

## 4-H Online- Upload Paperwork

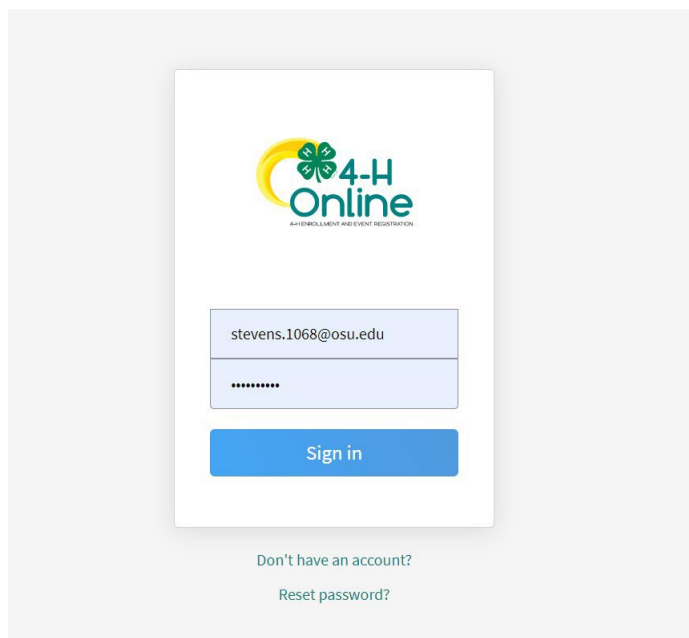
Please use this packet to help you upload paperwork. Follow the instructions, if you have any questions, please contact Taylor Stevens [stevens.1068@osu.edu](mailto:stevens.1068@osu.edu).

**Use Google Chrome or Mozilla Firefox as your Internet browser for optimal performance. Do not use Internet Explorer.**

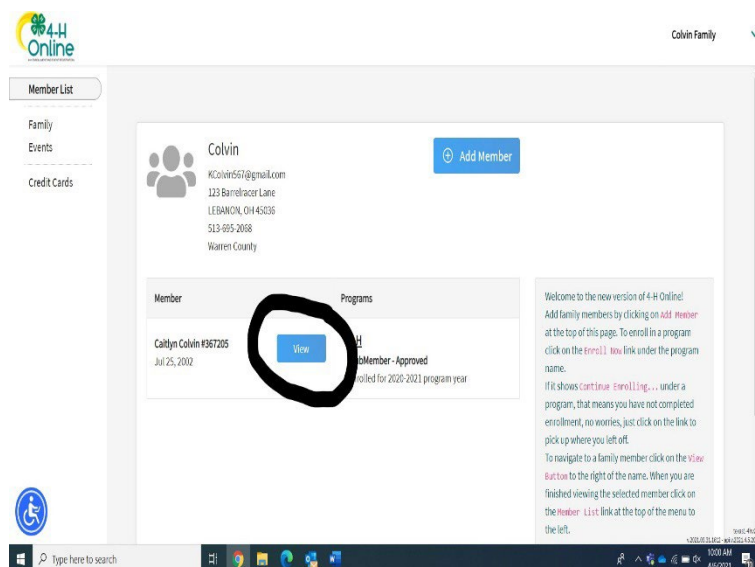
To enter your entries, please go to:  
[v2.4honline.com](http://v2.4honline.com)

### 4-H Members:

1. Using your 4-H Online family email and password (the same email and password that you used to complete 4-H enrollment), log back into your profile. Go to [v2.4honline.com](http://v2.4honline.com). All 4-H exhibitors have a profile. Click “Sign In”



2. Click “view” by the member’s name you would like to add an animal for.



3. Click “Animals” on the left hand panel.

The screenshot shows the 4-H Online interface. In the top right corner, the user is identified as 'Colvin Family as Caitlyn Colvin Member'. The left sidebar contains a 'Member List' section with links to Profile, Events, 4-H, Enrollment, About You, Activities, Animals, Awards, Clubs, Consents, Groups, Health, Invoice, Projects, Questions, Files, and Settings. The 'Animals' link is circled in black. The main content area has a 'Profile' tab selected, displaying a form with the following information:

