



# User's Manual: The Breeder's Standard® 2012

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The World Leader in Animal-Related Software.™





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# Welcome

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## Congratulations!

PedFast Technologies™ welcomes you to The Breeder's Standard® 2012, the latest achievement in a 20-year-long string of achievements by the World Leader in Animal-Related Software.

The Breeder's Standard® 2012 is the twelfth edition of our software, which was introduced in December 1991. Here is a time-line of our achievements:

Since its inception, PedFast Technologies (formerly known as Man's Best Friend Software) has prided itself on the fact that The Breeder's Standard™ is the technological leader in kennel management software. In 1991, we were the first program to embrace Microsoft® Windows™. In 1993, The Breeder's Standard™ was the first – and is still the only – kennel program ever to qualify for the “Microsoft Windows Compatible” logo, tangibly showing our commitment to ease of use and product quality.

The Breeder's Standard 2007™ refined this further, with the addition of COMPOUNDEX™ (powerful “sounds-like” matching on multiple words) and possessive-ignorant searching in the new DataSifter™ feature, and has extended our patent-pending technology into a duplicate-checking window on each and every dog. PedFast Technologies is the innovator in this industry. Some of our achievements:

- First Windows breeding software, The Breeder's Standard™, 1991.
- Only Windows breeding software to earn Microsoft Windows Compatible designation, 1992.
- First kennel software to be 100% compliant with AKC recordkeeping rules, 1991.
- First pedigree software to offer visual, intuitive pedigree entry, with our PedFast™ feature, 1991.
- First pedigree software to store animal pictures and print on pedigrees, 1992.
- First pedigree software to offer print-shop quality color pedigrees, 1993.
- First full-featured cattery management software, The Cattery's Standard™, 1994.
- First animal related software to open an internet web site, [www.mbfs.com](http://www.mbfs.com), 1995.
- First pedigree software to offer multiple pedigree configurations with our MegaPed™ feature, 1996.

- First company to offer interactive web-based pedigrees with NETigree®, 1997.
- First Windows-based horse stable management software, Equestrian's Standard™, 1997.
- First, and still the only, full-time product support department in the industry, 1997.
- First, and still the only, toll-free product support line in the industry, 1998.
- First windows-based pedigrees-only entry-level product, InstaPed™, 1999.
- First, and still the only, web-based cat show management system, EnterCat™, 2000.
- First fully-customizable pedigree layout system, Pedcasso™, 2001.
- First, and still the only, packaged custom pedigree layout sets, Pedigree Power Packs™, 2002.
- First, and still the only, web-based full-powered kennel management software, The Breeder's Standard .NET®, 2004.
- First full-powered ad-hoc reporting feature for kennel software, The Scoop™, 2005.
- CompuPed™ Millennium, the premier animal genetics program for Windows, completed in 2005.
- COMPOUNDEX™, the First and only, patent-applied for, possessive-ignorant animal name matching technology, found only in The Breeder's Standard™ 2007 and newer, released in 2006.
- First 100% Windows Vista compatible kennel program, including Vista compatible help, 2007.
- TBS 2008, with the first five-generation instant pedigree entry window, 2007.
- TBS 2012, the first 32 and 64 bit fully managed program for Windows and Mac, 2012.

And, as you can guess, we're nowhere near done with innovating. We've perfected what our "competition" cannot yet conceive.

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You agree that Company does not waive any rights it has herein by delaying enforcement of or not strictly enforcing its rights herein against you or any other party.

# Getting Started

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## What you Need

Every computer program has prerequisites. Here are ours:

### Windows OS

The Breeder's Standard® 2012 is designed to run correctly on the following Windows operating systems:

- Windows Vista, 32 and 64 bits.
- Windows 7, 32 and 64 bits.
- Windows 8, 32 and 64 bits.
- Windows 8.1, 32 and 64 bits.
- Windows 10, 32 and 64 bits.
- ...And Newer Operating systems. If unsure you can Contact Product Support to see if your version of Windows is supported.

*The Breeder's Standard® 2012 does not support Windows XP. We recommend that you have at least 2GB of RAM, with 4GB or more preferable.*

We recommend that you have at least 120MB disk space open for the initial install.

Generally speaking, any Windows compatible computer produced after January 1, 2009 should run The Breeder's Standard® 2012 without difficulty.

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## Installation: Ready, Set, Go!

In Windows, to install from our CD-ROM, you need simply to place the CD-ROM into the drive. The front-end will display all of the programs on the CD; you simply need to choose the program that you wish to install.

To install from a download, you will end up with A Microsoft Installer ("MSI") file. You double click on the MSI file to launch the installer.

For OSX, the program will come on a CD, and you simply insert it. Open the CD and it will bring up the installer.

Operate the installer. You will be asked to agree to our Software License Agreement, and then when you do, the program will be installed.

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## Upgrading from Previous Versions

The Breeder's Standard® 2012 is an all-new program. It does not work with previous versions as its predecessors did. To upgrade, you must follow these instructions:

1. **Do not** install The Breeder's Standard® 2012 into the same folder where any previous version resides.
2. **You create the database first** in The Breeder's Standard® 2012, and then run the Migration Wizard to copy over the data from the files that contained the database in older versions of the program.
3. **Then you verify the copied database.** When you are satisfied, you delete the old program and all of its files. You may want to create a backup of the data for emergency reasons.

## Activation

Once your program is installed, you will have 14 days to activate the program.

*If you have purchased the program, please understand that all sales are final and this 14 day period is not a trial. Trial periods are only allowed if you have not purchased the program before you installed. When you purchase the program, you've purchased the program. Not activating a purchased program does not make it into a trial.*

If the program expires, you **will not lose any data**. However, in order to work with the data, you will have to activate the program. You can activate the program at any time from when you first install it going forward.

### **Activation using MyActivate™**

MyActivate™ is a new service that PedFast Technologies offers to make your life easier. Now, you have the option to *automatically activate* The Breeder's Standard® and any of the optional features bundled inside the program (such as the Pedigree Power Packs™) by logging into our servers with your MyPedFast™ ID that is linked to your purchase history.

*Active Internet connection required.*

To activate The Breeder's Standard® 2012:

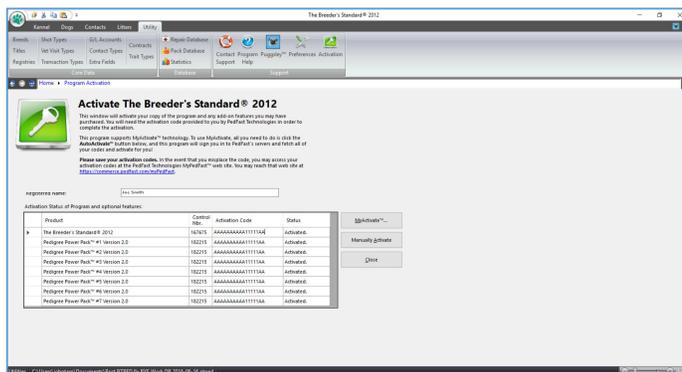
1. Click the Utility Tab

Click the Activation button, which has an icon like this:

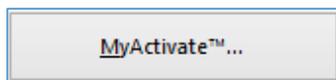


Clicking the button brings up the Activation window.

The Activation window looks like this:



2. You then simply click the MyActivate™ button:



3. If you have not stored your MyPedFast™ ID and password before, MyActivate will ask you for it:
4. After you are signed in to MyPedFast™, MyActivate will retrieve your account history, and fetch the program activation code and that for all add-ons, and then let you know.

In the event that you purchase an add-on, you can simply repeat this procedure.

### Manual Activation

Your activation code email or sheet will contain the registered name. This name must be entered exactly as it is on the sheet, including capital and lowercase letters.

The control number is 6-7 digits long and must be entered exactly.

The activation code is 18 characters long and contains no character other than the numbers 0-9 or the letters A through F. Any "0" in the activation code is ZERO, not capital "o."

Once everything is entered, the "activate" button will light up, and you may click it, which will activate the program.

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## AutoUpdate™ III

The Breeder's Standard® will use your MyPedFast™ login to access our servers and see if there are any updates to The Breeder's Standard®. If an update is needed, The Breeder's Standard® will pop up a window to ask you if you wish to update. Choose yes to update immediately; Choose No to delay for a few days.

**Important: Please remember that any product support is contingent upon running the latest version of The Breeder's Standard®. Therefore, before contacting us with any**

**questions or issues, please ensure that you are on the latest version. If you start up iPed™ and are not asked to upgrade, you are on the latest version.**

Once your program is installed, you will have 14 days to activate the program. *If you have purchased the program, please understand that all sales are final and this 14-day period is not a trial. Trial periods are only allowed if you have not purchased the program before you installed. When you purchase the program, you've purchased the program.*

If the program expires, you **will not lose any data**. However, in order to work with the data, you will have to activate the program. You can activate the program at any time from when you first install it going forward.

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## Using The Breeder's Standard® for the First Time

### Opening a database

The first time that you start The Breeder's Standard® 2012, the program will ask you to open or create a database file. Also, while you are working in the program, you may choose to open another database by clicking on the [The Large Button Menu](#) and choosing to open a database. When you do either of these things, you will receive the Database Tasks window.

If you've previously created a database for The Breeder's Standard® 2012, and you've forgotten where it is on your computer, the program will search all of the drives in your computer to find it.

The Database Tasks window looks like this:



The Database Tasks window allows you to open or to create a database. The first time you run The Breeder's Standard® 2012, you must click to create a new database. This database is stored in a file with the ".ptped" extension.

If you click to create a database, the program will open a Save-As Dialog to ask you for the name of the .ptped file to create, and where to create the file. It takes about 10-20 seconds to create the database file on an average computer.

If you click on open a database, you will receive an open window that will allow you to select an existing .ptped file, which contains the databases for The Breeder's Standard® 2012, or iPed 5G or later, or CompuPed® 5G or later.

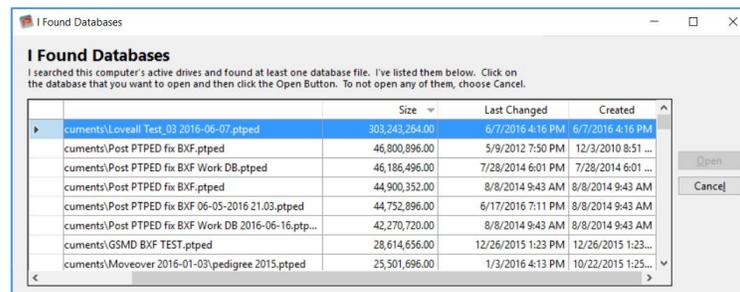
If you click to create a database, the program will ask you the name of the .ptped file to create, and where to create the file. It takes about 10-20 seconds to create the database file on an average computer.

**Note for Windows users: Do not place the file in the root directory of the C: Drive or in any folder in the Program Files or Program Files (x86) folders. PedFast Technologies recommends that you place the .ptped file in your Documents folder or in a folder inside your documents folder.**

### *Help Me Find my Database*

If you click on "Help me Find my Database," The Breeder's Standard ® 2012 will search every drive on your computer for .ptped files that may exist on the computer. This may take some time if your computer has large or slow drives on it. When it has completed looking, it will let you know if any files were found. If so, the program will pop up a window with all of the .ptped files listed, with sizes and dates. This is useful if you accidentally create a second database file and need to find an older and larger one.

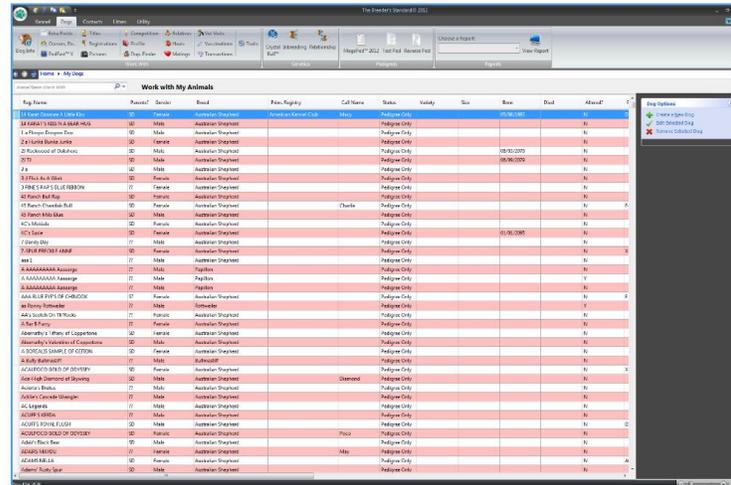
The Found Databases window looks like this:



When you have the Found Databases Window, you just click on the database file you want to open, and the program will open up that database for you at once.

## The Look and Feel of the Program

This is the main window of The Breeder's Standard® 2012:



The Breeder's Standard® 2012 is designed along the lines of Microsoft Office. Each window is designed in two halves, and commands are shown, along with status information, in the right dark pane. Things you can do for the entire database are shown in the Kennel Tab. Things you can do to dogs are shown in the Dogs tab. The Contacts tab contains what you can do with Contacts.

Clicking a tab brings up the work with window for a record type. This is a searchable list of records, which is used as the starting point for your work with those records.

### The Large Button Menu



The Large “paw” button houses the program’s main menu. Click this button to change the active database or to create a new database. You can also access Program Activation from this menu, shut down The Breeder's Standard® 2012, or see the program’s About box.

### Shortcut Keys

The Breeder's Standard® 2012 is equipped with several shortcut keys. Here's a list:

<b>F3</b>	Exit the Breeder's Standard® 2012. Closes the program and does not save the work on the last window you were working in.
<b>Ctrl+Shift+H</b>	Go to the Home Page of the program.

## The Navigation Bar



The Breeder's Standard® 2012 is equipped with a navigation bar that shows you the previous several functions that you visited in the program. You can navigate backward or forward. The button at the far right of the navigation bar permits you to refresh the window without saving any changes you typed in.

The Back button, with the left-pointing arrow, goes to the previous place you visited. If there has been no such place, the button is greyed out and does not function.

The forward button, with the right pointing arrow, allows you to progress forward. If you have not used the left-arrow button or are at the end of the list, this button will be greyed out and will not function.

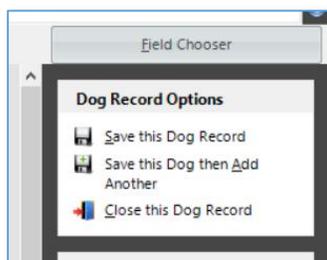


The list button, with three dots, will present a list of the last several places you have visited in the program. Clicking an entry on the list brings you to that place in the program.

**Using a navigation button or link without saving your work in a screen that allows you to change things will cause that work to be lost.**

## Field Chooser

Most Edit windows in The Breeder's Standard® 2012 have a field chooser button. The Field Chooser button lets you choose to hide entry fields that you don't use in order to make it simpler for you to enter data. You will see the field chooser button to the top-right of the window, above the Options box with the save link:

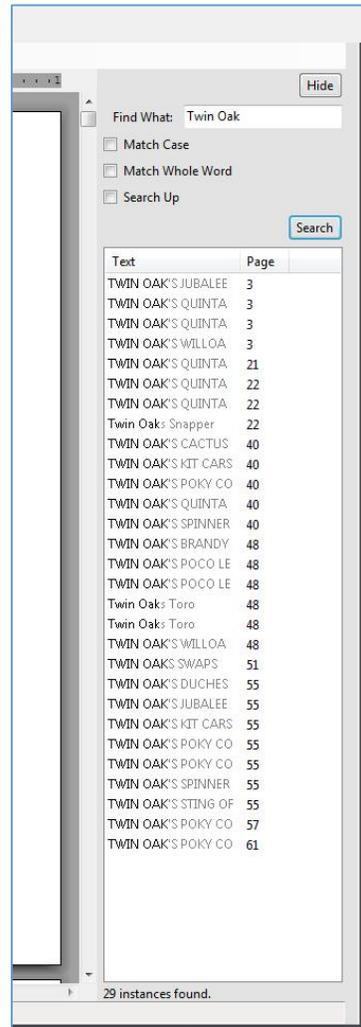




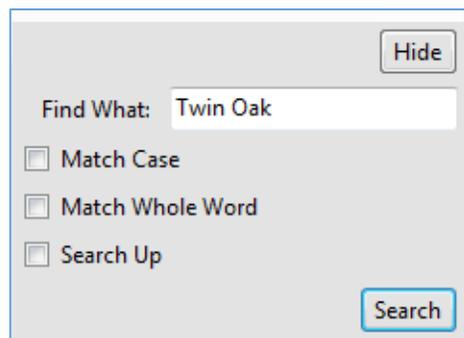
	<p><b>Save a file with the report in it.</b> The Breeder's Standard 2012 supports numerous formats. Some of these include:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• Microsoft Word</li> <li>• Excel</li> <li>• BMP</li> <li>• JPG</li> <li>• PNG</li> <li>• TIFF</li> </ul>
	<p><b>Page Setup.</b> Lets you adjust the paper size, the margins, and orientation. This will affect how many pages the report renders onto, within limits.</p>
	<p><b>Print.</b> Sends this report to the printer to be put onto paper. Uses your default printer, but you can choose other printers.</p>
	<p><b>Reflow.</b> This reloads the report from the data that was read from the program to create the report. Useful to reformat the report after changing settings in Page Setup.</p>
	<p><b>Zoom tool.</b> Use the drop down to choose a tool to zoom in or out.</p>
	<p><b>Zoom out.</b> Will make the page images in the main preview window smaller.</p>
	<p><b>Zoom Display.</b> Shows what the current zoom size is for the main preview, and allows you to drop down to choose a preset zoom size.</p>
	<p><b>Zoom in.</b> Will make the page images in the main preview window Larger.</p>
	<p><b>First Page.</b> Jump to the first page of the report.</p>
	<p><b>Previous Page.</b> Go back one page. This is greyed out and does not work on page 1 of the report.</p>
	<p><b>Page Place.</b> Shows what page is displayed. Shows total pages in the report. You can type in a page number to jump to that page.</p>
	<p><b>Next Page.</b> Go forward one page. This is greyed out and will not work if the past page of the report is displayed.</p>
	<p><b>Last Page.</b> Jump to the last page of the report.</p>
	<p><b>View buttons.</b> These four buttons control the report view. You can view: Full page, continuous, two pages facing or four pages at a time.</p>
	<p><b>Hand cursor.</b> Set your mouse pointer into a "hand" that grabs a page and moves it up and down.</p>
	<p><b>Text Select Tool.</b> Select part of the text in a report and copy and paste it.</p>
	<p><b>Search.</b> Activate the search pane.</p>

### Searching a report with the Report Search Pane

When you click the  button in a report preview window, you choose to start the search pane. This is extremely useful in searching large reports.



