Stock Recorder

USER MANUAL

www.shearwell.co.uk

Care of the Stock Recorder

1. Do not use anything other than fingers or the stylus on the screen.
2. The screen has a thin screen protector on it. Replacements can be purchased from Shearwell.
3. The batteries are expensive. Batteries will inevitably degrade over time, but we are advised that they will last longer if not allowed to completely drain, or be left in a drained state for any length of time.
4. The Stock Recorder is fairly robust and should be able to tolerate normal use on the farm. However, please remember that it is an expensive piece of electronic equipment, and should be treated as such. It would be worth checking that it is covered by your farm insurance.

Safety warning for wireless devices

Pacemakers

Pacemaker manufacturers recommend that a minimum distance of 15cm (6 inches) be maintained between a handheld wireless device and a pacemaker to avoid potential interference with the pacemaker. These recommendations are consistent with independent research and recommendations by Wireless Technology Research.

Persons with Pacemakers:
– Should ALWAYS keep the device more than 15cm (6 inches) from their pacemaker when turned ON.
– Should not carry the device in a breast pocket.
– If you have any reason to suspect that interference is taking place, turn OFF the wireless device.
– Should use the ear or hand furthest away from the pacemaker to minimize the potential for interference.

Use with Hearing Aids

When some wireless devices are used near hearing devices (hearing aids and cochlear implants) users may detect a buzzing, humming or whining noise. In the event of interference you may wish to consult your hearing aid supplier to discuss solutions.

Potentially Hazardous Atmospheres

Observe restrictions on the use of radio devices in fuel depots, chemical plants etc, and areas where the air contains chemicals or particles (such as grain, dust or metal powders) and any other areas where you would normally be advised to turn off your vehicle engine.

Table of Contents

Charging the Unit

The Stock Recorder comes with a cradle (sometimes called a docking station) that's used for charging the internal battery and for transferring data between the unit and the computer.

Charging the Stock Recorder

1. Connect the power cord to the port in the back of the cradle and plug the other end into the mains power.
2. Dock the Stock Recorder into the cradle to allow it to charge. A small green light on the front of the Stock Recorder will flash during charging.
3. Allow at least four hours to fully charge the battery from scratch.
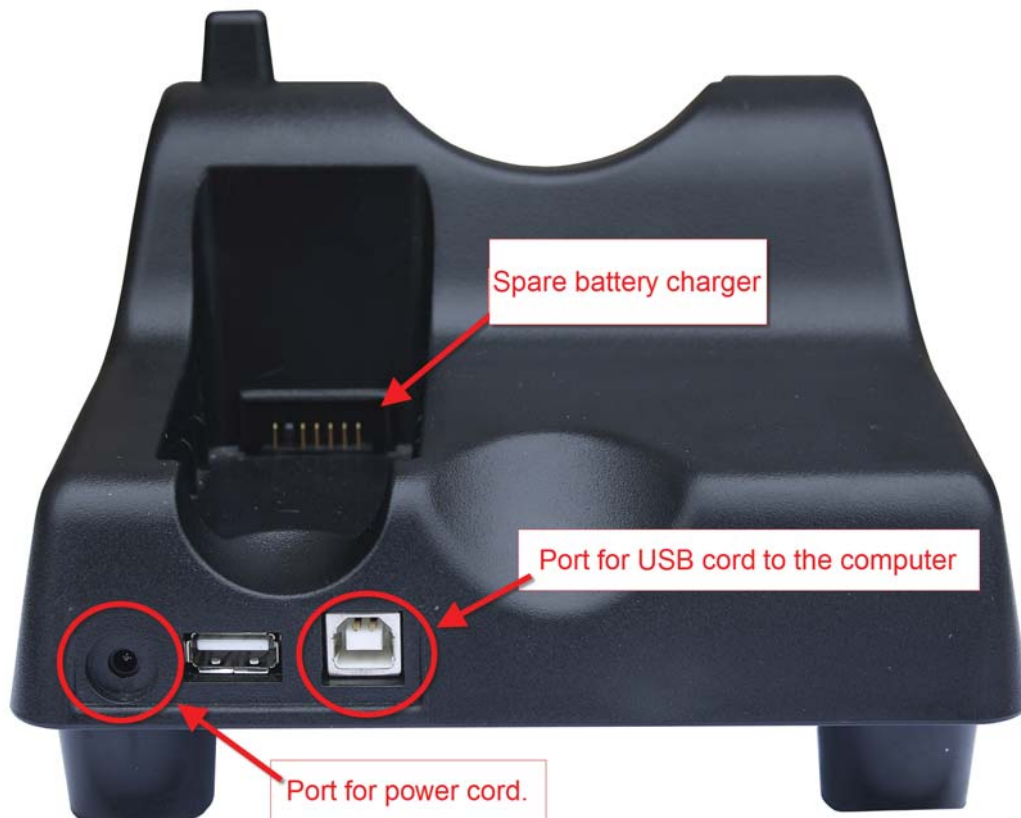
Charging a spare battery

The cradle has a battery charger built into the back. When the Stock Recorder has only 5% remaining charge then a warning screen will suggest recharging the unit or changing to a new battery.
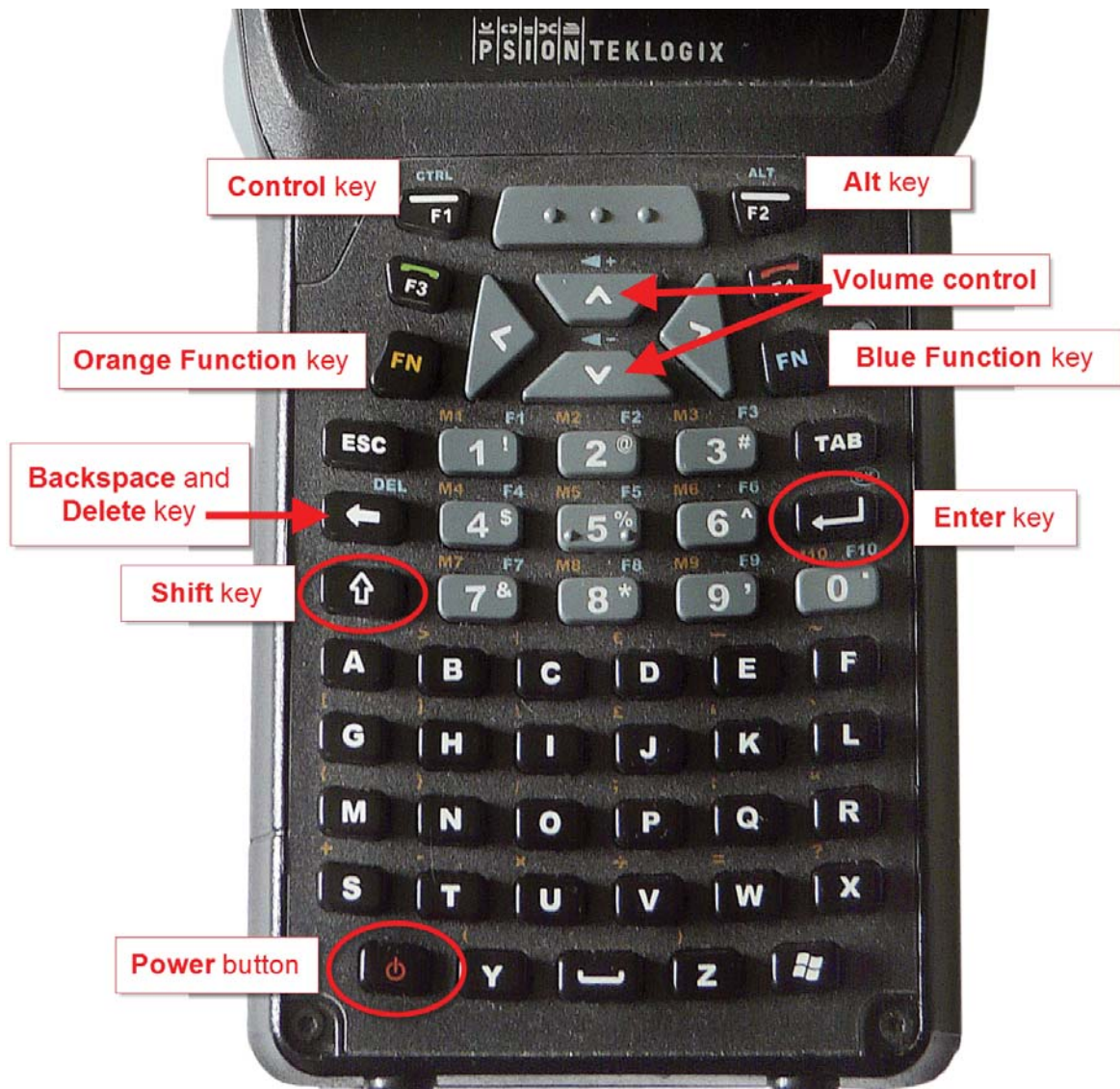
Changing the battery

Access the Stock Recorder battery by removing the panel on the back of the unit.
1. Exit FarmWorks and switch off the Stock Recorder.
2. Find the fasteners on the back of the unit, close to the bottom.
3. Turn the fasteners out and upwards.
4. Gently pry the panel from the bottom.
5. Pull out the battery and replace.

Learn the Keyboard

1. Switch on the Stock Recorder by holding down the **Power** button for a second.
2. Turn off by pressing the **Power** button once.
3. Press the **Shift** key once to type a capital letter. Press the **Shift** key twice to turn on *Caps Lock* so all letters are capitalized. Press the **Shift** key a third time to turn off *Caps Lock*.
4. To adjust the sound press the blue **Function** button twice, then press the + (plus) volume key in the centre to increase the volume or the - (minus) key to decrease the volume. Press the blue **Function** button once more when finished.
5. As a general rule the **Enter** button should be used to move from one field to another instead of tapping on the screen. This ensures that the data is processed and saved correctly.
6. If the keyboard stops functioning look on the bottom toolbar on the screen to see if the **Ctrl**, **Shift** or **Alt** key has been left on by mistake. Push the offending key again to turn it off.

See Appendix lll for a diagram of the G2 Psion keyboard.

Connecting to Your PC for the First Time

To start the installation process, switch on the Stock Recorder, seat it firmly in the cradle, and connect the cradle to your PC with the USB cord provided (see diagram on page 4). When a Stock Recorder is despatched the battery will have some charge, but it's worth charging it fully and leaving it connected to the mains throughout the installation procedure.

The FarmWorks CD contains both the FarmWorks software for the PC and the compatible Stock Recorder software. To access the Stock Recorder software, insert the CD into your computer. Depending on the version of Windows or particular settings you have on your PC, you will be presented with various options.

Automatic Setup

Windows 7 and Vista

Click on *Install/Upgrade Stock Recorder*.

Alternatively you may be presented with the option to run 'RunFarmWorksCD.exe' – if so, click on this and choose the *Install / Upgrade Stock Recorder* option.

The program should then proceed to set up any necessary files and settings required to establish a link between the PC and Stock Recorder – please click *Continue* where necessary and accept the Windows Mobile Device Centre licence agreement

When prompted to set up a partnership
1. Select *No, I want to synchronise with two computers > Next*
2. On *Select Synchronisation Settings* screen, uncheck all options *> Next*
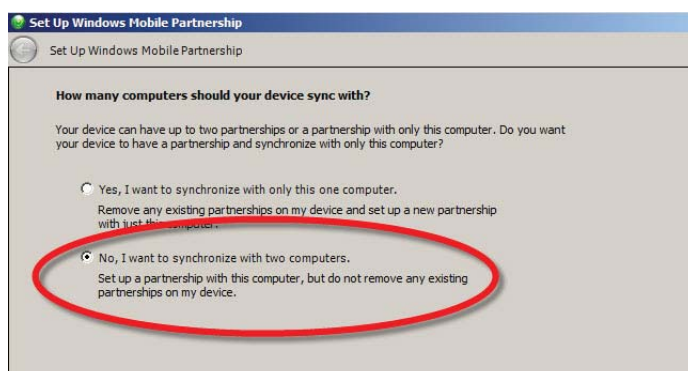
Connecting to Your PC for the First Time

3. In ***Ready to set up Windows mobile partnership*** screen give your stock recorder a name to make it easier to find on your PC.
4. Accept defaults ***> Set up***

The stock recorder should then be fully connected and synchronised, ready to receive and send data to your PC.
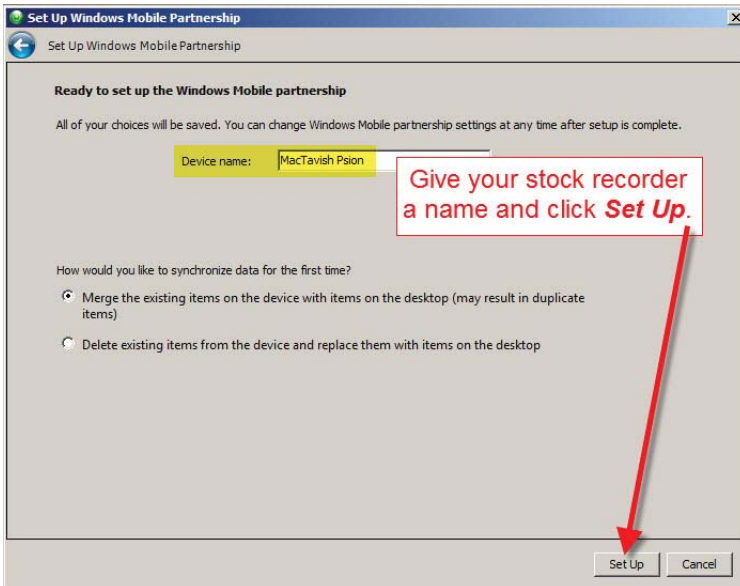
Manual Installation

Under certain circumstances it may be necessary to configure settings manually.
See Appendix I at the back of this manual for instructions.

Connecting to Your PC for the First Time

Automatic Setup

Windows XP

To start the installation process, switch on the Stock Recorder, seat it firmly in the cradle, and connect the cradle to your PC with the USB cord provided (see diagram on page 4). The FarmWorks CD contains both the FarmWorks software for the PC and the compatible Stock Recorder software. To access the Stock Recorder software, insert the CD into your computer. Depending on the version of Windows or particular settings you have on your PC, you will be presented with various options.

Click on *Install/Upgrade Stock Recorder.*
Alternatively you may be presented with the option to run 'RunFarmWorksCD.exe' – if so, click on this and choose the *Install / Upgrade Stock Recorder* option.

The program should then proceed to set up any necessary files and settings required to establish a link between the PC and Stock Recorder.

1. On the *Set Up Microsoft ActiveSync* screen click **Next**.
2. On the *Select Installation Folder* screen click **Next**.
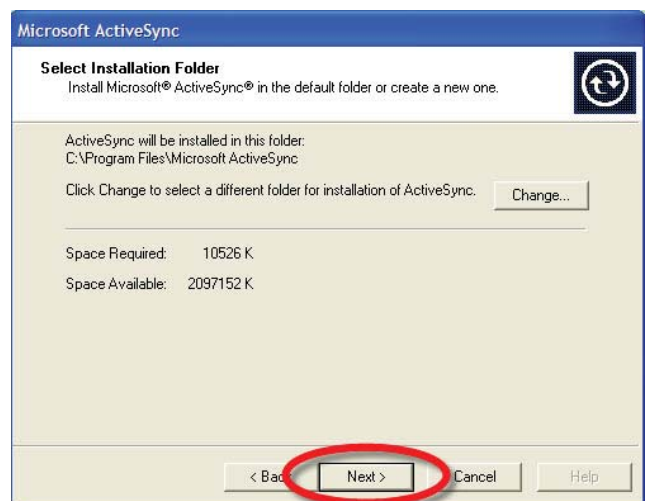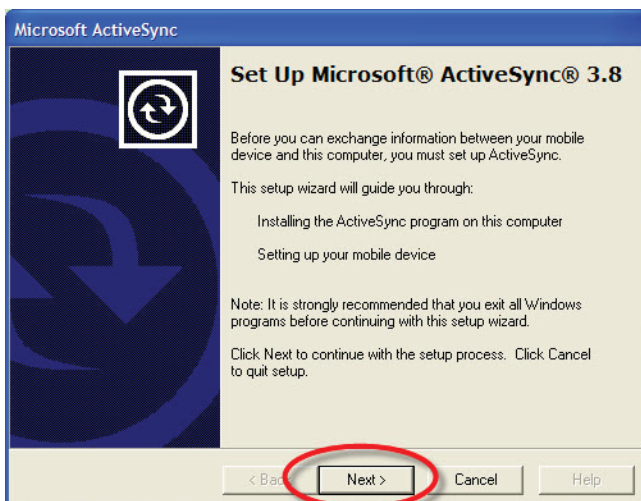
Connecting to Your PC for the First Time

3. ActiveSync will detect the Stock Recorder and show *Set up Partnership* window. Click *Yes*.
4. *Select Number of Partnerships* - Select "*No. I want to synchronize with two computers*". Click *Next*.

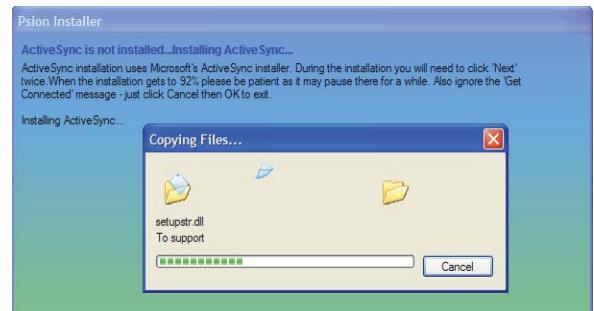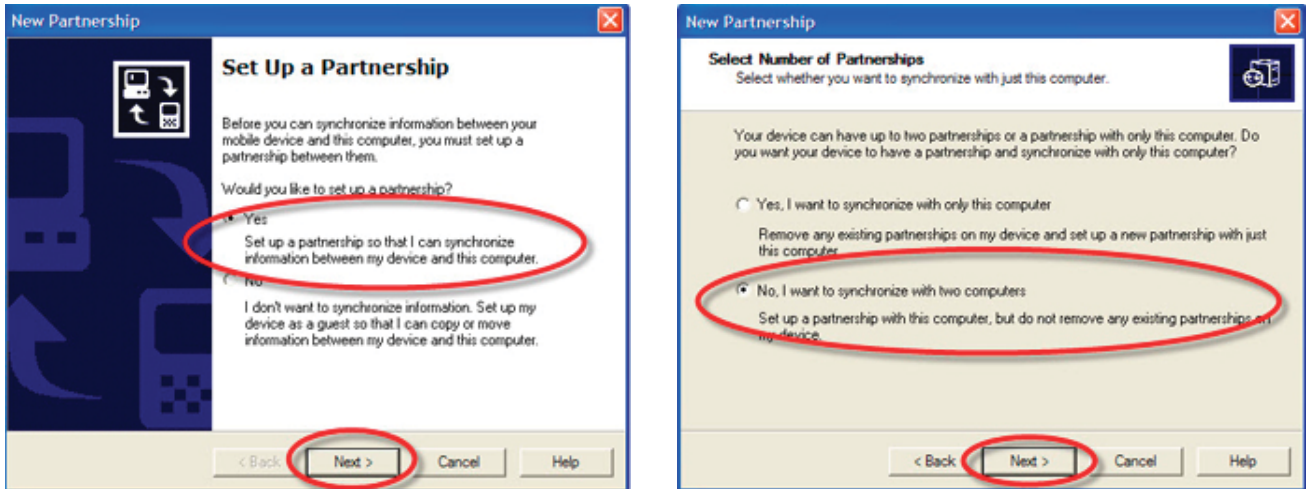5. On the "*Select Synchronization*" screen <u>un-tick</u> all the options. Click *Next*.
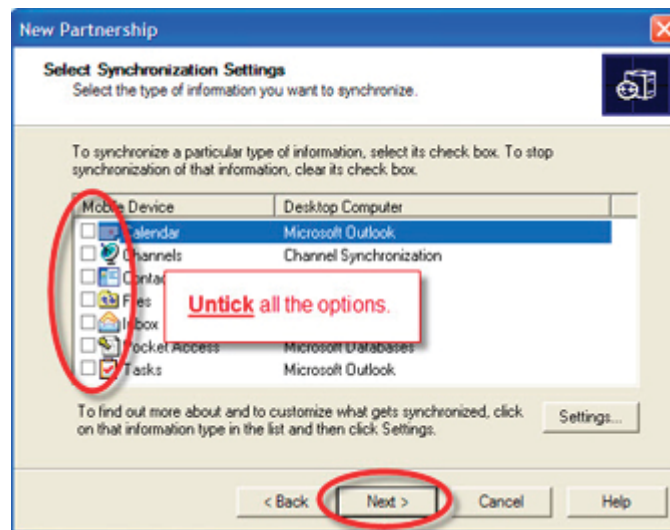
6. Your Stock Recorder is now in partnership and connected to your computer. Click *Finish*. You are ready to transfer data back and forth from FarmWorks.

Manual Installation

Under certain circumstances it may be necessary to configure settings manually.
See Appendix II at the back of this manual for instructions.

Upgrading the Stock Recorder Program

> **Very important:** *The versions of Stock Recorder and PC FarmWorks software on the CD you have been sent will be compatible. It is essential that you upgrade both. Please consult the upgrade release notes accompanying the CD to see the latest versions.*
>
> *The latest version is always pre-installed when a Stock Recorder is despatched, so for newly received units it is not necessary to run the upgrade. As ever, if in any doubt, please contact the support department.*

Note: The upgrading process will overwrite existing data on the Stock Recorder handheld – if necessary import any new data from the Stock Recorder to your PC before proceeding or that data will be lost.

1. After importing, make a backup of your FarmWorks data on the PC (*File>Backup*)
2. Exit FarmWorks and close any programs running on your PC.
3. Connect the Stock Recorder handheld to the PC (if it's not already) and switch it on.

The FarmWorks CD contains both the FarmWorks software for the PC and the compatible Stock Recorder software. To access the Stock Recorder software, insert the CD into your computer. Depending on the version of Windows or particular settings you have on your PC, you will be presented with various options.