First Name	Caitlyn
Middle Name	
Last Name	Colvin
Member #	367205
Preferred Name	Caitlyn
Email	
Mobile Phone	513-593-1088
Birthdate	Jul 25, 2002

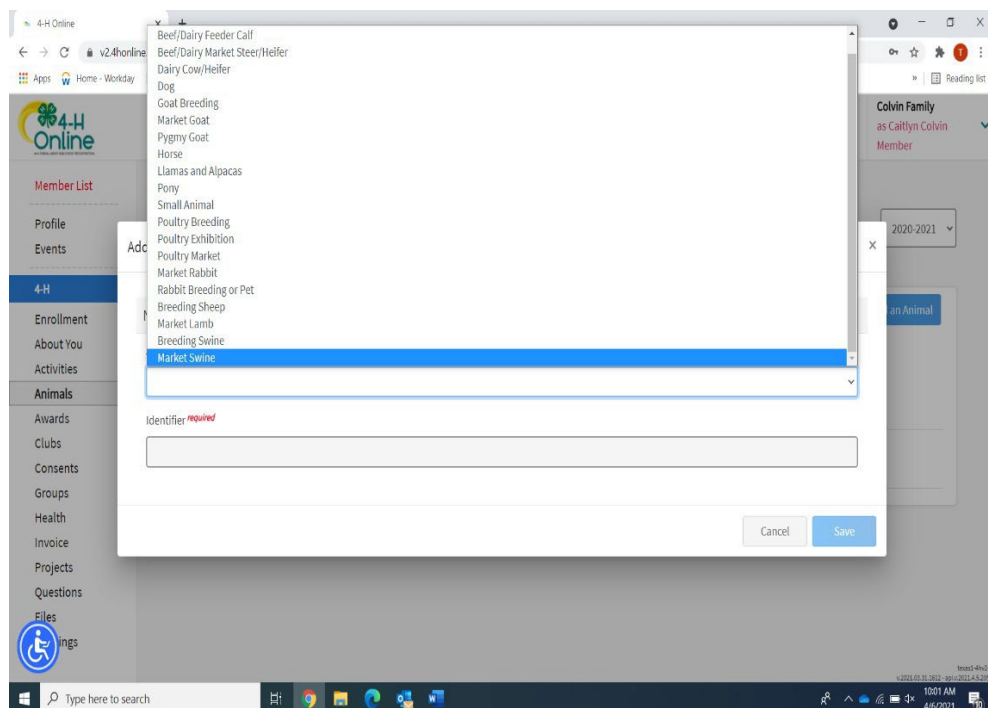
Buttons for 'Subscribe To Emails' and 'Edit' are visible. At the bottom, there is a 'Contacts' tab and an 'Edit' button.