The Report Search Pane has these controls:



You type in the phrase or character's you want to search for, and the search pane shows all occurrences of the search string in the pane when you click the **Search** button. You can choose to search up, match character case, and only select whole words that match, or any combination.

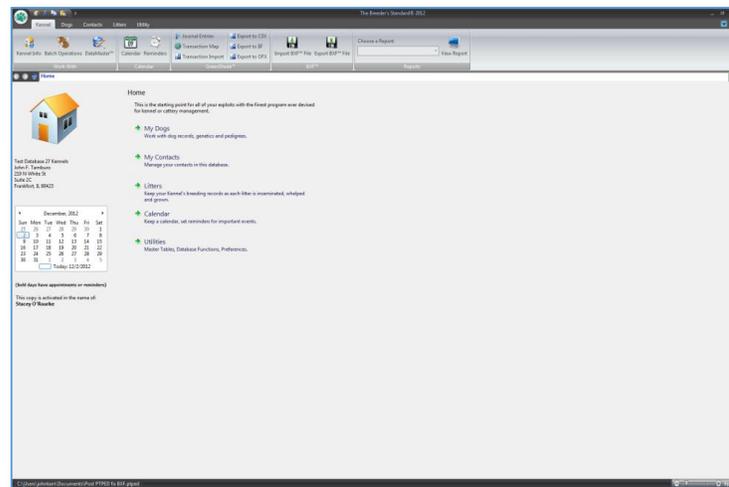
Double clicking on a found search term scrolls the report to that term, and highlights the term.

Clicking the **Hide** button hides the search pane.

## The Home Page

When you start up The Breeder's Standard® 2012, and you have opened a database, you will receive the Home Page. This is the starting point for using The Breeder's Standard® 2012.

The Home Page looks like this:



You will see a summary of the kennel information for the program, and a calendar on the left. Days in bold face are those with calendar appointments or reminders; clicking on a day will result in going to the reminders for that day.

You also have five major buttons that will go to the main window for each tab. Click on any of those buttons to go to the appropriate window.

The party in whose name the program has been activated will be displayed below the calendar. If the program is not activated, the message will tell you how many days remain before the program must be activated to continue to operate.

Typing **Ctrl+Shift+H** from anywhere in the Breeder's Standard® 2012 will take you to the home page.

## Entering and Manipulating Data

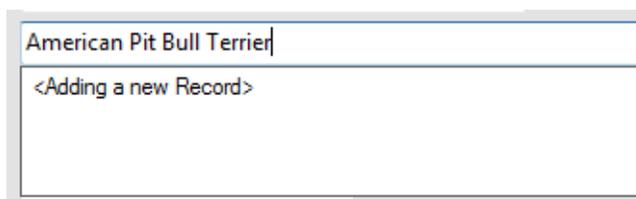
There are several different controls in The Breeder's Standard® 2012, which are all designed to make it easy for you to enter specific types of data. Here are a few:

### Lookup Control

A Lookup control is used to look up data that is stored in the database and needs to be linked at a certain place. An example is the Breed field when you add a dog to the database.



As you type in each character of the item you are looking up, the control below shows what options you have. Pressing an up or down arrow will pick a certain option and fill in the rest of the lookup control. Or, type the characters and finish your lookup. Pressing TAB or ENTER will register your choice.



If the lookup control allows it, in certain places you can choose to add a new record to the database. For example, if you type in a breed that is not in the database, the program will show you the control, tell you that you are adding a new breed (or contact or whatever is in that space).

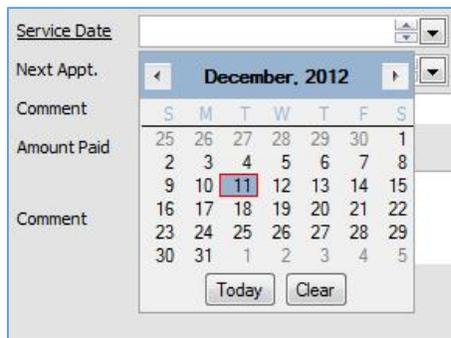
If you accept that entry with TAB or ENTER, the program will pop up and ask you if you want to add a new record to the database, and take you to a form that will quickly add the information for you.



If you choose "Yes," you can add the record rapidly. If you choose "No," your entry will be abandoned and you will need to retype an entry.

## Calendar Control

When you have need of choosing a date, The Breeder's Standard® 2012 will give you a calendar control.

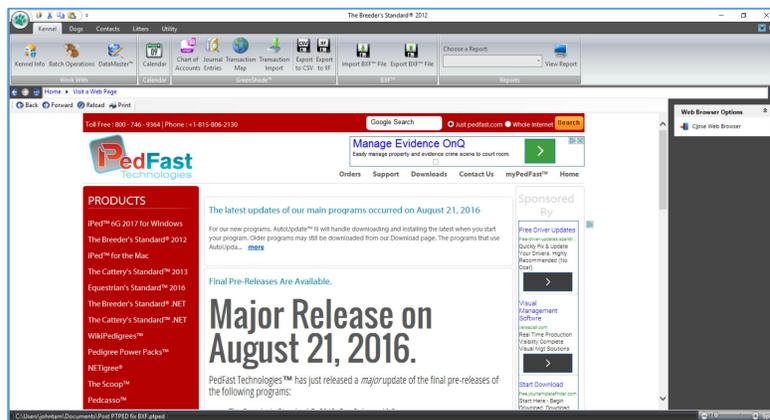


Clicking a date chooses it, and you can use the arrow buttons to move back and forth in the calendar. The clear button empties out the field, and the today button sets to today's date.

## The Web Browser Window

For certain web activities The Breeder's Standard® 2012 has a built-in web browser. This will only display pages fed to it by the program, and linked pages.

The Web Browser window looks like this:



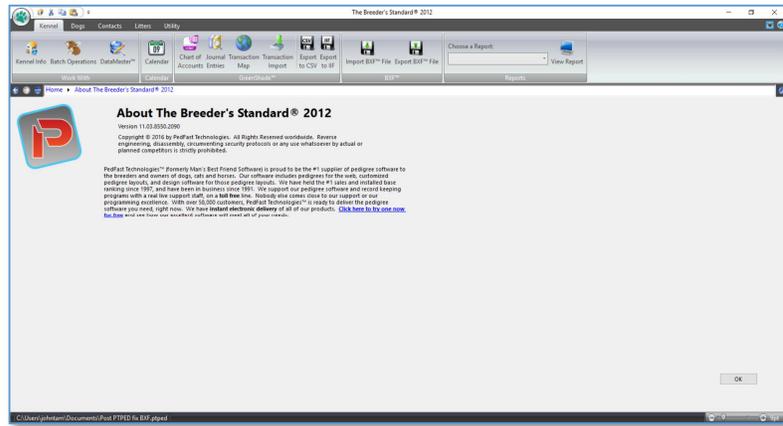
You have some option buttons:

- Left Arrow: Back one page
- Right Arrow: Forward one page
- Reload: Reload the web page
- Print: Print the Web Page.

Click the Close link to close the browser and go Home.

## The About Window

Clicking the Paw Button and choosing “About TBS 2012” brings up the About Window. The About Window looks like this:



This window contains:

- The complete program version number
- Copyright notice
- A link to the PedFast Technologies Home Page.

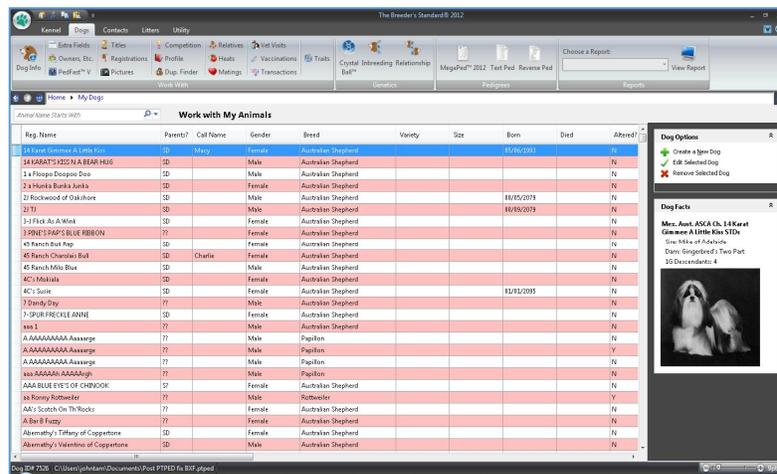
You can click a Tab or the Home button on the Navigation Bar to go elsewhere in the program.

# The Dogs Tab

## Work with My Animals

Whenever you click the Dogs Tab, you will receive the Work with My Animals window. This window features a list of dogs in the program. You also have a means to rapidly move through the list, as well as links to add, change or delete dog records in the database.

Work with Animals looks like this:



Clicking or using the arrow keys to scroll up and down through the list will change the current dog in the list that is selected. You can then choose to edit the dog record you selected from the right side command list, or you can click on any button on the Dogs tab in the “Work With” group in order to choose a function to perform on the dog.

To add a dog to the database, click on the Create Dog link on the right hand side of the window.

To delete a dog, you click on the Remove Selected Dog link on the right hand side of the window.

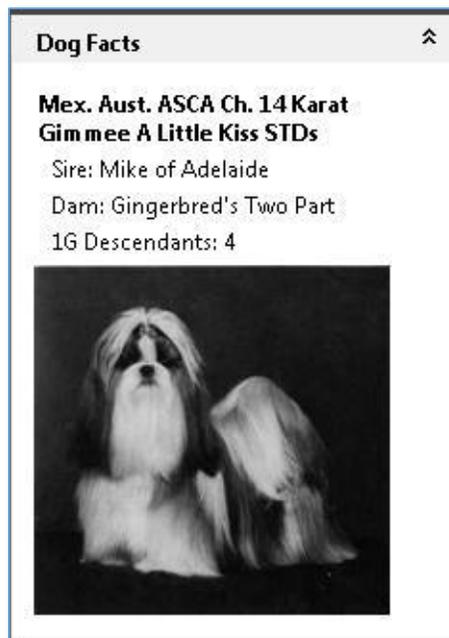
### The Dog Facts pop-up

As you select dogs, you may see a pop-up window on the right hand side. This window contains facts about the highlighted dog. These facts include:

- Titled Name
- Sire and Dam names

- How many first-generation descendants of this animal appear in the database.
- Photo if present
- A LINK to the dog's OFA information page, if The Breeder's Standard has its OFA record ID (not OFA Number) in its database.
- A red highlighted warning if there are one or more dogs with identical case-and-possessive-ignorant registered names on the database.
- An orange highlighted warning if there are one or more dogs with similar-sounding registered names on the database.

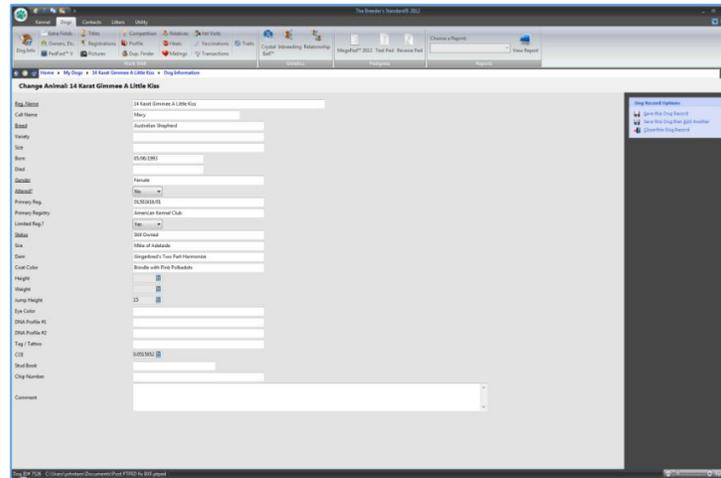
The Dog Facts popup looks like this:



The information contained in the window changes as you change the selected animal.

## Dog Information

The Dog Information window is where you add or change the basic information for an individual dog.



As with all windows in The Breeder's Standard® 2012, the required fields have underlined descriptions. In the case of this window, Registered name, Breed, Gender, Altered flag and Status.

You have the following fields to work with:

- **Reg. Name:** This is the registered name of the dog, *excluding* titles. Enter the name, up to 75 characters here.
- **Call Name:** Use this field for a call name or nickname.
- **Breed:** This is a lookup control to let you pick the breed of the dog. If it does not exist in the database, you will be given the opportunity to add it here.
- **Variety:** For breeds with varieties, type it in here. This will be used in show entry forms where relevant.
- **Size:** This is a free form field for entering generalized information about the size of the animal, for example, a Giant Schnauzer vs. a Standard Schnauzer.
- **Born:** Date of Birth. Unlike previous versions of this program, approximate or circa dates are allowed.
- **Died:** Date of Death. Unlike previous versions of this program, approximate or circa dates are allowed.
- **Gender:** Choose the dog's gender. Type "M" for Male or "F" for female, and this lookup control will fill in the rest, press TAB to go on to the next field.
- **Altered?:** Type "Y" if this dog has been spayed or neutered. Type "N" if this dog has not been spayed or neutered. Press TAB to go on to the next field.

- **Reg. Number:** This is the primary registration number for the dog. The Breeder's Standard® 2012 can handle 25 characters including spaces. Lowercase letters are automatically rendered in capital letters.
- **Primary Registry:** This lookup control will allow you to look up the Primary Registry of the dog, the registry with which the registration number is associated. The registry must exist in the database already. If you need to add a registry, please first go to the Utility Tab, click Registries, and choose to add a registry.
- **Limited Reg.?:** Type Y if this is a limited Registration, N if it is not.
- **Status:** This displays the status of the dog. The status is used to determine which dogs print on the breeding reports, and which dogs are visible in Work with Dogs, depending on the window settings.
- **Sire:** This is the name of the dog's sire. This is a lookup control. If you type in a new name, you'll have the option to quick-add the name to the dog database.
- **Dam:** This is the name of the dog's dam. This is a lookup control. If you type in a new name, you'll have the option to quick-add the name to the dog database.
- **Coat Color:** Type in the dog's coat coloration.
- **Height:** Type in the dog's height at the withers.
- **Weight:** Type in the dog's weight as measured in your country.
- **Jump Height:** Type in the dog's Jump height for agility, if applicable.
- **Eye Color:** Type in the dog's eye coloration.
- **DNA Profile #1:** This is one of two possible DNA profile codes for this dog.
- **DNA Profile #2:** This is one of two possible DNA profile codes for this dog.
- **Tag/Tattoo:** This is the Tag or Tattoo identification for this dog.
- **COI:** This is the Sewall Wright Coefficient of Inbreeding for this dog. You can enter any number less than or equal to 1.0, or you can press the "Calc" button to the right to calculate the COI for this dog, up to 10 generations. The Breeder's Standard® 2012 will calculate this coefficient for up to 10 generations.
- **Stud Book:** This is the month and year this dog was published in the Stud Book of its primary registry.
- **Chip Number:** If your dog has an embedded chip, enter its number here.
- **Comment:** Enter a free form comment of up to any length here for internal reference. This comment is not available on reports and may be treated confidentially.

You can use the [Field Chooser](#) to choose to work with fewer than all of the fields listed here.

Click the Save link to save the information you have entered.

Click the Save this record and add another link to save this record and to begin a new record in add mode.

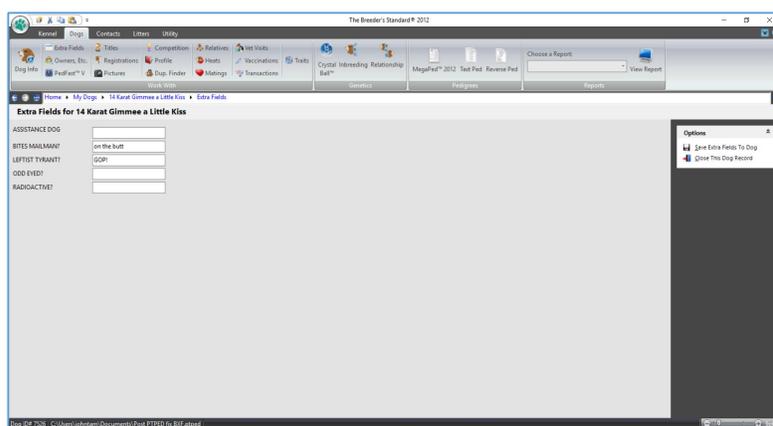
Click the Close link to close this window without changing any data.

## Extra Fields

The Breeder's Standard® 2012 gives you the power to create as many extra fields for an animal as you desire. To make changes to those Extra Fields, you can simply:

- Select the animal from My Dogs and click Extra Fields
- Right click the animal from My Dogs and click Extra Fields
- Click Extra Fields from any dog related window that is open.

The Animal Extra Fields window looks like this:



All of the fields in the window are what you define them in the Utility Tab, Extra Field Types window.

Once you have entered the information you want, click the Save link to save the data to the animal and you are done.

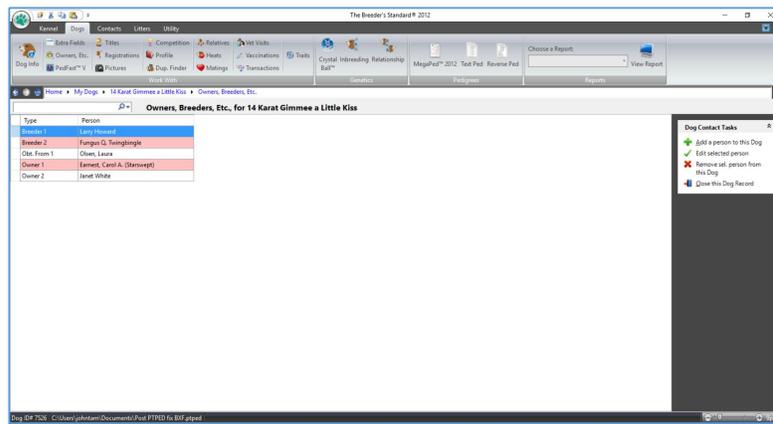
To close without changing, click the close link.

## Owners, Etc.

Animals can have one or many contacts linked to them as Breeders, Owners, or obtained-from parties (e.g., someone who sold the animal to its present owner). The Owners, Etc. window is where those changes are made. To make changes to those related contacts, you can simply:

- Select the animal from My Dogs and click Owners, Etc.
- Right click the animal from My Dogs and click Owners, Etc.
- Click Owners, Etc. from any dog related window that is open.