Automatic upgrade

1. If the program starts up automatically, choose the *Install / Upgrade Stock Recorder* option.
2. Alternatively you may be presented with the option to run 'RunFarmWorksCD.exe' – if so, click on this and choose the I*nstall / Upgrade Stock Recorder* option.
3. The program should then proceed to upgrade any necessary files in Stock Recorder – you may be prompted to click *Continue* where necessary.
4. Start up FarmWorks on the PC, go to *Data Transfer* and export from the PC to the Stock Recorder as normal.
5. Start up the program on the Stock Recorder and select the *Information* button.
6. Check that the version number matches the latest you have been sent – if it does, the upgrade was successful and the Stock Recorder is ready to use.

Note: You must do a data transfer from the PC to the Stock Recorder after upgrading before you can use it!

Manual Upgrading

Under certain circumstances it may be necessary to configure settings manually. Please call Shearwell Support for help with this process.

Learn the Desktop

The Stock Recorder is a computer running the Windows CE operating system. The desktop and many of the functions will be familiar to Windows users.

Basic controls

- The task bar at the bottom of the screen shows the **Start** button (Windows icon), the time (tap to view the date) and several other icons.
- Press the small red bar on the right side to show how much battery power is left. The Stock Recorder will work reliably down to about 5%. A low power warning will appear on the screen when the battery is in danger of going flat.
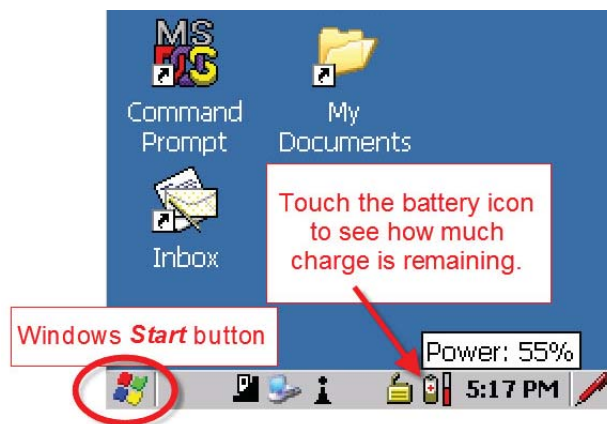
- The unit can be turned off, rebooted or shut down by tapping the **Start** button in the bottom corner. Select **Shutdown**, then choose an option. **Suspend** will turn off the unit to save the battery - the unit is "asleep" until the power button is pressed again.
- **Warm Reset** is the equivalent of rebooting a PC. This option could be used if the unit is malfunctioning.
- **Cold Reset** is like a hard shutdown of any computer and is a last resort if the unit has completely stopped responding. FarmWorks will not be damaged by a cold reset but anything else not saved in permanent memory may be lost.
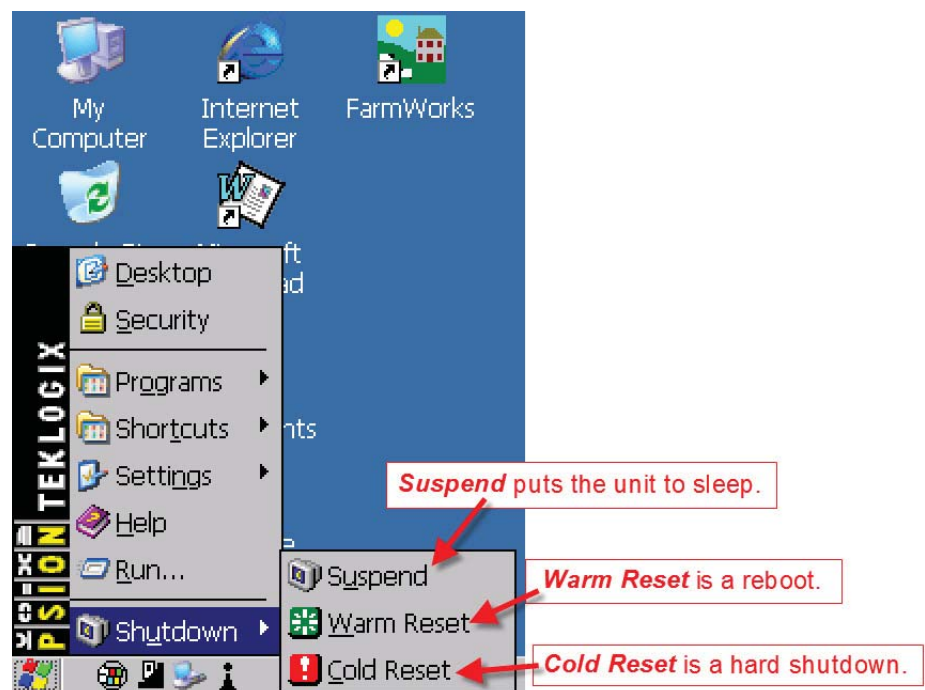
Main Menu

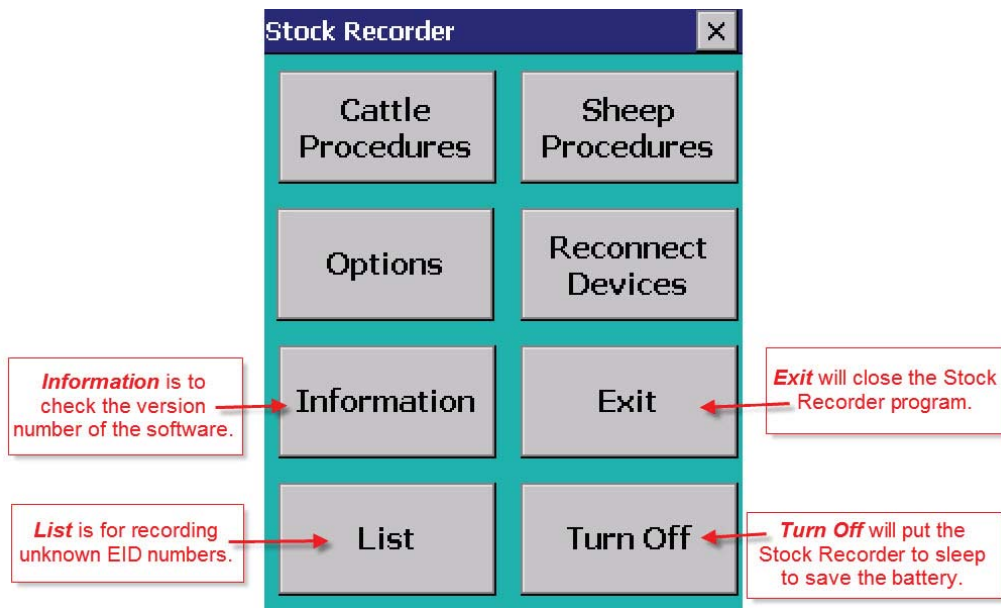Turn on the Stock Recorder by pressing and holding the power button (see page 5). Touch the FarmWorks icon to highlight it - either press the *<Enter>* key or double-tap the icon itself to launch the program. It may take several seconds for the program to load.
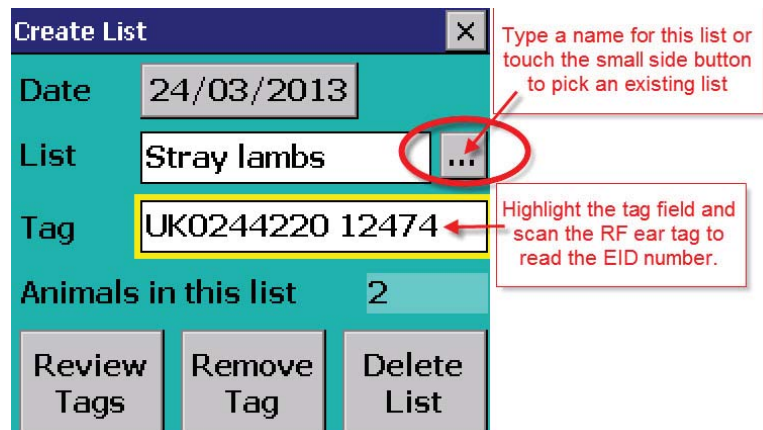
– The main menu screen allows you to choose between cattle and sheep procedures if you intend to record data.
– To explore *Options,* see page 13.
– *Reconnect Devices* is used when your Stock Recorder has Bluetooth links to other equipment.
– Tap the *Information* button to see the version of the Stock Recorder program installed. This is important to know when upgrading your software.

Information is to check the version number of the software.

Exit will close the Stock Recorder program.

List is for recording unknown EID numbers.

Turn Off will put the Stock Recorder to sleep to save the battery.

– The *List* button is a feature to allow recording of EID numbers for animals that are not necessarily already entered in your FarmWorks data. You can scan animals to make a list of tag numbers, and then after importing, view and print the list from *FarmWorks > Reports > Stock Recorder Animal Lists*.

Note: Animals scanned through the List function will NOT be added to your FarmWorks records!

– Type a name for a new list or choose from a list of existing names by tapping the button with three dots to the right of the *List* name field.
– Scan the first animals' RF tags. Use the bottom buttons to view the tags you've scanned, remove certain tags from the list, or delete the list altogether.
– Transfer data from the Stock Recorder to FarmWorks on the PC.
– To view or print a list, open *Reports > Stock Recorder Animal Lists*

Type a name for this list or touch the small side button to pick an existing list

Highlight the tag field and scan the RF ear tag to read the EID number.

Options

There are some features on the Stock Recorder that can be changed to suit different situations. Tap **Options** on the first screen to open the menu.

Options Menu

- Option to change how RF tags are read, or link to a stick or race reader. → **RF Reader**
- **Weigh Scale** ← Options to link to external equipment.
- Options to link to external equipment. → **Drafter**
- **LED Display**
- **Earphones**
- **Printer**
- Option to turn off the comments when drafting animals. → **Comments**
- **Sound** ← Turn sound on or off.
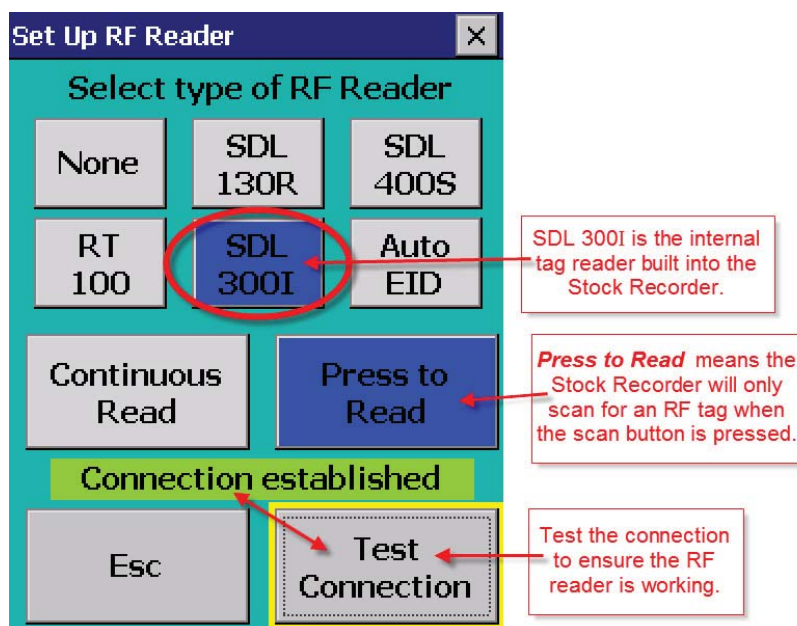- **Esc**
- **Tag Options** ← Option to change the default herd or flock prefix.

RF Reader

- The default RF Reader should be set to SDL300I.
- **Press to Read** means the internal tag reader will only scan for an RF tag when the side scan button of the Stock Recorder is pressed.
- **Continuous Read** can be useful for scanning large batches of animals. See the instructions on page 16.
- Press **Test Connection** to ensure the RF reader is working properly.
- The other options are for connecting to stick readers or a race reader in a drafting crate. Ask your vendor for instructions to connect other RF readers.

Set Up RF Reader

Select type of RF Reader

- None
- SDL 130R
- SDL 400S
- RT 100
- SDL 300I ← SDL 300I is the internal tag reader built into the Stock Recorder.
- Auto EID
- Continuous Read
- Press to Read ← **Press to Read** means the Stock Recorder will only scan for an RF tag when the scan button is pressed.
- Connection established
- Esc
- Test Connection ← Test the connection to ensure the RF reader is working.

Options

Weigh Scale
**Drafter**
LED Display
Earphones
Printer

– These are external devices that can be linked to the Stock Recorder. Ask your vendor for instructions for connecting each specific piece of equipment.

Comments

– You can add comments to an animal's record with the Stock Recorder. See page 17 for instructions. When a comment is added you have the option to ***Show When Next Handled***, which means the next time that RF tag is scanned your comment will come up on the screen.

– Under the ***Options*** menu, the ***Comments*** button will allow you to turn off all comments, which will speed the process when you are drafting large groups of animals.
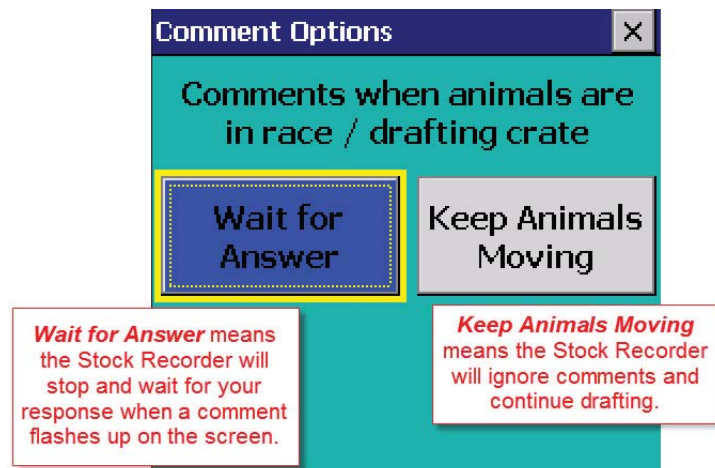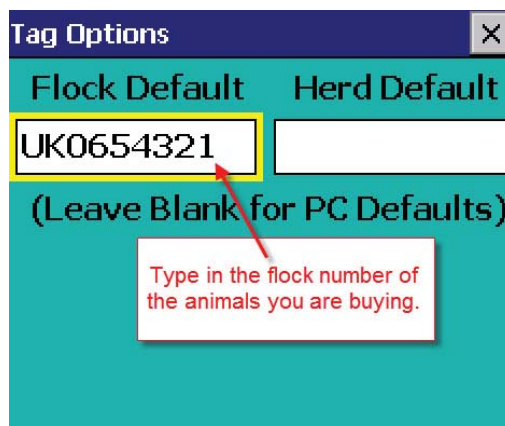

Sound

– Turn all the audible alerts on or off.

Tag Options

– Change the default flock or herd number when you are purchasing animals, otherwise leave both fields empty.

– Remember to remove this other flock/herd number before you start working with your own animals.

Reading RFID Tags

Reading tags electronically

The Stock Recorder has two large buttons, one on each side, that are used for FarmWorks. The button on the right-hand side is used to read an RFID ear tag. When the tag field is highlighted on the screen, press and release the right-hand button to read the tag. When the tag number is displayed and the tag field is highlighted, the left-hand button can be pressed to show the animal's details.

Entering tags manually

- Type in the tag number, then press the *<Enter>* (*<Return>*) key on the keyboard.
- Tap *Save* to save the record.
- Where "enter a tag number" is referred to in this manual, this assumes the tag is being entered by typing the number in manually.
- Management tags can be added or used by typing a full-stop and then the number – for example .21 – in any tag number field.

Right-hand scan button
- Press and release

A yellow box surrounds the tag field. Press and release the right-hand button on the Stock Recorder to scan an RFID tag.

Review Data	☒
Tag	
Count	0 Clear count
DOB	
Sex	
Breed	

Review Data	☒
Tag	UK0244220 12476
Count	1 Clear count
DOB	01/03/2008
Sex	Ewe
Breed	Poll Dorset

When a tag number is highlighted in the tag field, press and release the left-hand button the Stock Recorder to see the animal's details.

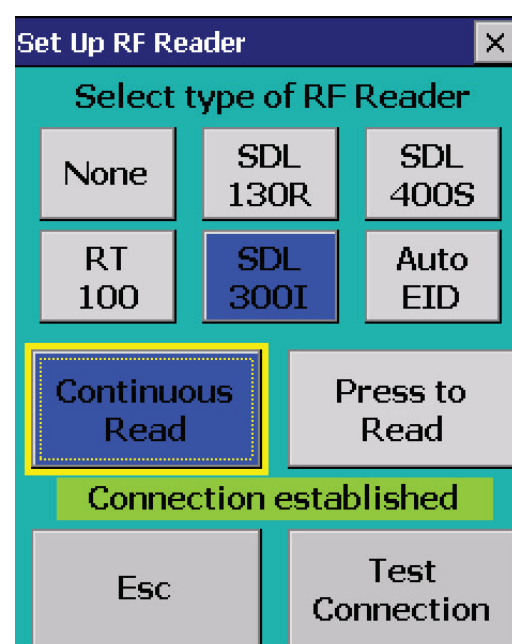*Left-hand button*
- Press and release

Reading RFID Tags

Option for Continuous Read

There is an option for reading RFID tags that can be useful when scanning large batches of animals. Instead of pushing the right-hand scan button to read a tag, the stock recorder can be set to "Continuous Read" mode. In a situation where many animals in a race need to be scanned, the *Continuous Read* setting saves having to press the scan button for each EID.

Continuous Read is constantly trying to detect EIDs when the tag number field is active, so uses substantially more battery power than the *Press to Read* setting.

To activate the *Continuous Read* setting:
1.   Enter the FarmWorks program on the handheld. Select *Options* then *RF Reader*
2.   Ensure SDL300I is the RF Reader highlighted. Select *Continuous Read*.
3.   Press *Test Connection* to confirm the change.
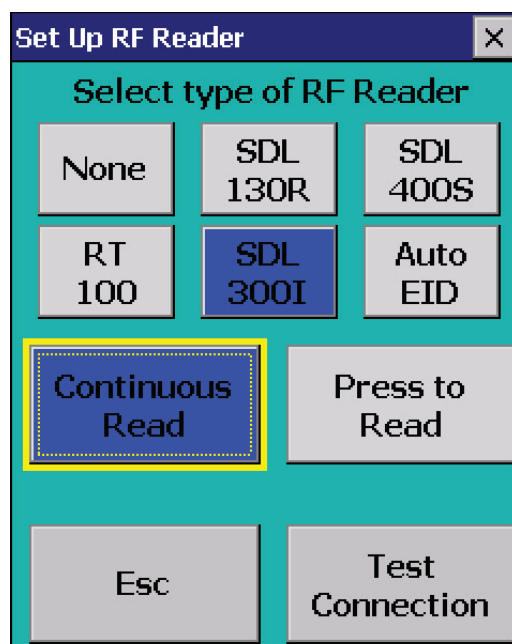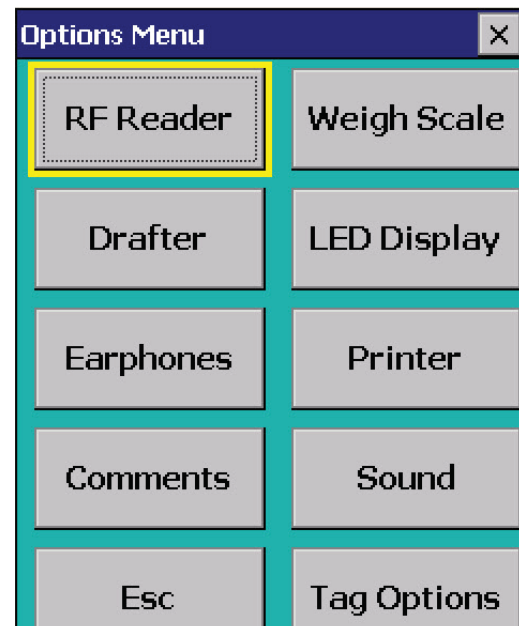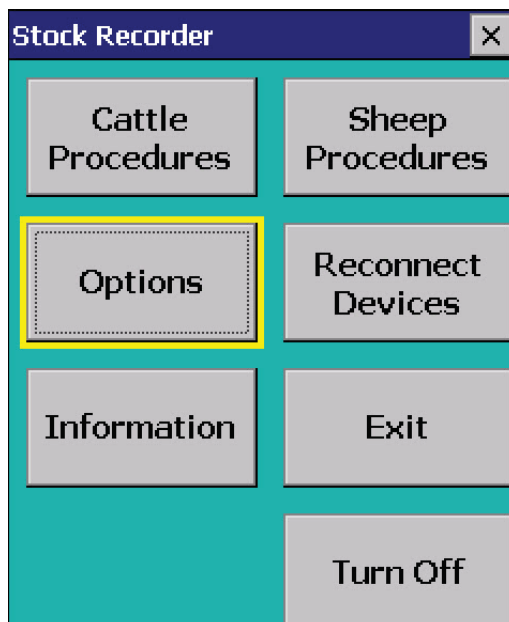
Looking Up Animal Records

The left-hand button on the Stock Recorder opens the **Animal Record** screen, which has a number of different screens available for viewing an animal's details and history. Most of the screens are only for viewing, not for adding information.

Animal Record	
UK0123456 00075	
Animal History	Add Comment
Add Cull Comment	Correct Details

Animal History Menu	
UK0123456 00075	
Animal Details	Progeny
Weight History	Treatment History
Comment History	Movement History

Animal Details shows the date of birth, sex, breed, sire, dam, location and other details. This screen is for viewing only - you can not add any data.

Animal Details	
UK0123456 00075	
DOB	15/11/2009
DOD	-
Sex	Ewe
Dam	UK123456 51478
Sire	UK123456 51484
Breed	Poll Dorset

Animal Details	
UK0123456 00075	
Loc.	SUMMERINGS FARM
Status	On Farm
Geno	ARR/ARQ
Risk	2
Value	60.00
Class	3

Add Comment or **Add Cull Comment** allow you to type in a comment about this animal that becomes part of its permanent record once the Stock Recorder is downloaded into the computer. You can make FarmWorks reports based on the comments you record.

Enter Comment	
UK0244220 12476	
bad teeth	
Show when next handled?	
Yes	No

Type in a comment. Choose if you want the comment to show on the screen the next time the animal is scanned.

Looking Up Animal Records

The **Comment History** is for viewing all comments recorded against an animal.