4. Click “Add Animal” in the top right corner

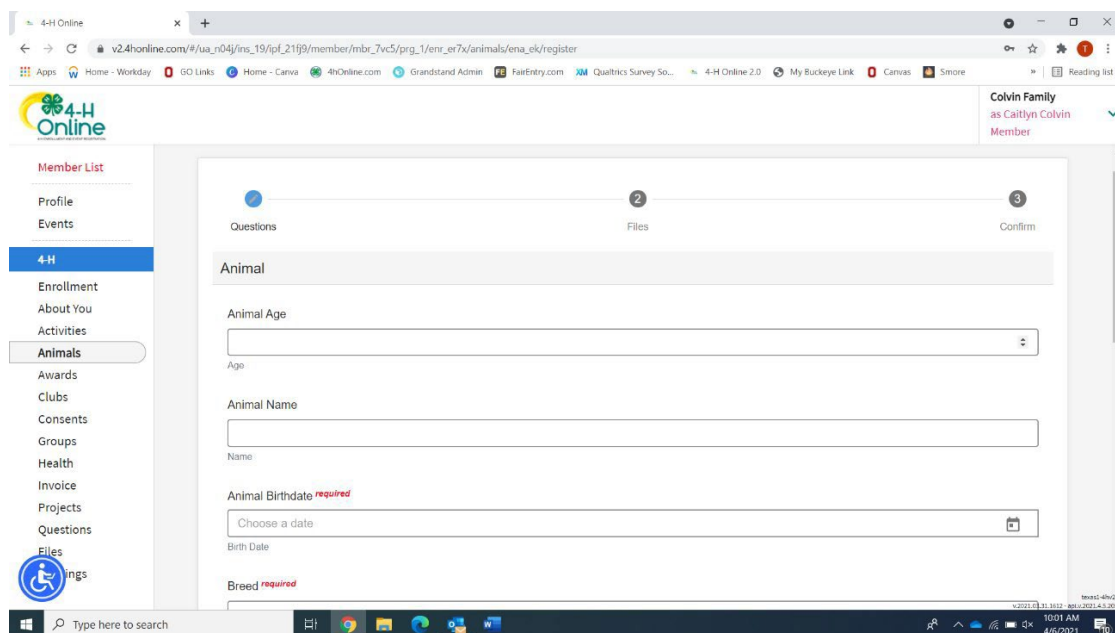
The screenshot shows the 4-H Online interface with the 'Animals' section selected in the left sidebar. The main content area has an 'Animals' tab selected. In the top right corner of the main content area, there is a dropdown menu showing '2020-2021' and a blue button labeled 'Add an Animal', which is circled in black. Below the tab, there are two animal entries:

- Dodge A Bullett - Submitted**  
Horses - Horse
- 12345 - Submitted**  
Goats - Market Goat

5. Select the “type of animal” you are enrolling from the list. Under “Name” put the name you want to show them under.



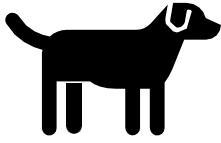
6. Fill in the blanks with animal information. The **last** page of this help sheet explains which sections are required and what to include for each section.



7. You will upload a front, left side, right side image of your animal. Under “Animal Photo- Identifier” you will upload license tag picture. Under “Vaccination Record” you will upload shot record.

The screenshot shows the 4-H Online registration interface. On the left is a sidebar menu with options: Member List, Profile, Events, 4-H (highlighted), Enrollment, About You, Activities, Animals (highlighted), Awards, Clubs, Consents, Groups, Health, Invoice, Projects, Questions, Files, and a logo for 'ings'. The main content area is titled 'Animal Photo - Identifier' and contains two large white boxes, each with a 4-H Online logo and a green 'Download' button. At the bottom of the main area are a 'Back' button and a green 'Submit' button, which is circled in black. The top of the page shows the browser address bar with the URL 'v2.4honline.com/#/ua\_n04j/ins\_19/ipf\_21fj9/member/mbr\_7vc5/prg\_1/enr\_er7x/animals/ena\_ek/register' and a top navigation bar with various links. The bottom of the page shows a Windows taskbar with the search bar and system clock indicating 10:03 AM on 4/6/2021.

8. When everything is completed you will click “submit”



# Dogs

## Dogs

Animal Age: Not Required

**Animal Name: Required**

**Animal Birthdate: Required.** In the format of 00/00/0000

**Bordetella Vaccination Date: Required.**

**Breed: Required**

**Breeder Name: Required.** If unknown put N/A

**Colors and Markings: Required.** Provide color as pictures will identify markings.

County Raised: Not required

Microchip Number: Not required

**Rabies Expiration Date: Required.**

**Rabies Vaccination Date: Required.**

**Animal Sex: Required**

Three photos of your dog must be uploaded. One of the front view, left side view and right side view. Under “Animal Photo-Identifier” a picture of dog license must be uploaded. Under “Vaccination Record” a picture of dog shot records needs uploaded.