The Owners, Etc. for an animal looks like this:



You can choose to do any of the following:

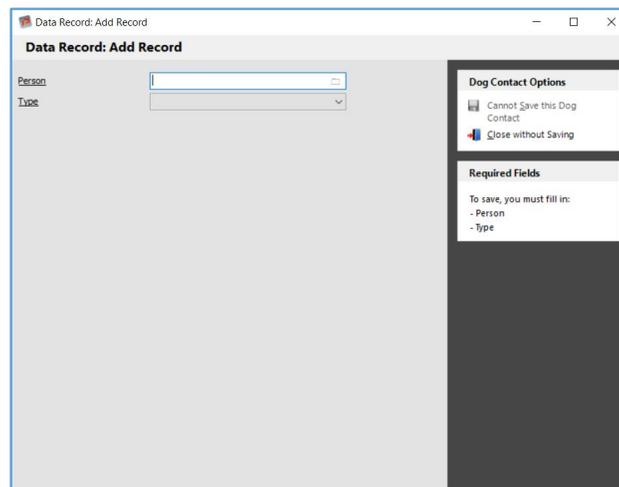
- Add a contact to the animal
- Change a contact for an animal
- Delete a contact from an animal.

To change or delete you must have clicked the animal's related contact that you wish to change or delete beforehand.

### ***Add/Change Animal Contact***

When you click to add or change a contact for an animal, the Add/Change Animal Contact window pops up. You can use this window link a contact to the animal for a certain role.

The Add/Change Contact pop-up looks like this:



You have these fields:

- **Person:** This is a lookup control to find or add a contact.
- **Type:** This is the role that this contact has to the animal. The available roles are:

- Owner 1, 2, 3 or 4 – up to four owners per animal
  - Breeders 1, 2, 3 or 4 – up to four breeders per animal
  - Obtained from 1, 2, 3 or 4 – up to four people from who the animal could be obtained (e.g., previous owners).
- **Note: You can only have one contact of each role, that is you cannot have two people as Owner 1, etc.**

Once you have entered both fields, you can choose to save. Clicking Cancel will close the pop-up without saving anything.

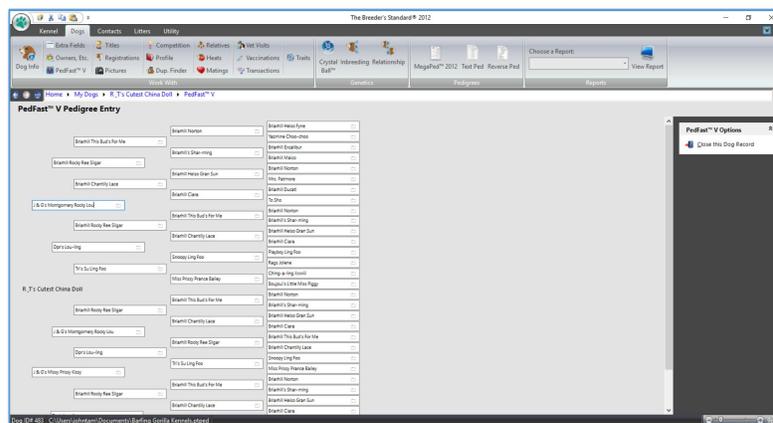
## PedFast™ V

The Breeder's Standard® 2012 continues its fine tradition of easy pedigree entry for an animal with **PedFast™ V**. It will look up existing animals, and will also add new animal names.

As you type in each name and press the TAB key, you will start at the top of each Generation and work your way down, first Sire, then Dam, and so forth. If you type a name that already exists, the animal's ancestors will be filled into the pedigree automatically.

If you type in a new animal's name, you will hear a beep and The Breeder's Standard (®) 2012 will add the animal to the database immediately, using the gender of the space in which you typed the animal's name and the breed of the target animal. Status will be "Pedigree Only."

PedFast™ V looks like this:



### Filling in Ancestors

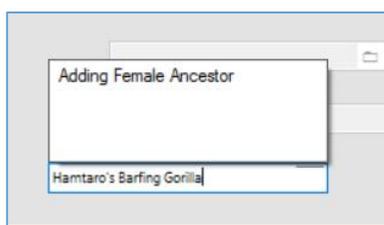
To enter an ancestor, begin typing the ancestor's name. If the name is on the database, you will see it pop up:



Keep typing until the desired animal appears and press TAB, or click on the desired animal. At that point, PedFast™ V will load in any ancestors of the selected animal, and hook the animal into the pedigree. *Unlike previous versions, you no longer need to click a save button or link.*

### Entering a New Animal as an Ancestor

If the animal you are entering into the pedigree is not already in the database, PedFast™ V will add the animal to the database:



Type the animal's full name and press TAB. The animal will be saved and added as an ancestor (sire or Dam) to the correct animal in the pedigree, and that animal's sire and dam boxes will be enabled for entry.

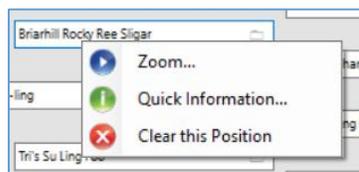
### Removing an Ancestor

If you want to remove an ancestor, just clear out the ancestor's name from the box and press TAB. This will unlink that ancestor from the pedigree and remove it and its ancestors from the screen. *Don't worry! Removing an ancestor from the pedigree will NOT remove the ancestor's record from the database!* It just breaks the Sire or Dam relationship to the ancestor's descendant.

### The Action Menu

When you want to adjust an ancestor, add quick titles, or remove an ancestor (aside from the method described above, you can right click on the ancestor's box. *Clicking on an empty box will cause a beep and nothing will be done.*

Right clicking on an ancestor's entry box will open the Action Menu:



You can choose three options:

- **Zoom:** this will open the animal's [Dog Information Window](#).
- **Quick Information...:** This will open the quick information pop-up for this animal. See below for more information.
- **Clear This position:** This will remove the ancestor from the pedigree, in the same way that emptying out the box and pressing TAB will do.

### The PedFast™ V Quick Information Pop-Up

When you choose Quick information from the action menu for an ancestor, you will receive the quick-information pop-up. This allows you to rapidly change frequently-changed fields and to add or remove titles from the animal.

The Quick Information pop-up looks like this:

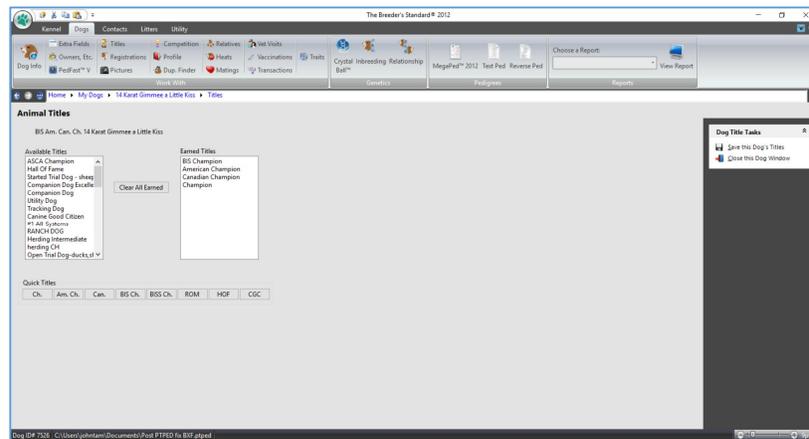
The screenshot shows a software window titled "PedFast Quick Edit: Briarhill Rocky Ree Sligar". The window is divided into two main sections. On the left is a form with the following fields and values: "Reg. Name" (Briarhill Rocky Ree Sligar), "Call Name" (hoochata), "Primary Reg." (TC316480), "Gender" (Male), "Altered?" (No), "Breed" (Shih Tzu), "Status" (Pedigree Only), "Born" (1/1/1901), "Coat Color", "Chip Number", "Tag / Tattoo", and "Comment". On the right is a "Field Chooser" panel. It has a "Quick Edit Options" section with "Save this Animal" and "Close without saving" buttons. Below that is a "Quick Titles" section with a list of checkboxes: "Am. Ch.", "Aust. Ch.", "Can. Ch.", "CD", "Ch." (checked), "Eng. Ch.", "ROM", and "CGC".

You can make changes to the animal in the pop-up and click save or close, including quick titles. This pop-up works just like the [Dog Information Window](#), including Field Chooser.

## Titles

Working with Animal Titles in The Breeder's Standard® 2012 may be done in the drag-and-drop environment in the Animal Titles window. This window allows complete control over the titles given to an animal, much more than quick titles.

The Animal titles window looks like this:



### Manipulating Titles:

On the left list are all unassigned titles. On the right list are the earned titles.

Click the “Clear All Earned” button to remove all titles from the Earned window.

Click any quick title to add it to the end of the Earned Titles list.

### Dragging titles:

To add titles to an animal, drag from the left list to the right list. The mouse arrow will turn into a “plus sign” when over a title, and that is where the program will insert the title.

Drag a title from the right list to the left to remove it from an animal. You may also drag titles around in the right window to rearrange them.

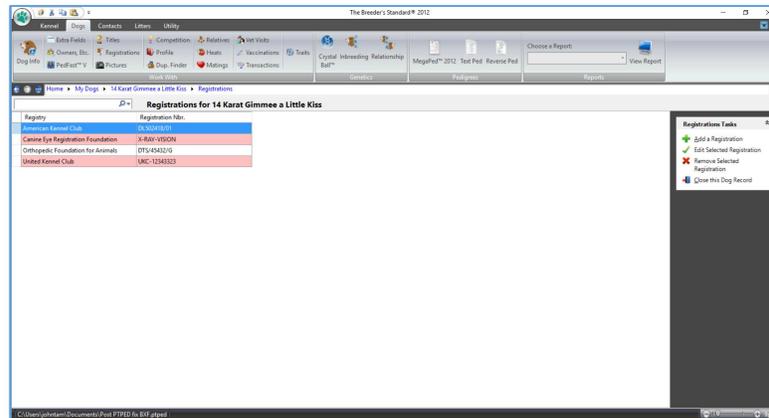
As you do, the titled name will change to reflect your changes.

*Click the save link to save your changes, or the Close link to close out the Titles window without any changes being saved and revert to the My Dogs window.*

## Registrations

You can create any number of registries you want. For each registry, you can assign each animal a registration number. You do that from the Dogs, tab, with the dog selected in My dogs or with any of its work-with windows opened, and then clicking Registrations. That will bring up the registrations window.

The Registrations Window looks like this:



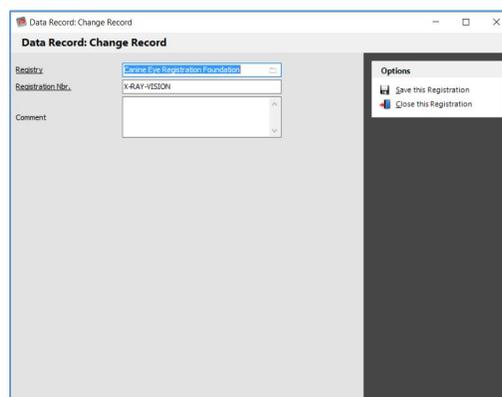
You have the following Links:

- **Add:** This will cause the program to add a new record.
- **Edit:** This will open the change window for the selected record. Double-clicking the left mouse button will also do the same.
- **Remove:** This will delete the highlighted record from the database, if it is not in use. Otherwise a message is displayed.

### Add/Change Registrations

Add/Change Registrations lets you assign a registration to an animal. It pops up when you choose to add or change a dog's registration.

The Add/Change Registrations pop-up looks like this:



You have the following fields to work with:

- **Registry:** Type the name of the registry into this lookup control. If it is new, then you will be asked to create a new registry record.
- **Registration Nbr.:** Type in the correct registration number or registration information.
- **Comment:** A free-form private comment. This is not printed on the pedigree or any report.

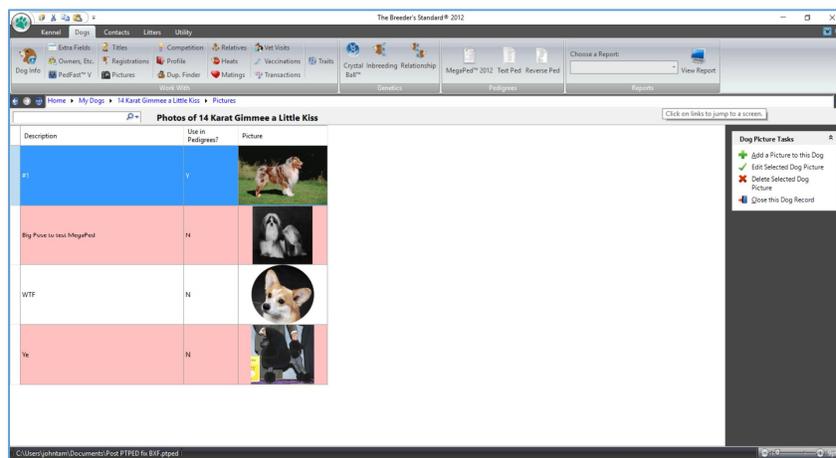
Click **Save** to save this registration.

Click **Close** to close the pop-up and abandon all changes.

## Photos

The Breeder's Standard® supports all popular non-vector graphical formats for the attachment of one to many pictures to the Dog record. There is no practical limit to the number of photos per animal; the database can have a total of about 2 billion photos.

The Dog Photo window looks like this:



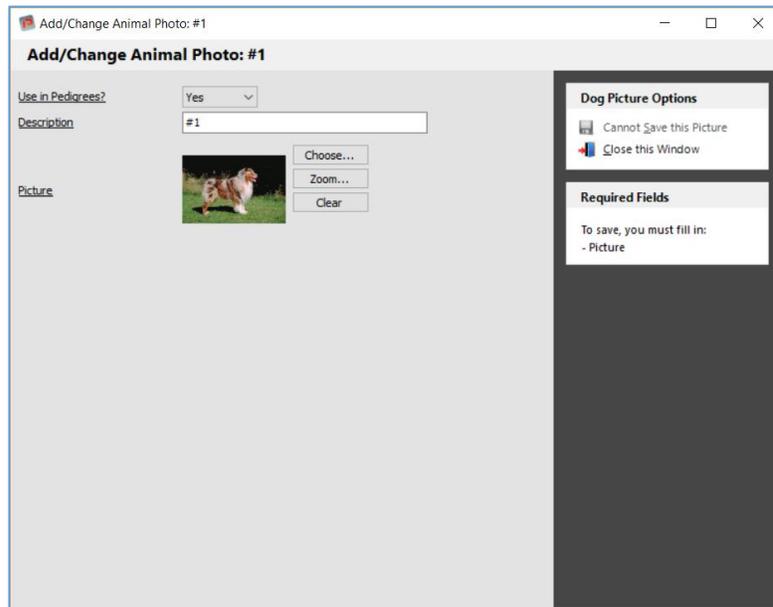
You have the following Links:

- **Add:** This will cause the program to add a new record.
- **Edit:** This will open the change window for the selected record. Double-clicking the left mouse button will also do the same.
- **Remove:** This will delete the highlighted record from the database, if it is not in use. Otherwise a message is displayed.

### Add/Change Animal Photo

When you click to add or change a photo on the dog, a pop-up will appear to collect the photo and other information.

The Add/Change Animal Photo pop-up looks like this:



You have the following fields to work with:

- **Use in Pedigrees?:** The first photo entered that has this set to yes will be used in the MegaPed pedigrees that contain this dog.
- **Description:** Please describe the photo as you see fit.
- **Picture:** This is a photo-chooser control.
  - Clicking *Choose...* will bring up a File-Open Dialog that you use to locate and choose the picture file.
  - Clicking *Zoom...* will toggle between zooming to actual size and fitting the photo into the space allotted for the control.
  - Clicking *Clear* removes the photo from the control.

Click **Save** to save this photo. The photo is copied from the original file and stored into the database.

Click **Close** to close the pop-up and abandon all changes.

# Competition

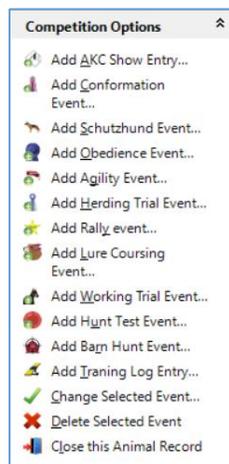
## Work with Competition

When you click the Competition entry in the Work With Group of the Dogs Tab, you will receive the Work with Competition history page. This page shows, in chronological order, all of the entry forms you ordered up plus all of the events that you have tracked in The Breeder's Standard® 2012.

Event Date	Event Type	Club Name	Club City
12/14/2011	Working Trial	14 Karat Gimnase	Little Kids
05/25/2009	Working Trial	Task KAC	Task K
12/23/2009	Agility	Task	Task K
05/25/2009	Working Trial	Task Club	Task K
01/28/2009	Working Trial	Task	Task
05/25/2009	Working Trial	Task/Kennel Club	Task
12/12/2002	Agility	Training to length of this wonderful column	Woodward, IA
03/12/2001	Working Trial	Task/Kennel Club	Task/Kennel, PA
01/14/2000	Working Trial	Task	Task
03/09/2004	Working Trial	Independence Day	Independence, MO
11/19/2003	Working Trial	Big Five Kennel Club	Five Points, NY
02/22/2005	Working Trial	Big Five Kennel Club	Five Points, NY
12/23/2009	Working Trial	Task	Task
05/25/2009	Working Trial	Task	Task
03/15/2008	Working Trial	Task	Task
05/25/2011	Working Trial	Shed and Bay Kennel	Chatham, S
11/12/2003	Shed Test	Shed and Bay Kennel	Chatham, S
03/15/2011	Working Trial	Bevan Kennel Club	Bevan Falls, VA
12/12/2011	AKC Show Entry	Harrison Kennel Club	OOD/Churton, E
02/02/2011	AKC Show Entry	Harrison Kennel Club	Task K

If you click on the line in the grid representing an entry form, you have an option to print the form again. You also have the option to add any of the supported types of competition entries.

The Work with Competition Options box looks like this:



Click or choose the Shortcut Key (Press ALT + [the underlined letter]) to perform the action you want on the options list.

### Competition: Conformation Event

Conformation Event entries are used to track conformation dog shows for any of the major dog-show governing bodies. Judges, placements, and expenses are tracked for each event.

The Conformation event pop-up looks like this:

The Conformation Event window has fields for you to fill in. They are:

- **Event Date:** The date of the event.
- **Club Name:** The name of the club hosting the event or the name of the event if not hosted by a club.
- **Club City:** City of event
- **Club State:** State/region/province/prefecture of event.
- **Entry Fee:** Amount paid to enter.
- **Misc. Expenses:** Enter any miscellaneous expenses here for your records.
- **Agent:** Lookup control to look up or add a Contact who acted as agent or handler for this dog at this event.
- **Agent Fee:** Enter how much you paid the agent for services related to this event.
- **Show Country:** This required field is a choice between, USA, Canada, Mexico, UK, Japan, China or other.
- **Show Type:** This required field is a choice between All-Breed, Specialty, Match, Invitational or Sweepstakes.
- **Level:** Choose Classes, Specials or Veterans.
- **Class Judge:** Lookup control to look up or add a Contact who acted Class Judge for this dog at this event.
- **Class Result:** Choose the result.
- **Class Name:** Type in the name of the class in which this dog competed.

