1. Go to reports section on taskbar. Select the 'Add Report'.



2. Add in 'Herd' tag, so the report can be easily found the next time you classify.



- 3. Select the following criteria in the 'fields' section under Animal (Life No., Birth date) and Calendar (Lactation No., Calving Date).
- *Animal Herd Number is already included when making any report

ne	Template	
olstein Canada Classification Inventory	Cow (actual)	
5		
Herd v]	
Fields	Filters	
All fields	Selected fields	AVG SUM
Animal 🔹	🕂 Animal Life No.	
Attentions	🕀 Birth date	
Calendar	🕂 Lactation No.	
🕂 Age at first calving	🕀 Calving Date	
🕂 Arrival Contact Name		
-		
🕂 Calving Remark		

4. Click 'Filters'. Select 'Lactation No.' under the add property section. Add the desired number of lactation cows you would like scored.

Name		Template		
Holstein Canada Classification Inventory		Cow (actual)		
Tags				
Herd	٠			
Fields		Filters		
 Basic Filter Advanced Filter 				
 Basic Filter Advanced Filter Property			Number of properties	
Basic Filter Advanced Filter Property Lactation No.			Number of properties	
Basic Filter Advanced Filter Property Lactation No. Retween 1 And 10			Number of properties	
Basic Filter Advanced Filter Property Lactation No. Retween 1 Hard criteria Ask			Number of properties	

5. Check the list to make sure all of the animals you would like scored is on the list. Then select the '...' and export report to Excel.

	a / Holstein Ca	anada Class	ificatio		Total: 102 records
				, mensely	
Animal Number	Animal Life No.	Birth date	Lactati No.		🕑 Edit
105	12977800	15/02/2020	1	09/08/2022	
106	606	22/02/2020	1	06/08/2022	
107	12977802	23/02/2020	1	29/08/2022	
11	12977807	21/04/2020	1	17/08/2022	음 Print / Export as Pi
45	12977810	02/06/2020	1	21/08/2022	
46	12977811	09/06/2020	1	09/08/2022	Convert to task
109	12977814	02/07/2020	1	12/08/2022	
13	12977815	06/07/2020	1	11/08/2022	Export as CSV
101	12977816	07/07/2020	1	21/08/2022	
73	12977818	04/08/2020	1	24/10/2022	Export as EXCEL
44	12977819	07/08/2020	1	21/08/2022	
85		15/07/2020	1	24/07/2022	Expert at VM
92		17/07/2020	1	31/10/2022	E copica sinc
97	12977822	10/08/2020	1	02/08/2022	
39	12977824	16/08/2020	1	20/10/2022	 Settings
53	12977828	24/08/2020	1	31/10/2022	
21	12977829	04/09/2020	1	14/01/2023	
87	637	02/10/2020	1	28/12/2022	

6. Save the file to a place you can easily find the report. Email attachment to <u>classification@holstein.ca</u>

Animal Number	Animal Life No.	Birth date	Lactati No.						
105	12977800	15/02/2020	1	09/08/2022					
106	606	22/02/2020	1	06/08/2022					
107	12977802	23/02/2020	1	29/08/2022					
11	12977807	hlob:http://borizon.loca	1/7bd34202.ed	52-4e91-9437-d21b92d25597					×
45	12977810	a douring synthetization	1010404000 00						
46	12977811	- · · · · · · · · · · · · · · · · · · ·	his PC → Desk	top > Holstein Canada Registration:	~	Ö	P Search Ho	Istein Canada	Regi
109	12977814	Organize 🔻 New fold	der					- 13	0
102	12077015	This PC	Name	^	Date modified		Туре	Size	^
15	12911013	3D Objects	Holst	ein Canada breeding's list-2_22_20	22-Feb-23 4:28 F	M	XLS File		12 КВ
101	12977816	Desktop	_Holst	ein Canada breeding's list-6_16_20	16-Jun-23 3:23 P	M	XLSX File		31 KB
73	12977818	Documents	Holst	ein Canada breeding's list-7_13_20	13-Jul-22 5:56 P	M	CSV File		16 KB
44	12977819	Downloads] Holste	in Canada Classification Inventory	04-Jul-23 12:09 I	M	File		10 KB
05		b Music	Holste	in Canada Registration-2_2_2023.XLS	02-Feb-23 1:47 F	M	XLS File		8 KB
65		Pictures	Hoiste	in Canada Registration-2_22_2023	22-FED-23 4:27 F	IN A	XLSX File		8 KB
92		Videos	Holste	in Canada Registration-0_10_2025	13-Jul-22 5-56 P	M	CSV File		2 KB
97	12977822	Local Disk (C:)	Holste	in Canada Registration-10 27 2022	27-Oct-22 10:44	AM	XLSX File		7 KB
39	12977824	STORE N GO (E)	T Tuiner	ert 607.607	12.101.22 5-54 D		Cila.		R # R
	10077000) (c) (c) (c)							,
53 12977828		File name: Holstein Canada Classification Inventory-7_4_2023.xls						~	
21	12977829	Save as type: All Files (*.*)						~	
87	637							-	
48	12977833	Hide Folders					Save	Cance	2

*Note: You may need to add '.xls' to the end of the file name to ensure it exports to Excelotherwise it will export as a txt. File which is not compatible to our system.

7. You can also add this report to your favoutrites by selecting the 🔄 on the right side of the toolbar.

< 🖻 / Holstein Canada Classification Inventory					Total: 102 records
Animal Number	Animal Life Ne.	Birth date	Lactati-		Calving Date
105	12977800	15/02/2020	1	09/08/2022	
106	606	22/02/2020	1	06/08/2022	

8. Submit report attachment to <u>classification@holstein.ca</u>. The report will automatically save to your reports for you, and easily be found to export and submit for your next classification round.