottish Shorthorn – SS

Once the pedigree has been added the calf registration will then be completed.





# DIGITAL BEEF

## *Instructions*

*How do I register  
a cow and then a  
calf?*

1

Once logged in, you will click on **HERD MGMT** and select the tab labeled **RECORDING** followed by **REGISTER CALVES**.

NOTE: The cow's dam or sire may read unregistered, if the animal you are registering was born before Jan. 1, 2014. When registering an animal under these guidelines, please leave the dam field blank.

Once you validate and commit to registry, you will obtain a registration number on the cow. You will repeat the above steps and register the calf with the dam registration information you just completed.

Steers may read commercial on the sire's side, but must be out of a 50% or higher dam to register offspring. The dam must always be accounted as a commercial dam or Maine dam to obtain papers. The required percentage to register a steer is 25% (1/4)

## How do you save your work and come back to it?

If you have entered your information and wish to come back to it later be sure to do the following steps:

1. Validate your work to save the entry.

2. Previous work can be found by selecting **WORK QUEUES** and **BIRTH RECORDING**.





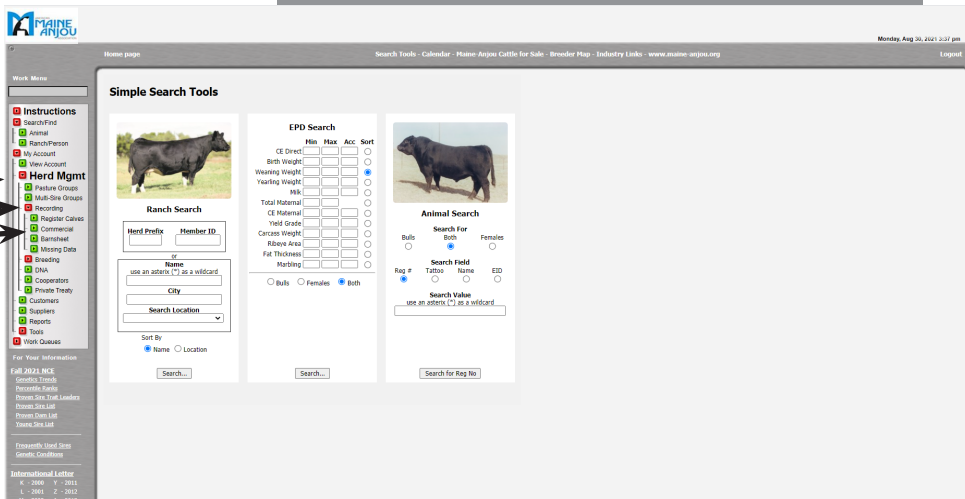
# DIGITAL BEEF

## Instructions

*How do I register a commercial dam or sire?*

1

To register a commercial dam or sire in your inventory you will select **HERD MGMT** followed by **RECORDING** and then **COMMERCIAL**.



2

You will be redirected to the following screen. You will need to enter the following information in the appropriate boxes:

- **PHN/TATTOO**

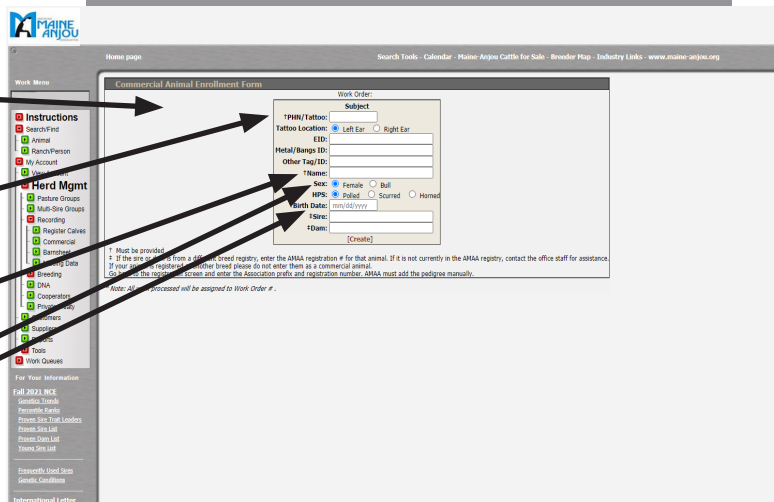
(Identification number you use for the commercial cow/bull)

- **NAME**

(Can be the same as Tattoo)

- **Sex**

- **Birth Date**



After this information is complete, you will select **CREATE**. This animal will now be included in your inventory and can be used when registering.



# How do I transfer an animal online?

1

To transfer an animal that has already been registered you will need to do the following steps. Login, then select **WORK QUEUES**, followed by **TRANSFER**.