- **Winners Judge:** Lookup control to look up or add a Contact who acted Winners Judge for this dog at this event.
- **Winners Result:** Choose the result.
- **Breed Judge:** Lookup control to look up or add a Contact who acted Breed Judge for this dog at this event.
- **Breed Result:** Choose the result.
- **Group Judge:** Lookup control to look up or add a Contact who acted Group Judge for this dog at this event.
- **Group Result:** Choose the result.
- **Best in Show Judge:** Lookup control to look up or add a Contact who acted Best in Show Judge for this dog at this event.
- **Best in Show Result:** Choose the result.
- **Points:** Enter any Championship points earned.
- **Dogs Defeated:** Enter a count of dogs defeated.
- **Comment:** Enter a free-form comment. This is private and does not appear on pedigrees or reports.

Click **Save** to save this event.

Click **Close** to close the pop-up and abandon all changes.

### **Competition: Obedience Event**

The Breeder's Standard ® 2012 stores complete obedience trial outing information, including scores properly broken down by trial type (Open A, Open B, Utility A, Utility B, Novice).

The Add/Change Obedience window looks like this:

The Obedience Event window has fields for you to fill in. They are:

- **Event Date:** The date of the event.

- **Club Name:** The name of the club hosting the event or the name of the event if not hosted by a club.
- **Club City:** City of event
- **Club State:** State/region/province/prefecture of event.
- **Entry Fee:** Amount paid to enter.
- **Misc. Expenses:** Enter any miscellaneous expenses here for your records.
- **Agent:** Lookup control to look up or add a Contact who acted as agent or handler for this dog at this event.
- **Agent Fee:** Enter how much you paid the agent for services related to this event.
- **Type:** Choose from Novice, Utility A/B or Open A/B. The choices you make will determine what elements are in the SCORING section below. You will see six or seven windows, to enter the various scores for the components of the total score for this event, when you have this chosen and the event date filled in.
- **Entry Size:** Type in the number of dogs entered in this trial.
- **Judge:** This is a lookup control, which you use to select or enter the name of the judge.
- You will see six or seven windows, to enter the various scores for the components of the total score for this event.
- **Comment:** Enter a free-form comment. This is private and does not appear on pedigrees or reports.

Click **Save** to save this event.

Click **Close** to close the pop-up and abandon all changes.

### **Competition: Agility Event**

The Breeder's Standard ® 2012 stores agility information in a format compliant with AKC and USDAA regulations.

The Add/Change Agility window looks like this:

The screenshot shows a software window titled "Agility Event: Add Record". The window contains a form with the following fields and controls:

- Event Date: A date picker.
- Club Name: A text input field.
- Club City: A text input field.
- State: A text input field.
- Entry Fee: A text input field with a currency symbol.
- Entry Date: A date picker.
- Misc. Expenses: A text input field with a currency symbol.
- Agent: A lookup control (dropdown with search icon).
- Agent Fee: A text input field with a currency symbol.
- Judge: A lookup control (dropdown with search icon).
- Level: A text input field.
- Course Length (Yds): A text input field with a unit indicator.
- Std. Course Time (Sec): A text input field.
- Act. Course Time (Sec): A text input field.
- Qualified: A dropdown menu.
- Comment: A large text area.

On the right side of the window, there is a panel titled "Agility Event Options" with two buttons: "Cannot Save this Agility Event" and "Close this Entry without saving". Below this is a "Required Fields" section that lists: "To save, you must fill in: - Event Date - Judge - Level".

The Agility Event window has fields for you to fill in. They are:

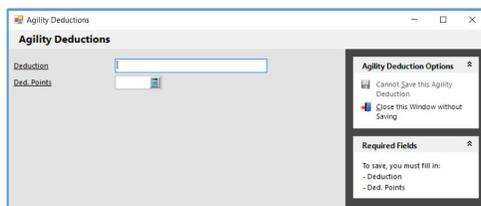
- **Event Date:** The date of the event.
- **Club Name:** The name of the club hosting the event or the name of the event if not hosted by a club.
- **Club City:** City of event
- **Club State:** State/region/province/prefecture of event.
- **Entry Fee:** Amount paid to enter.
- **Misc. Expenses:** Enter any miscellaneous expenses here for your records.
- **Agent:** Lookup control to look up or add a Contact who acted as agent or handler for this dog at this event.
- **Agent Fee:** Enter how much you paid the agent for services related to this event.
- **Judge:** This is a lookup control, which you use to select or enter the name of the judge.
- **Level:** Type in the competition level.
- **Course length:** Course length in yards.
- **Standard course time:** Enter the standard course time.
- **Actual Course time:** Enter the actual course time.
- **Qualified:** Choose yes or no.
- **Comment:** Enter a free-form comment. This is private and does not appear on pedigrees or reports.

Click **Save** to save this event. At this point you will get the Deductions box.

Click **Close** to close the Agility pop-up and abandon all changes since the last save.

**Deductions box:** you can then choose to add, change or delete deductions. When you click to add or change deductions, a pop-up for deductions shows.

The deductions pop-up looks like this:



You have the following deduction fields:

- **Deduction:** The type of deduction
- **Ded. Points:** Points deduction.

Click **Save** to save the deduction.

Click **Close** to close the pop-up without saving.

Click **Close** to close the Agility pop-up and abandon all changes since the last save.

### ***Competition: Working Trial Event***

The Breeder's Standard ® 2012 stores Working Trial information for most registries, up to three stakes. Fifteen stake types are supported.

The Add/Change Working Trial window looks like this:

The Working Trial window has fields for you to fill in. They are:

- **Event Date:** The date of the event.
- **Club Name:** The name of the club hosting the event or the name of the event if not hosted by a club.
- **Club City:** City of event
- **Club State:** State/region/province/prefecture of event.
- **Entry Fee:** Amount paid to enter.
- **Misc. Expenses:** Enter any miscellaneous expenses here for your records.
- **Agent:** Lookup control to look up or add a Contact who acted as agent or handler for this dog at this event.
- **Agent Fee:** Enter how much you paid the agent for services related to this event.
- **Organization:** Type the name of the organization sanctioning the event.
- **Comment:** Enter a free-form comment. This is private and does not appear on pedigrees or reports.

Click **Save** to save this event. At this point you will get the Stakes box.

Click **Close** to close the Agility pop-up and abandon all changes since the last save.

**Stakes Box:** you can then choose to add, change or delete stakes. When you click to add or change stakes, a pop-up for stakes shows.

The stakes pop-up looks like this:

You have the following fields:

- **Stake Type:** Choose the stake type.
- **Judge:** This is a lookup control where you can choose or add the contact who is judge of this stake.
- **Place:** Enter placement.
- **Points:** Enter points.

Click **Save** to save this stake.

Click **Close** to to close the stake pop-up without saving anything.

### **Competition: *Schutzhund Event***

The Breeder's Standard ® 2012 stores Schutzhund trial information on a by-trial basis.

The Add/Change Schutzhund window looks like this:

The Schutzhund Window has fields for you to fill in. They are:

- **Event Date:** The date of the event.
- **Club Name:** The name of the club hosting the event or the name of the event if not hosted by a club.

- **Club City:** City of event
- **Club State:** State/region/province/prefecture of event.
- **Entry Fee:** Amount paid to enter.
- **Misc. Expenses:** Enter any miscellaneous expenses here for your records.
- **Agent:** Lookup control to look up or add a Contact who acted as agent or handler for this dog at this event.
- **Agent Fee:** Enter how much you paid the agent for services related to this event.
- **Level:** Choose Schutzhund I, II or III.
- **Judge:** This is a lookup control, which you use to select or enter the contact for the judge.
- **Scoring:** Enter scores for Tracking, Protection and Obedience.
- **Comment:** Enter a free-form comment. This is private and does not appear on pedigrees or reports.

Click **Save** to save this event and close the window.

Click **Close** to close the pop-up and abandon all changes since the last save.

### **Competition: Herding Trial Event**

The Breeder's Standard ® 2012 stores Herding trial information on a by-trial basis.

The Add/Change Herding Trial window looks like this:

The Herding Trial Window has fields for you to fill in. They are:

- **Event Date:** The date of the event.
- **Club Name:** The name of the club hosting the event or the name of the event if not hosted by a club.
- **Club City:** City of event
- **Club State:** State/region/province/prefecture of event.

- **Entry Fee:** Amount paid to enter.
- **Misc. Expenses:** Enter any miscellaneous expenses here for your records.
- **Agent:** Lookup control to look up or add a Contact who acted as agent or handler for this dog at this event.
- **Agent Fee:** Enter how much you paid the agent for services related to this event.
- **Course:** Choose Course A or Course B.
- **Judge:** This is a lookup control, which you use to select or enter the contact for the judge.
- **Trial Level:** Select Trial Level.
- **Score:** Enter a Score
- **Qualified?:** Choose Yes or No.
- **Comment:** Enter a free-form comment. This is private and does not appear on pedigrees or reports.

Click **Save** to save this event and close the window.

Click **Close** to close the pop-up and abandon all changes since the last save.

### **Competition: Hunt Test Event**

The Breeder's Standard ® 2012 stores Hunt Test information on a by-trial basis.

The Add/Change Hunt Test window looks like this:

The Hunt Test Window has fields for you to fill in. They are:

- **Event Date:** The date of the event.
- **Club Name:** The name of the club hosting the event or the name of the event if not hosted by a club.
- **Club City:** City of event
- **Club State:** State/region/province/prefecture of event.

- **Entry Fee:** Amount paid to enter.
- **Misc. Expenses:** Enter any miscellaneous expenses here for your records.
- **Agent:** Lookup control to look up or add a Contact who acted as agent or handler for this dog at this event.
- **Agent Fee:** Enter how much you paid the agent for services related to this event.
- **Judge:** This is a lookup control, which you use to select or enter the contact for the judge.
- **Level:** Choose Junior, Senior or Master.
- **Hunting Score:** Enter the hunting score.
- **Bird Finding:** Enter the Bird Finding score.
- **Pointing:** Enter the pointing score.
- **Trainability:** Enter the trainability score.
- **Retrieving (Sr/Mast):** For senior or master, enter retrieving score.
- **Honoring (Sr/Mast):** For senior or master, enter honoring score.
- **Comment:** Enter a free-form comment. This is private and does not appear on pedigrees or reports.

Click **Save** to save this event and close the window.

Click **Close** to close the pop-up and abandon all changes since the last save.

### ***Competition: Lure Coursing Event***

The Breeder's Standard ® 2012 stores Lure Coursing information on a by-trial basis.

The Add/Change Lure Coursing window looks like this:

The Lure Coursing Window has fields for you to fill in. They are:

- **Event Date:** The date of the event.

- **Club Name:** The name of the club hosting the event or the name of the event if not hosted by a club.
- **Club City:** City of event
- **Club State:** State/region/province/prefecture of event.
- **Entry Fee:** Amount paid to enter.
- **Misc. Expenses:** Enter any miscellaneous expenses here for your records.
- **Agent:** Lookup control to look up or add a Contact who acted as agent or handler for this dog at this event.
- **Agent Fee:** Enter how much you paid the agent for services related to this event.
- **Judge:** This is a lookup control, which you use to select or enter the contact for the judge.
- **Speed Score:** Enter the Speed Score.
- **Agility Score:** Enter Agility Score.
- **Endurance Score:** Enter the Endurance Score.
- **Overall Ability:** Enter the Overall Ability Score.
- **Follow Score:** Enter the Follow Score.
- **Points:** Enter the points earned.
- **Comment:** Enter a free-form comment. This is private and does not appear on pedigrees or reports.

Click **Save** to save this event and close the window.

Click **Close** to close the pop-up and abandon all changes since the last save.

### ***Competition: Rally Event***

The Breeder's Standard ® 2012 stores Rally information on a by-trial basis.

The Add/Change Rally window looks like this:

The screenshot shows a software window titled "Rally Event: Add Record". The main area contains a form with the following fields: Event Date (calendar icon), Club Name, Club City, State, Entry Fee, Entry Date (calendar icon), Misc. Expenses, Agent (lookup icon), Agent Fee, Rally Level (dropdown), Judge (lookup icon), Jump Height, Time (time picker), Deductions, Deduction Notes, and Comment. On the right side, there is a "Rally Event Options" panel with a warning "Cannot Save this Rally Event" and a "Close this event without Saving" button. Below that, a "Required Fields" panel lists: "To save, you must fill in:" followed by "Event Date", "Rally Level", "Judge", "Jump Height", and "Deductions".

The Rally Window has fields for you to fill in. They are:

- **Event Date:** The date of the event.
- **Club Name:** The name of the club hosting the event or the name of the event if not hosted by a club.
- **Club City:** City of event
- **Club State:** State/region/province/prefecture of event.
- **Entry Fee:** Amount paid to enter.
- **Misc. Expenses:** Enter any miscellaneous expenses here for your records.
- **Agent:** Lookup control to look up or add a Contact who acted as agent or handler for this dog at this event.
- **Agent Fee:** Enter how much you paid the agent for services related to this event.
- **Rally Level:** Choose Novice, Advanced or Excellent.
- **Judge:** This is a lookup control, which you use to select or enter the contact for the judge.
- **Jump Height:** Enter the Jump Height.
- **Time:** Enter the elapsed time.
- **Deductions:** Enter the points total.
- **Comment:** Enter a free-form comment. This is private and does not appear on pedigrees or reports.

Click **Save** to save this event and close the window.

Click **Close** to close the pop-up and abandon all changes since the last save.

### ***Competition: Barn Hunt Event***

The Breeder's Standard ® 2012 stores Barn Hunt information on a by-trial basis.

The Add/Change Barn Hunt window looks like this:

The Barn Hunt Window has fields for you to fill in. They are:

- **Event Date:** The date of the event.
- **Club Name:** The name of the club hosting the event or the name of the event if not hosted by a club.
- **Club City:** City of event
- **Club State:** State/region/province/prefecture of event.
- **Entry Fee:** Amount paid to enter.
- **Misc. Expenses:** Enter any miscellaneous expenses here for your records.
- **Agent:** Lookup control to look up or add a Contact who acted as agent or handler for this dog at this event.
- **Agent Fee:** Enter how much you paid the agent for services related to this event.
- **Level:** Choose Grand National or Games.
- **Judge:** This is a lookup control, which you use to select or enter the contact for the judge.
- **Qualified:** Choose yes or no.
- **Placement:** Enter a placement.
- **Placement Time:** Enter a placement time.
- **Comment:** Enter a free-form comment. This is private and does not appear on pedigrees or reports.

Click **Save** to save this event and close the window.

Click **Close** to close the pop-up and abandon all changes since the last save.

### ***Competition: Training Log***

The Breeder's Standard® 2012 stores training log entries by date.

The Training Log window looks like this:

The Training Log Window has fields for you to fill in. They are:

- **Event Date:** The date of the event.
- **Training Notes:** Enter a free-form note of any length you choose.

Click **Save** to save this event and close the window.

Click **Close** to close the pop-up and abandon all changes since the last save.

### ***AKC Show Entry Form***

The AKC Show Entry function takes in information to store and print the AKC Show entry.

The Show Entry window looks like this:

You have the following fields:

- **Reg. Country:** Country of Registration.
- **Registration Type:** Choose AKC, ILP or Foreign.
- **Country of Birth:** Choose the dog's country of birth for the entry.

- **Event Date:** The date of the event.
- **Club Name:** The name of the club hosting the event or the name of the event if not hosted by a club.
- **Club City:** City of event
- **Club State:** State/region/province/prefecture of event.
- **Entry Fee:** Amount paid to enter.
- **Misc. Expenses:** Enter any miscellaneous expenses here for your records.
- **Agent:** Lookup control to look up or add a Contact who acted as agent or handler for this dog at this event.
- **Agent Fee:** Enter how much you paid the agent for services related to this event.
- **Show Class:** Type in show class.
- **Division:** Type in Division.
- **Obedience Class:** Type in Obedience Class.
- **Rally Class:** Type in Rally Class.
- **Jr. Show Class:** Type in the junior showmanship class.
- **New Exhibitor?:** Choose Yes or No.
- **Owner-Handler?:** Choose Yes or No.
- **Email?:** Enter email address.
- **Junior Handler:** Type in the Junior Handler name.
- **Junior Handler DOB:** Type in the Junior Handler Date of Birth.
- **Junior Handler Rel. Dog:** Type in the Junior Handler's relationship to the dog.
- **Comment:** Enter a free-form comment. This is private and does not appear on pedigrees or reports.

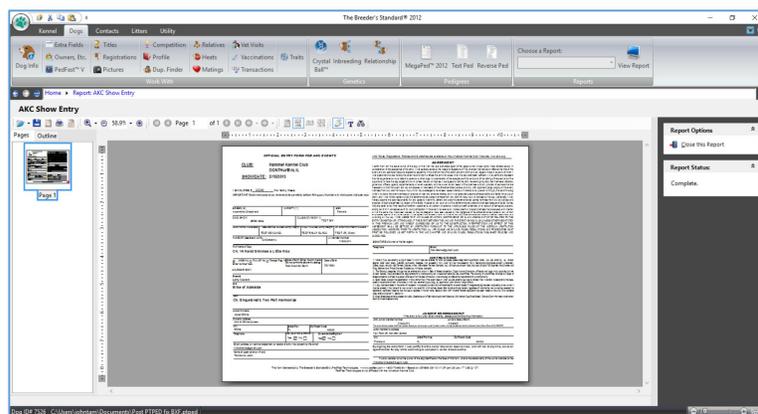
Click **Save** to save this event and bring up the preview window of the Show Entry.

Click **Close** to close the pop-up and abandon all changes since the last save.

Show Entry Preview

After you save the Show Entry information, you receive a print preview window with the entry. It is a Reports window.

The Show Entry Preview window looks like this:

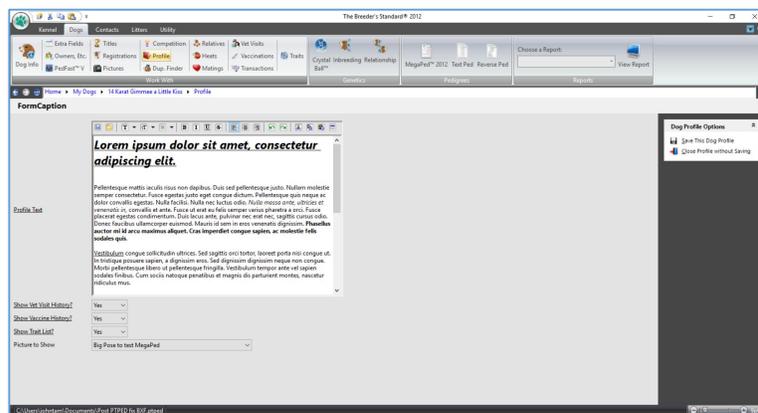


You can choose to print it or save to a PDF file.