Comment History

UK123456 53282K

hard bag left side

(Date entered: 14/02/2011)

Show when next handled? Yes

Comment History

UK0244220 12476

Cull Animal:
Bad udder, hard one side

(Date entered: 05/08/2012)

Show when next handled? Yes

The **Progeny** screen shows the number of lambs a ewe has had in her lifetime, plus details of any of her lambs still on the farm. A ram's **Progeny** record will show the lambs he sired that are still on farm.

Progeny Details

UK0224420 15119

Total progeny   7   ← Lifetime total of lambs born to this ewe.

Last lambed   12/02/2010

Progeny Details (where held)

Tag   UK0123456 00979

DOB   12/02/2010   Details of any progeny still on farm.

Sex   Ewelamb

Record 1 of 1

Esc   Only one progeny record for this animal

The **Weight History** screen shows every weight, body condition score and grade recorded against an animal.

Weight History

UK0123456 01570

Date	Kg	Score	Grade
24/02/11	35.0		
17/02/11	30.5		
04/11/10	2.0		

The weight history shows every weight recorded for this sheep, starting with its birth weight.

Esc

Looking Up Animal Records

The **Movement History** screen shows the date the animal moved on to the farm, either born or purchased, all on-farm and off-farm movements that were recorded, and where the animal was finally shipped to.

Movement History ☒

UK0123456 01570

Date 13/09/2010

Loc. SUMMERINGS FARM

Status On Farm

Esc | More...

Movement History ☒

UK0123456 00082

Date 18/06/2012

Loc. Venton Farm

Status Sold

More...

Movement History ☒

UK0123456 01570

Date 13/09/2011

Loc. Tregenna Farm

Status At grasskeep

Esc | Back | More...

The **Treatment History** screen shows all the veterinary treatments recorded for the animal, and details like date, dose, and the drug withdrawal date after which the animal can be safely slaughtered.

Treatment History ☒

UK0224420 15119

Date 09/09/2006

Drug RYCOBEN SC FOR SHEEP

Dose 10 Millilitres

Reason Worm dose

Treator FWP

WithDrawal 12/09/2006

Esc | More...

Treatment history shows every drug administered and the details, including withdrawal date.

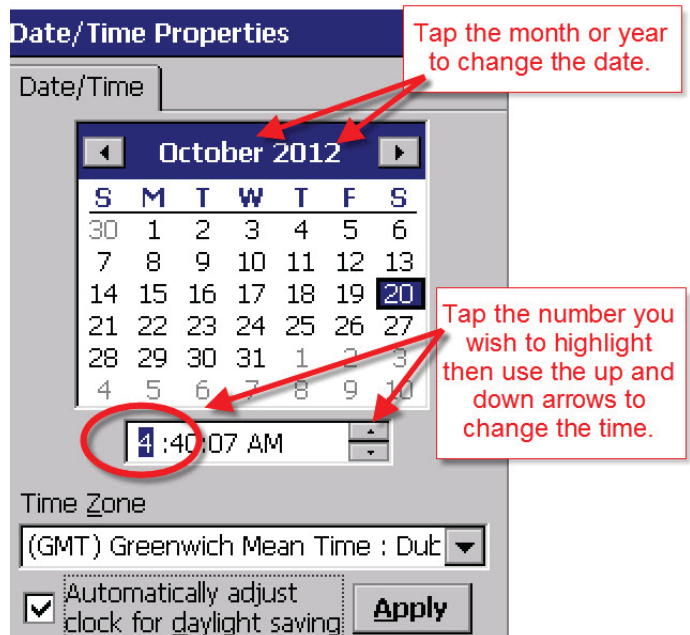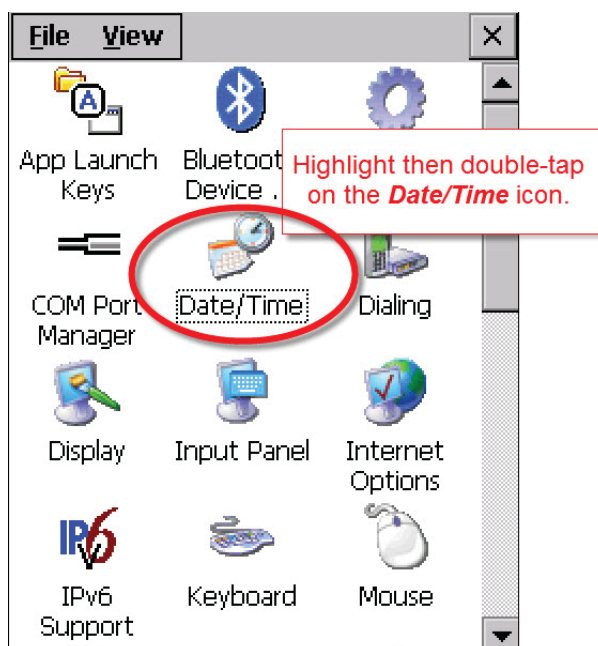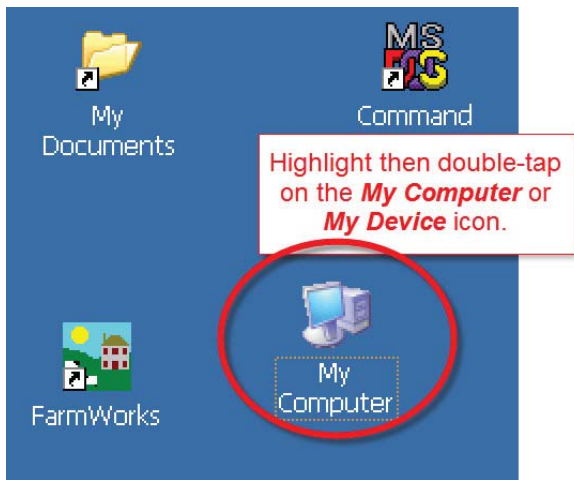Scroll through to see multiple entries.

Date and Time Settings

Your Stock Recorder may have an incorrect date or time setting that results in error messages when you try to import data to your computer.

Note: Never make changes to the date or time format without being expressly instructed to by Shearwell support. Some settings are critical for proper functioning and should not be tampered with!

Changing the date or time
1. Close the FarmWorks program on the Stock Recorder.
2. On the Stock Recorder desktop, double-tap the **My Device** or **My Computer** icon, or tap the **Start** button on the bottom left-hand corner of the screen.
3. Double-tap the **Control Panel** icon.
4. Double-tap on the **Date/Time** icon.
5. Change the time and date if needed.
6. Find the **Time Zone** settings at the bottom of the screen. Change to the correct time zone if needed.
7. Press **Apply** to save your changes.

Highlight then double-tap on the *My Computer* or *My Device* icon.

Highlight then double-tap on the Control Panel icon.

Highlight then double-tap on the *Date/Time* icon.

Tap the month or year to change the date.

Tap the number you wish to highlight then use the up and down arrows to change the time.
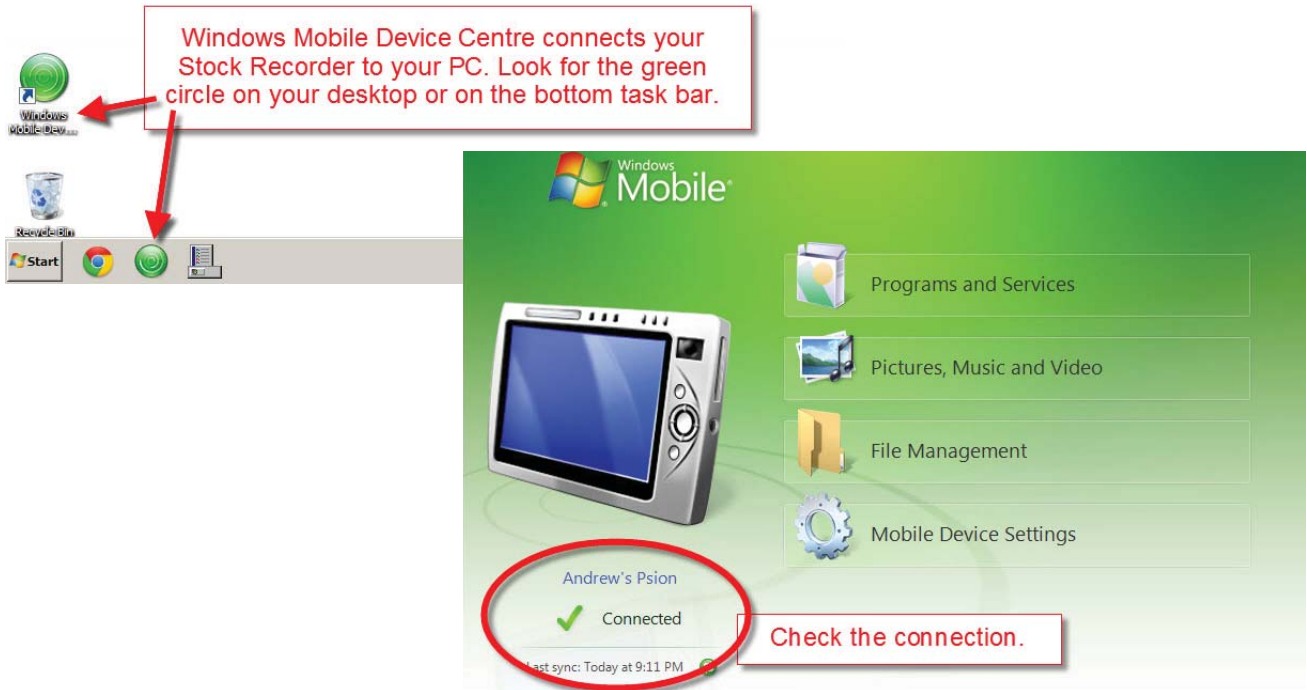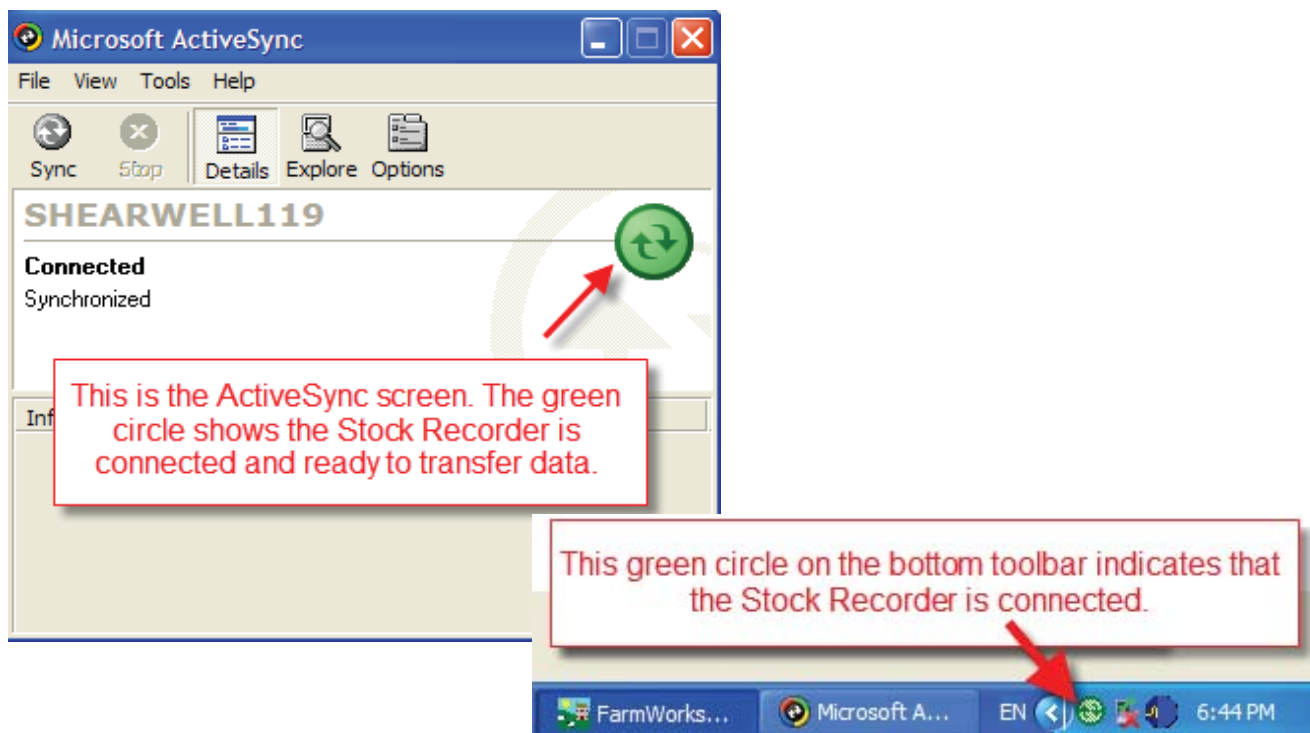
Transfer Data with the PC

FarmWorks on the Stock Recorder must be closed to transfer data between the PC and the Stock Recorder. The unit needs to be sitting in the cradle, powered on, connected to the PC and preferably with the cradle connected to the mains.

Check your connection to the PC:
- On a newer PC, open the Windows Mobile Device Centre. Look for a green circle on the bottom task bar or a green circle icon on your desktop. Double-click to open and check that your Stock Recorder is connected.

Windows Mobile Device Centre connects your Stock Recorder to your PC. Look for the green circle on your desktop or on the bottom task bar.

Check the connection.

- On an older PC, open ActiveSync. Look for a green circle on the bottom task bar. Double-click to open and check that your Stock Recorder is connected.


This is the ActiveSync screen. The green circle shows the Stock Recorder is connected and ready to transfer data.

This green circle on the bottom toolbar indicates that the Stock Recorder is connected.

Transfer Data with the PC

## Send data from FarmWorks on the PC to the Stock Recorder

1. Always transfer data from the PC before you use the Stock Recorder so the latest data is on the unit.
2. If you have had some new electronic cattle tags make sure that file has been saved into FarmWorks.
3. Ensure that any drugs, markets, abattoirs, breeds that you may be using on the Stock Recorder have been entered onto FarmWorks on the PC.
4. On FarmWorks on the PC, go to **Data Transfer>Workabout Pro>Send Data to Stock Recorder**
5. A screen will come up, select **Send Data to Stock Recorder**
   Note the warning screen – sending data will completely overwrite any data currently on your Stock Recorder. If there is any data on the Stock Recorder not yet sent to the PC, do not proceed or you will lose it and it cannot be recovered.
6. If you are happy that all recently entered data on the Stock Recorder has been imported, click **OK** to proceed with the export. If you are unsure then get the data from the Stock Recorder again - it won't hurt anything and could prevent accidental data loss.
7. Click **OK** on the Export complete screen

To send data from the PC to the Stock Recorder select *Send Data to Stock Recorder*
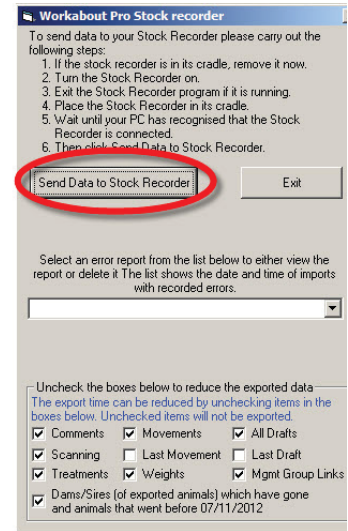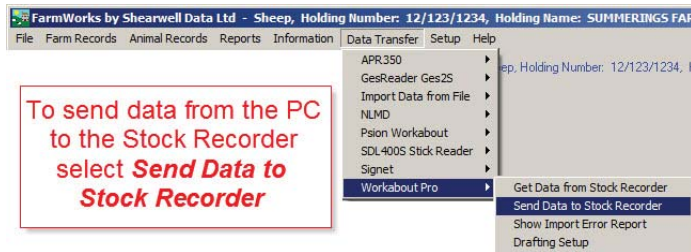
Make sure the Stock Recorder has been downloaded before you send data back. The PC will overwrite everything on the Stock Recorder and all your information will be gone!

## Get data from the Stock Recorder to FarmWorks on the PC

1. On FarmWorks on the PC, go to **Data Transfer>Workabout Pro>Get Data from Stock Recorder**
2. A screen will come up, select **Get Data from Stock Recorder**
3. Click **OK** on the Import complete screen – if there were any warning messages created on import you have the option to review these now, or can look at them later through the **Data Transfer>Workabout Pro** menu. These warning messages are there for a reason – please read them at some point (certainly before using the Stock Recorder again), and act upon them if necessary.


To bring data from the Stock Recorder to the PC select *Get Data from Stock Recorder*.
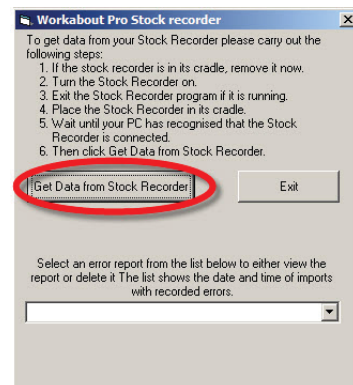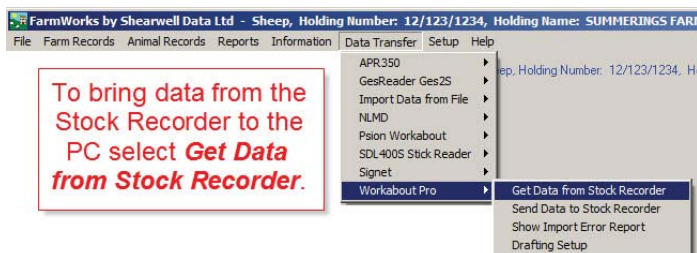
Opening FarmWorks on the Stock Recorder

– To start FarmWorks on the Stock Recorder, either touch the FarmWorks icon on the screen so that it is highlighted (FarmWorks will have a dark blue background with a dotted yellow line around the text) and then press the **Enter** key, or double tap on the FarmWorks icon with your finger or the stylus.
– The program will take about ten seconds to start up.

Highlight then double-tap on the **FarmWorks** icon.
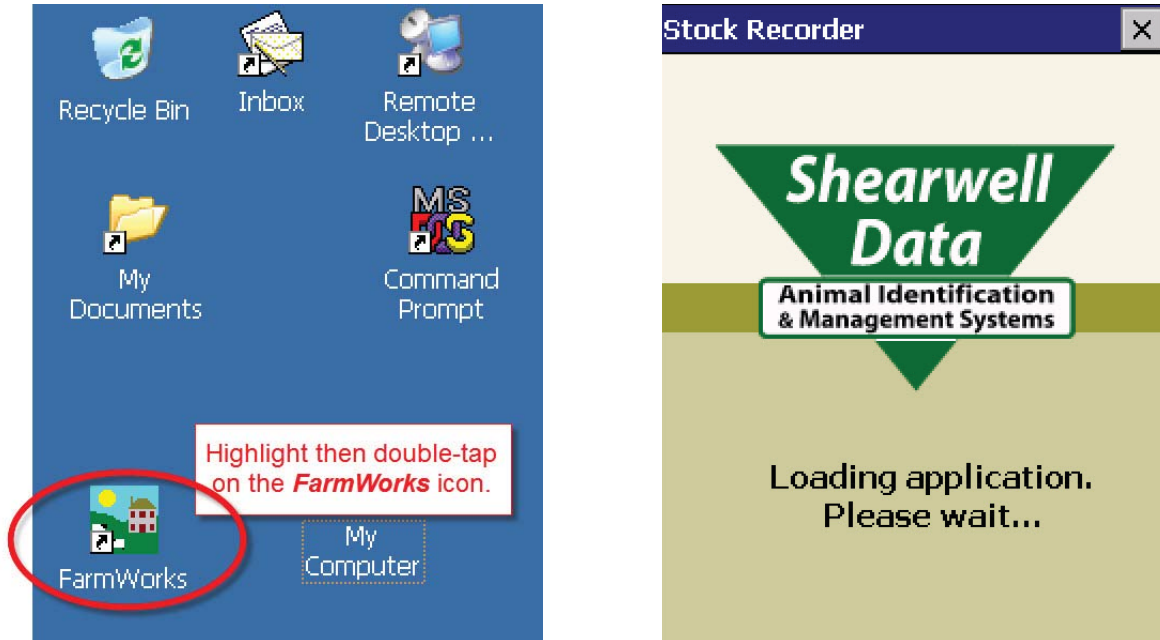
– If you have previously had Bluetooth devices linked to the Stock Recorder, you will be presented with a **Reconnect devices** screen. If you want to reconnect to them, select as required, make sure they are turned on and fairly close by, then press **Connect**.
– If you do not wish to reconnect, just tap **Escape**.
– You are then taken to the main menu.

You can choose to reconnect to Bluetooth devices or press **Escape.**
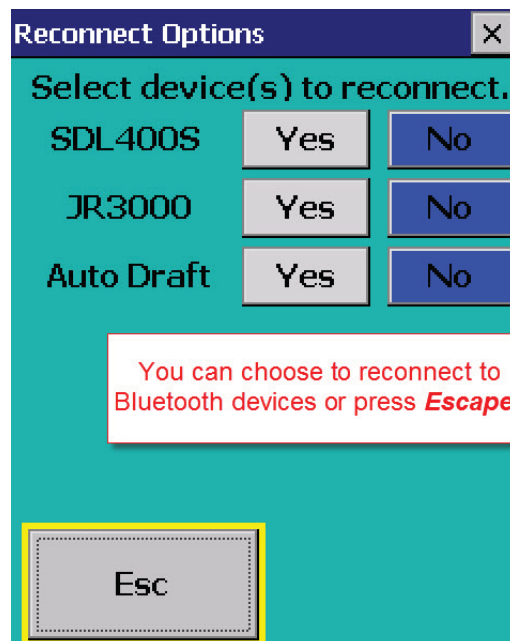
Adding Animals into FarmWorks

There are two ways to add your current animals into the program using the Stock Recorder – please note that as this is an animal's first record its method of 'arrival' must be correct – i.e. if it is recorded as an on-farm birth, this cannot be changed to a purchase at a later date (short of deleting the record entirely through FarmWorks on the PC, then re-recording). To record a purchase, use the **Purchase** screen – animals entered on the Stock Recorder through any other screen will be assumed to be an on-farm birth.

