TEXAS 4-H
DOG VALIDATION PROCESS

BEFORE YOU BEGIN YOUR VALIDATION PROCESS, YOU MUST:

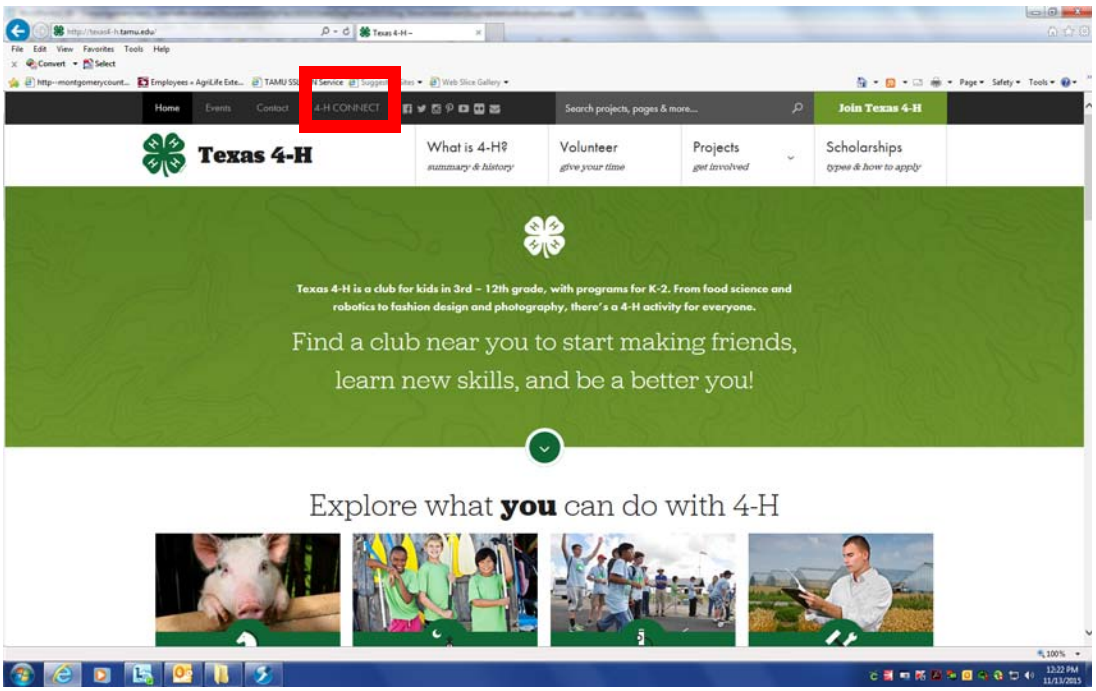
- Have a family and youth member profile established on 4-H Connect.
- Be a paid/active youth member of Texas 4-H for the current year.
- Have clear digital photos of your dog(s) from left side and right side. These photos must be accessible for upload during the validation process.
- If you validated a dog last year, skip to the bottom of the instructions.

IMPORTANT

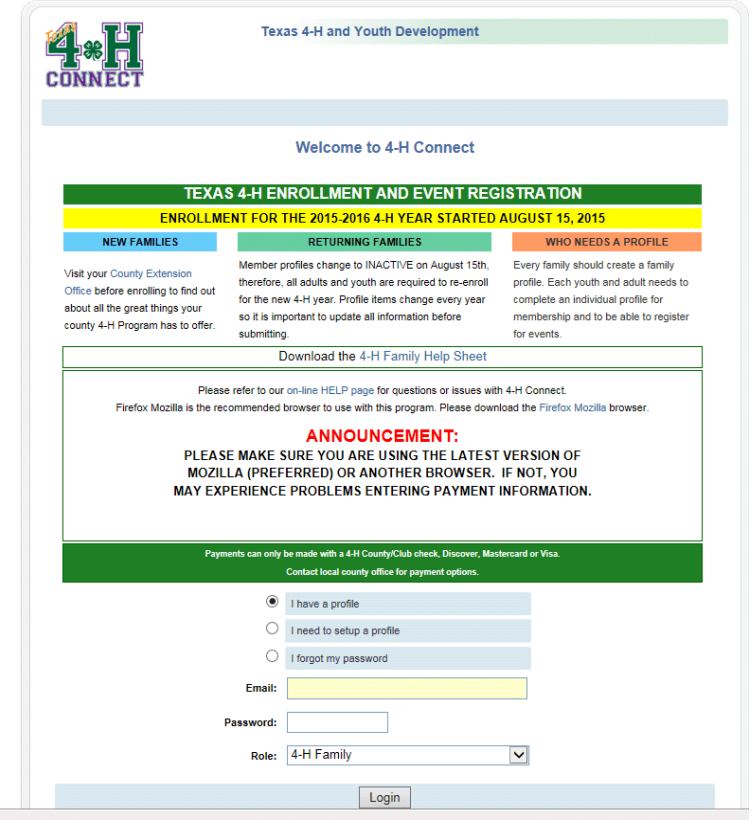
Dog Validation is completed for EACH DOG and will cover all 4-H Youth members in that family profile. However when certifying your dogs on 4-H CONNECT, you will select ONLY ONE 4-H youth member to conduct the Validation under. Once a dog is validated and you begin registering for the State Dog Show, the validated dog(s) can be moved to the appropriate 4-H member that will be exhibiting the dog in the show.