## Profile

There is a profile report that is a dossier of a dog, which can be used to produce a promotional flyer for any dog. It contains a photo and a long-form rich-text description.

The Dog Profile window looks like this:



You have the following fields:

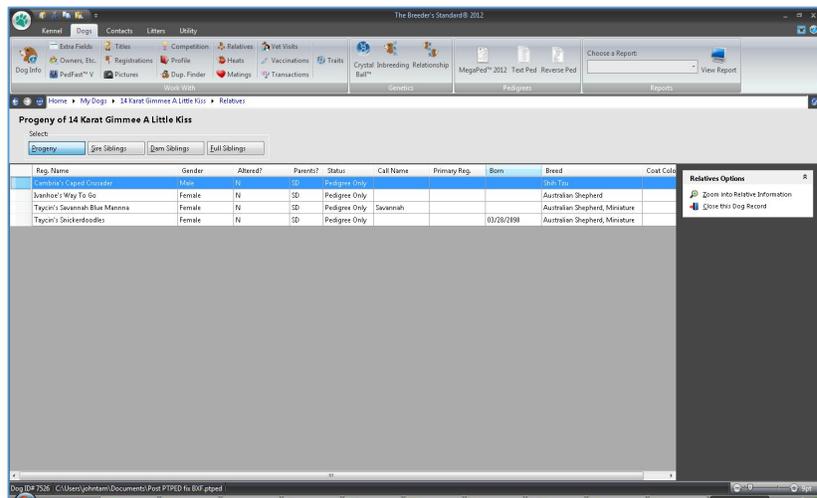
- **Profile Text:** Type in a long form rich text description of the animal.
- **Show Vet Visit History?:** Choose yes to show the dog's vet visits on the profile report.
- **Show Vaccine History?:** Choose yes to show the dog's vaccinations on the profile report.
- **Show Traits List:** Choose yes to show the dog's trait list on the profile report.
- **Picture to show:** Choose the picture of the dog you'd like to show on the profile report.

Click **Save** to save the dog's profile information.



- **Sire Siblings:** Dogs that share the same Sire (but maybe not the same Dam) as the selected dog.
- **Dam Siblings:** Dogs that share the same Dam (but maybe not the same Sire) as the selected dog.
- **Full Siblings:** Dogs that share the same Sire and Dam as the selected dog.

The work with Relatives page looks like this:



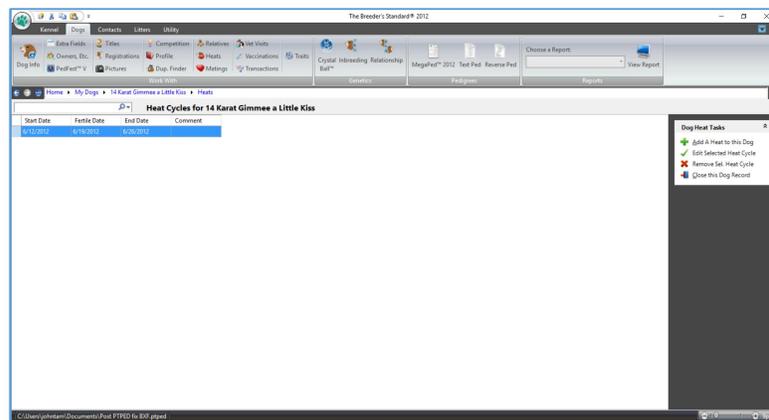
You can select a dog and zoom into its [Dog Information](#) window in order to edit the information or make other changes, or to see a pedigree.

You can also Use the back button to go back where you came, or you can click the close link to close out the Dog Relatives window and go back to the Work with My Animals window.

## Heats

The Work with Dog Heats page permits you to see related animals to the selected dog.

The Work with Heats window looks like this:



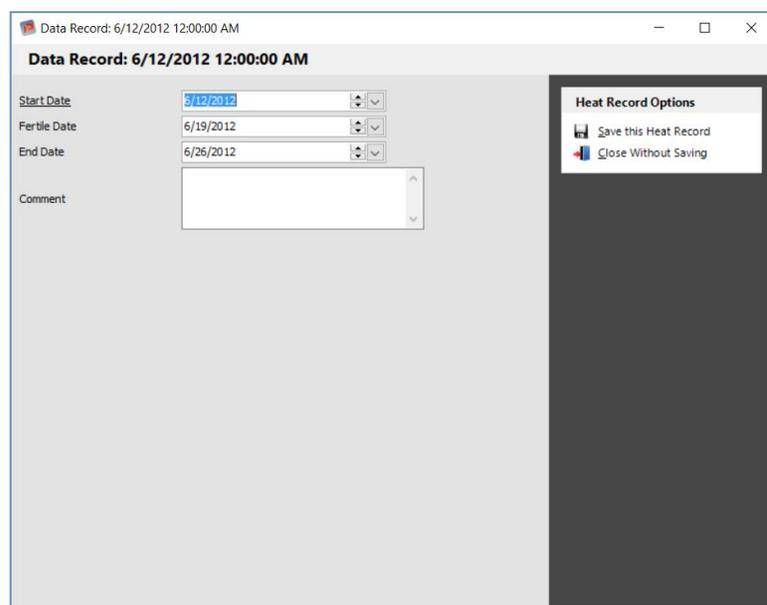
You have the following Links:

- **Add:** This will cause the program to add a new record.
- **Edit:** This will open the change window for the selected record. Double-clicking the left mouse button will also do the same.
- **Remove:** This will delete the highlighted record from the database, if it is not in use. Otherwise a message is displayed.

### Add/Change Animal Heat

When you add or change a heat record, you receive the Heats pop-up window.

The Heats pop-up window looks like this:



The screenshot shows a window titled "Data Record: 6/12/2012 12:00:00 AM". The main area contains the following fields:

- Start Date:** A date picker showing 6/12/2012.
- Fertile Date:** A date picker showing 6/19/2012.
- End Date:** A date picker showing 6/26/2012.
- Comment:** A text area for entering a comment.

On the right side, there is a "Heat Record Options" panel with two buttons: "Save this Heat Record" and "Close Without Saving".

You have the following fields:

- **Start Date:** Enter the start date of the heat.
- **Fertile Date:** Enter the fertile date of the heat.
- **End Date:** Enter the end date of the heat.
- **Comment:** Enter a free-form comment. This is private and does not appear on pedigrees or reports.

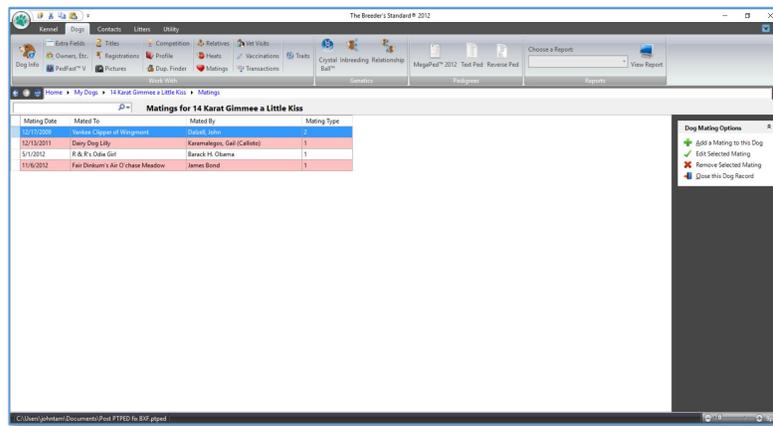
Click **Save** to save this event and close the window.

Click **Close** to close the pop-up and abandon all changes since the last save.

## Matings

The Breeder's Standard® 2012 stores mating information for each animal, showing date mated, animal mated to, its owner and the person who supervised the mating. This information is ordered by mating date.

The Work with Matings page looks like this:



You have the following Links:

- **Add:** This will cause the program to add a new record.
- **Edit:** This will open the change window for the selected record. Double-clicking the left mouse button will also do the same.
- **Remove:** This will delete the highlighted record from the database, if it is not in use. Otherwise a message is displayed.

### Add/Change Mating

The Breeder's Standard® 2012 enables you to store a virtually unlimited matings per dog. Both the dog and its mate must be on the database of this kennel. Adding the record of mating to either of the mating pair automatically records it for both animals, thus saving you the tiresome effort of duplicate entries. So, you can enter matings for just the dams and the sire's mating record will automatically be correctly reflected.

The Add/Change mating window looks like this:

The screenshot shows a software window titled "Data Record: 12/13/2011 12:00:00 AM". The main area contains the following fields:

- Mating Date:** A date picker set to 12/13/2011.
- Mated To:** A dropdown menu showing "Dairy Dog Lilly".
- Mated By 1:** A dropdown menu showing "Karamalegos, Gall (Callisto)".
- Mated By 2:** A dropdown menu showing "Lagattuta-Calmes, Anne".
- Mating Type:** A dropdown menu showing "First Mating".
- Comment:** An empty text area.

On the right side, there is a "Dog Mating Options" panel with two buttons: "Cannot Save this Mating" and "Close this Window". Below that is a "Required Fields" panel with the text "To save, you must fill in:" followed by a list containing "- Mating Type".

You have the following fields to work with:

- **Date:** The date that this mating happened.
- **Mated To:** This is a lookup control to find the dog that you have mated your animal to. It must exist in the database in order to use it. You must choose a mate dog with owner information in it or the program will not allow the dog to be used as a mate.
- **Mated by and Mated by 2:** These fields are lookup controls for the contact that served as each of mated by 1 and 2. Choose the person(s) who supervised the mating of these animals. If they are not on the database, you may add them from here.
- **Comment:** Enter a free-form comment. This is private and does not appear on pedigrees or reports.

Click **Save** to save this event and bring up the preview window of the Show Entry.

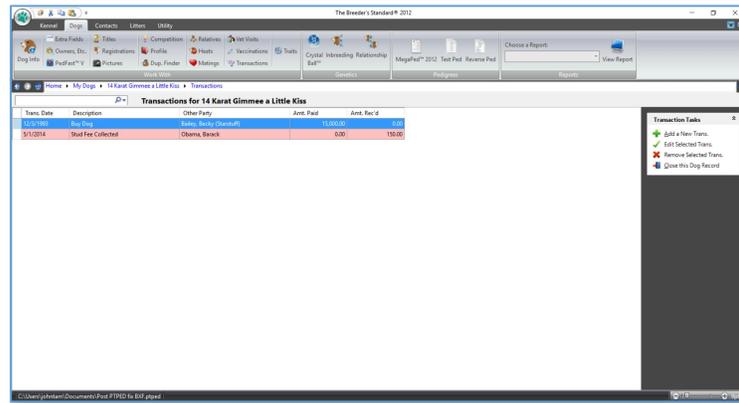
Click **Close** to close the pop-up and abandon all changes since the last save.

---

## Transactions

The Breeder's Standard® 2012 will store detailed financial transactions for each dog, both for money taken in and money spent. You can record these transactions using transaction types, which let you review transactions by what kind of transaction took place.

The Work with Transactions page looks like this:



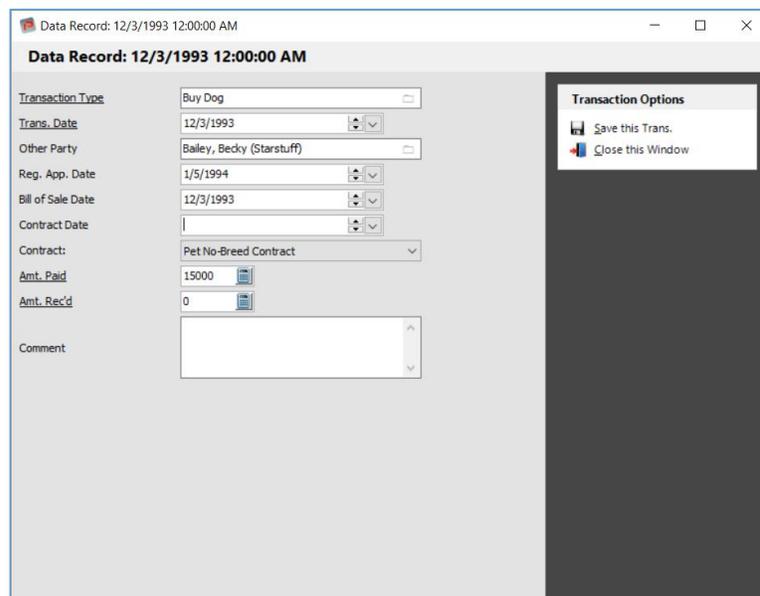
You have the following Links:

- **Add:** This will cause the program to add a new record.
- **Edit:** This will open the change window for the selected record. Double-clicking the left mouse button will also do the same.
- **Remove:** This will delete the highlighted record from the database, if it is not in use. Otherwise a message is displayed.

### Add/Change Transaction

The Breeder's Standard 2008™ enables you to store up to 32,767 transactions per dog. These transactions can have different types, and can track cash both spent and received for the dog. In addition, you can define Contract text and use these contracts, and can also create a uniform generic Bill of Sale for any transaction. These things are accomplished from the Add/Change Transaction window.

The Add/Change Transaction window looks like this:



You have the following fields to work with:

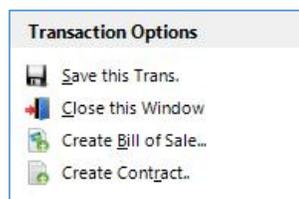
- **Date:** This is the date that the transaction took place.
- **Tran. Type:** This is a lookup control which lists all of the transaction types in the database. If you type in something not already on the database, then The Breeder's Standard prompts you to add what you typed into the database.
- **Other Party:** This is a lookup control for the contact for the other party to this transaction. If you type in a name not already on the database, The Breeder's Standard will prompt you to add it.
- **Delivery Dates (if applicable):** Delivery dates are **important** AKC-required fields. It is from this set of fields that the AKC report (Ownership Information for a Dog) gets its required information. Other registries have similar requirements. The fields are:
  - **Reg. App/Cert:** Enter the date that you delivered the Registration Application or certificate to the other party.
  - **Bill of Sale:** Enter the date that you delivered the Bill of Sale or other transfer document to the other party.
  - **Contract:** Enter the date that you delivered the contract to the other party.
- **Contract:** Choose the type of contract covering this transaction, if applicable.
- **Amt. Paid:** Amount you paid out in this transaction.
- **Amt. Received:** Amount you received in this transaction.
- **Comment:** Enter a free-form comment. This is private and does not appear on pedigrees or reports.

Click **Save** to save this event and bring up the preview window of the Show Entry.

Click **Close** to close the pop-up and abandon all changes since the last save.

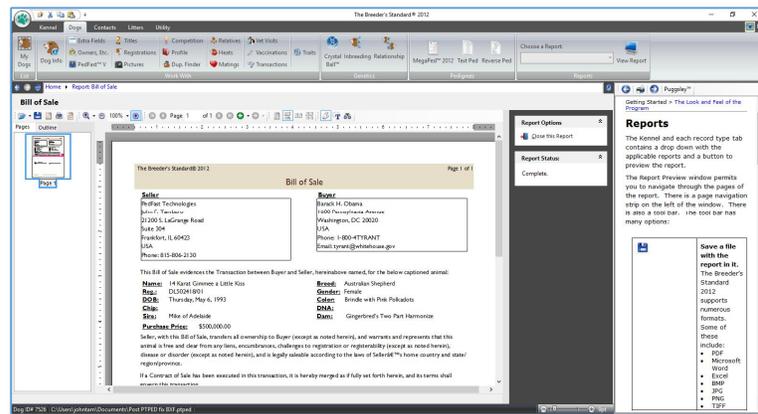
Contract and Bill of Sale

When you are working with an existing transaction (you must save it first), and the Transaction Type Activity is set to Sell, you will have the ability to create a Bill of Sale or a Contract for that transaction. When the transaction is eligible, you will see these links:



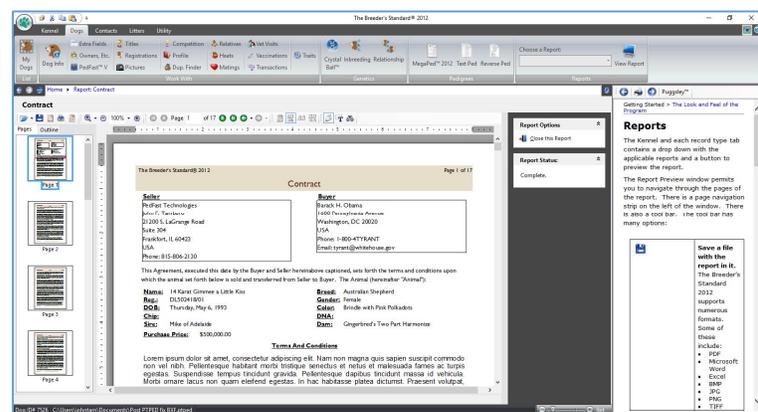
If you click to create a Bill of Sale, the program will fetch the transaction and start up the Report Preview Window with a Bill of Sale.

The Bill of Sale Preview window looks like this:



When you choose to create a contract, the program will fetch the transaction (you need to have selected a contract type or the contract will be blank – nothing at all), and will start up the Report Preview window with a Contract.

The Contract Preview window looks like this:



### **Helpful Contract and Bill of Sale Hints:**

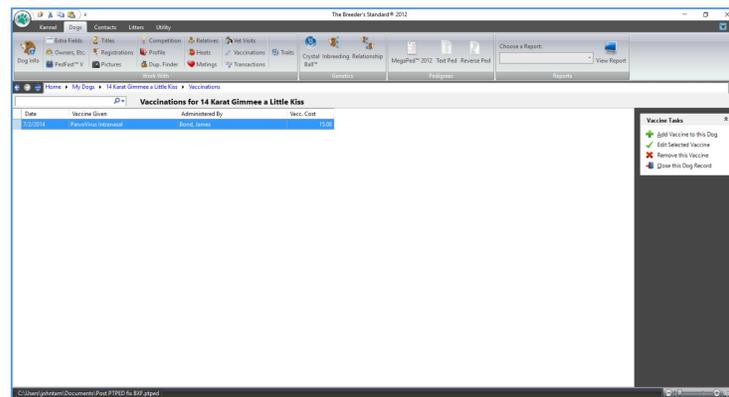
- Make sure that your Kennel Information is fully filled out with your name, address, and phone or email, so that it will appear in the contract and Bill of Sale.
- Ensure that the other party's contact information is also fully filled out, so that it will appear on the contract.
- Remember that you should have a licensed attorney draft your contract language! We don't give legal advice, and the license agreement has a warning:
  - "You are notified that any Bill of Sale or Contract produced by this software are not guaranteed to meet the legal requirements of your locality, or the requirements of any governmental agency, or the requirements of any kennel club, and expressly hold Company harmless for their use.
  - "You understand that contract text is not provided to you, and that you are expected to retain the services of a licensed attorney in your locality to draft contract

language suitable to your needs. You, in any event, acknowledge that Company has no liability in any circumstance with respect to the use or enforceability or legality of any Contract or Bill of Sale produced by the Software.”