Purchase:

1. Open the **Purchase** function. Select the date of purchase.
2. Select where the animal was purchased from, i.e. the relevant holding or market.
3. Select where the animal is being moved to – typically your own holding, but it could be directly to a grasskeep holding or to a specific location within your own holding.
4. Tap **Next**.
5. Enter date of birth, sex, breed and purchase price of the animal. By default the date of birth will be the 1st March that has just passed but you can change the day and month if desired.

6. With the **Tag** field highlighted, scan the RFID tag or manually enter the tag number.
7. Press **Save** – you will see that all the previous details are retained – provided they still apply, all you need to do is enter the individual tag number of the next animal.
8. If you are scanning RFID tags, after the first tag there is no need to tap **Save** in between animals.

Adding Animals into FarmWorks

If you're not concerned with recording a specific purchase or parentage, and just want to get your current stock loaded into the system, you can add animals in any of the screens. However, the **Review Data** screen is probably the simplest.

Entering cattle with Review Data:

1. Go to **Cattle Procedures > Review Data**. If you are using EID tags displaying the official tag number, and a "tag file" or "tag bucket" was supplied with the tags, then (assuming this file was previously uploaded into FarmWorks and sent to the Stock Recorder) when you read an EID the official tag number will be displayed automatically. Otherwise you will be asked to "lock" the tag number to that EID.
2. If you are asked to lock the tag, type the tag number. The software assumes that any animal you are entering for the first time will have your herd number - if this is the case, just enter the last relevant digits of the individual tag number. You will see that the program defaults to your herd number and automatically calculates the check digit.
3. See Tag Options (page 14) if you want the default herd number to be a number other than your own.
4. If the animal does not have your herd number, enter the herd number then the last relevant digits of the tag number – no space is necessary after the herd number (one is inserted automatically), and the soft-ware will automatically calculate the check digit; e.g. for animal UK123456 400123, type UK123456123 and the tag number will be displayed appropriately.
5. If the animal is not known, you will be prompted to add the animal. Enter date of birth, sex and breed of the animal.
6. By default the date of birth will be the 1st March that has just passed, but you can change the day, month and year as required.
7. Press **Save**.

Review Data

Tag	UK123457 400412
Count	0 Clear count
DOB	
Sex	
Breed	

Scan a new tag. If the program doesn't know the tag number then you can create a new record.

Select Option

No details are recorded against tag UK123457 400412

Do you want to create a new animal record now?

Yes   No

Enter Animal Details

Tag	400412
Herd	UK123457
DOB	01/03/2010
Sex	Cow
Breed	Canadian Angus

Change date of birth, select sex and breed and **Save**. This cow is now in your inventory.

Adding Animals into FarmWorks

Entering sheep with Review Data:

Manual entry

– **Sheep Procedures > Review Data**. Type in the tag number. The software assumes that any animal you are entering for the first time will have your flock number, so if this is the case (i.e. for all except purchases), just enter the individual number.

– If the sheep are from other sources the flock number must be entered, followed by a single space and then the individual animal's number, e.g. UK0123456 00001. Remember the zero after the 'UK' and leading zeros on the individual number if appropriate.

Electronic entry

– **Sheep Procedures > Review Data**. Scan the RFID tag. If adding sheep born January 2010 onwards the software will automatically interpret the visual tag number from the EID number.

– If the device is a bolus or blank EID tag type in the tag number carefully. If it is your own flock number just type in the individual number, if not type in the whole number including the UK. Use one space between the flock number and the individual number, then press **Lock**.

– If the animal is not known you will be prompted to add the animal.

– Select **Yes** to confirm that you wish to add the animal.

– Enter date of birth, sex and breed of the animal. By default the date of birth will be the 1st March that has just passed but you can change the day, month and year if desired.

– Press **Save**. Now you are ready to enter the next sheep or you can exit the screen.

Linking EIDs to Existing Animals

For those animals that are already in FarmWorks, EIDs can be linked in any of the screens. However, as with adding completely new animals, the **Review Data** screen is probably the simplest if nothing else needs to be recorded.

1. Scan the device.
2. If the tag is an official lamb tag supplied since 01/01/2010, the number should be recognised and linked to the existing animal immediately.
3. If the device is a bolus or blank EID tag type in the tag number carefully. If it is your own flock or herd number just type in the individual number, if not type in the whole number as for manual entry above, then tap **Lock**.

Note: the number entered must be an exact match with that of an existing animal, and with regard to sheep this must include the extra zero after the 'UK' in the flock number and any leading zeroes in the individual tag number. If it does not, Stock Recorder will treat this as a new animal, and you will be prompted to enter date of birth, sex and breed.

Overview of Stock Recorder

Choosing Cattle or Sheep Procedures as desired will display the following functions:

- Weighing (8-week, Weaning, 20-week, etc.)– record the date and the weight, condition score or grade. A second reading recorded against the same date as another reading will overwrite the first reading.
- Lambing / Calving – record the date of lambing / calving, the dam and sire, whether the lamb / calf was born dead or alive, the tag number, sex, breed and birth weight of the animal (default is 4 Kg for lambs, 50 Kg for calves).
- Treatments – record the date of the treatment, the drug (including medicine batch), dosage, reason and person who carried out the treatment.
- Scanning – record number in utero and weeks pregnant.
- Movement – record the date of movement and the destination of the animal (also use this for movements to market or abattoir – do not use 'sale' or 'death', as the sale price, kill weights, etc. will not be known at the time of recording,).
- Death – record the date of death, the cause and the resting place of the carcass.
- Purchase – record the date of purchase, where the animal was bought from, where it is being moved to, then the date of birth, sex, breed and tag number of the animal.
- Sale – only for private sale of stock - record the date of movement, destination and sale price.
- Change Tag Number – record a different tag number for an animal.
- Review Data – identify and count animals through a race; displays basic animal details.
- Tupping / Service – record date of service, sire and dam.
- TB testing (cattle only) – record first or second reading.
- Drafting – animals passing through a drafting crate are read electronically and sent though one of up to three gates depending on their drafting details. This can be done by hand – i.e. a race reader and 3-way drafting crate are not necessary for the function to operate. Other than drafting by weight, specific drafting groups must be set up through FarmWorks on the PC and exported to the Stock Recorder.
- Group – add animals to a new or existing management group.
- Wool Score (sheep only) – record a 'score' for an animal.
- Multiple Actions – perform combinations of (most of) the above functions in one pass, e.g. record the movement and weight of animals and add them to a management group.

All of the functions are controlled through pressing where appropriate on the touch screen, and using the keypad if entering tag numbers manually or typing in comment text. The *<Enter>* key on the keypad will process any information already entered and take you down to the next input field – it can be used instead of tapping on the next input field on a screen. On every function, tags can be entered manually or read electronically.
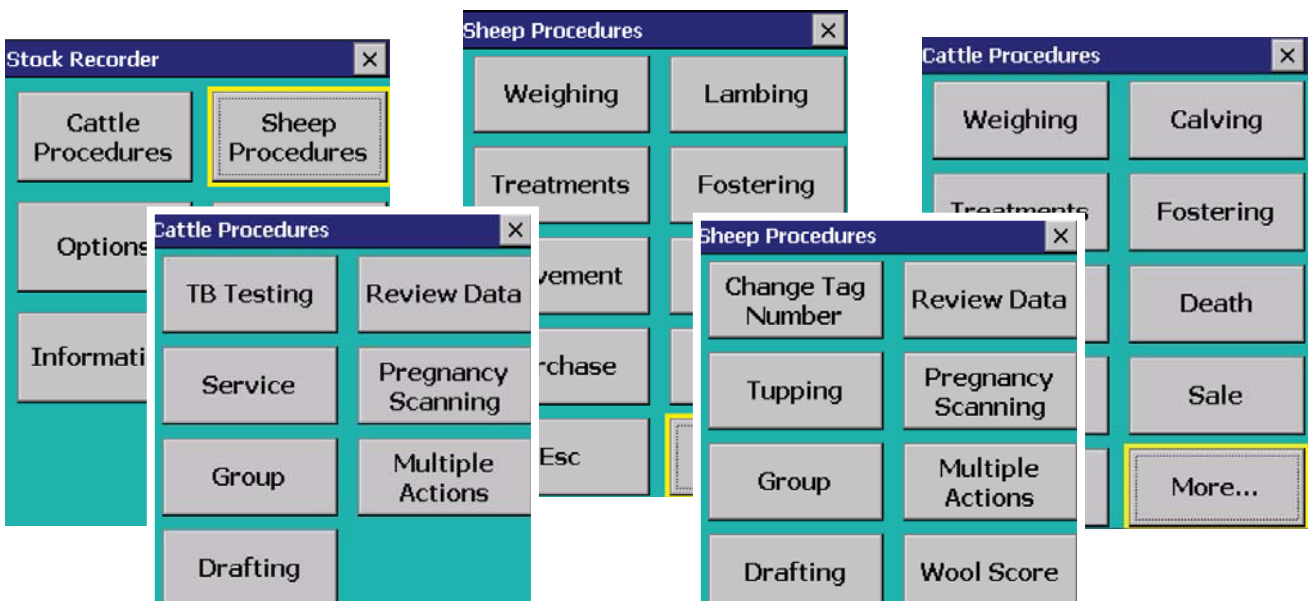
Lambing and Calving

Recording a live lamb or calf:

1. Open Cattle or Sheep Procedures. Go to *Lambing* or *Calving*.
2. Today's date will show. Change the lambing or calving date if needed.
3. The cursor will move to the *Dam* field. Scan the dam's RFID tag or manually enter her tag number.
4. If a tupping or service has been recorded for the dam, the sire's tag number will appear automatically. If not, the sire's tag may be entered (optional).

5. There is an option to record a score for birth 'traits', such as ease of birth and milk production. Tap on *Traits* to open the screen. If *No* is selected you can return to the lambing/calving screen and start adding lambs/calves. To enable scoring the dam and her offspring select *Yes*.

Lambing and Calving

6. Set a default score for each trait, then score each ewe and lamb compared to the default or "average" score. Use a scale of your own choosing but an odd-number is the easiest. For example, a scale of 1 to 5, with 5 being the best and 1 being the worst - the default then would be 3; or a scale of 1 to 7, with 1 being the best and 7 being the worst - the default then would be 4. The scale itself is not as important as you being consistent.

7. The dam traits are mothering ability and the amount of milk she has at birth. The lamb or calf traits are how vigorous it was at birth (meaning how quickly it stood up and sucked) and how easy the birth was (meaning how much human help was needed). Mothering, milk and vigour can be odd-number scales. Ease of Birth should be a linear scale, for example 1 to 4, with 1 being the default - born unassisted. 2 could be an easy pull; 3 a difficult or hard pull; and 4 being a cesarean birth.

8. Change the default birth weight if needed. Press **Save** to return to the lambing/calving screen.

Lambing Traits

Default Birth Weight 5.0 Kg

For example, score the ewe using a scale of 1 to 5 for mothering ability and amount of milk, with 5 being the best and 1 being the worst.

Enable scoring? Yes No

Set the defaults to the middle or "average" number. On a scale of 1 to 5, then 3 is the "average" score. Then every animal can be scored as average, below average or above average.

Ewe defaults

Mothering 3 Milk 3

Lamb defaults

For example, score the lamb using a scale of 1 to 5 for vigour at birth, with 5 being the best and 1 being the worst.

Vigour 2 Ease 1

Lambing ease should be scored to reflect a range of birthing difficulties, with the default score meaning "born unassisted", and the highest score meaning 'surgical birth'.

Esc Save

9. Press **Add lamb** or **Add calf** as applicable.

10. Scan the RFID tag of the lamb or calf. Select the sex and breed. A birth weight can also be recorded.

11. If the dam has more than one offspring, select **Save and add** to record another for that dam, otherwise **Save and Esc** to record offspring for the next dam.

Enter first lamb details...

Lamb Live Dead

Scan the lamb's RFID tag. Tag UK0244220 12476

Select the lamb's sex and breed. Sex Wether

Breed Texel X

Change the lamb's birth weight and scores or leave the defaults. Birth Weight 5.0 Kg

Vigour 3 Ease of birth 2

All done with this ewe? Press **Save & Escape** to go on to the next ewe.

Does this ewe have another lamb? Press **Save & Add**

Esc Save & Esc Save & Add

Lambing and Calving

Recording a dead lamb or calf:

1. If the dam has a lamb or calf that died _before_ tagging, select **Dead**.
2. Choose a cause of death from the drop-down menu.
3. Press **Save and Esc**, if there are no more calves or lambs to add for that dam. Or select **Save and Add** if there are more calves or lambs for that dam.
4. If a lamb or calf dies _after_ it was tagged then record the loss through the **Death** procedure screen on the Stock Recorder.

Enter second lamb details... ☒

Lamb	Live	Dead
Cause	Still born	
Birth Weight	2.5	Kg

For a lamb that dies before tagging, select **Dead**, pick a cause of death from the list, and enter a birth weight or leave the default.

| Esc | Save & Esc | Save & Add |

Enter first calf details... ☒

Calf	Live	Dead
Cause	Died before tagging	
Birth Weight	33	Kg

Select **Dead**. Choose a cause of death and a birth weight.

Press **Save & Esc** to move on to the next dam or **Save & Add** to add another calf (or lamb).

| Esc | Save & Esc | Save & Add |

Enter Calving Details ☒

Date	27/10/2012
Dam	UK123456 401110
Sire	
Mothering Ability	3	Milk	3

Added so far: Dead 1 Live 1

Number of calves (or lambs) that are recorded for this dam.

| Esc | Traits | Add Calf |

Deaths

1. Open Cattle or Sheep Procedures. Go to **Death.** Today's date will show. Change the date if necessary.
2. Type in a cause of death or pick from a list. Tap the small box with three dots to the right of the **Cause** field to display more options. A screen with death reasons will appear. If the list is longer touch **More.** Select a cause of death.
3. Touch the button **Send To.** This will produce three choices - **Knackers Yard**, **Abattoir** or **Other**. Abattoirs must be added through the **Farm Records** screen on the PC program in order to appear on the Stock Recorder. **Knackers** and **Other** can be typed in.
4. Put the cursor in the **Tag** field - scan the animal's RFID tag.
5. When all details have been recorded press **Save**.

Death

Date 27/10/2012

Cause Listeriosis ...

Send To West County Knackers

Tag UK0244220 12475

Count 1 Clear count

Esc   Save

These three dots indicate there are more choices. Tap here to see a list.

Death Reason - Recent Choices

Listeriosis

Bloat

Acidosis

Prolapse

Pulpy Kidney

Esc   More...

Death

Date 27/10/2012

Cause Acidosis ...

Send To Please select

Tag

Count 1 Clear c

Esc   Save

Knackers Yard   Other

Abattoir

Abattoirs - Alphabetical

Chitty Food Group

J.V Richards

Jaspers (Treburley) Ltd.

Jaspers Ltd

Madron Meat

Back   More...

Weighing

There are six weigh options for sheep and four for cattle to address particular tasks. All the weight screens display the last recorded weight and weigh date for that animal.

- Weigh Only (cattle and sheep) - Records the date, each animals' tag number and weight.
- Weaning Weight (cattle and sheep) - Use this option to record weaning weights and dates. Information will be transferred into FarmWorks on the PC and will be included in Weaning Reports and used as the starting weight for some daily weight gain reports.
- Weigh and Grade (cattle and sheep) - Record the weight and fat grade.
- Weigh and Condition Score (cattle and sheep) - Record the weight and body condition score.
- 8 Week (sheep only) - Includes options to correct lamb details like dam, birth date, breed and sex.
- 20 Week Weight (sheep only) - Corresponds to 20 Week Weight Reports in FarmWorks.

Weigh Only / Weaning Weight / 20 Week Weight

1. Open Cattle or Sheep Procedures. Go to **Weigh.** Select a weigh option.
2. Today's date will show. Change the date if necessary.
3. Scan the animal's RFID tag or type in the tag number. The daily live weight gain and weight history showing the most recent weights will be displayed.
4. Type in the weight as it appears on your weigh scale.
5. Press **Save**.

8 Week Weight

1. Change the date if necessary.
2. Scan the animal's RFID tag or type in the visual tag number. The weight history showing the most recent weights will be displayed.
3. Type in the weight as it appears on your weigh scale.
4. The lamb's dam, date of birth, breed and sex show. There is an option to change the birth date, breed and sex if necessary. **Save**.

Weighing

Weigh & Grade

1. Open Cattle or Sheep Procedures. Go to **Weigh > Weigh & Grade**.
2. Today's date will show. Change the date if necessary
3. Scan the animal's RFID tag or type in the visual tag number. The last weight and score will be displayed. Type in the weight as it appears on your weigh scale.
4. Tap **Grade** and select a fat grade from the chart.
5. Press **Save**.

Weigh & Score

1. Go to **Weigh > Weigh & Score**.
2. Today's date will show. Change the date if necessary
3. Scan the animal's RFID tag or type in the visual tag number. The last weight and grade will be displayed. Type in the weight as it appears on your weigh scale.
4. Enter a condition score between 0.00 and 10.00.
5. Press **Save**.

Weigh and Grade	☒
Date	01/09/2012
Tag	UK0123456 00078
Weight	62.7 Kg
Last	59.5 Kg 27/10/2010
Grade	Please select
Last	R 3L 27/10/2010
Count	4 Clear count
Esc	Save

Previous weights, dates and scores will show weight gain or loss.

Weigh and Score	☒
Date	27/10/2012
Tag	UK0123456 00078
Weight	59.0 Kg
Last	39.0 Kg 09/03/2010
Score	2.00
Last	3.50 09/03/2010
Count	2 Clear count
Esc	Save

Tupping or Service

1. Open Cattle or Sheep Procedures. Go to **Tupping** or **Service**.
2. Today's date will show. Change the date if necessary.
3. Scan the bull or ram's RFID tag or type his number into the Sire field.
4. Scan the RFID tags of the dams you want in this breeding group. The Stock Recorder saves after each tag is scanned so it's not necessary to press **Save** for each ewe. If you are not sure whether or not a dam was scanned properly then scan her tag again - it won't hurt anything and she won't be counted twice!
5. If you are typing tag numbers in manually you must press **Save** for each animal tupped or served.

Service	
Date	28/10/2012
Sire	UK123451 233333
Dam	UK123451 101524
Count	1 Clear count
Esc	Save

Tupping	
Date	28/10/2012
Sire	UK0123456 00853
Dam	UK0132323 00506
Count	1 Clear count
Esc	Save

Medical Treatments

1. Open Cattle or Sheep Procedures. Go to **Treatment**.
2. Today's date will show. Change the date if necessary.
3. Select a drug. All the medicines currently on your farm will be displayed. Note: medicines can only be added into FarmWork on the PC through **Farm Records > Medicines.**
4. Once a drug is selected pick the batch number and type in the dose.
5. Enter a reason for the treatment or pick from a list. Tap the small box with three dots to the right of the **Reason** field to display more options. A list of ailments will be displayed. If the list is longer touch **More.** Select a reason for treatment.
6. Type in the name of the person giving the treatment.
7. Scan the RFID tag of the first animal being treated. The Stock Recorder saves the record after each tag is scanned so it's not necessary to press **Save** for each animal. If you are typing tag numbers in manually you must press **Save** for each animal treated.

Note: The Stock Recorder knows which drugs are in your lock-up but does not track the actual amount in inventory. If you record more treatments than you have medicine for, when you import from the Stock Recorder into FarmWorks the program will warn you that it cannot complete the treatment records until you add more medicine.

Select a drug from the medicine list and enter an amount to administer.	**Treatment**
	Date 28/10/2012
	Drug Pen_Strep Suspension for Inj
	Dose 12 Millilitres
Tap here to see a list of ailments.	Reason Infected Navel ...
Record the person giving the treatment, scan the RFID tag and tap **Save**.	Treator AAN
	Tag UK123451 506253
	Count 0 Clear count
	Esc Save

Off-farm Movements

An animal movement record provides three critical pieces of information - which, when and where:
- which animal
- when it moved
- where it moved from and where it moved to.

FarmWorks also provides an opportunity to collect sale and slaughter data in conjunction with the movement record. The process of selling animals and moving them off your farm depends on whether the sale details (price, weight, grade) are known at sale time. If you must wait for a kill sheet, grading report or market receipt to learn the price received then use the two-step process - record the movement in Stock Recorder, then enter the sale details later in FarmWorks on the PC.

1. Open Cattle or Sheep Procedures. Go to **Movement.**
2. Today's date will show. Change the date if necessary.
3. Tap the **Move To** button to see the options. Note that all the markets, abattoirs, holdings and on-farm locations must be entered into FarmWorks on the PC before they will be available as a choice on the Stock Recorder.
4. Scan the animal's RFID tag or type in the tag number. If reading the tags electronically the Stock Recorder saves the record after each tag is scanned so it's not necessary to press **Save** for each animal. If you are typing tag numbers in manually you must press **Save** for each animal moved.

Movements	
Date	28/10/2012
Move To	Moons Park
Tag	UK123234 500765
Location (prior to move)	SUMMERINGS FARM
Count 0	Clear count

Select Location Type

Market	Holding
Abattoir	On Farm Location

Enter markets, holdings, abattoirs and on-farm locations into FarmWorks through Farm Records.

5. When the Stock Recorder imports into FarmWorks on the PC the animal movement record (which/where/when) will appear in the Movement Report, Holding Register and as a transport document.

6. Animals sent to market or slaughter are listed as off-farm *at market* or *at abattoir* and the sale details can be added at a later date. Note: Those animals at market or abattoir will remain in your inventory until you record their actual sale.

7. Open FarmWorks on the PC. Go to **Animal Records > Market> Record Sale of Animals at Market** or **Animal Records > Slaughter> Record Slaughter of Animals**.

