Cow Sense Herd Build Checklist

The purpose of this checklist is to assist you in reviewing your Cow Sense® herd that was built from data you provided us. You should complete this review within 10 days of receiving your Cow Sense herd. If you have any questions about the data in your Cow Sense herd, please contact us within that 10-day period.

There are two factors that you need to consider while reviewing your Cow Sense data. One is the time frame of your source data versus real time. If your source data is not current with your actual herd then there will be differences in what you see in your Cow Sense data and what is in your actual herd. The second factor is variability in the data we receive from you. If your methods of data entry are not consistent or do not conform to established protocols, then the Cow Sense build could encounter errors or have trouble interpreting your data.

Open the build log (*buildlog.txt*) that was packaged with your Cow Sense herd.

> You will need to have the log available for reference as you review the data in your herd. The build log is copied to the same folder your herd is in, typically c:\cowsense\herds. The build log will open in Notepad and you can print the log if you wish. The messages inform you of situations in the source data not conforming to a Cow Sense validation or standard.

Verify Cow inventory (Go to **Reports > Cows > Cow Listing**)

> Since there are instances where we cannot determine if a cow is still active in your herd during the build process you need to verify the status of all cows. If you find differences in the status settings from your present herd, you should change the settings in Cow Sense to conform to your herd.

> If there are cows physically in your herd but not in your Cow Sense data:

> > First check the build log to see if that cow was not added to your Cow Sense herd and the reason why. You may have to verify data for that cow and then manually enter the cow by going to **Enter Data > Cows > Enter Cows**.

> > If the cow was purchased after you sent your data to us or was never entered in your source data you should manually enter that cow or cows by going to **Enter Data > Cows > Enter Cows**.

> > If the cow was a replacement that came from your herd but was not identifiable by us as a breeding cow in the source data, you can go to **Maintenance > New Cycle > Replacements > Heifers** and search for the animal there. Once found you can make that calf into a cow.

Verify Bull Inventory (Go to **Reports > Bulls > Bull Listing**)

Since there are instances where we cannot determine if a bull is still active in your herd during the build process you need to verify the status of all bulls. Bulls still active in your herd can be left as ACTIVE. If you find differences in the status settings from your present herd, you should change the settings in Cow Sense to conform to your herd. In addition, you will want to review the Bull Type for each bull. There may be instances where the build process could not determine if a bull is a HERD BULL, an AI SIRE or BOTH.

If there are bulls physically in your herd but not in your Cow Sense herd:

First check the build log to see if the bull was not added to your Cow Sense herd and the reason why. You may have to verify data for that bull and then manually enter the bull by going to **Enter Data > Bulls > Enter Bulls**.

If the bull was purchased after you sent your data to us or was never entered in your source data you should manually enter that bull or bulls by going to **Enter Data > Bulls > Enter Bulls**.

If the bull was a replacement that came from your herd but was not identifiable by us as a breeding bull in the source data, you can go to **Maintenance > New Cycle > Replacements > Bulls** and search for the animal there. Once found you can make that calf into a bull.

Verify accuracy of data elements

Check a representative sample of animals in your herd including cows, bulls and calves in the areas listed below. Since the herd build process is repetitive, you should only need to check a few records each of cows, bulls and calves.

Areas to check:

Relationships between parents and progeny (On progeny list for Cows and Bulls)
Performance data
EPD's
Pedigree (Purebred only)*

* The source data may contain reference animals that provide information for parentage of your cattle. The animals were included in the cow and bull files so that your pedigrees will have the most complete information. They can be marked as gone so that they are easy to suppress from any of your reports.

It is up to you to decide which of these animals, if any, you wish to delete from the Cow Sense herd. Delete these only if you are sure they are not needed for reference in pedigrees that are important to you.