## Vaccinations

The Breeder's Standard® 2012 will store a detailed vaccination history for each dog.

The Work with Vaccinations page looks like this:



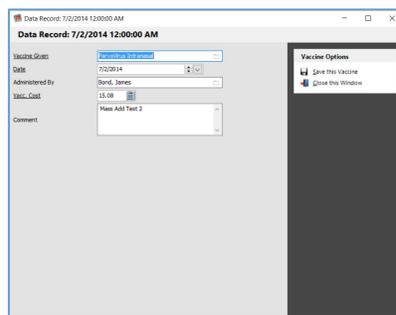
You have the following Links:

- **Add:** This will cause the program to add a new record.
- **Edit:** This will open the change window for the selected record. Double-clicking the left mouse button will also do the same.
- **Remove:** This will delete the highlighted record from the database, if it is not in use. Otherwise a message is displayed.

### Add/Change Vaccination

When you Click Add or Change, you will get the Vaccination Pop-up window. You then can enter or change information for that vaccination.

The Vaccination Pop-up looks like this:



You have the following fields to work with:

- **Vaccine Given:** This is a lookup control to choose or create the type of vaccine given.
- **Date:** Enter the date administered.
- **Administered by:** This is a lookup control for the contact of the person who administered the vaccination.
- **Vacc. Cost:** The cost to you for this vaccination.
- **Comment:** Enter a free-form comment. This is private and does not appear on pedigrees or reports.

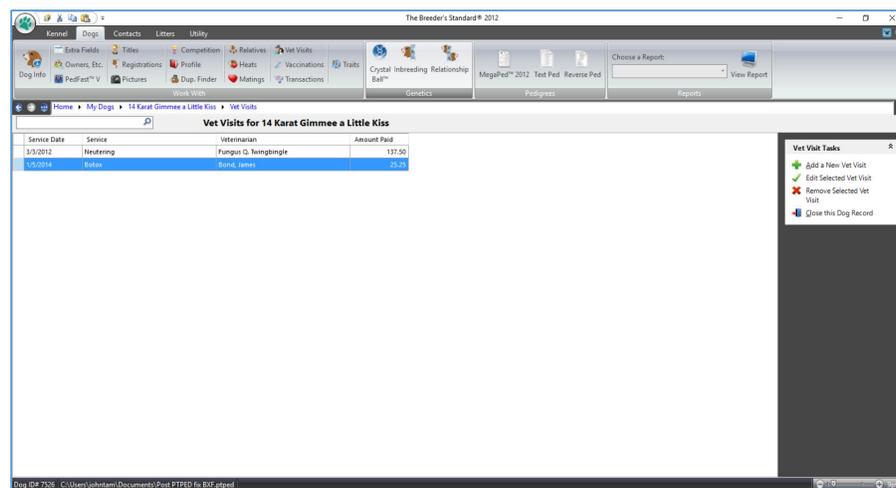
Click **Save** to save this event and bring up the preview window of the Show Entry.

Click **Close** to close the pop-up and abandon all changes since the last save.

## Veterinary Visits

The Veterinary Visits (formerly: Medical History) data grid shows you the veterinary visits and other medical history items in date order for this dog.

The Veterinary Visits window looks like this:



You have the following Links:

- **Add:** This will cause the program to add a new record.
- **Edit:** This will open the change window for the selected record. Double-clicking the left mouse button will also do the same.
- **Remove:** This will delete the highlighted record from the database, if it is not in use. Otherwise a message is displayed.

### Veterinary History Entry Pop-Up

This window is used to add or change Vet visit information for one sppointment for this dog.

The Vet History pop-up looks like this:

You have the following fields to work with:

- **Vet. Visited:** This is a lookup control. If you visited a vet, you can type in his/her name here. If the name is not on the database, you will be given the chance to add it.
- **Date:** The date that this service was rendered.
- **Service:** This is a lookup control which will enable you to choose a vet service which was performed on this occasion. If you type in a service description which is not on the database, you will be given the chance to add it.
- **Next Appt.:** Return visit information is used to create an automatic reminder for a future vet visit. You have up to 255 characters for the reason, and this text will be placed into the reminder and be dated with the return date, with a 3-day notice lead.
- **Amt. Paid:** How much you spent for the services depicted on this record.
- **Comments:** You have up to 255 characters to make any notations you wish to about this record.

Click on the Save link to save your work.

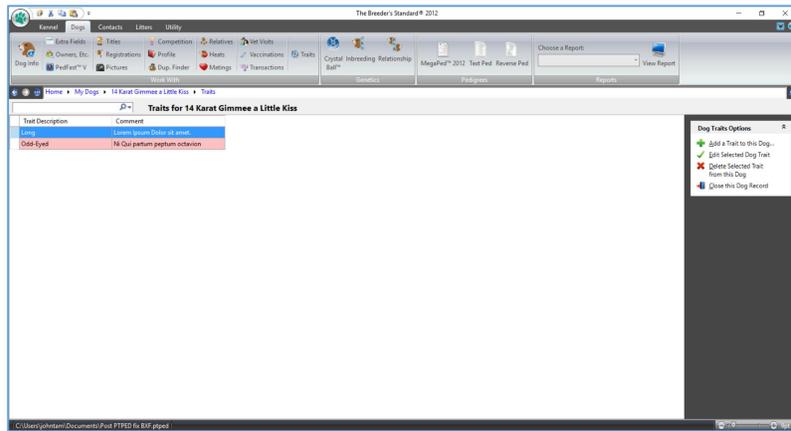
Click on the Close link to throw away any changes you've made and/or to go back to the last saved version.

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## Traits

The Breeder's Standard ® 2012 allows you to store traits for a dog and then to analyze the traits instead of the dogs using Crystal Ball . When on the dog in My Dogs, or when you are in any of the dogs windows, click the Traits link on the Dogs tab.

The Animal traits window looks like this:



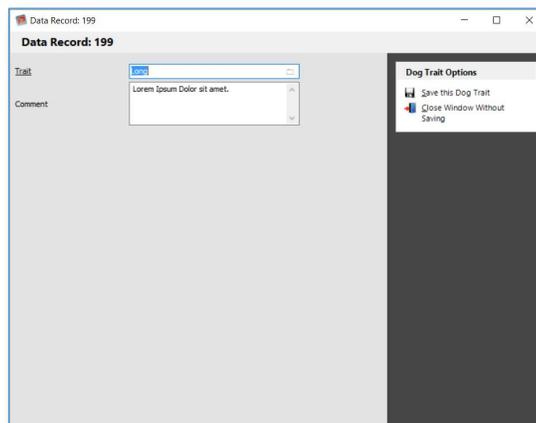
You have the following Links:

- **Add:** This will cause the program to add a new record.
- **Edit:** This will open the change window for the selected record. Double-clicking the left mouse button will also do the same.
- **Remove:** This will delete the highlighted record from the database, if it is not in use. Otherwise a message is displayed.

### Trait Information Pop-Up

When you Click Add or Change, you will get the Trait Information Pop-up window. You then can enter or change information for that vaccination.

The Trait Information Pop-up looks like this:



You have the following fields to work with:

- **Trait Type:** Type in the trait you want to assign to this dog. This is a lookup control. If the trait you typed in is not on the database, you will be given the chance to add it.
- **Comments:** You have up to 255 characters to make any notations you wish to about this record.

Click on the Save link to save your work.

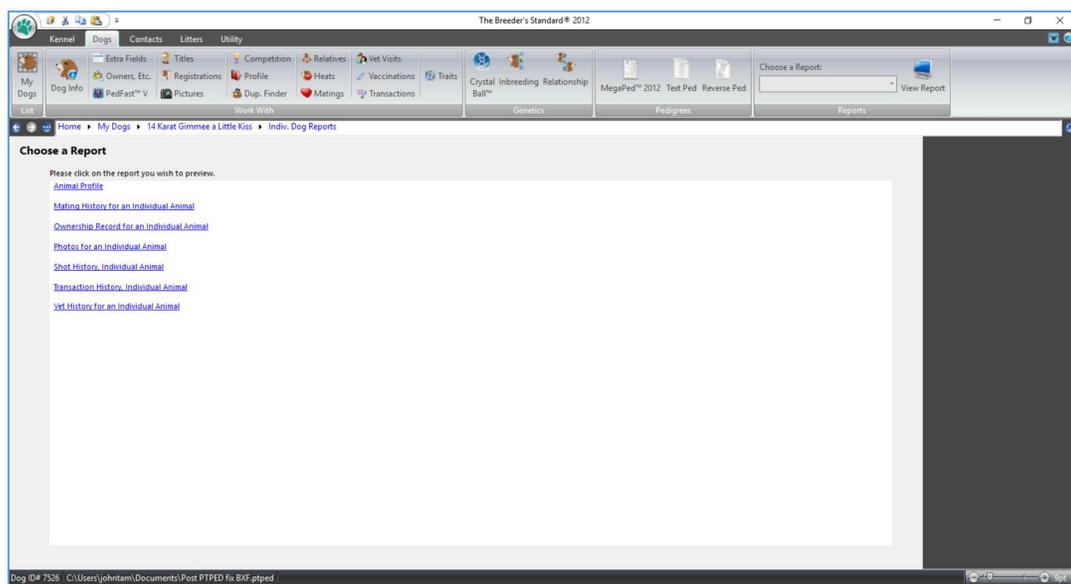
Click on the Close link to throw away any changes you've made and/or to go back to the last saved version.

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## Individual Animal Reports

When you right click an animal in My Dogs, The Breeder's Standard® 2012 will show the individual animal reports window.

The Individual Animal Reports window looks like this:



Each report that is available is listed as a link. Just click the link to preview the report. When you do, you will receive the Reports Window with the proper report for that animal. That is all there is to it!

# Genetics

## Crystal Ball™ Genetics

Easily the most important question any breeder asks is “What will be the result if I mate this dog and this bitch?” If any person or program could provide an ironclad answer, or even a substantially correct guess, the person would be rich, or the program’s author would be wealthy and popular.

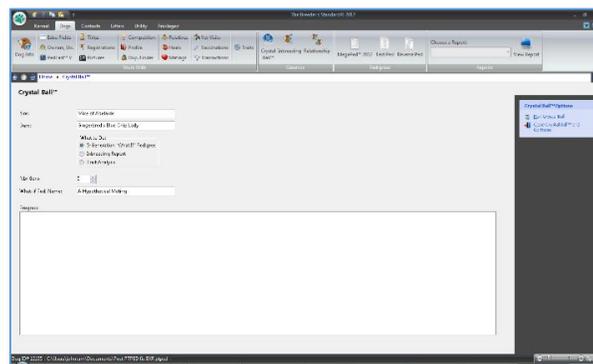
Crystal Ball™ is our attempt to answer the question. We provide the breeder with three tools:

- One is the “What-If” pedigree. You choose the dog and the bitch, and print a pedigree for the proposed mating, now with the full power of MegaPed and all of its layouts.
- Another is the inbreeding contribution report, which calculates each ancestor’s genetic contribution, based on its position in the pedigree and the number of times it appears.
- Finally, there is trait analysis. Divorcing the individual animal from the genetic contribution and looking at the traits separately, trait analysis is designed to give the breeder an alternative look at what traits will be passed along to puppies from any prospective mating.

**Note: No tool can predict the exact outcome of any mating. We do not represent that the trait analysis report or any other report generated by The Breeder’s Standard® is able to predict the kinds of puppies which will come out of any mating. We only supply a tool to aid your judgment, and we accept no responsibility for your use of it.**

Crystal Ball™ is located on the Dogs Tab. Pressing the Crystal Ball button on the tab will bring up its window. The Crystal Ball window is not dependent on any dog to run.

The Crystal Ball window looks like this:



*Figure: The Crystal Ball window.*

The following controls are present on the Crystal Ball window:

**Sire:** This is a lookup control to select a male animal from the database. You can type in the beginning of the name to look up. You cannot add new animals to the database from Crystal Ball™.

**Dam:** This is a lookup control to select a female animal from the database. You can type in the beginning of the name to look up. You cannot add new animals to the database from Crystal Ball™.

**What to Do:** From this you select one of three options:

- **“5-Generation What if pedigree”** This option invokes MegaPed, initially with a 5-generation pedigree. When in MegaPED, you can use it with any available pedigree format.
- **“Inbreeding Report”** – This option invokes the Crystal Ball Inbreeding Report, which shows ancestor genetic contribution. The Inbreeding report will analyze the number of generations you specify and produce a list of the ancestors in the pedigree, showing the number of times detected and the percentage of genetic contribution, in reverse order from the most prevalent ancestor on down. The results are shown in a print preview window (see Previewing). The same functions available to you in print preview are also available in the Crystal Ball windows.
- **“Trait Analysis”** – This option invoked the Crystal Ball™ Trait Analysis Report, which uses the ancestors' traits as you assigned them in the Dog Traits Window. The trait analysis report will use the traits attached to a dog to produce a report like the inbreeding report, but only looking at the traits assigned to the ancestor dogs. This report appears in a preview window, and does not list dogs but rather traits, grouped by dominant, recessive, polygenetic and unknown, and then by what they affect (type, coloration, etc).

Trait analysis is heavily dependent upon the reliability of the underlying data. You have to determine the traits belonging to as many dogs in the pedigree as you can, and assign them using the Traits functions on the Dogs tab.

**Nbr. Gens:** Select a number of generations from 5 through 10, for use by the Inbreeding Report and/or Trait analysis.

**What-If Ped. Name:** Use this field to type in a name for the target animal when generating a what-if pedigree. Has no effect on Inbreeding Report or Trait Analysis.

**Progress:** This window shows the step-by-step progress as Crystal Ball is working. **Ten-generation operations may take some time.**

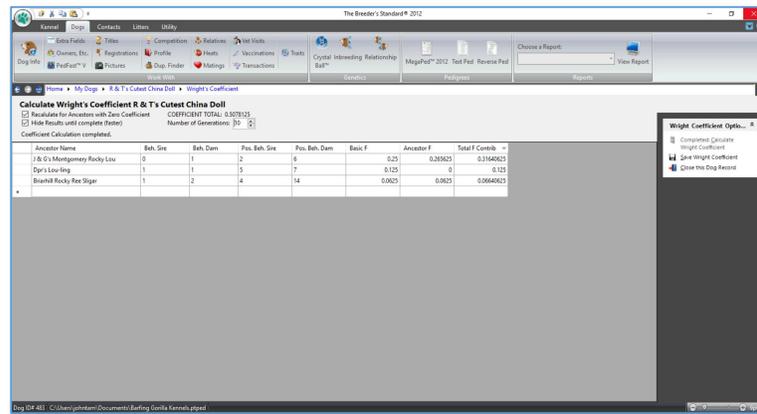
When you have set your options click the “Run Crystal Ball” link on the right. From that point, the Crystal Ball™ module will do its work and present a pedigree or report, as you have selected.

## Calculate Wright's Coefficient

The Breeder's Standard® 2012 contains a 10-generation calculation mechanism for the Wright Coefficient of Inbreeding. Unlike previous versions of this software, the calculator "shows its work." It lists all of the ancestor calculation information, enabling you to see how each ancestor figures into the Wright COI calculation.

To access the calculation for any animal, you can go to the Animal's information page, and click or touch the "C.O.I." button. You will be presented with the page where the calculation will take place.

The Coefficient of Inbreeding page looks like this:



The page has three selectable options:

- **Recalculate for Ancestors with Zero Coefficient:** Using this option (by placing a check into the box) will recalculate the Wright coefficient for every ancestor with a zero coefficient. This calculation will be done with the available information. For example, an ancestor in a 10-generation calculation with a coefficient in the fourth generation can only calculate the coefficient to six generations. Even this calculation will, however, result in higher accuracy but will add to the time needed to calculate the coefficient.
- **Hide Results until Complete:** The grid containing the list of all of the Ancestors and their contributions is hidden until completed. Because the program does not spend time posting up the results to the screen, time is saved. For larger calculations.
- **Number of Generations:** Choose a number between 5 and 16. The program will use all generations available up to and including the maximum number chosen.

Click or touch **Calc** to calculate the coefficient. When the calculation is done, click or touch the **Save** button to save the number into the animal. Click the Close button to close the page and go back to the My Animals page.

### Explaining the Results Window

The results window has one line for each line connecting a common ancestor between the Sire and the Dam. Once a common ancestor is counted once, its direct ancestors are no longer counted. This is in accordance with the calculations for the Coefficient of Inbreeding.

You may see one ancestor appear several times as it connects to the corresponding ancestor on the other side of the pedigree.

The entries you will see for each line are:

- **Ancestor Name:** The registered name of the ancestor.
- **Beh, Sire:** The number of generations this occurrence of the ancestor lies behind the animal's sire.
- **Beh, Dam:** The number of generations this occurrence of the ancestor lies behind the dam.
- **Pos. Behind Sire:** the Ahnentafel position on the sire's side of the pedigree for this ancestor.
- **Pos. Behind Dam:** the Ahnentafel position on the dam's side of the pedigree for this ancestor.
- **Basic F:** The amount of inbreeding added to the coefficient because of this connection, *without* counting the ancestor's coefficient. The Coefficient formula is:

$$F_x = \sum ((0.5^{n+n!+1})(1 + F_a))$$

...in which  $F_x$  and  $F_a$  are the coefficients for the individual and the common ancestor, respectively, and  $N$  and  $N!$  are the number of generations between the common ancestor and the sire and dam, respectively. This number omits the "(1+ $F_a$ )" part of the calculation.

- **Ancestor F:** The Coefficient of Inbreeding for the Ancestor. If you have checked off the "Recalculate for ancestors" option, the program will recalculate the coefficient to the number of generations available to it.
- **Total F Contrib:** The total contribution, taking into account the Ancestor F, for this occurrence.

### Important Notes

You need to be aware of some critical bits of information. First of all, it is possible to badly *skew the results* and over-report the coefficient of inbreeding by filling in open pedigree slots with "unknown" or "not recorded" or some other entry. That will be stored by the program as an animal, and will be consistently used in the calculations as a common ancestor.

