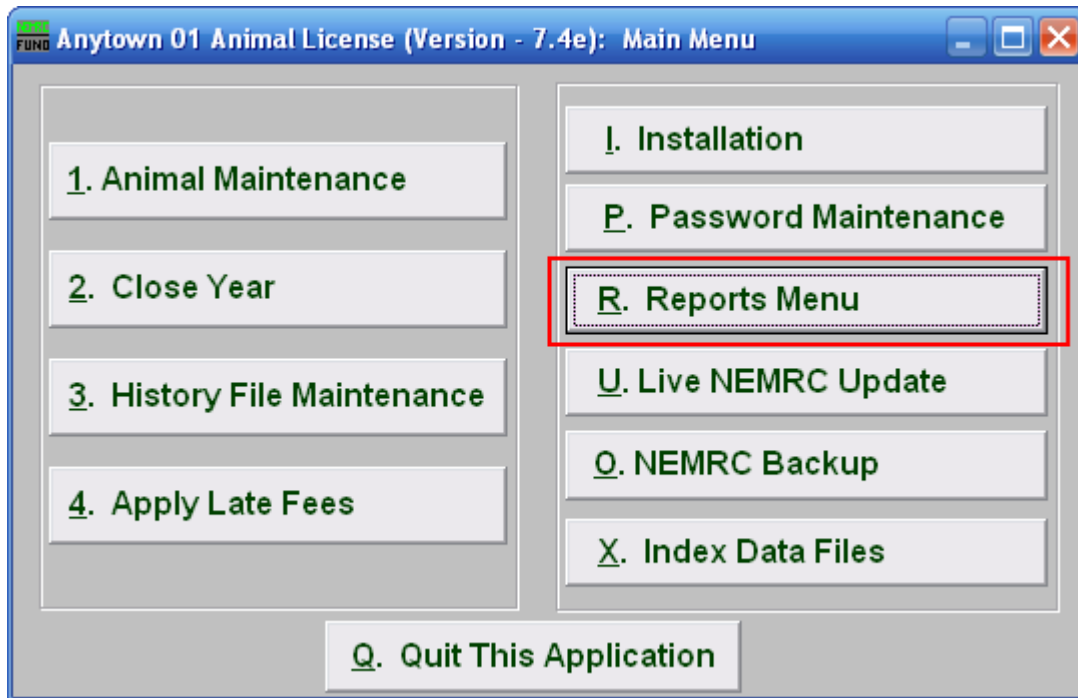


Animal License

R. Reports Menu: 2. Animal Report



Click on “R. Reports Menu” from the Main Menu and the following window will appear:

Animal License



Click on “2. Animal Report” from the Reports Menu and the following window will appear:

Animal License

Animal Report

The screenshot shows the 'Animal Report' window. At the top, there are radio buttons for 'Detail' (selected, labeled 1) and 'Summary'. Below that, 'Based on:' has radio buttons for 'Date Range' (selected, labeled 2) and 'All Untagged Animals'. The 'Issue Date Range' (labeled 3) is set from '05/06/2008' to '05/06/2008'. Below this, there are radio buttons for 'Range' (selected, labeled 4) and 'All'. A red box highlights the 'START' and 'END' sections. The 'START' section (labeled 5) has fields for 'Tag' and 'Last Year Tag', each with a 'Find' button, and a 'Name' field with a 'Find' button. The 'END' section (labeled 6) has similar fields. Below the red box is the 'FoxPro Filter Expression' section (labeled 7) with 'New', 'Edit', and 'Delete' buttons. At the bottom, there are 'Order by:' radio buttons for 'Name' (selected, labeled 8), 'Tag Number', and 'Species/Breed'. There is also a 'Page Break on Species?' section (labeled 9) with 'Yes' and 'No' radio buttons. At the very bottom are four buttons: 'Preview' (labeled 10), 'Print' (labeled 11), 'File' (labeled 12), and 'Cancel' (labeled 13).

1. **Detail OR Summary:** Choose whether this report will show all details or be a summary.
2. **Based on:** Choose whether this report is based on Date range, or All Untagged Animals.
3. **Issue date Range:** This is only available if you chose “Date Range.” Enter the license issue date range that you want this report to be for.
4. **Range OR All:** Choose whether this report will be on a Range of, or All animals.
5. **Start:** This is only available if you chose “Range.” Enter the tag number, or last year tag number, of the animal you wish to start with, or click “Find” and select from the Lookup table.
6. **End:** This is only available if you chose “Range.” Enter the tag number, or last year tag number, of the animal you wish to end with, or click “Find” and select from the Lookup table.
7. **FoxPro Filter Expression:** An optional conditional reporting expression developed with NEMRC support. This evaluates animal information to determine if the animal should be included. Contact NEMRC support to learn more about this option.

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- 8. Order by:** Select whether this report will print in order of Owners Name, Tag Number, or Species/Breed.
- 9. Page Break on Species?:** Select if this report will start a new page for each species.
- 10. Print:** Click this button to print. Refer to GENERAL PRINTING for more information.
- 11. Cancel:** Click “Cancel” to cancel and return to the previous screen.