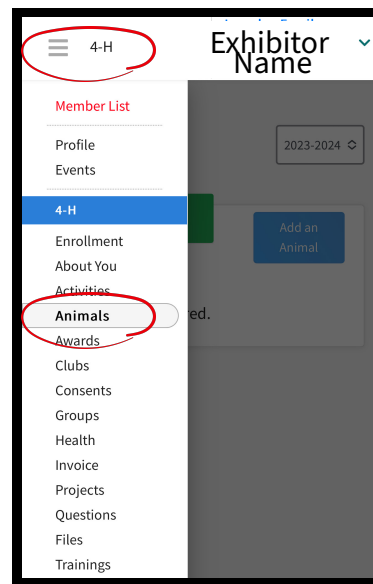


Adding Animal Photos to 4-H Online

Step 1:

- Log into your v2.4honline.com account
- Select Exhibitors Name
- Click the three grey dashes on the top left side of your screen next to 4-H
- Choose Animals on the Drop Down Menu



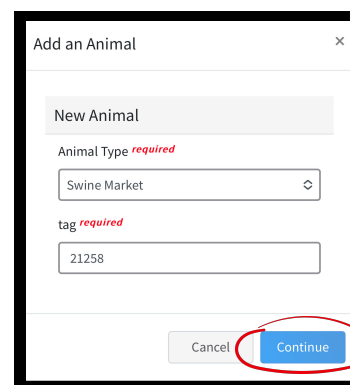
Step 2:

- Select ADD AN ANIMAL
- Select ADD NEW ANIMAL



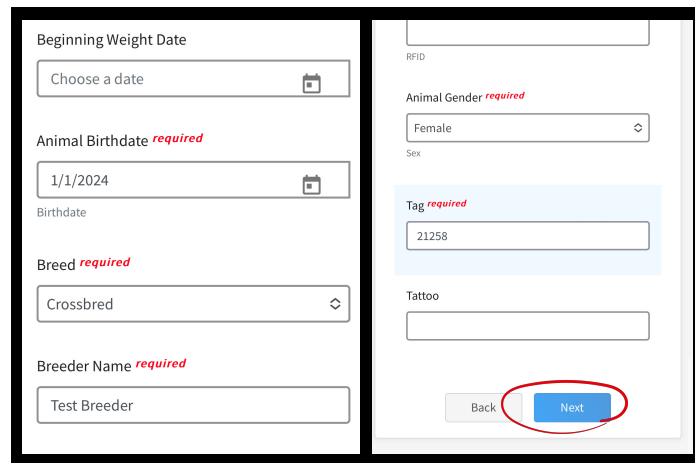
Step 3:

- Select Animal Type from Drop Down List
- Enter FAIR TAG NUMBER in Identifier Text Box



Step 4:

- Complete Question Fields about Animal
- Once Completed, Select the NEXT Button



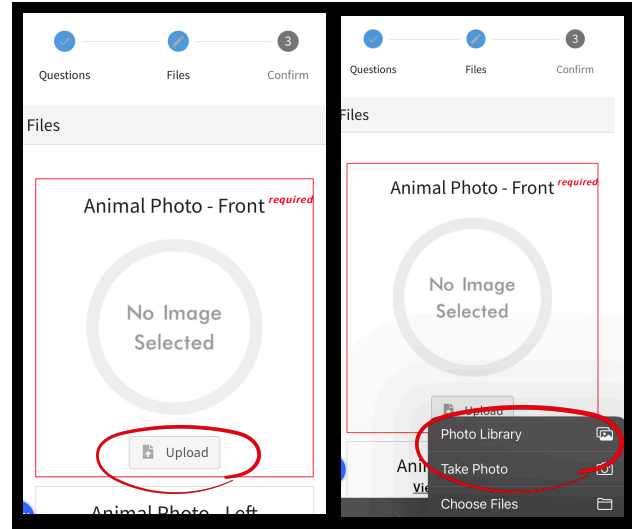
Continued



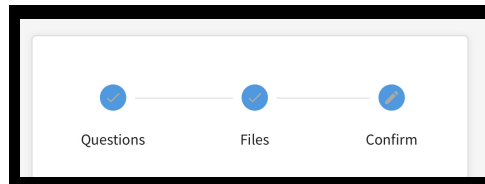
Adding Animal Photos to 4-H Online Continued

Step 5:

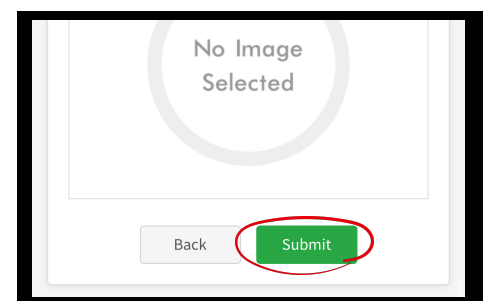
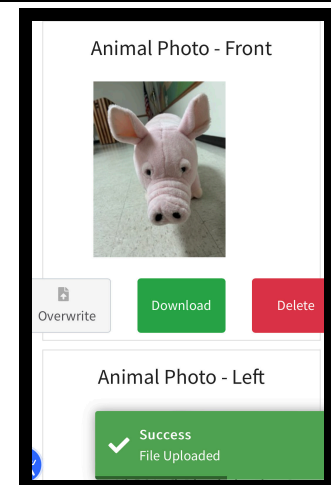
- Select **UPLOAD** on the Front Facing Photo
- You can then Click to Upload from your **PHOTOS** **OR** Take a Photo with your **CAMERA**
- You will continue this step for the **FRONT, LEFT, RIGHT, & PHOTO IDENTIFIER (Fair ID Tag)**



Step 6:

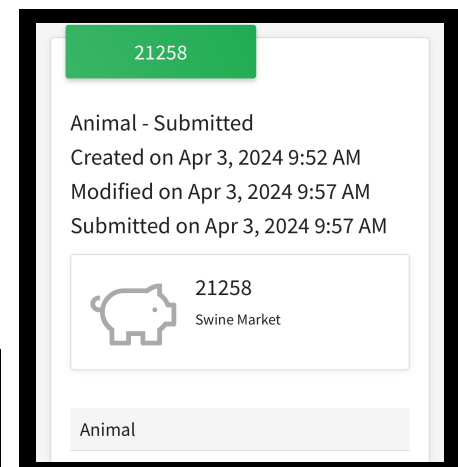


- After you have added all 4 photos you will have a page to review all the information you have just entered.
- After verifying information, select **SUBMIT**



Step 7:

- When finished you should see this animal submitted page - this means you are done - YAY!
- You must repeat steps for each animal



For help please contact the Gallia County
Extension Office at 740-446-7007