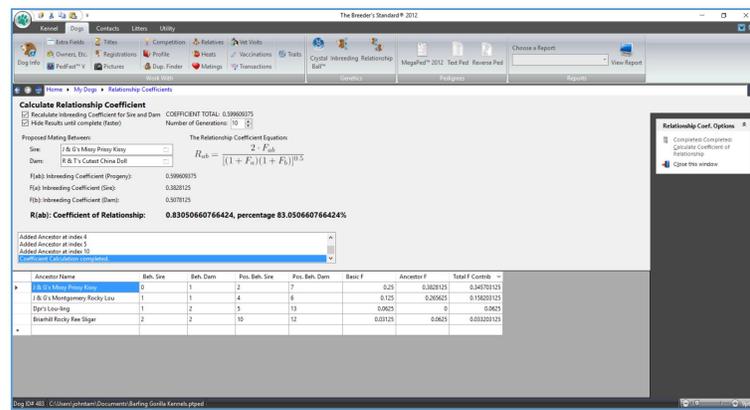
*If you want an accurate inbreeding coefficient, you should never use dummy placeholder animals to indicate an empty pedigree spot. Please leave the spot empty. Moreover, future tools designed to help you navigate to pedigree holes to fill them in will not function properly, and the Sire / Dam indicator in the [My Animals](#) page will not be accurate.*

## Calculate Relationship Coefficient

The Breeder's Standard® 2012 calculates the Coefficient of Relationship of a proposed mating between two animals. The Coefficient of Relationship is a measure of the degree of consanguinity – the biological relationship – between two individuals. A coefficient of inbreeding can be calculated for the resulting offspring of a proposed mating as a measure for the amount of pedigree collapse within that individual's genealogy. The term coefficient of relationship was defined by Sewall Wright in 1922, and was derived from his definition of the coefficient of inbreeding of 1921.

In the program, you choose a proposed Sire and Dam to calculate.

The Coefficient of Relationship window looks like this:



The Coefficient of Relationship Formula:

$$R_{ab} = \frac{2 \cdot F_{ab}}{[(1 + F_a)(1 + F_b)]^{0.5}}$$

Where F(a) is the Sire's Coefficient of inbreeding, F(b) is the Dam's coefficient of Inbreeding and F(ab) is the coefficient of inbreeding of any offspring of a mating between the two individuals.

The page has three selectable options:

- **Recalculate Inbreeding Coefficient for Sire and Dam:** Using this option (by placing a check into the box) will recalculate the Wright coefficient the Sire and Dam. Because the calculation depends on both Sire and Dam Inbreeding coefficient, if the program does not have a relationship coefficient calculated, check this box.
- **Hide Results until Complete:** The grid containing the list of all of the Ancestors and their contributions is hidden until completed. Because the program does not spend time posting up the results to the screen, time is saved, especially for larger calculations.

- **Number of Generations:** Choose a number between 5 and 16. The program will use all generations available up to and including the maximum number chosen.

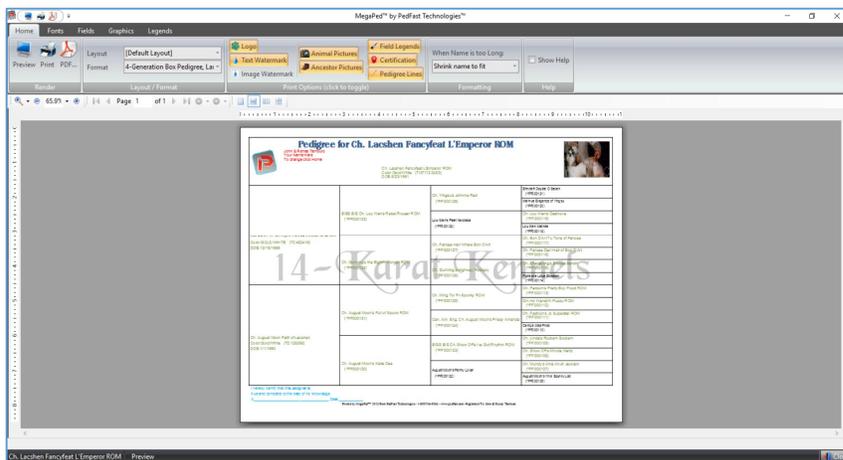
Note that the same factors that can skew the Coefficient of Inbreeding can also skew the Coefficient of relationship. Avoid the use of “unknown” or “empty” dummy animals in pedigrees. If you don't know an ancestor, please *leave that ancestor's place blank*.

# Pedigrees

## MegaPed™ - An introduction

The Breeder's Standard® 2012 uses PedFast Technologies' MegaPed printing engine to create customizable pedigrees. In order to use MegaPed in the program, you go to the My Animals page, and double-click / double-touch an animal or click / touch an animal and then click/touch the MegaPed button on the Animal Info page. The MegaPed window then appears, and previews the pedigree using the latest settings.

The MegaPed window looks like this:



MegaPed is a tabbed window, similar to what you will see in Microsoft Office products.

You may go between the tabs, adjusting the look and feel of the pedigree. Then you can press the Preview button to see the pedigree.

Once you like what you see, choose the PDF button to print the pedigree into a PDF file, or the Print button to output the pedigree onto your default printer.

The close button is at the **lower right hand corner of the page.**

The MegaPed window tabs are explained below:

### The Home Tab

The HomeTab comes up- when you first start MegaPed. There are several groups that give you options.

### **The Render Group**

This group has the buttons in it to:

- **Preview:** Render the pedigree again in the window, using the settings presently set for MegaPed.
- **Print:** Render the pedigree using the settings set for MegaPed, to the printer you have attached to the computer. *NOTE: Changing the paper size or the orientation in the printer settings will not change the layout of the pedigree.*
- **PDF:** Render the pedigree using the settings set for MegaPed, to an Adobe® Acrobat® PDF file. You will be asked for the file name of the PDF file to save. *NOTE: Changing the paper size or the orientation in the printer settings will not change the layout of the pedigree.*

### **The Layout/Format Group**

This group allows you to choose a layout and /or change the pedigree format to be used.

#### **What is a pedigree layout?**

A pedigree layout is a choice of format (see below), fonts, colors, fields, logo, watermarks – everything needed to render the pedigree as you specify.

When you choose an existing layout, it will set the values for all of these items. Anything you have set previously will be erased unless you choose to save a new layout before you change to a different one.

#### **What is a Pedigree Format?**

The pedigree format is the “blank form” of the pedigree. The page size, orientation, background, lines, number of generations, and a base font have been selected. If you change pedigree format, you can then adjust the other settings, preview and see what you get.

The program comes with several formats pre-installed. Coming soon, the Pedigree Power Packs will be available for this version of MegaPed, and will appear in this list.

### **The Print Options Group**

The print options group lets you turn certain parts of the pedigree on or off. You have the following print options that can be switched on or off:

- Logo
- Watermark
- Animal Picture
- Ancestor Pictures
- Certification
- Pedigree Lines

Click or touch the button so that it looks indented to select to print the option; click or touch the button so that it does not appear indented to select not to print.

### **The Formatting Group**

This group has one control that controls how long pedigree lines are handled. If the line is longer than the space allotted for it, MegaPed will attempt to get control over it by doing what this control tells it. You have the following options for when the name is too long:

- **Use Settings in Format:** The pedigree format determines the settings for long names.
- **Shrink name to Fit:** MegaPed reduces the font size until the name fits into the space that is provided for the name.
- **Make name field wider:** MegaPed tries to expand the name field to fit the name. This can cause names to run together.
- **Wrap text to next line:** MegaPed tries to wrap the text onto the next line. This can cause text to collide with lines 2 and 3.
- **Let Name be Chopped Off:** MegaPed lets the name get chopped off when the place is filled up.

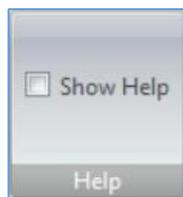
### **Avoiding weird looking pedigrees:**

To avoid weird font sizes, try these strategies:

5. Put only the animal's Titled name on line 1 (see the Fields Tab).
6. Choose "narrow" fonts if your animal names are long (see the Fonts Tab).

### **The Help Group**

This group has one control: A check box.



If the check box is checked then the Help pane will appear with help for the active part of MegaPed. If the check box is not checked, the help pane will be hidden.

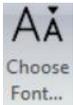
## The Fonts Tab

The Fonts tab allows you to choose font face, weight and color for the pedigree elements. You can also choose the color of the lines in the pedigree.

Here's a sample font selection:



Use the drop down to select a font face from the fonts installed into your computer. MegaPed always controls the size of the font.



This is the button you use to choose the font face of the pedigree element. When you click this button, you will have a pop-up with a drop-down with all of the fonts in your computer available. Choose a single font and click OK.



Use this button to choose a color for the font or for the pedigree lines.



Use this button to toggle between regular and bold weight for the Font.



Use this button to toggle font underlining on and off



Use this button to choose between regular or italic emphasis for the font.

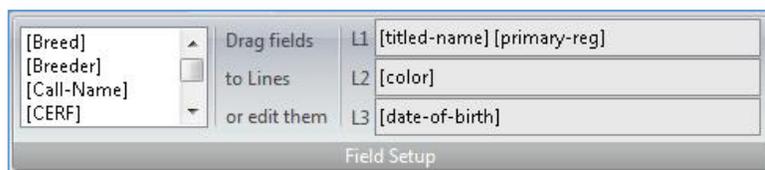
You can select fonts for:

- Headline (the big line at pedigree top)
- My Info (your information from My Info page)
- Animal Names: You have two selections here:
  - Titled: Animals with titles
  - Untitled: Animals without titles.
- Certification: An optional certification paragraph printed at the bottom of the pedigree.
- Pedigree lines: Choose a color for the lines in the pedigree format.

## The Fields Tab

The Fields tab is where you set up the fields to print on the pedigree.

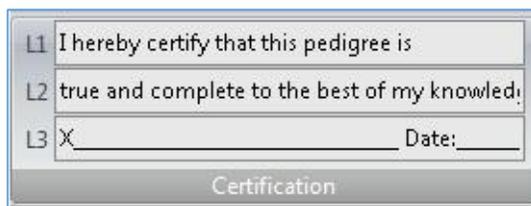
### The Field Setup Group



Each animal in the pedigree, depending on position, may have 1-3 lines. You can directly edit the fields on each line, or drag selected fields from the list onto L1, L2 or L3.

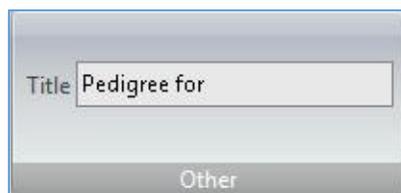
Generally, for the best look on narrower pedigrees, consider just the titled name on line 1.

### The Certification Group



There are three lines for you to type in any certification information you wish to print onto the pedigree. This will or won't appear based on the Print Options that are set on the Home Tab.

### The Other Group



This is a single option for the Title of the pedigree, for what text, if any, you wish to print in front of the target animal's name in the title line of the pedigree format.

After you make any changes here, press the preview button to see the changes in the preview window. You can do this as often as you want to get the pedigree to look the way that you want it.

## The Graphics Tab

This is the tab where graphical additions to the pedigree are controlled.

### The Logo Group

You can add logos to the pedigree. Logos are small graphics, as close to square as possible, that print to the left of your information in most formats.

You can use the Add Logo button to choose a file (BMP, JPG, PNG) to be your logo. You can click on the logo you want in the format. You can also toggle whether or not the logo prints on this pedigree. The check box here is the same setting found in the Home tab on the Print Options group.

### **The Watermark Group**

You can add watermarks to the pedigree. Watermarks are that print faded behind the pedigree information. MegaPed supports text watermarks as well as graphical ones.

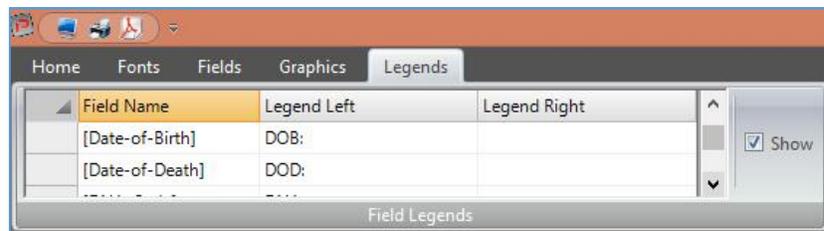
You can use the Add Watermark button to choose a file (BMP, JPG, PNG) to be your watermark. You can click on the watermark you want in the format. You can also toggle whether or not the watermark prints on this pedigree. The check box here is the same setting found in the Home tab on the Print Options group.

For the text watermark, you can type in the text, choose the amount of fade (light, medium or dark) and the font face, as well as bold, underline or italic.

### **The Legends Tab**

The Legends Tab in MegaPed is used to specify legends that can be printed in the pedigree before and after certain fields. For example, if in the Fields Tab, you choose [Date-of-Birth], MegaPed will, *if the field is present on the animal*, print any legends you choose.

For example, if the Legends are set like this:



And the animal has a date of birth of 1/15/2000, MegaPed would print **DOB: 1/15/2000**.

If you uncheck the Show box, Legends won't be used. For specific fields, you can also blank out the legend or key in new legends for any field.

Double-click the box for the field, type or remove the information in the legend, and press Enter.

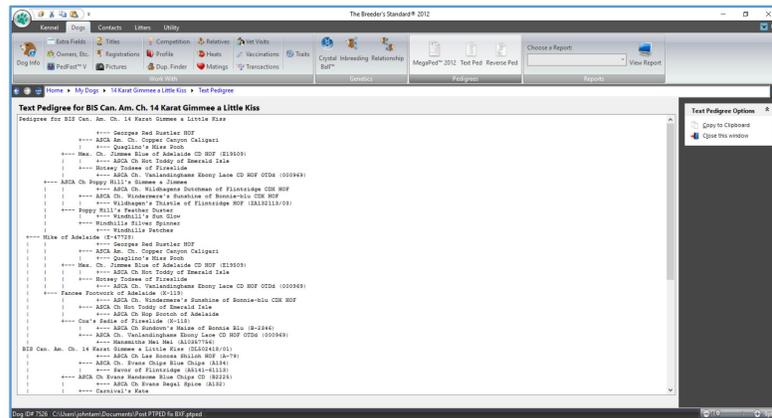
---

## **Text Pedigree**

The Breeder's Standard® 2012 generates a quick text-pedigree for pasting into email or other text files for easy transmission. The Text Pedigree function creates a five-generation pedigree and displays it.

To create a text pedigree, select the animal in the My Dogs window and then click the Text Pedigree icon on the Dogs Tab in the Pedigrees group box. The text pedigree is then generated and displayed.

The Text Pedigree looks like this:



You can scroll up and down if your screen isn't large enough to display the text pedigree on one window.

There are two available options:

- **Copy to Clipboard:** This will take the entire text pedigree and copy it to the Windows clipboard. You will
- **Close this Window:** This will close the window and return to My Dogs.

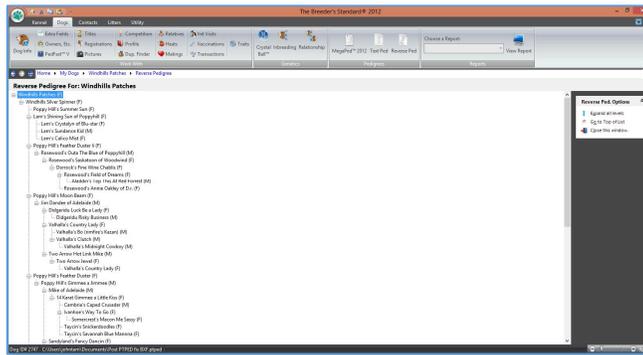
## Reverse Pedigree

The Reverse Pedigree creates a list of descendants of the animal going down as far as ten (10) generations.

You can collapse certain descendants and expand them as needed.

To create a Reverse pedigree, select the animal in the My Dogs window and then click the Reverse Pedigree icon on the Dogs Tab in the Pedigrees group box. The Reverse pedigree is then generated and displayed.

The Reverse Pedigree looks like this:



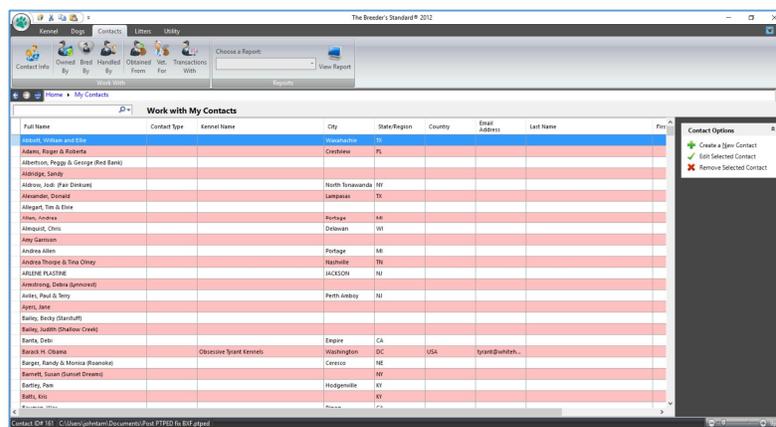
You can click to expand all levels or to go to the top of the list. You can right click on an animal and choose from the menu to do any of the normal editing options for an animal.

# The Contacts Tab

## The My Contacts Page: Overview

Whenever you click the Contacts tab, you will receive the My Contacts page. This page features a list of contacts in the program. Contacts are persons who own, breed, sell or purchase contacts. You also have a means to rapidly move through the list, as well as links to add, change or delete contact records in the database.

The My Contacts page looks like this:



Clicking or using the arrow keys to scroll up and down through the list will change the current contact in the list that is selected. You can then choose to edit the contact record you selected from the right side command list, or you can click any button on the right side of the page to perform the described action on the contact.

To add a contact to the database, click the Create link on the right hand side of the page.

To delete a contact, you click the delete link on the right hand side of the page.

## Add / Change Contact Page

The Contact Information Page is where you add or change the basic information for an individual contact. You have several fields with which to work, as well as choices of other pages of contact information.

The Add/Change Contact page looks like this:

You can click the Field Chooser Button to Choose to hide non-required fields that you do not want to use.

As with all pages in The Breeder's Standard® 2012, the required fields have underlined descriptions. In the case of this window, only the name is required.

You have the following fields to work with:

- **Name:** Required This is the name of the contact.
- **Company Name:** Use this field for a kennel, cattery or business name.
- **Address 1:** Address Line 1
- **Address 2:** Address Line 2
- **City:** City
- **State/Region:** State or region or prefecture.
- **Zip/Postal Code:** Zip or postal code.
- **Country:** Country
- **Email Address:** Email address of the contact.
- **Contact URL:** The web site for this contact.
- **Phone #1:** Phone number 1.
- **Phone #2:** Phone number 2.
- **Type:** Choose a contact type from the list or type in a new one to do a Quick add of the contact type.

- **Comment:** Enter a free form comment of up to any length here for internal reference. This comment is not available on reports and may be treated confidentially.

**Please note that some of the above fields may be hidden if you choose to reduce what you see using the Field Chooser window.**

Click Save to save the contact to the database.