8. Details of the sales can be viewed in **Reports > Sales** and **Reports > Slaughter**.

FarmWorks by Shearwell Data Ltd - Sheep, Holding Number: 12/345/6780, Hold
File Farm Records Animal Records Reports Information Data Transfer Setup Help

Add Current Animals
Animal Details
Comments
Death
Delete Record
Feed Animals
Found / Recovered
Grass Keep/Shows
Identification
Lambing
Market ▶ Send Animals to Market
Missing / Stolen Return Animals from Market
On-Farm Locations ▶ Record Sale of Animals at Market
Pedigree
Private Sale
Purchase Animals
Record Tag Replacements
Scrapie status
Set Breeding Status
Slaughter ▶ Send to Slaughter
Transfer Ewe Lambs Record Slaughter of Animals
Update Haulier Information
Valuing
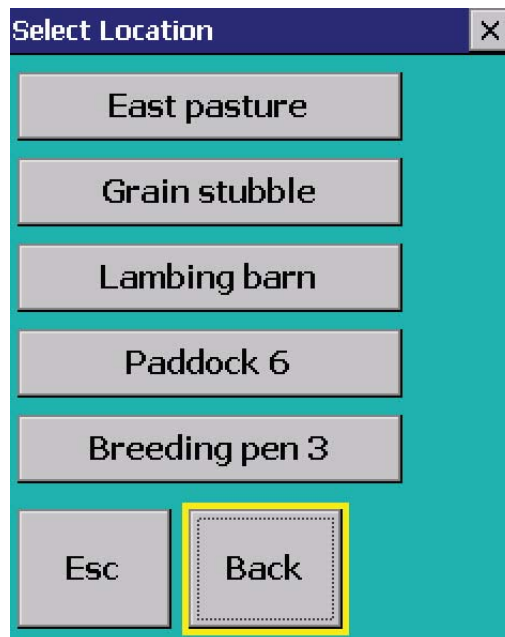Veterinary Treatments ▶
Weaning
Weights

On-farm Movements

Movements from one location to another on the same farm are also done under the Movement function.

1. Open Cattle or Sheep Procedures. Go to **Movement.**
2. Today's date will show. Change the date if necessary.
3. Tap the **Move To** button to see the choices. Note that all the on-farm locations must be entered into FarmWorks on the PC before they will be available as a choice on the Stock Recorder.
4. Scan the animal's RFID tag or type in the tag number. If reading the tags electronically the Stock Recorder saves the record after each tag is scanned so it's not necessary to press **Save** for each animal. If you are typing tag numbers in manually you must press **Save** for each animal moved.
5. When the Stock Recorder imports into FarmWorks on the PC the animals moved will be listed in their new location. On-farm locations are useful for filtering the grid for reports.

Select Location ☒

- East pasture
- Grain stubble
- Lambing barn
- Paddock 6
- Breeding pen 3

Esc | Back

Private Sales

Private sales to other farms, where the price of the animal is known beforehand, can be done through the Sale function on the Stock Recorder.

1. Open Cattle or Sheep Procedures. Go to **Sale.**
2. Today's date will show. Change the date if necessary.
3. Tap the **To** button to see the choices. Note that all the holdings must be entered into FarmWorks on the PC before they will be available as a choice on the Stock Recorder.
4. Scan the animal's RFID tag or type in the tag number. If reading the tags electronically the Stock Recorder saves the record after each tag is scanned so it's not necessary to press **Save** for each animal. If you are typing tag numbers in manually you must press **Save** for each animal.
5. When the Stock Recorder imports into FarmWorks on the PC the animal movement record (which/where/when) will appear in the Movement Report, Holding Register and as a transport document. For a private sale the animal is immediately out of your inventory and details of the sale can be viewed in **Reports > Sales**.

Select the buyer's farm, enter the sale price and scan each animal.

Fostering

Fostering refers to lambs and calves being raised to weaning on either a bottle and milk replacer, or else nursed by another female besides their own dam.

Note: The lamb or calf to be fostered must have its birth recorded first, before it can be recorded as fostered.

1. Open Cattle or Sheep Procedures. Go to **Fostering.**
2. Today's date will show. Change the date if necessary.
3. Select rearing method of either **Bottle** or **Dam**.
4. Record a reason for fostering. Tap the small box with three dots to the right of the **Reason** field to select one of four options.
5. If the lamb or calf is to be fostered onto another mother then select **Dam**.
6. Scan the foster dam's RFID tag or type in the tag number.
7. Scan the lamb or calf's tag. Tap **Save**.
8. If the lamb or calf is to be raised on a bottle, select **Bottle**.
9. Scan the lamb or calf's tag. Tap **Save**.

Review Data

The Review Data function is for counting and identifying animals as they come through a race. Basic information about each animal is displayed, and up to five traits can be selected for that display.

1. Open Cattle or Sheep Procedures. Go to **Review Data.**
2. Select **Configure Display**.
3. Choose up to five traits to be displayed and tap **Escape**.
4. Scan each animal in the race. A count is made - an animal scanned twice will <u>not</u> be counted twice.

Management Groups

FarmWorks allows animals to be placed in virtual management groups.

1. Open Cattle or Sheep Procedures. Go to **Group.**
2. Type in the name of a new group you wish to create, or tap the three dots at the side of the group name field and select a pre-existing group.
3. Scan the animal's tag. Tap **Save** to add that animal to the group.
4. Tap **Remove** to take that animal out of the group.

Group - Recent Choices

Keeper ewe lambs

South pasture lambs

rams with footrot

Red tags

ewe lamb doubles

Esc   More...
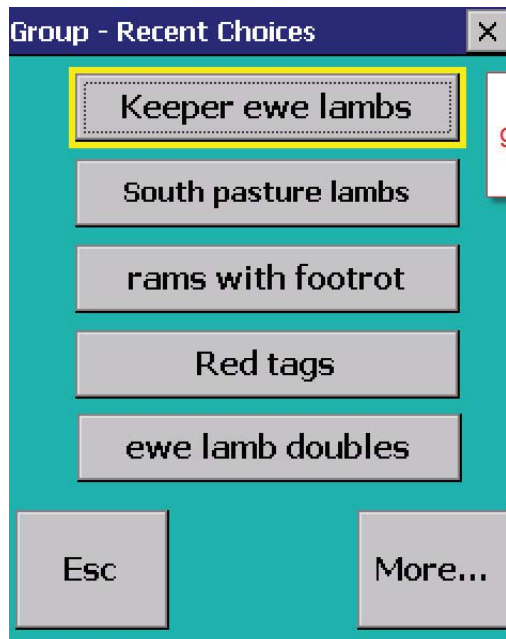
All the management groups in FarmWorks are available as choices.

Management Group

Group Keeper ewe lambs ...

Tag UK0244220 12475

Animals in this group 1

Count 1   Clear count

Esc   Remove   Save
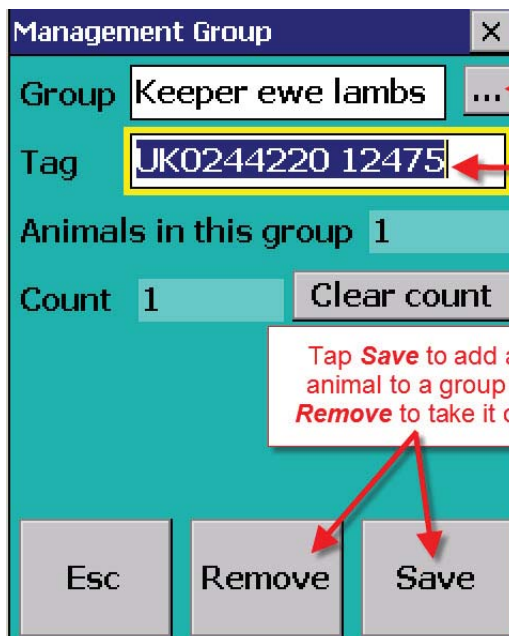
Tap here to see a list of existing groups or type in the name of a new group. Scan the animal's tag.

Tap **Save** to add an animal to a group or **Remove** to take it out.

Pregnancy Scanning

The results of pregnancy scanning can be recorded in Stock Recorder and transferred to FarmWorks on the PC.

1. Open Cattle or Sheep Procedures. Go to **Pregnancy Scanning.**
2. Scan the animal's tag. If the dam has been previously scanned the last results will be displayed. If the number of weeks pregnant was entered previously then the weeks pregnant will be updated as of today's date.
3. Enter the current scanning results.
4. Tap **Save** to move to the next dam.

Drafting

There are several methods for sorting animals using the Stock Recorder.

– Draft by Weight Alone - The simplest process for separating out animals by setting weight parameters - tag numbers are not required or recorded. For example, lambs weighing below 25 Kg go out of a certain gate, lambs over 50 Kg go out of another gate, and lambs in between those two weights keep going forward.

– Draft by Weight - Similar to drafting by weight alone - set the weight parameters and which gates will open. However this option also allows you to put the animals into management groups as they are drafted, making further sorting or handling easier. This option requires the animals to have RFID tags and the EID numbers are recorded by the Stock Recorder.

– Draft by Drafting Group - This method allows for drafting by any criteria, set up through FarmWorks on the PC. For example, ewes nursing twins can be separated from those with single lambs, or breeding groups to be put to certain rams can be sorted into different pens.

Drafting options

– Save weight: Usually the weight of each animal is saved to calculate rate of gain or track body condition.

– Draft into management groups: This is a way to double-check the count and tag numbers of animals drafted out of each gate.
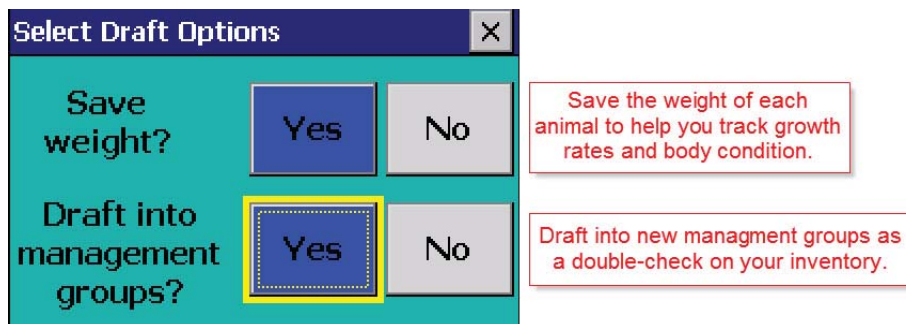
– Set your weight parameters if drafting by weight. There will be three groups - animals below a minimum weight, animals above a maximum weight, and all the animals that fall in between those two weights.

– Decide which gates will be used for the three different groups: R = right, L = left, and F = forward (animals will go straight ahead).
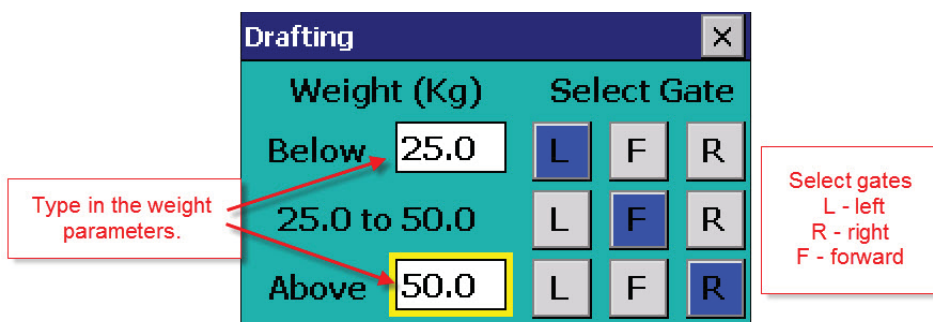
Drafting

- Type in a name for the new management groups from the different gates.

Enter Management Groups

	Mgmt Group Name
Left	runts
Forward	light lambs
Right	heavy lambs

- When an animal is scanned and a weight is entered, the Stock Recorder will indicate which gate (left, right or forward) should be opened.
- Depending on the weight, the tag number will be assigned to the management group you designated for that particular gate.

Draft Animals

Tag	UK0123456 00082
Weight	24.0 Kg
Draft	Below 25.0

When an animal is scanned and a weight is entered, the Stock Recorder will indicate which gate should be opened.

- If you using a drafting group built in FarmWorks on the PC that is sorting out specific animals, the correct gate will be indicated by the Stock Recorder, as well as showing the name of the drafting group.

Draft Animals

Tag	UK0244220 18577
Weight	63.0 Kg
Draft	Cull

Esc

Draft Animals

Tag	UK0244220 18583
Weight	45.0 Kg
Draft	Prolapse

Esc

Draft Animals

Tag	UK0244220 15204
Weight	76.0 Kg
Draft	good mothers

Esc

Wool Score

Wool Score is designed for you to assign a number score to each sheep, based on fleece quality.
- The scoring system is your personal choice - a one-digit score recorded against an animal that can be used to make a report in FarmWorks on the PC.
- Decide on your scoring system and set the default score. This is the number that will be assigned to each sheep unless you enter a different score.

Wool score

Date	24/03/2013
Tag	UK0123456 00078
Score	2
Count	1

Scan each sheep and enter a score. The default you set will be recorded unless you enter a new score.

Set the default here.

Esc   Default   Save

Wool Score

Default Score   4

Decide on a default score, between 1 and 9.

Esc   Save

Multiple Actions

The Stock Recorder has an option to record up to three actions at one time, to save having the same sheep pass through the race for separate functions. Most of the distinct functions can be combined under Multiple Actions and all the information collected by the Stock Recorder (weights, tags, groups, movements, etc) is transferred into the appropriate section of FarmWorks on the PC.

1. Open Cattle or Sheep Procedures. Go to **Multiple Actions.**
2. Select up to three actions.
3. Scan the first animal's tag. You must enter whatever information is required for the actions you have chosen:
   - *Movement* requires yo to pick a destination
   - *Treatment* requires you to select a medicine and dose.
   - *Tup/service* requires you to enter a sire tag.
   - *Group* requires you to enter or select a management group.
   - *Sales* and *Purchase* require the buyer or seller to be selected.
4. Tap *Save*.
5. Subsequent animals will have the chosen three actions applied to them. Stock Recorder will pause at screens where input is required for each animal, such as weights and scanning results.

Problem Solving

Not able to get into FarmWorks on the unit but it says that it is open
1. Using the stylus select the Windows key
2. Select Shortcuts
3. Select Task Manager
4. Select Stock Recorder
5. Tap the "Switch to" button and after a few moments the program should appear.

Losing Bluetooth connection
– If you are unable to connect via Bluetooth to a reader, weigh scale or drafter to which you have previously been able, and when testing the connection on the relevant Stock Recorder options screen it tells you that the connection is established, the most likely cause is that either the Stock Recorder or external device didn't 'drop' the Bluetooth link after previous use. Turn the external device off, both at the unit itself and at the mains if connected, then exit FarmWorks on the Stock Recorder and try a 'warm reset'. Turn everything back on and try again.
– If that doesn't work, make sure that each device is using a unique BSP (Bluetooth Serial Port) number, and check that the BSP matches that for the external device as listed on the Bluetooth Manager 'paired' screen.
– If it still won't connect, it would be worth clearing that device from the 'paired' devices in the Bluetooth Manager, and re-establishing the link from scratch.
– See Appendix IV - Bluetooth Manager.

Screen Freezing
This may happen for various reasons:
– If the orange FN, blue FN, CTRL or ALT keys have been pressed by mistake, it will appear that pressing numbers or letters will do nothing.
– Check along the toolbar at the very bottom of the screen, e.g. "ALT KEY". These keys have a cycle of three pushes .Press the key associated with the text until the text is no longer displayed on the bottom of the screen
– If that has no effect, reboot the unit by tapping the Windows key at the bottom left hand corner of the screen, select *Shutdown*, select *Warm Reset*.
– If this still does not work, reboot the unit by tapping the Windows key at the bottom left hand corner of the screen, select *Shutdown*, select *Cold Reset.*
– As a last resort press Orange FN, Blue FN and Enter keys and hold for about six seconds while the unit turns itself off and automatically restarts.
– If taking the last option or the cold reset option, when you restart FarmWorks you will get a message about 'missing utilities'. Follow the onscreen instructions to re-install them, then continue as normal.
– All data is saved automatically so you will not lose data with resets.

Unable to transfer data between PC and Stock Recorder
– If you have been able to transfer in the past, and you get a message saying "Failed to open connection….", your PC is telling you it can't find the Stock Recorder. Check that everything is plugged in, and the Stock Recorder is sat snugly in the cradle (unclip the hand strap at the back, if one is attached).
– Assuming all connections appear complete, it is worth cleaning the copper contacts on the base of the Stock Recorder, and the 'pins' that it sits on in the cradle.
– If the battery on the Stock Recorder has been allowed to drain, charge it for at least ten minutes, then try to start up FarmWorks on the Stock Recorder. You will probably get a message along the lines of "Some utilities required by this program are missing and will be reinstalled". Tap *OK* to allow reinstallation, then let the program start up. Exit the program and try transferring again.
– If it still won't transfer data, close FarmWorks and re-start your PC, and perform a warm reset on the Stock Recorder (tap the Windows key at the bottom left hand corner of the screen, select *Shutdown*, select *Warm Reset* – you will not lose any data). Then try again.

# Appendix I - Manual Installation Windows 7

Install Stock Recorder on Windows 7

The Stock Recorder uses Windows Mobile Device Center to communicate with your PC. This program may already be installed as part of the Windows operating system on your computer but may need additional "drivers" to allow it to connect. If Windows Mobile Device Center is not installed on your PC, the FarmWorks CD will prompt you to install it.

Do NOT connect the Stock Recorder USB cable until after installing the drivers!

1. The first step is to check your computer's operating system. Go to ***Control Panel> System and Security > System***
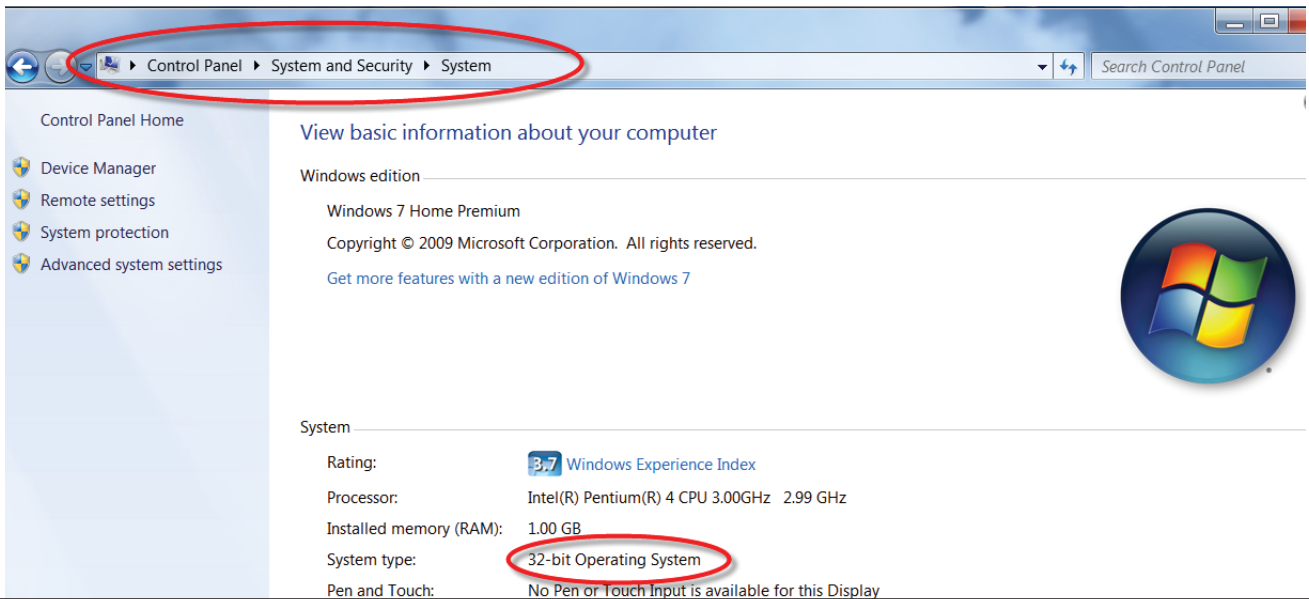
2. Put the Stock Recorder CD into the disk drive of your PC. Find the files on the disk and open the folder called Vista-W7 Psion Installation.
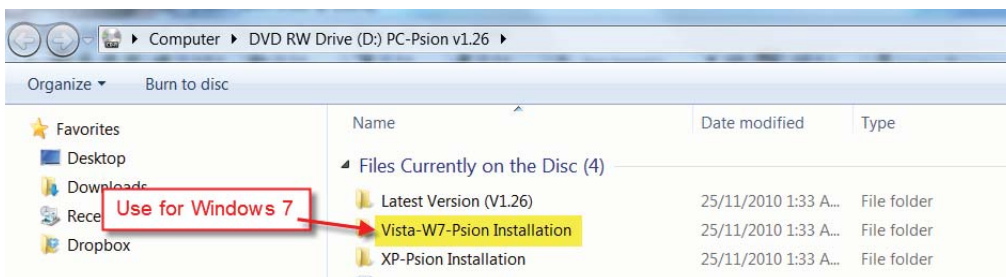
3. There are two files in the folder - ***drvupdate-x86.exe*** for a 32-bit operating system, and ***drvupdate-amd64.exe*** for a 64-bit operating system.
4. Double-click on the driver you need for your operating system. Permit any installation warnings and click on ***Run***. Ignore or close a message saying the driver has not been successfully installed.
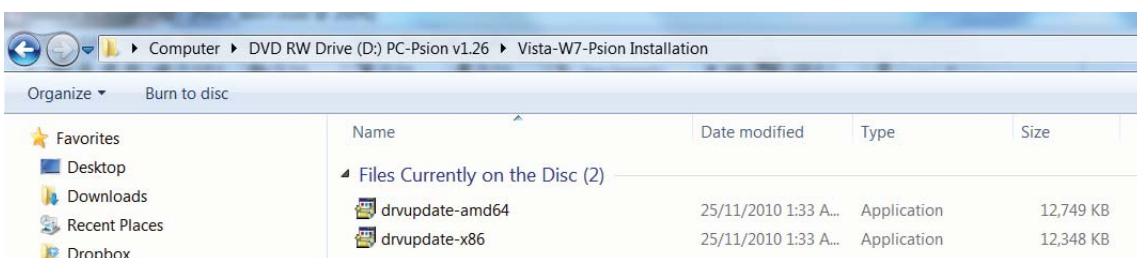
Appendix I - Manual Installation Windows 7

Connect the cradle to the computer, turn on the stock recorder and place it in the cradle. Your computer might automatically detect the stock recorder and ask you to set up a partnership. If not follow these steps:

- If a "**Found new hardware**" window opens, close it.
- Right-click the **Computer** icon on your desktop; left-click on **Manage**.
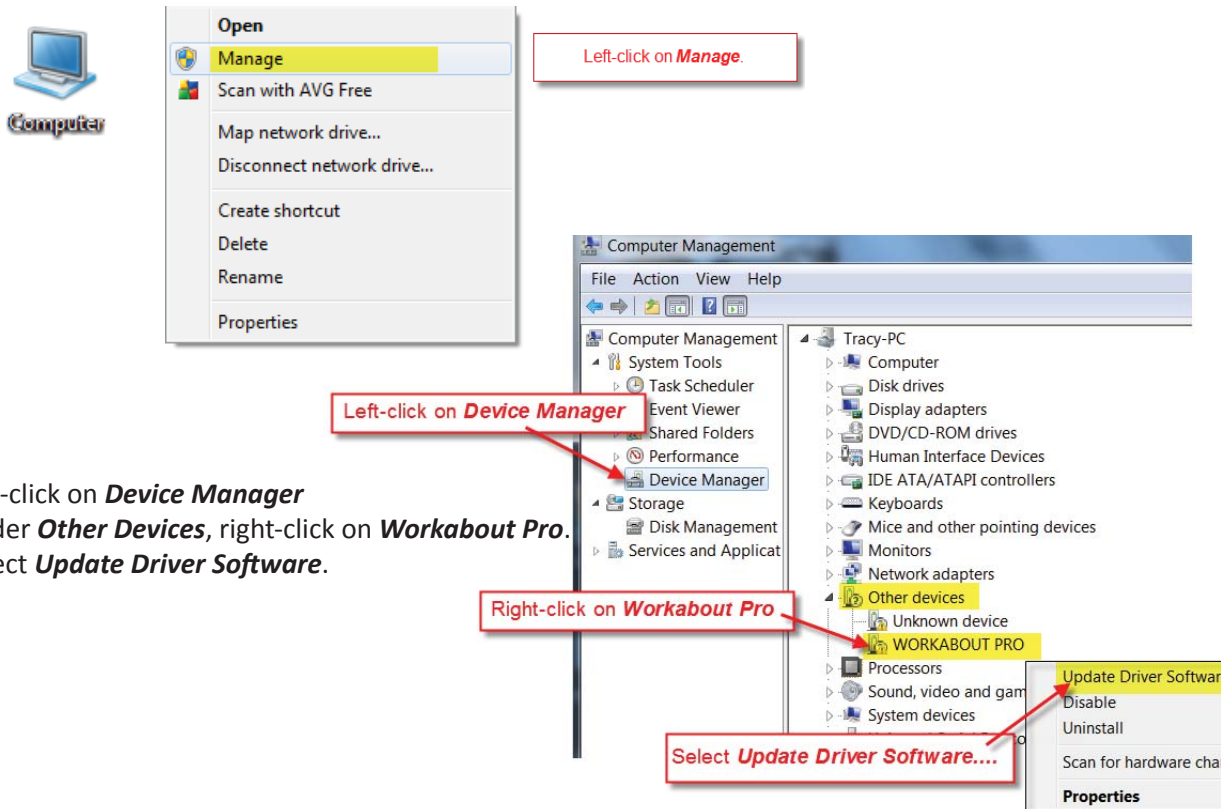
- Left-click on **Device Manager**
- Under **Other Devices**, right-click on **Workabout Pro**.
- Select **Update Driver Software**.