2

The following screen will pop up. Your first step will be to select **CHOOSE FROM MY ANIMALS**. Next the list of animals registered in your herd will pop up. Select the box of the animals that you would like to transfer.

3

Now that your animals have been selected for transfer. You will go transfer each individual to their new owner. Start by selecting the **BUYER**. After you have selected buyer, you will select the **QUESTION MARK** and enter the zip code of the buyer you're transferring the animal to and select **FIND PROFILE**. This will prompt a screen that will pull up a listing of everyone with that zip code. You will scroll until you find the name you're looking for and select that name.

4

If the buyer does not already have an account you will choose the **CLICK TO CREATE A NEW PROFILE** and enter their information (Name & address).





# DIGITAL BEEF

## Instructions

### How do I pay my balance?

(Balance includes all registration work. Animals, transfers, DNA, MAPP etc.)

1

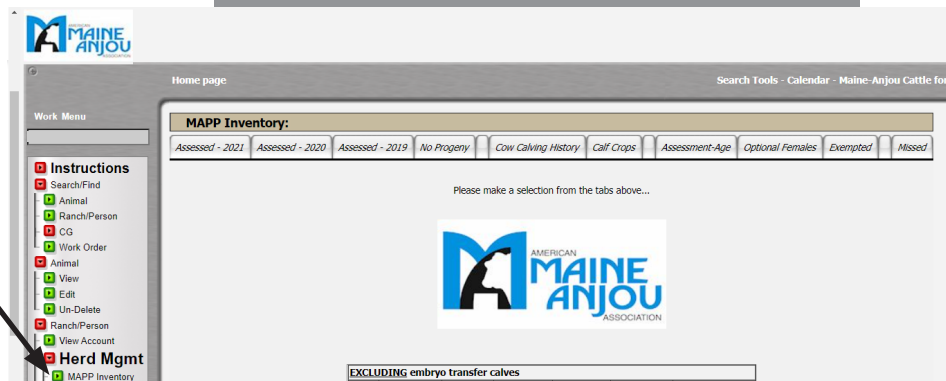
To pay for your balance you will login to your account and select the **VIEW ACCOUNT** tab and click on the **PAY ONLINE NOW** red button. Select your most current invoice and you will be prompted to a payment screen. NOTE: All registrations must be paid before the registration paper will be released.



# How do I enroll my MAPP inventory?

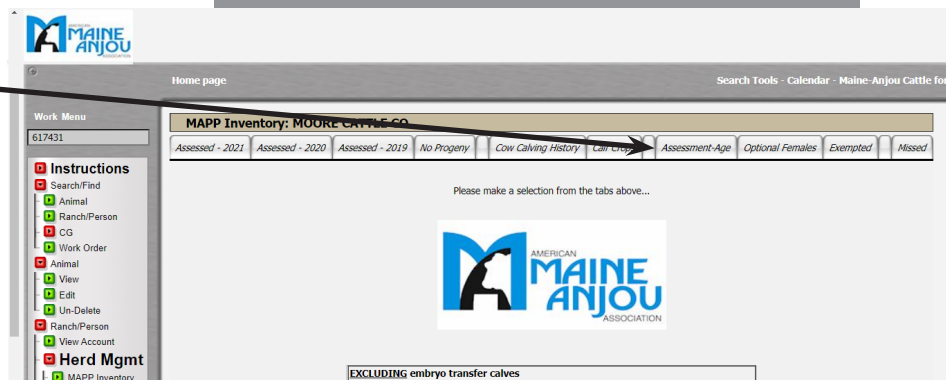
1

To enroll and update your MAPP inventory you will use the following steps. Located on the left of your screen, underneath HERD MGMT you will see a tab labeled MAPP INVENTORY. Once this is selected the following screen will be produced.



2

To enroll females in MAPP, you will click on the **ASSESSMENT AGE** tab. A screen will pull up with all breedable females in your inventory. Here you can add or cancel females in your inventory.



PE - Stands for Pasture Exposed.

AI - Stands for Artificial Insemination.

The TRASH CAN icon is used for disposing of the animal. If you select the trash can it does not get rid of the animal from your inventory, but will make her inactive. If you choose to enroll a female for 2021 you will select the year located to the left of the PREFIX/TATTOO.

**\*\*Optional females are any female that is bred prior to being 13 months of age.\*\***

**NOTE: Only use the COMPLETE YEARLY MAPP PROCESS - ACCESS ALL OPTION if you intend to enroll your entire inventory.**

3

Once you have selected the animals you wish to be enrolled for the current year an invoice is created and when that invoice is paid in full your information will be updated to your account.

**\*\*Reference 'How do I pay my balance?' to complete your MAPP.**