

4HOnline Market Livestock Verification for 4-H Families



County 4-H staff will enter your market livestock information into 4HOnline after your county's taggings. Families must then verify all market livestock information in 4HOnline before your county 4-H program's established deadline.

Please be aware of these Market Livestock ID requirements:

- Youth members must have an active status within 4HOnline. If the member's status is not active, the member must be reenrolled for the current program year. Instructions for enrolling and reenrolling members in 4HOnline can be found at <https://extension.psu.edu/programs/4-h/membership/4honline-resources>.
- Families are responsible for notifying their county 4-H staff if there is a discrepancy with the animal(s) information. Changes to market livestock can only be made by county 4-H staff.

Family profile and member information should be entered by a parent/guardian unless the member is 18 years or older.

Ready? Let's go!

Step 1: Log into 4HOnline

- Navigate to <https://pa.4honline.com>. Notice that there is no "www" in the address.
- Select the "I have a profile" button.
- Enter your email address and password.
- The Role should be "Family."
- Click Login.

- Once logged in, you will see your family home screen. Click 



If you cannot remember your password, **please do not create a new family profile**. Instead, select the "I forgot my password" option to have a temporary password sent to you (instructions below).

If you cannot remember which email address is associated with your account, contact your local county extension office.

Did you forget your password?

- Select the "I forgot my password" button.
- Enter your email address.
- The Role should be "Family."
- Click **Send My Password** to send a temporary password to your email address.



Once you receive the temporary password email, return to the 4HOnline login page and follow the login instructions above. You will be prompted to create a new password once you have successfully logged in.

Step 2: Select the Member

- Locate the member in the Member/Volunteer List and then **click Edit** to open the member's profile.
- Click the **Animals / Livestock** link, located in the upper-right corner of the screen under the  logo.

Member/Volunteer List						
	Name	Role	Membership ID	Enrollment Status	Last Active Year	Edit
1)	Bennie Bear	Youth	2114684	Active	2017-2018	
2)	Billy Bear	Youth	2008521	Active	2017-2018	

Step 3: Verify Animal Information

1. In Animal List, click **Edit / View** to select the animal you wish to view.

Animal List				
Species	Type	Animal	Status	Edit / View
Cattle	Dairy Cattle	Jingle Bells	Active	Edit / View
Cattle	Market Beef	1234	Active	Edit / View
Goats	Market Goat	123123	Active	Edit / View
Horses	Horse	Horsie	Active	Edit / View
Swine	Market Swine	567	Active	Edit / View

2. Review the animal's information that has been entered by 4-H staff.



Please contact your county Extension office if incorrect information has been entered.

Optional: Print Animal Information

Click **Edit / View** to open the animal's record and then click **Print Animal Information** to download a copy of the animal's information to save and/or print for your records.

Animal Information	
Animal information is available to print	Print Animal Information



Please reach out to your local county extension office for assistance! We are here to help make sure your 4HOnline experience is smooth and successful!

extension.psu.edu/4h

Penn State College of Agricultural Sciences research and extension programs are funded in part by Pennsylvania counties, the Commonwealth of Pennsylvania, and the U.S. Department of Agriculture.

This publication is made possible through Pennsylvania 4-H educational materials fees.

This publication is available in alternative media on request.

Penn State is an equal opportunity, affirmative action employer, and is committed to providing employment opportunities to all qualified applicants without regard to race, color, religion, age, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status.

© The Pennsylvania State University 2018