- Select "**Browse my computer for driver software**".
- Select "**Let me pick from a list of device drivers**".
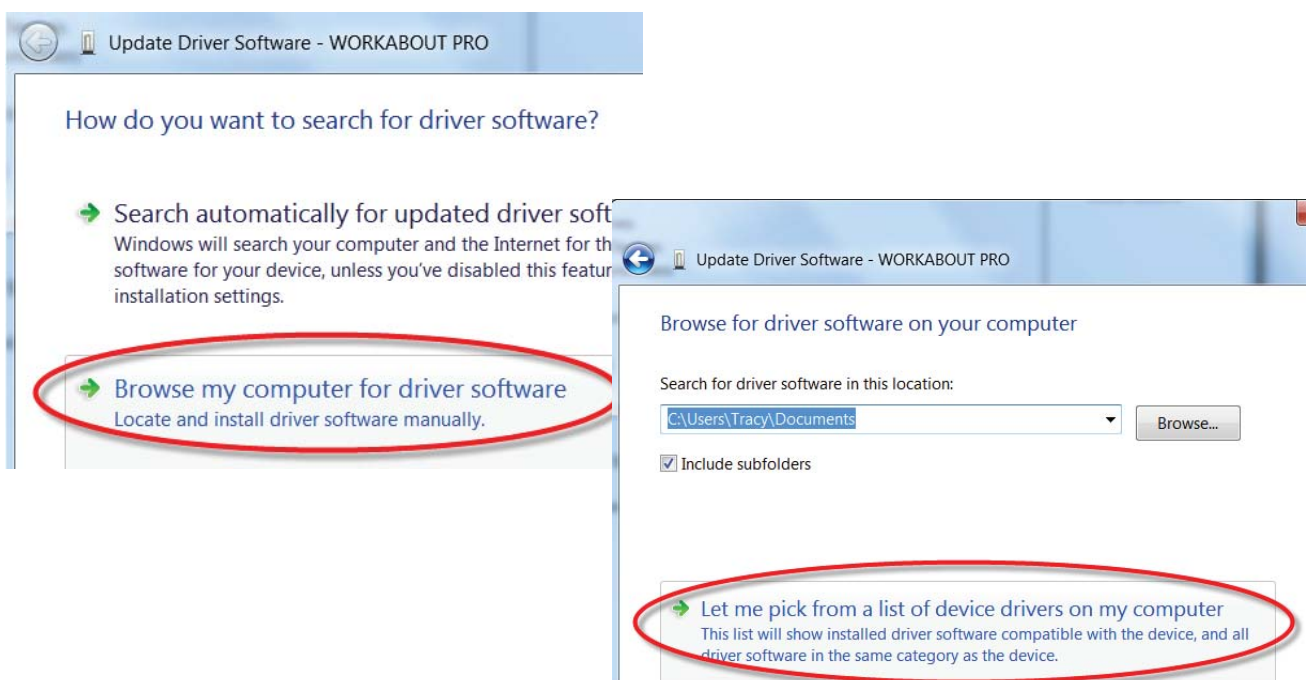
Appendix I - Manual Installation Windows 7

- Select **Mobile Devices** from **Common Hardware Types**
- Select **Microsoft** in the left-hand manufacturer's window.
- Select **Microsoft USB Sync** in the right-hand model window.
- Select **Next** and **Yes** to the warning.
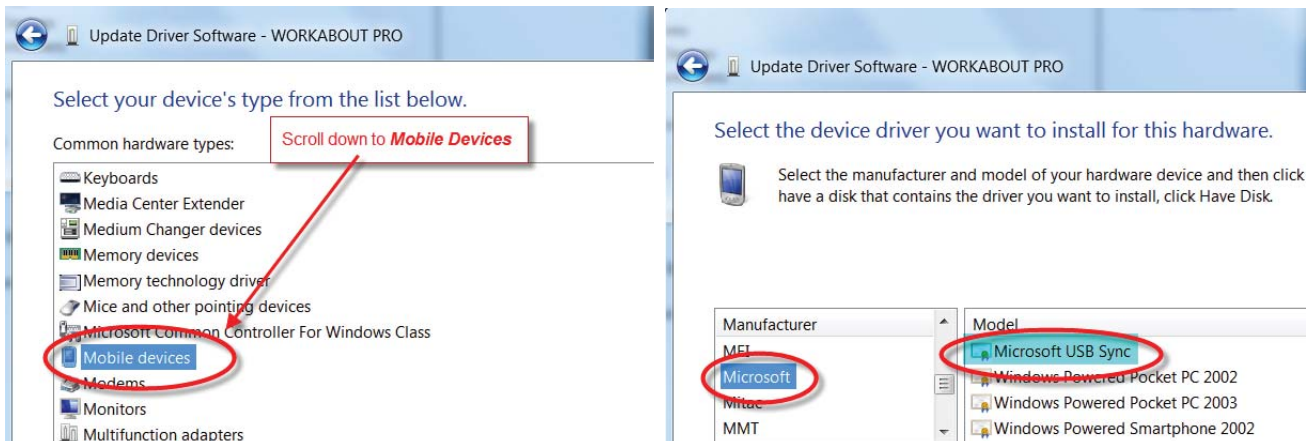
You are then asked to set up the device.
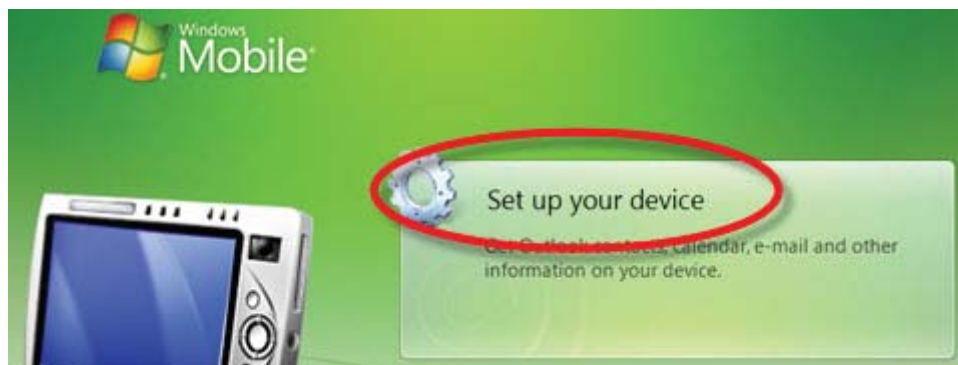
- Leave the default - "**Yes I want to synchronize with only this computer** "- click **Next**
- Options for **Contacts, Calendar, Tasks, Files** - leave all the boxed <u>unticked</u>
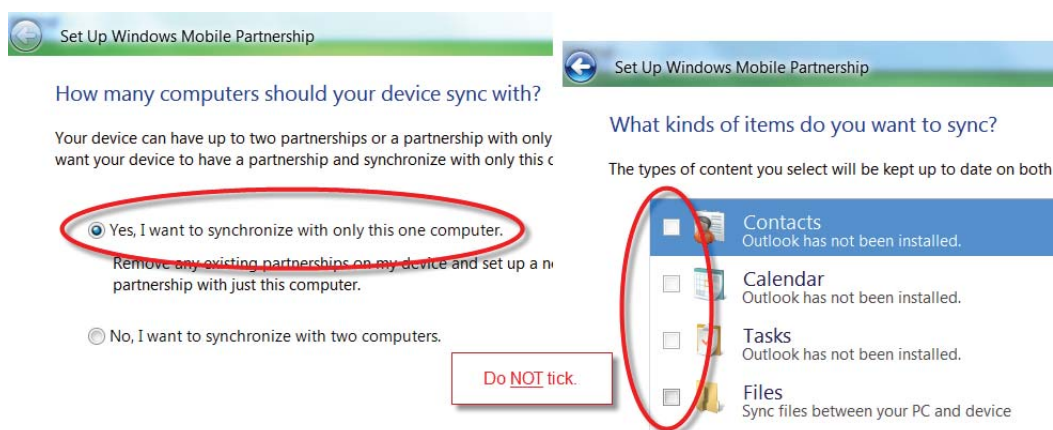
Appendix I - Manual Installation Windows 7

- In "**Ready to set up Windows Mobile partnership**" give your stock recorder a simple name.
- Accept the default "**Merge the existing items on the device...**"
- Click **Set Up**
- Your stock recorder is now in partnership and connected to your computer. You are ready to transfer data back and forth from FarmWorks.
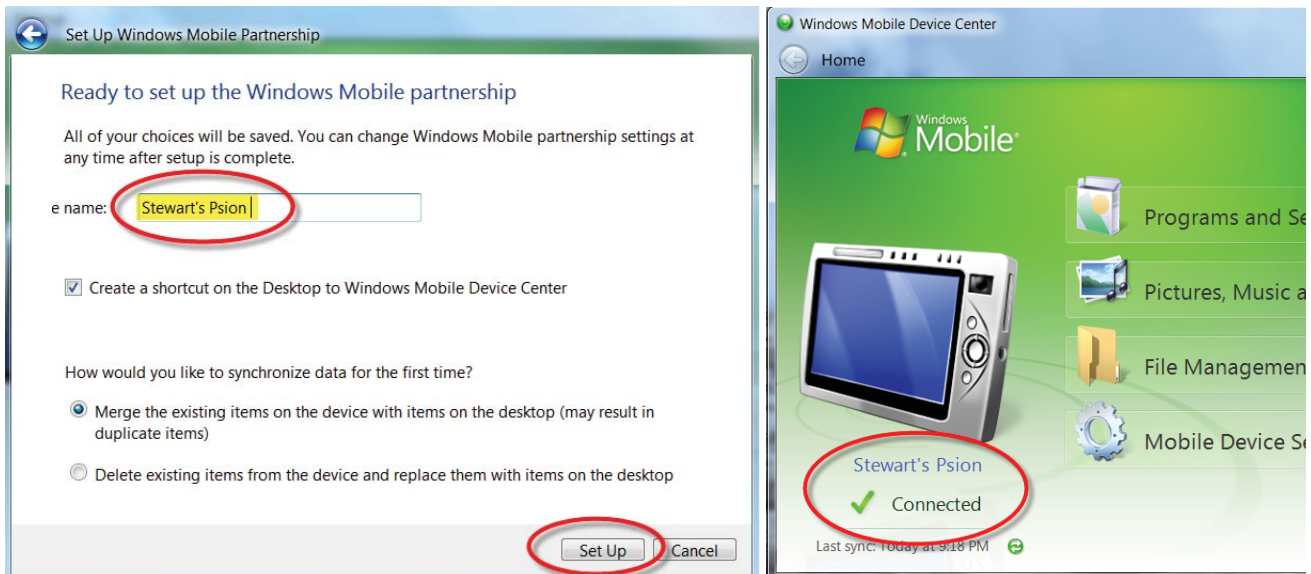
- There will be an icon for the Mobile Device Center on your desktop and on the bottom task bar of your computer screen. Before transferring data to the computer double-click on the desktop icon to check that your stock recorder is connected.
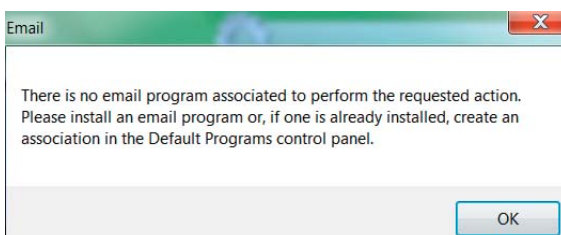
Watch for this warning screen!

It can appear behind the Mobile Device Center window and stop your stock recorder from connecting. If you see this screen close it and your stock recorder should connect normally.

Appendix II - Manual Installation Windows XP

Install Stock Recorder on Windows XP

The Stock Recorder uses the Microsoft ActiveSync program to communicate with your PC. This program needs to be installed on your computer along with an additional "driver" to allow it to connect.

Set up ActiveSync

1. Put the Stock Recorder CD into the disk drive of your PC. Open the FarmWorks folder, then open the Stock Recorder folder. Find and open the folder called *XP-Psion Installation*.
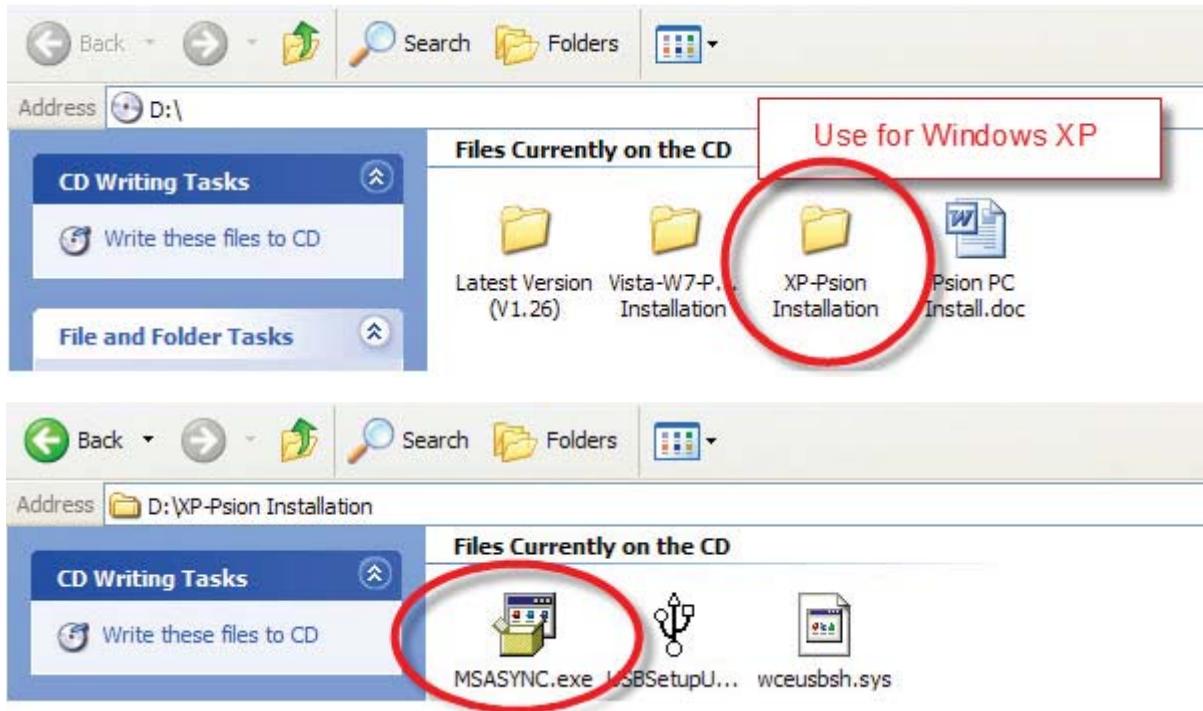
2. There are three files in the folder - double-click on *MSASYNC.EXE*
3. Files will be copied over and installed. Be patient - the installation slows at 92%.
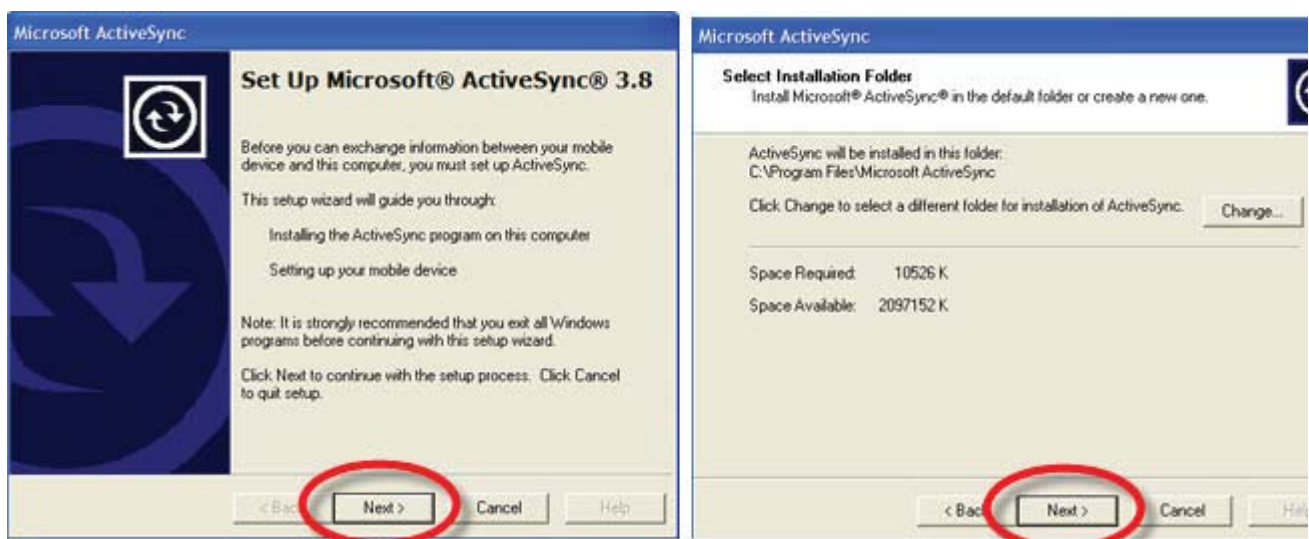
4. The *Set Up Microsoft ActiveSync* window opens - click *Next* twice.
5. Close or cancel the "*Get Connected*" window. Ignore the warning screen, *OK* to exit.

