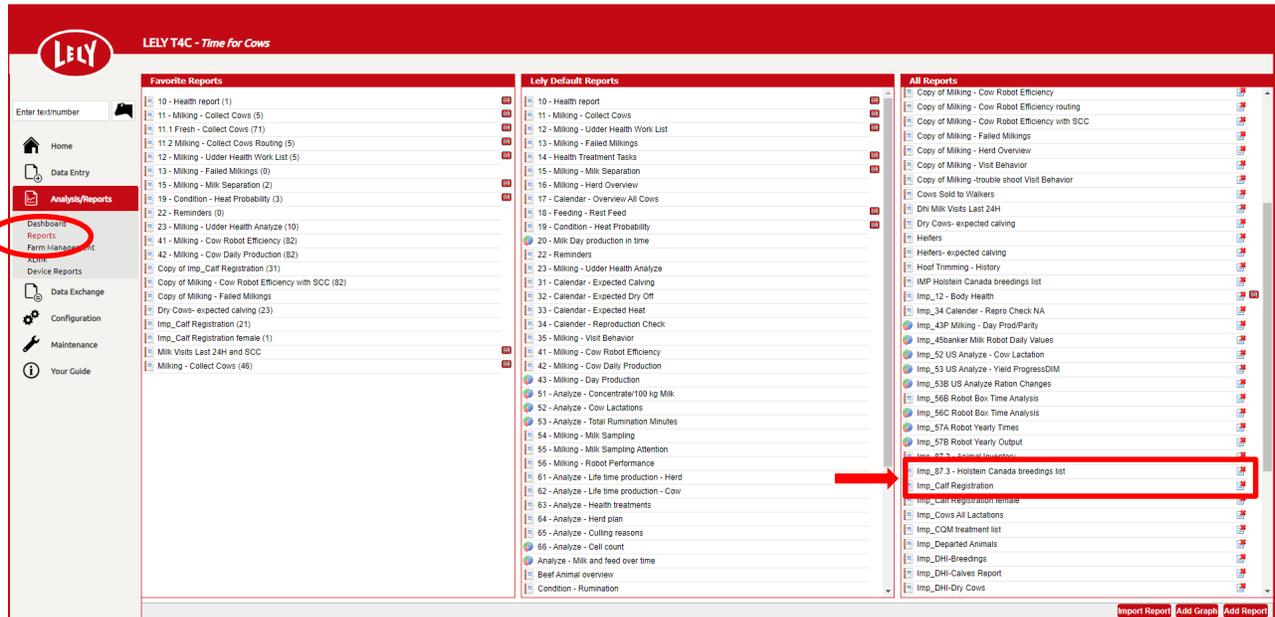# Registration Software – Lely T4C

T4C Submission Process : Files Required

Customers will need 2 reports in order to submit registrations via the T4C software:

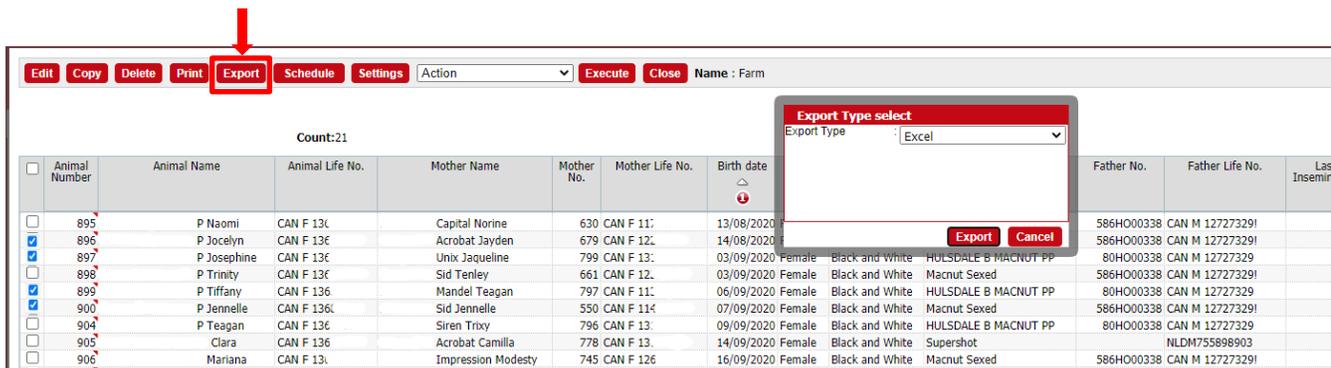1. Calf Registration   2. Breeding List

Ensure these reports have been imported to your T4C folder to be able to load the data. If you do not have these reports, please contact your Lely FMS Advisor or Holstein Canada for assistance in obtaining them.

T4C Submission Process : Steps

1. From Reports, open the file Calf Registration
2. Select the animals to be registered

3. Click Export and save as an Excel file (will save to the Downloads folder on your computer

4. Next, open the report Breeding List
5. Select Service information related to the calves to be registered
6. Click Export and save as an Excel file (will save to the Downloads folder on your computer
7. Attach the two generated Excel files and email to ereg@holstein.ca
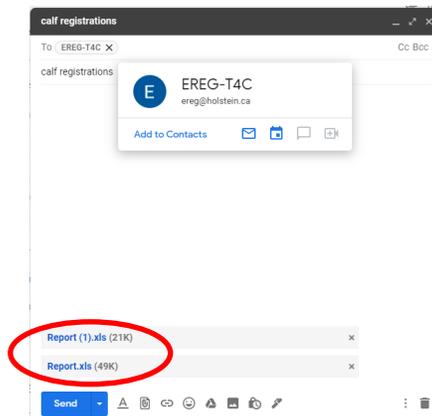
8. OPTIONAL: If you choose to include photos of the calves to be registered, please name the photo files according to Herd Management Number and attach them to the same email.