VALIDATION STEPS

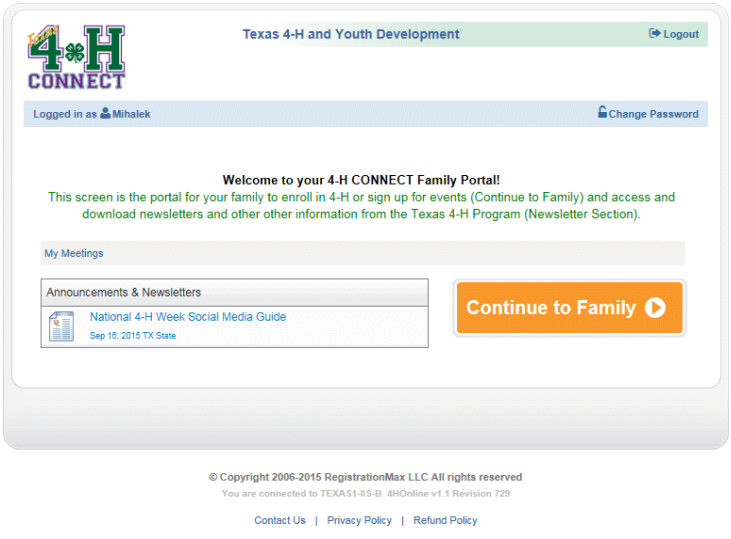
1. Access 4-H CONNECT though the Texas 4-H and Youth Development website (http://texas4-h.tamu.edu)



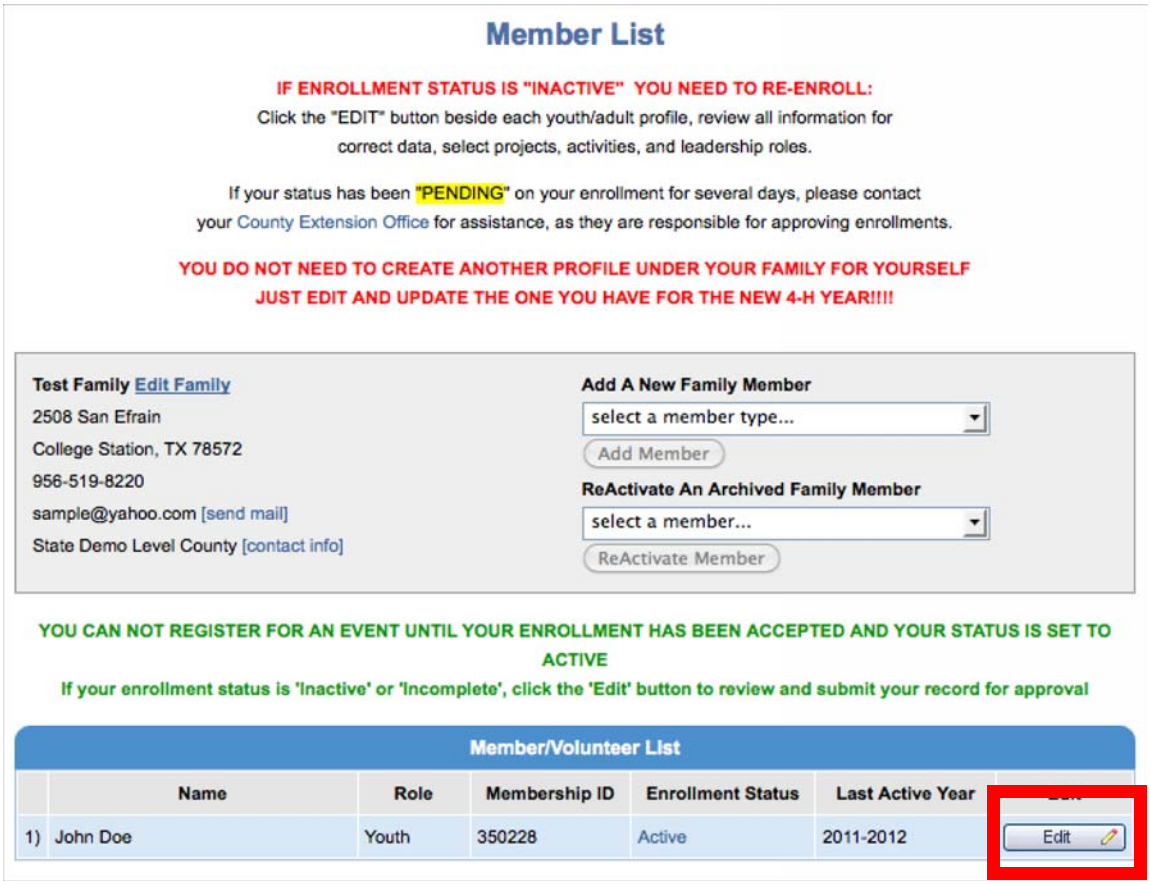
2. Log into 4-H CONNECT using your family email address and password.