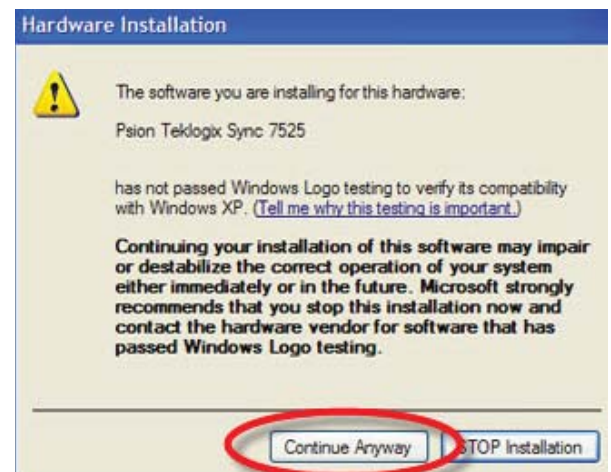# Appendix II - Manual Installation Windows XP

Set up Psion Utility
1. Open the Stock Recorder CD again and open the *XP-Psion Installation* folder.
2. There are three files in the folder - double-click on *USBSetupUtility.*
3. Select *WORKABOUT PRO* from the drop down list. Click *Next*.
4. Accept the default location. Click *Next*.
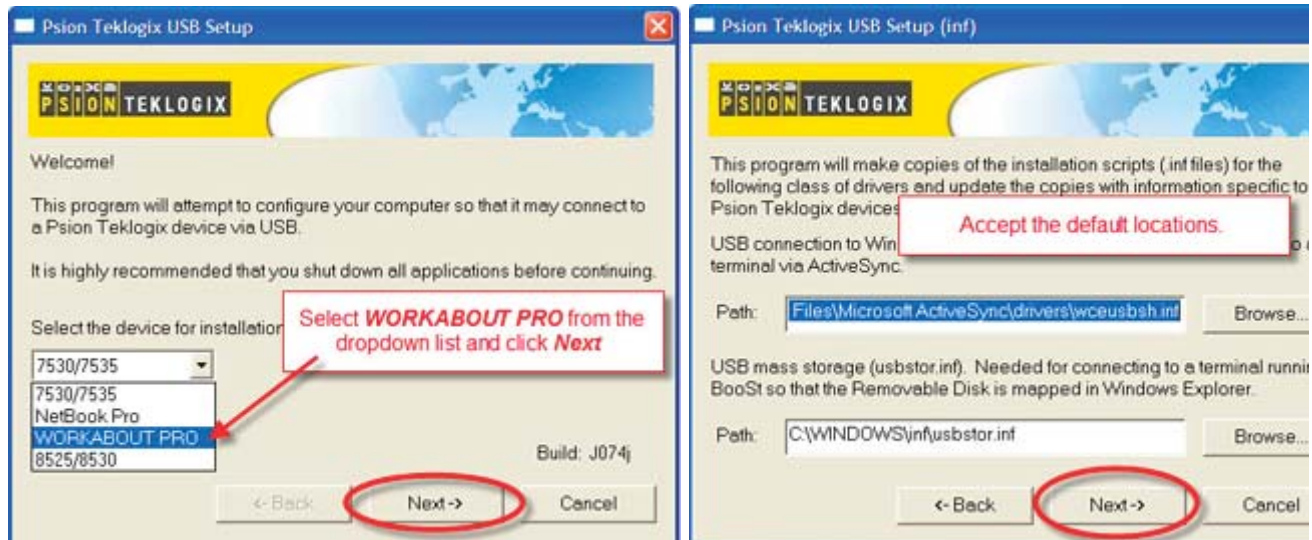
5. Select *USB Connection to Windows CE*. Click *Next*.
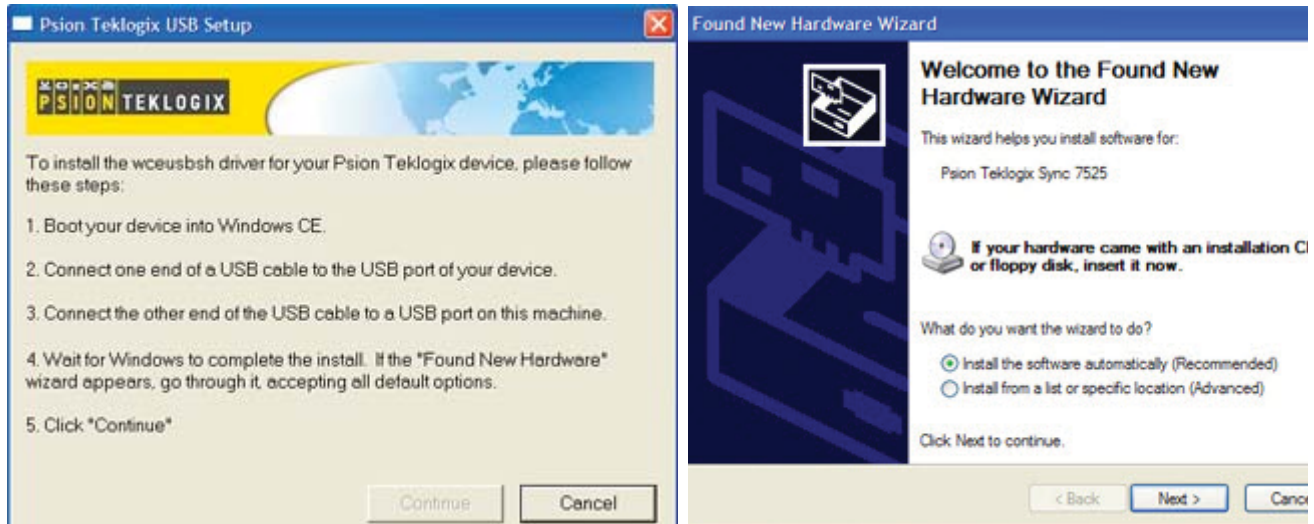6. Leave both boxes ticked. Click *Next*.
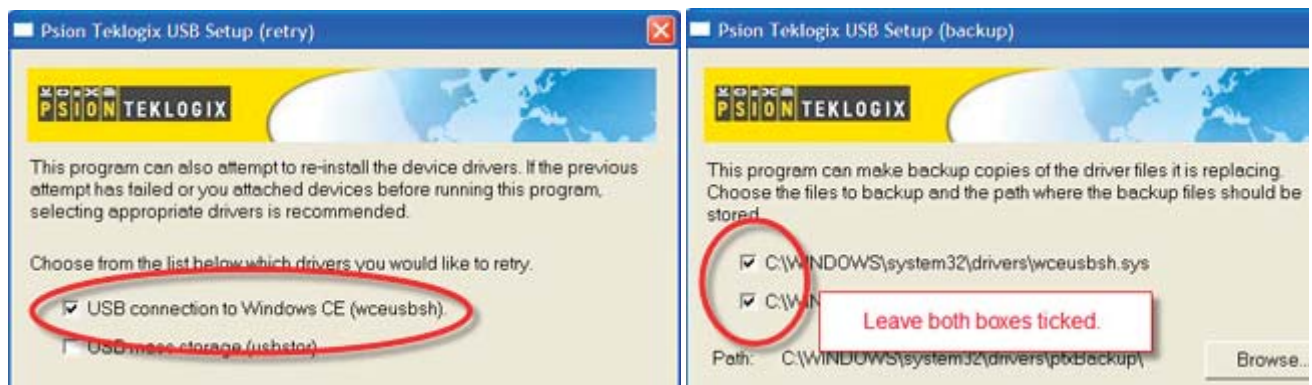
7. Ignore warning about logo testing - *Continue Anyway*

Appendix II - Manual Installation Windows XP

Follow on-screen instructions. Turn on the stock recorder, put it in the cradle, connect the cradle to the computer.

- *Found New Hardware* window will open. Select *Install software automatically*. Click *Next.*

- Ignore warning about logo testing - *Continue Anyway*
- Click *Finish* and exit.
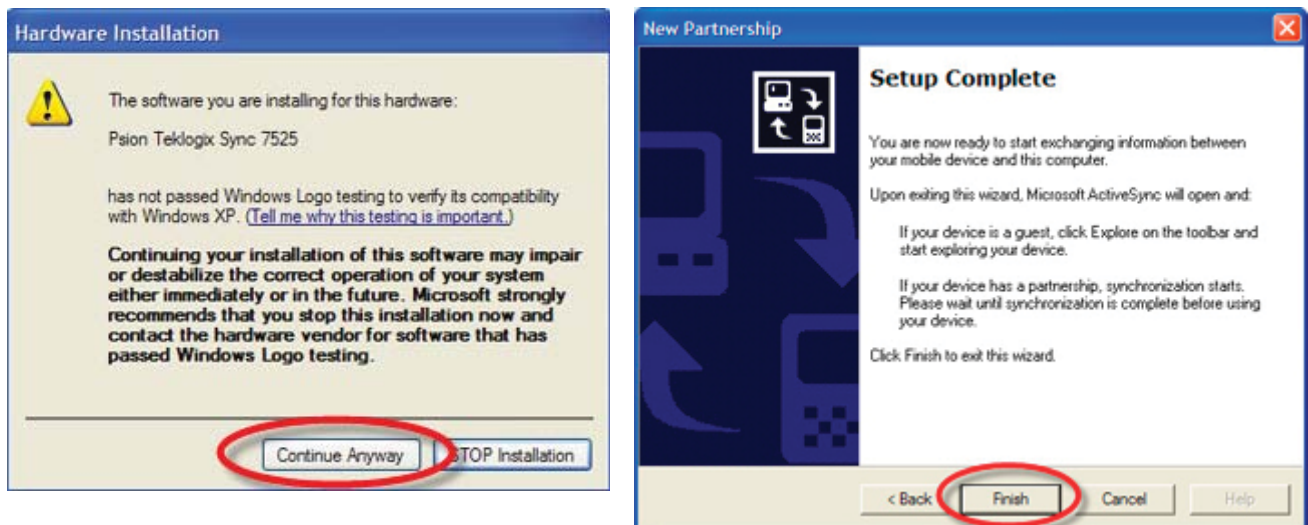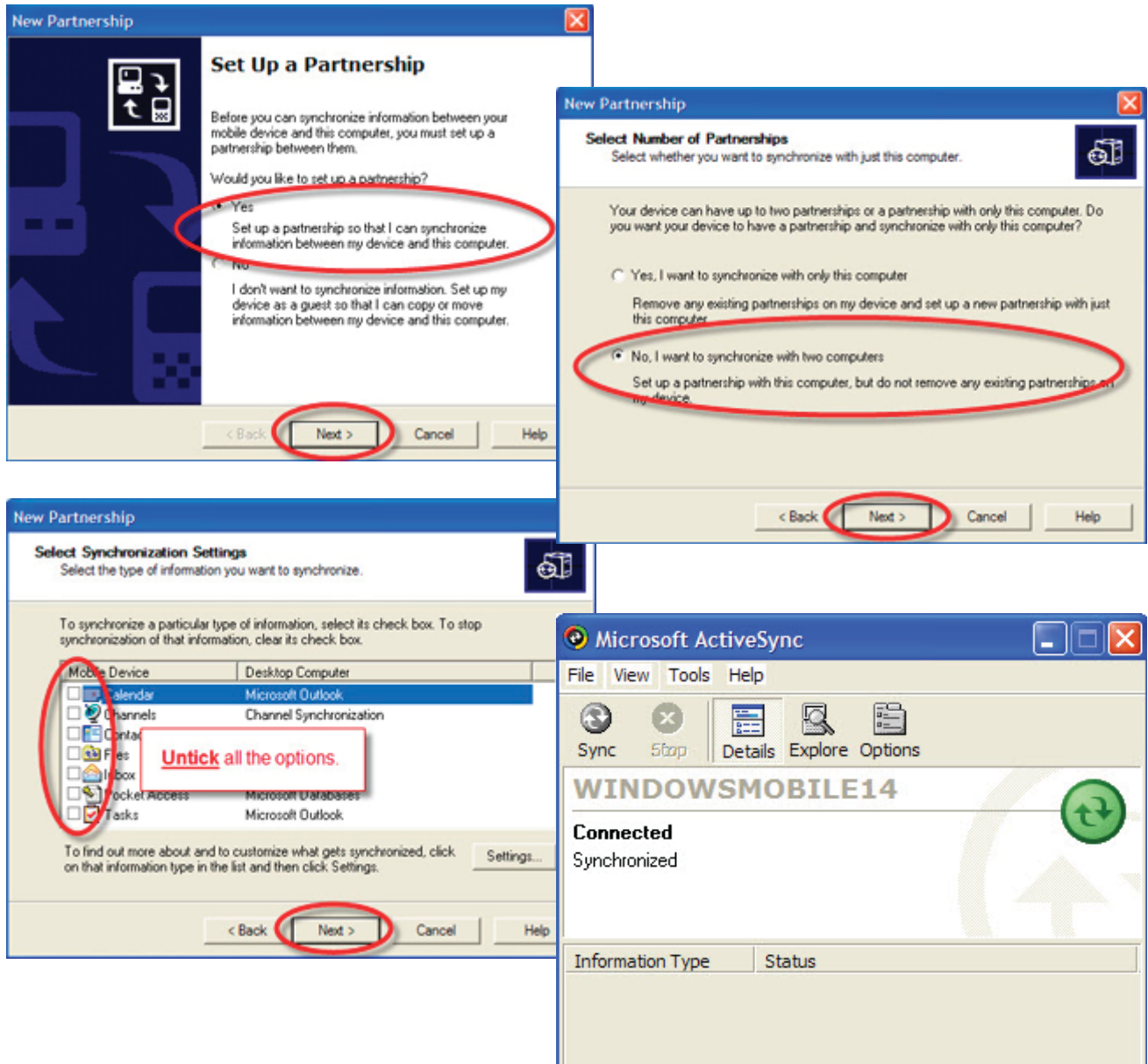

Set up Partnership with the stock recorder
1. Remove the stock recorder from the cradle and reboot your computer.
2. Check for the *ActiveSync* icon in the bottom right-hand corner of your screen.
3. If it's not there go to *Start > All Programs > Microsoft ActiveSync.* (The icon should appear automatically after running the first time.)

ActiveSync icon - green when the Stock Recorder is connected; grey means not connected.

Appendix II - Manual Installation Windows XP

1. Turn on the stock recorder and place in the cradle.
2. ActiveSync will detect the stock recorder and show **Set up Partnership** window. Click **Next**.
3. Select "**No. I want to synchronize with two computers**". Click **Next**.
4. On the "**Select Synchronization**" screen __un-tick__ all the options. Click Next.

5. Your stock recorder is now in partnership and connected to your computer. You are ready to transfer data back and forth from FarmWorks.

ActiveSync icon is green when the Psion is connected.

Appendix III - G2 Psion Keyboard

1. Switch on the Stock Recorder by holding down the **Power** button for a second.
2. Turn off by pressing the **Power** button once.
3. Press the **Shift** key once to type a capital letter. Press the **Shift** key twice to turn on *Caps Lock* so all letters are capitalized. Press the **Shift** key a third time to turn off *Caps Lock.*
4. To adjust the sound press the blue **Function** button twice, then press the + (plus) volume key in the centre to increase the volume or the - (minus) key to decrease the volume. Press the blue **Function** button once more when finished.
5. As a general rule the **Enter** button should be used to move from one field to another instead of tapping on the screen. This ensures that the data is processed and saved correctly.
6. If the keyboard stops functioning look on the bottom toolbar on the screen to see if the **Ctrl**, **Shift** or **Alt** key has been left on by mistake. Push the offending key again to turn it off.
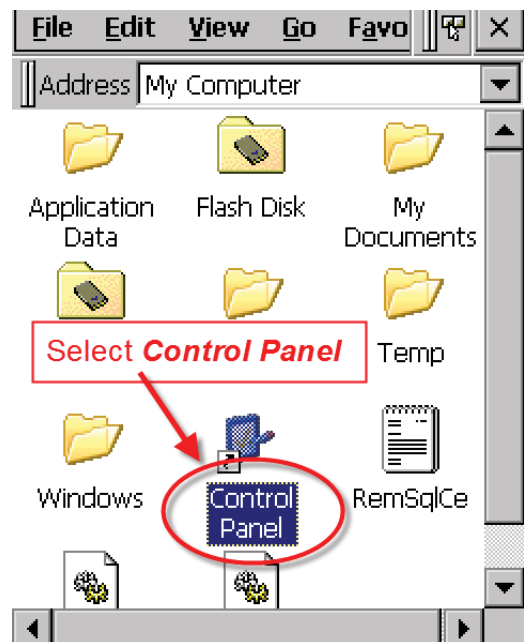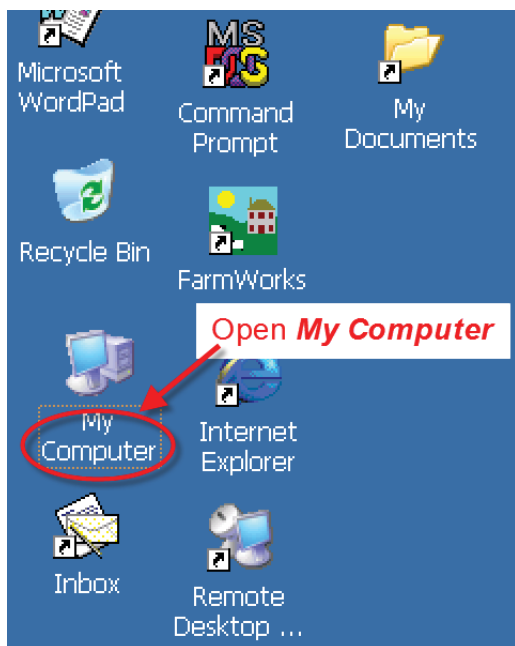
Appendix IV - Bluetooth Manager

Bluetooth is wireless technology that lets electronic gadgets talk to each other via radio waves. A device "with Bluetooth" means it contains a small computer chip with a Bluetooth radio and some software that allows it to connect wirelessly to other devices.

The Stock Recorder can link to Bluetooth devices like weigh scales and tag readers. The **Bluetooth Manager** on the Stock Recorder finds the signal sent out by other devices and assigns each one a channel for communicating.
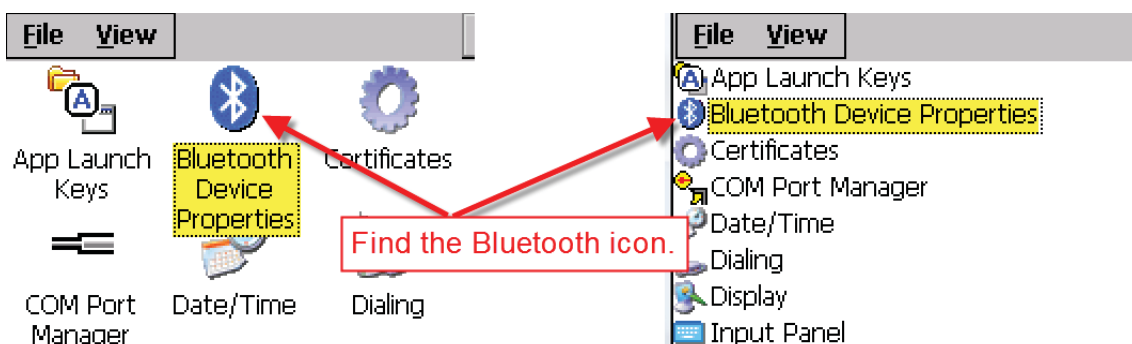
This is the process for initial linking of the Bluetooth components. Follow the steps for each piece of equipment and write down each corresponding BSP Channel.

To find an available Bluetooth channel:

1. Turn on the device you are trying to link to the Stock Recorder. Make sure it is close by.
2. On the Stock Recorder desktop find the computer icon. It may be called **My Device** or **My Computer**. Double click the icon to open it.
3. Open **Control Panel**.

5. Find the Bluetooth symbol. It may be an icon or it may be in a list of folders. Double-tap to open **Bluetooth Device Properites**.
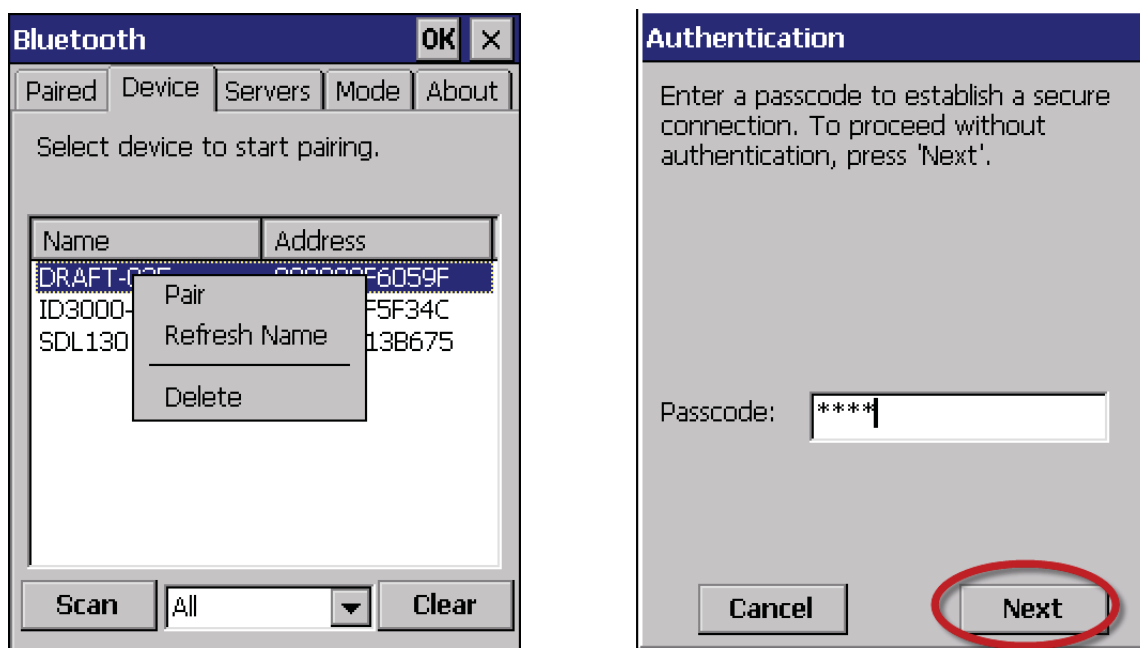
Appendix IV - Bluetooth Manager

5. On the devices tab press **Scan**. Now the Stock Recorder tries to find all the Bluetooth devices in the area. This may take a few minutes - be patient!
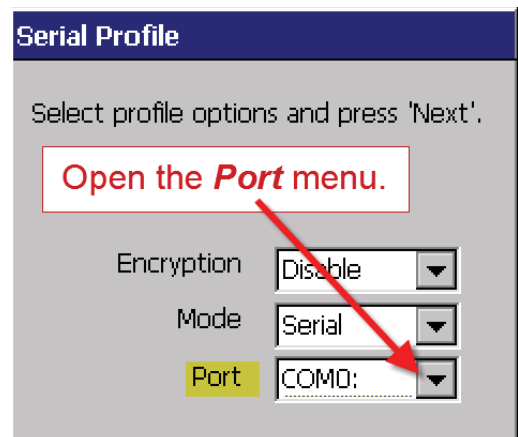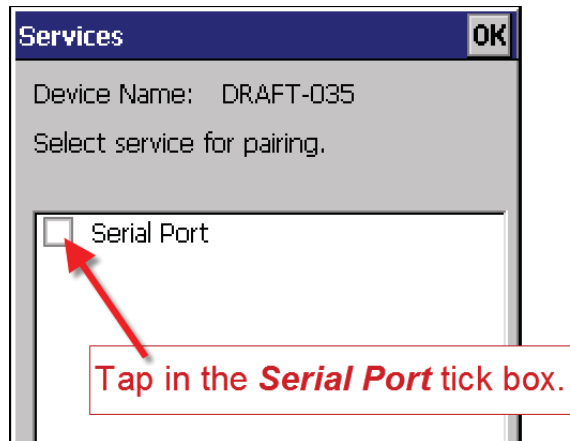