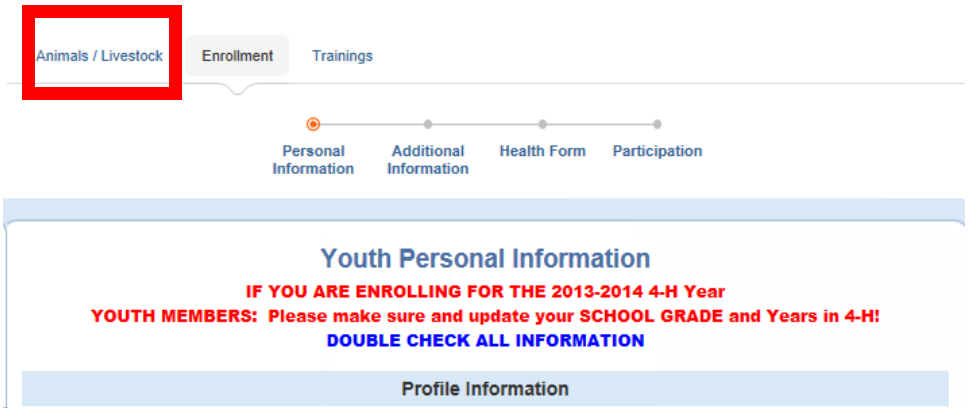
3. Once logged into 4-H CONNECT, continue to your family



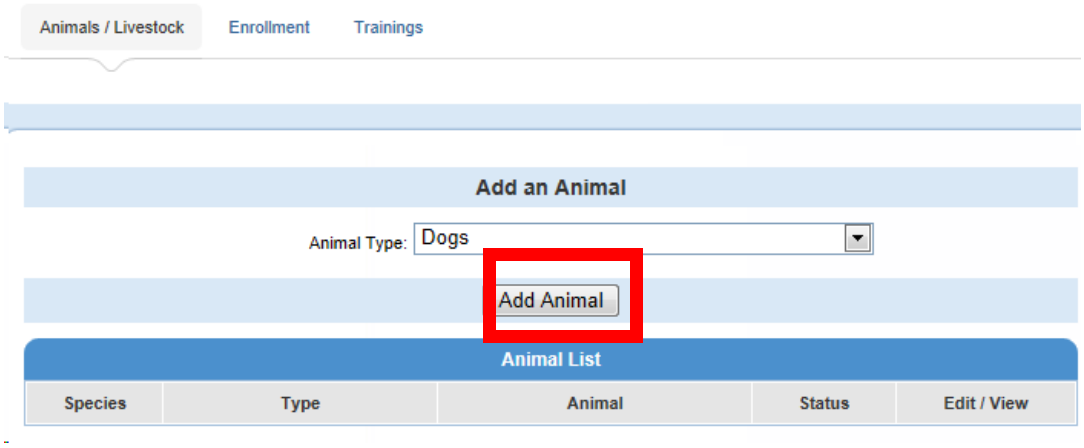
4. Once at your family profile, select ONE ACTIVE 4-H Youth that you wold like to certify ALL dog(s) under. Select the 4-H member by clicking the "Edit" button beside the name.



5. At the 4-H member profile, you will click on the "ANIMALS" section at the top of the screen. (If you are re-validating a dog skip to the last page after this step.)



6. You will now be at the screen to enter your dog(s) information. At this screen, click the "Add Animal" button under the Animal Type pull down list.