Tap the **Scan** button and wait while the stock recorder scans the area for any Bluetooth signals.
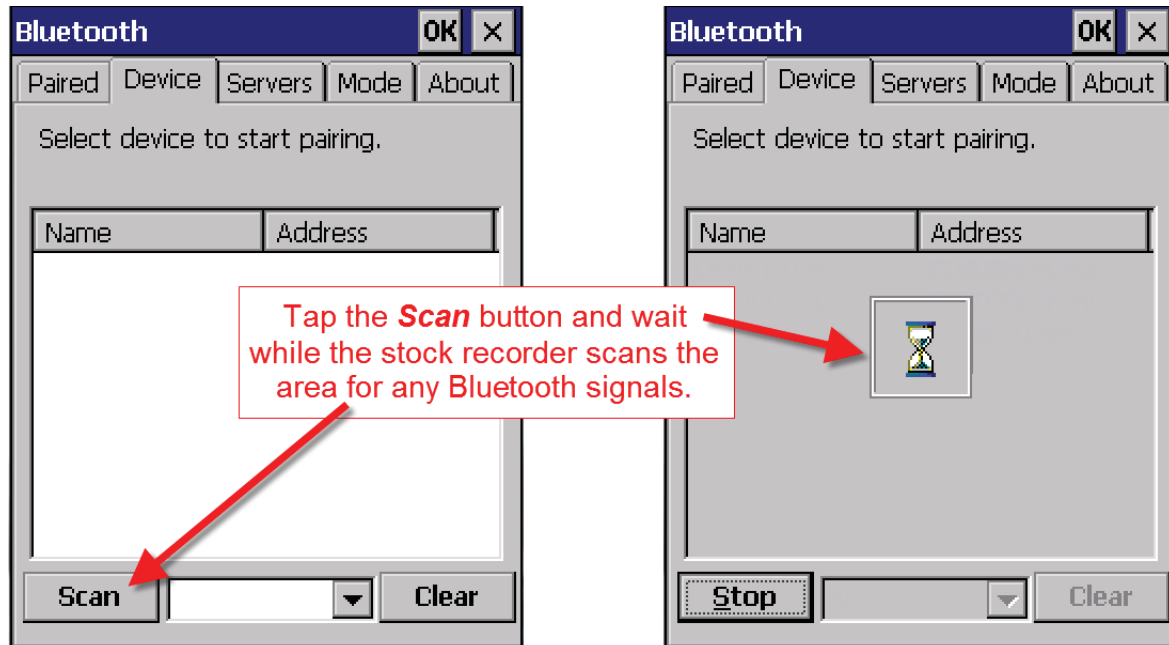
6. When scanning is complete the screen will show all the Bluetooth devices in the area, including mobile phones.
7. Highlight the device you want and tap **Pair**.
The Authentication screen opens. All Shearwell products use 1111 as the default PIN. Some manufacturers don't require a PIN at all so leave it blank. Type in the PIN if necessary and tap **Next**.
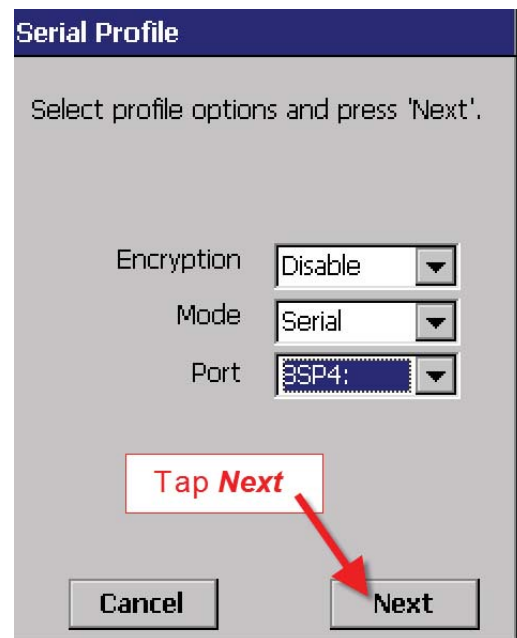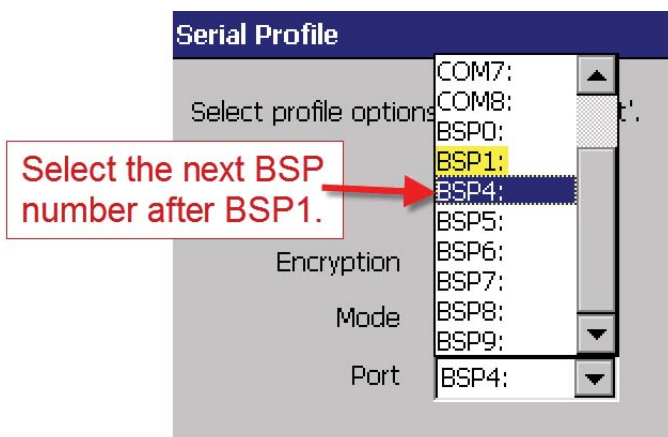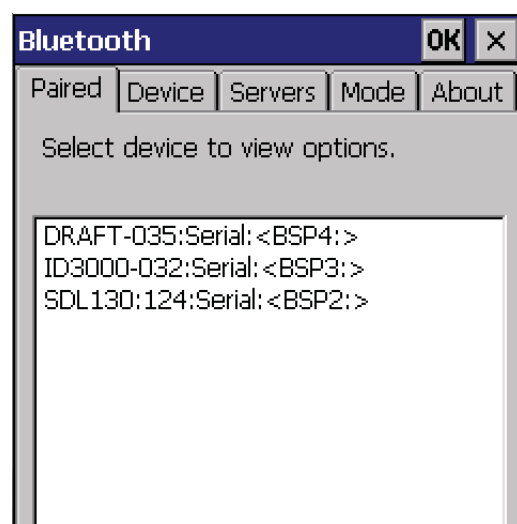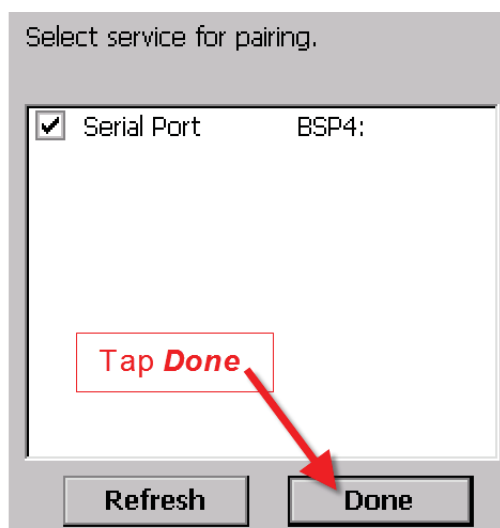
8. The **Services** screen will open. Tap in the **Serial Port** tick box.
9. The **Serial Profile** screen will open.
   Leave Encryption disabled. Leave Mode as serial.

Services   OK

Device Name: DRAFT-035

Select service for pairing.

☐ Serial Port

Tap in the *Serial Port* tick box.

Serial Profile

Select profile options and press 'Next'.

Open the *Port* menu.

Encryption   Disable ▼

Mode   Serial ▼

Port   COM0: ▼

10. Open the **Port** menu. On the list find the next available BSP after BSP 1.

Serial Profile

Select profile options   t'.

Select the next BSP number after BSP1.

COM7:
COM8:
BSP0:
BSP1:
BSP4:
BSP5:
BSP6:
BSP7:
BSP8:
BSP9:

Encryption

Mode

Port   BSP4: ▼

Serial Profile

Select profile options and press 'Next'.

Encryption   Disable ▼

Mode   Serial ▼

Port   BSP4: ▼

Tap *Next*

Cancel   Next

11. The Serial Profile screen opens again. Tap **Next**. On the Services screen tap **Done**. Repeat this process for all the Bluetooth devices.

Select service for pairing.

☑ Serial Port   BSP4:

Tap *Done*

Refresh   Done

Bluetooth   OK ✕

Paired | Device | Servers | Mode | About

Select device to view options.

DRAFT-035:Serial:<BSP4:>
ID3000-032:Serial:<BSP3:>
SDL130:124:Serial:<BSP2:>
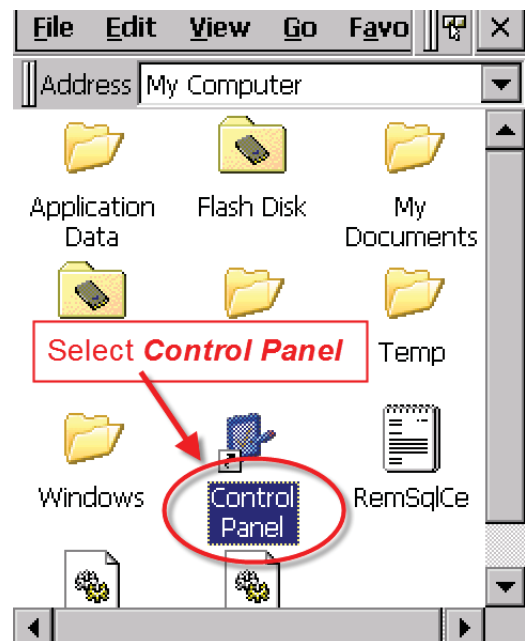
Appendix V - Bluetooth Manager (Previous Version)

Bluetooth is wireless technology that lets electronic gadgets talk to each other via radio waves. A device "with Bluetooth" means it contains a small computer chip with a Bluetooth radio and some software that allows it to connect wirelessly to other devices.

The Stock Recorder can link to Bluetooth devices like weigh scales and tag readers. The **Bluetooth Manager** on the Stock Recorder finds the signal sent out by other devices and assigns each one a channel for communicating.

This is the process for initial linking of the Bluetooth components. Follow the steps for each piece of equipment and write down each corresponding BSP Channel.

To find an available Bluetooth channel:

1. Turn on the device you are trying to link to the stock recorder. Make sure it is close by.
2. On the stock recorder desktop find the computer icon. It may be called **My Device** or **My Computer**. Double click the icon to open it.
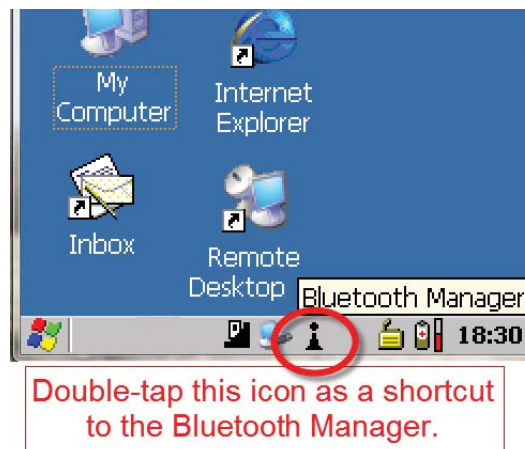3. Open **Control Panel**.

4. Find the Bluetooth symbol. It may be an icon or it may be in a list of folders. Double-tap to open **Bluetooth Device Properites**.
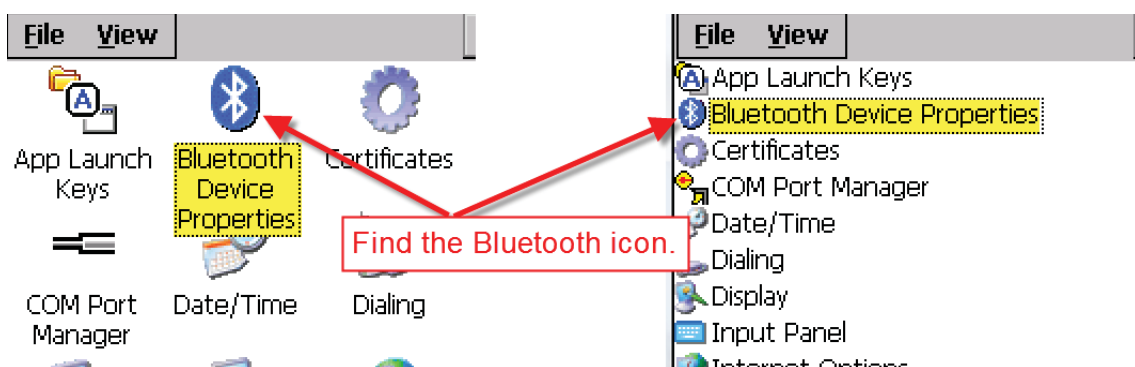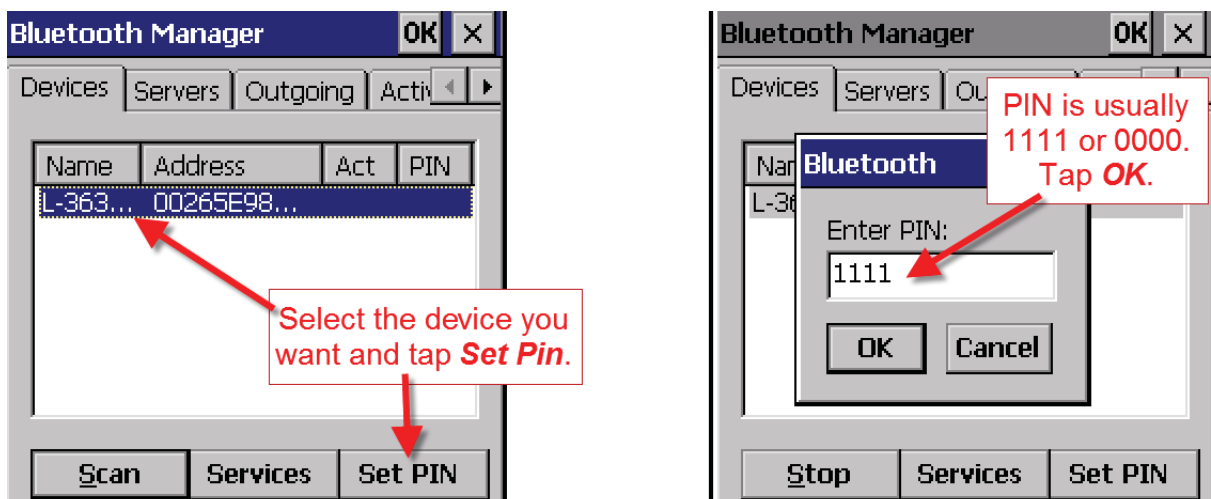
Appendix V - Bluetooth Manager (Previous Version)

5. A shortcut to the Bluetooth Manager is to tap the BT icon on the bottom taskbar.

Double-tap this icon as a shortcut to the Bluetooth Manager.

6. On the devices tab press **Scan**. Now the stock recorder tries to find all the Bluetooth devices in the area. This may take a few minutes - be patient!

Tap the **Scan** button and wait while the stock recorder scans the area for any Bluetooth signals
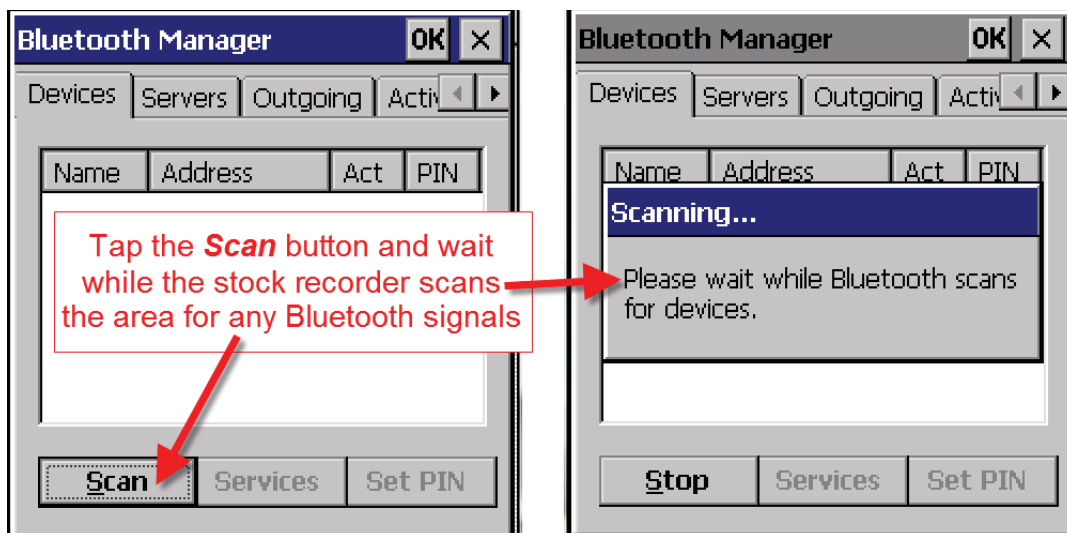
7. When scanning is complete the screen will show all the Bluetooth devices in the area, including mobile phones.

8. Highlight the device you want and tap the PIN button. Enter in the default PIN - try either 1111 or 0000. (Some devices don't require a PIN.) Click **OK** to finish.
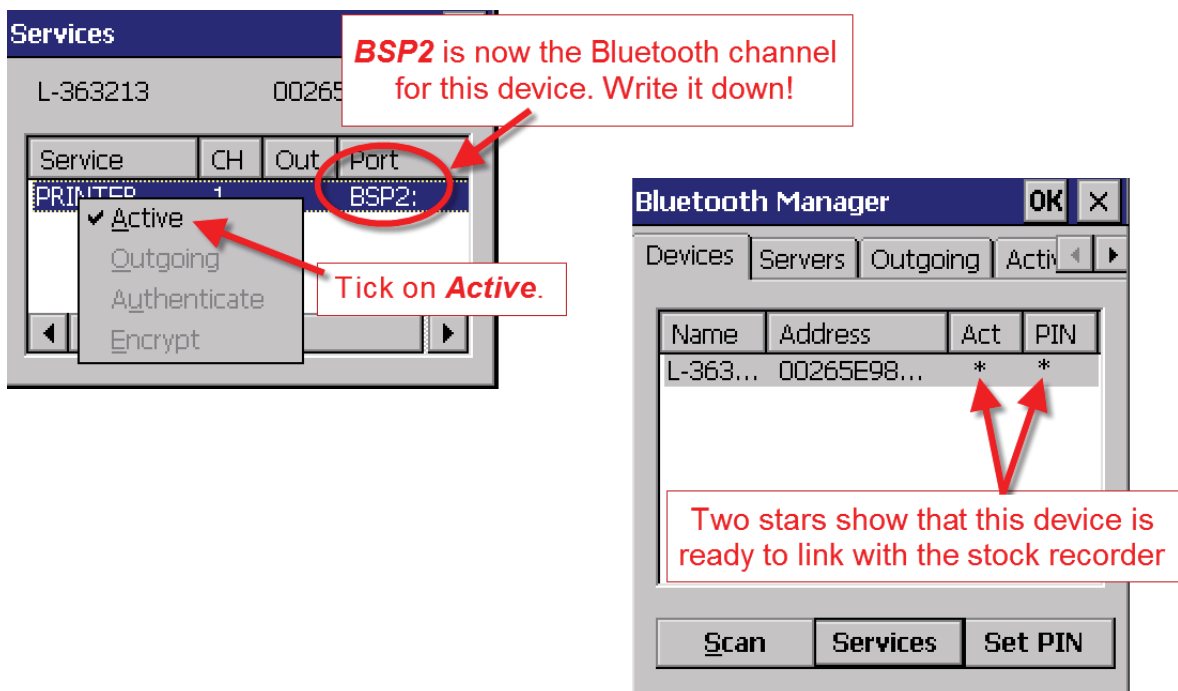

Select the device you want and tap **Set Pin**.

PIN is usually 1111 or 0000. Tap **OK**.

Appendix V - Bluetooth Manager (Previous Version)

9. Click on the *Services* button. A window will pop up - Double tap on *Printer*.

Select the device you want and tap *Services*.

Double tap on *Printer*.
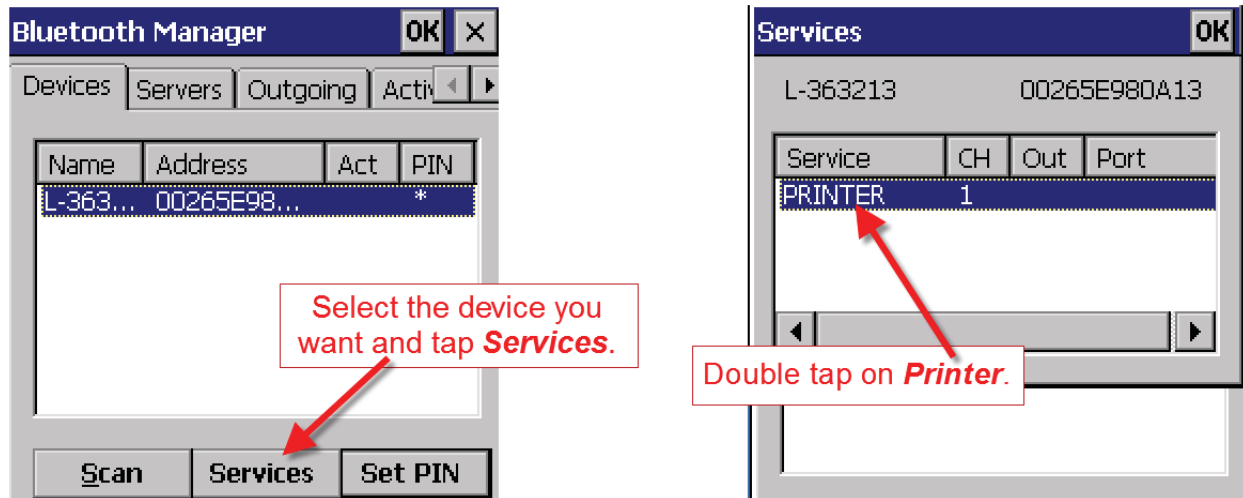
10. From the drop-down menu select *Active*.
11. On the Services page you should see a port number i.e. BSP3 or some other BSP number. *Remember this number for your device!* Close all screens and exit.

BSP2 is now the Bluetooth channel for this device. Write it down!

Tick on *Active*.

Two stars show that this device is ready to link with the stock recorder

Contact Us

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You can visit the NLMD at: www.nlmd.co.uk

Context-sensitive help is available within the FarmWorks program at any time by pressing the F1 key on the screen you need help on, or you can visit the online support website which contains a large database of easy to search, helpful information, including frequently asked questions. Please see **www.shearwell.co.uk**

Lines are open from Monday to Friday between 8am - 5pm GMT.