7. Read all instructions/rules pertaining to the validation of a dog in the Texas 4-H and Youth Development Program.

Animal Information

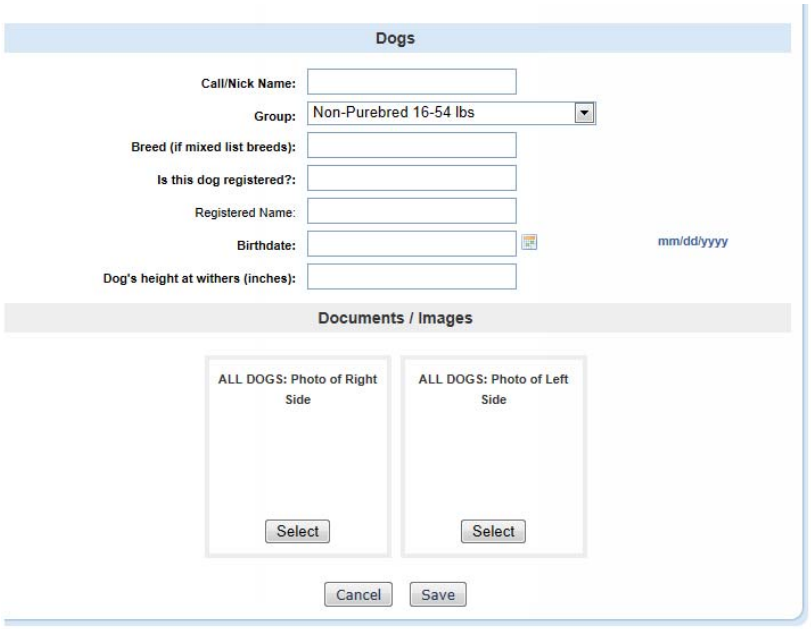
Dog Validation Information - Instructions for Families

* Owners must be the youth, parent (biological or stepparent), brother, sister, grandparent, or legal guardian or co-owned with another individual.

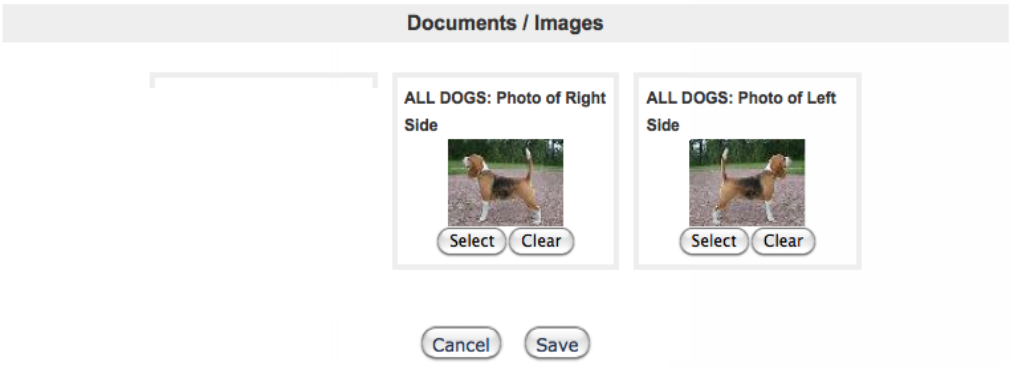
* The dog must be in the 4-H member's possession and under their daily care as of the ownership deadline.

8. Complete information for the dog you are validating. In addition to completing all information, you will also need to upload photos/registration papers for each dog (left side, and right side). **Two photos will be required of each dog validated, including a left and a right side of the dog. The entire dog MUST be in the photograph. Photos should be as close as possible and markings should be clearly visible.**

   To upload a photograph/paper, click on the "Select" button in the appropriate upload box, a box will appear - locate the correct photograph/document based on where it is located on your computer/drive. Once selected, click on the "Open" button in te bottom right corner.



9. The photo or a PDF logo should now appear in the upload box. After all information is complete and photos/documents are uploaded, you will click the "SAVE" button at the bottom of the screen.



10. You will be returned back to the “Animals” section in 4-H CONNECT. At this point, you have two options:
    A: Enter another dog for validation
    OR
    B: Log out

RE-VALIDATING A DOG

If you validated a dog last year and will be validating the same dog this year, follow instructions 1-5.

Once you are on the animal page, click the radial dial of the dog(s) that you are validating for this year.

Click on the Activate button.

Click on Edit next to the dog and complete and verify the information. If last year’s photos are not showing up, please follow the previous instructions and upload a left side and right side photo of your dog.

You can also add new a new dog by clicking on the Add Animal button and following the rest of the instructions.

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