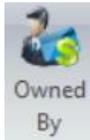
Click Close to close the page and go back to the My Contacts Page.

---

## Related Animals

The Contacts Tab has a number of Work with windows that show animals related to a specific type of Contact by the type of Relationship the contact has to the animal.

After selecting the contact, you need only to choose the window by clicking the appropriate icon. When you do so, you receive a window listing the animals, if any, and the relationship that the animal has to the contact. You have the following options:



- Animals Owned by the contact.



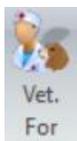
- Animals Bred by the contact.



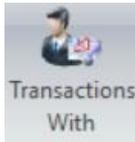
- Animals Obtained from the contact.



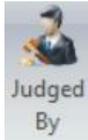
- Animals with [Competition records](#) where this contact was listed as the handler/agent.



- Animals with Medical History where this contact is listed as Veterinarian.



- Animals with [Transaction History](#) where this contact is the other party in the transaction.



- Animals with Competition records where this contact is listed as a judge.

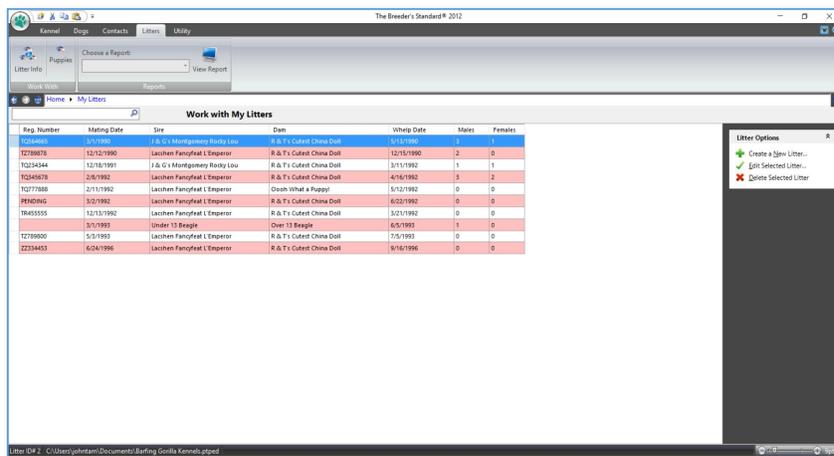
For any animal listed, you can right click on the animal and choose a menu option to access the animal's information.

# The Litters Tab

## Work with My Litters

The Breeder's Standard® 2012 has a full-powered litter module included. It keeps all of the information needed to produce the AKC-required litter-produced-by report. To access Litters, just click the Litters tab in the program.

The My Litters window looks like this:



You can choose to:

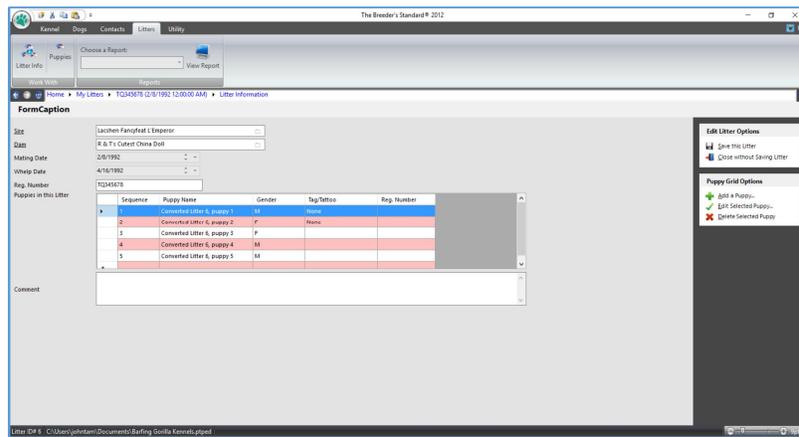
- Create a litter
- Edit a selected litter
- Delete a litter
- Work with the puppies of a selected litter
- View a Litter Report

The screen lists the registration number, mating date, Sire Dam, Whelp Date, count of Males and Count of Females.

## Litter Information

Clicking to create a new litter or to change an existing litter will bring up the Litter Information window. This is the window where you can enter individual litters and the puppies in a litter.

The Litter Information Window looks like this:



You have the following fields to enter:

- **Sire:** This is a lookup control that is used to choose a Sire
- **Dam:** This is a lookup control that is used to choose a Dam
- **Mating Date:** This is the mating date of the pair
- **Whelp Date:** This is the date that the puppies were whelped
- **Comment:** Enter a free-form comment about the litter.

After filling in the fields above, click save to go on to enter puppies into the Litter.

### Entering puppies into the Litter

The program has a grid that holds a listing of the puppies entered into the litter.

Click Add a puppy to add a puppy record.

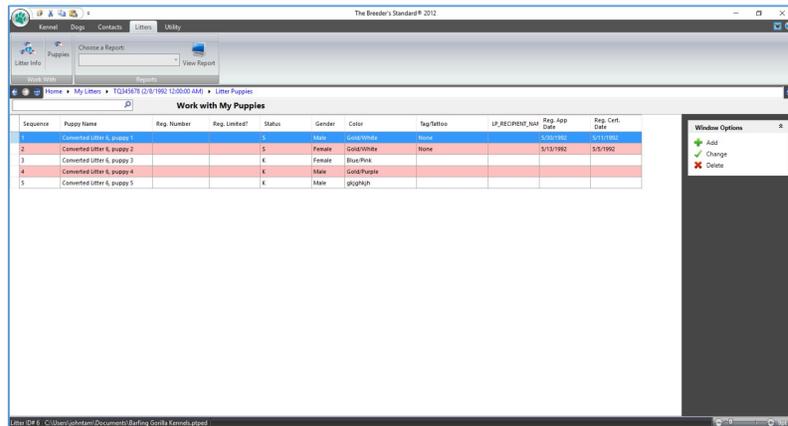
Click Edit Selected Puppy or double-click a puppy to edit a puppy record.

Select a puppy and click Delete to remove it from the program.

### Work with Puppies

If you choose the Puppies option on the Ribbon, you will receive the Work with Puppies window. It is very similar to the Puppies grid on the Litter information window, but lets you get to the puppy information for a single litter more quickly.

The Work with Puppies window looks like this:



The program has a grid that holds a listing of the puppies entered into the litter.

Click Add a puppy to add a puppy record.

Click Edit Selected Puppy or double-click a puppy to edit a puppy record.

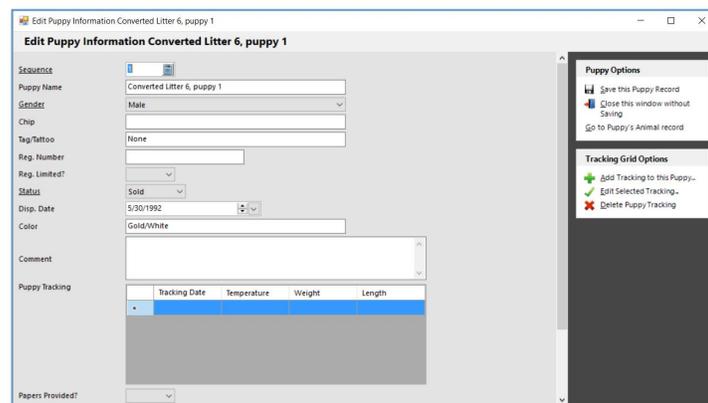
Select a puppy and click Delete to remove it from the program.

## Puppy Information

### Popup

When you click to create or change a puppy, you get the Puppy Information pop-up. This is where you enter information about each puppy in the litter.

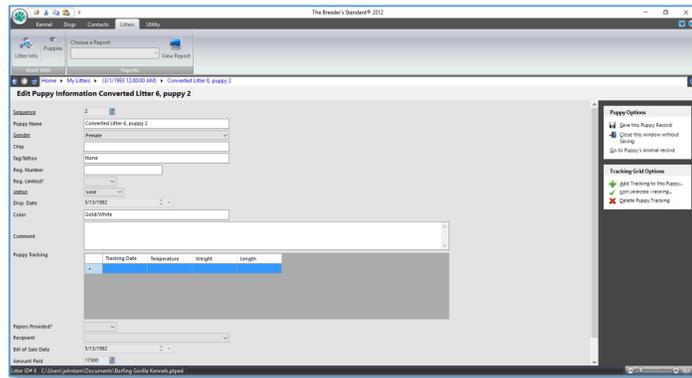
The Puppy Information Pop-up window looks like this:



### Full Window

When you choose a puppy from Work with Puppies, you will get Puppy information in a full window.

The Puppy Information Full Window looks like this:



The Puppy Information window (pop-up or full window) has the following fields:

- **Sequence:** The birth order of this puppy. This number must be unique within the litter. Two puppies cannot be born first or fourth, etc.
- **Puppy Name:** Enter whatever reference name or a registered name for the puppy.
- **Gender:** Choose Male or Female.
- **Chip:** Enter any chip number.
- **Tag/Tattoo:** Enter any tag or tattoo information.
- **Reg. Number:** Enter the individual puppy's registration number if known.
- **Reg. Limited?:** If the puppy has a limited registration, choose Yes, otherwise choose No.
- **Status:** Choose the puppy's status...
  - Kept
  - Sold
  - Given away
  - Died
- **Disposition Date:** The date that the puppy was sold, given or died.
- **Color:** Coat coloration.
- **Comment:** A free-form comment about the puppy.
- **Papers Provided?:** Choose yes if papers were provided with the puppy at disposition.
- **Recipient:** This is a lookup control to choose a Contact to be the recipient of the puppy.
- **Bill of Sale Date:** Enter the Bill of sale date if any.
- **Amount paid:** Enter any amount paid for this puppy.
- **Reg. App. Date:** Enter any registration application date for this puppy.
- **Reg. Cert. Date:** Enter any registration certificate date for this puppy.

Click Save to save the puppy. When you do, the program will ask you if you want to create a corresponding Animal record in My Dogs. Clicking yes will use the information to do so. Clicking no will not create a corresponding animal record. Don't worry, if you choose not to create an animal record, just come back to the puppy and click save and if no corresponding animal record exists, the program will ask you to create it again.

Click cancel to close the window without changing any data.

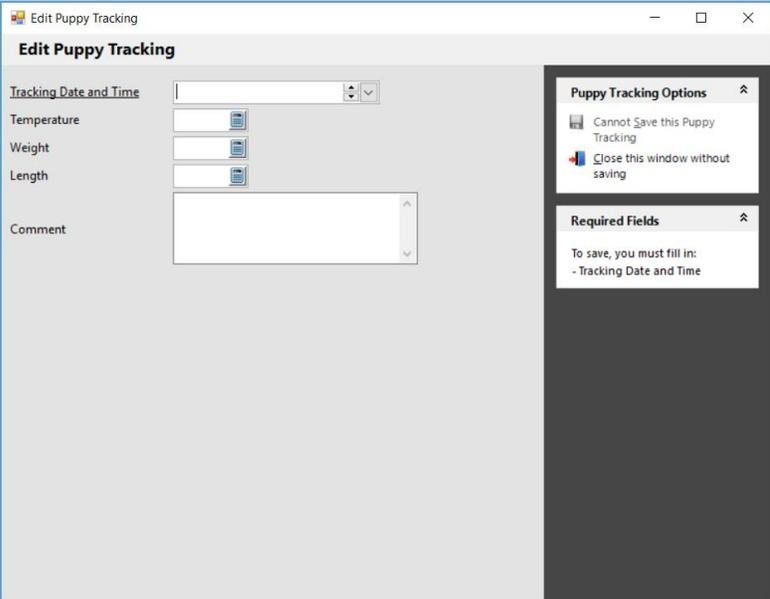
Once you have created a corresponding animal record, you will have the "Go to Puppy's Animal Record" option, which will take you to the puppy's animal record.

Once a puppy is saved, you can then enter puppy tracking information.

### *Puppy Tracking*

The program has the ability to keep metrics on each puppy day-by-day. This information is stored on the puppy's tracking grid. Click Add to add tracking information to a puppy, or select a tracking entry and click edit (or double click) to change information, or select a tracking entry or click delete to remove it from the program.

The Puppy tracking popup that you receive when choosing to add or edit looks like this:



You have the following fields:

- **Tracking Date and Time:** calendar date and time picker to choose the date and time of the tracking.
- **Temperature:** Puppy's Temperature.
- **Weight:** Puppy's weight.
- **Length:** Puppy's length.
- **Comment:** A free form comment.

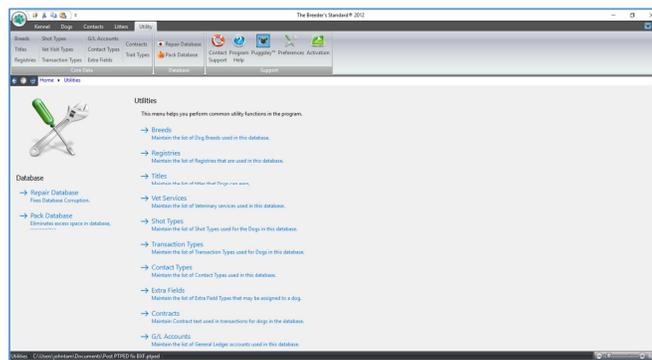
Click Save to save the tracking entry.

Click close to close the pop-up without changing any data.

# The Utility Tab

## The Utility Menu

When you click the Utility Tab, The Breeder's Standard (®) 2012 displays the Utility Menu. The Utility Menu looks like this:



The Utility Menu gives you access to the various functions that appear on the Utility tab:

- [Repair Database](#)
- [Pack Database](#)
- [Breeds](#)
- [Registries](#)
- [Titles](#)
- [Vet Services](#)
- [Shot Types](#)
- [Transaction Types](#)
- [Contact Types](#)
- [Extra Fields](#)
- [Contract Types](#)
- [G/L Accounts](#)

Click on the option that you want to use.



## Add/Change Breed Pop-Up

When you choose to add or change a breed, you will receive the Add/Change Breed Pop-Up. This pop-up window will collect the breed information and then save the record.

The Add/Change Breed pop-up looks like this:

The screenshot shows a window titled "Dog Breed Record: English Springer Spaniel". The main area contains a form with the following fields and values:

- Breed Name: English Springer Spaniel
- Short Name: SPAN-ENGSP
- Breed Code: 102
- Variety Group: 5
- AKC Group: 505
- AKC?: Yes
- Old Breed Name: Spaniel (Eng Springer)
- OFA Breed Code: (empty)

On the right side, there is a "Breed Record Options" panel with two buttons: "Save this Breed" and "Close this Window".

The fields you may enter are:

- **Breed Name:** Required. The name of the breed.
- **Short Name:** Used as a short (15 or fewer characters) name of the breed for reference purposes.
- **Breed Code:** Used for an ID code in animal registries that have breed codes for competition or other purposes (e.g., the American Kennel Club).
- **Variety Group:** Used to group varieties together to indicate that the "Breed" record is for a variety of breed. For example, you would enter the same code for Smooth and wire haired fox terriers because they may be crossbred and still registerable as pure-bred.
- **AKC Group:** This is the breed group number for registries that group breeds for competition purposes such as AKC.
- **AKC?:** Choose YES if this breed is officially recognized by AKC, no otherwise.
- **Old Breed Name:** Used for backward compatibility to merge breeds properly from older PedFast Technology programs.
- **OFA Breed Code:** Used to contain the two-or-three character breed code used by the Orthopaedic Foundation for Animals for this breed. In future versions, this will permit the program to import OFA downloads directly into it.

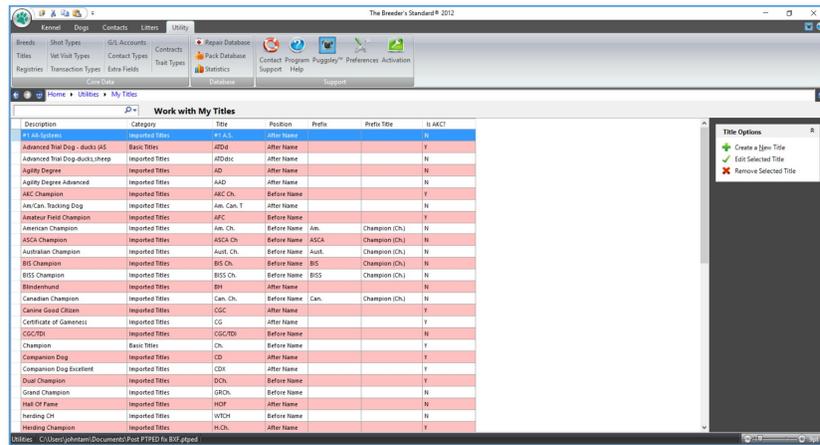
Click Save to save the information into the database.

Click Close to close the pop-up without saving any information.

## My Titles

The Breeder's Standard® 2012 keeps a table of titles for the animals you keep in its database. You assign a title to an animal when you import the animal or when you create an animal record in the Animal info page.

The My Titles window looks like this:



The window lists each title and its information.

To add a title, click Add.

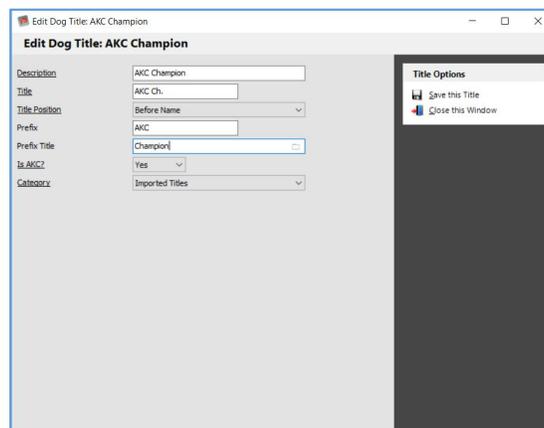
To change a title, click the title and choose Change.

To delete the title, click the title and then choose Delete. *NOTE: If the title is assigned to one or more animals, the program will not allow you to delete it. This is to protect the integrity of the database and to keep you from losing animals.*

### Add/Change Title Pop-Up

When you choose to add or change a title, you will receive the Add/Change Title Pop-Up. This pop-up window will collect the title information and then save the record.

The Add/Change Title pop-up looks like this:



The fields you may enter are:

- **Description:** Required. The long name of the title.
- **Title:** Required. The characters that make up the title.
- **Title Position:** Choose **BEFORE NAME** for titles that go before the animal name, and **AFTER NAME** for those titles that go after the animal name.
- **Prefix:** If you have compound titles, such as **BIS BISS Am. Can. Ch.**, on the BISS Ch. Title, for example, you would put in BIS. Then if the animal has multiple championships, you can select these titles:

- **BIS Champion**
- **BISS Champion**
- **American Champion**
- **Canadian Champion**
- **Champion**

Then, if the animal's prefix title (see below) is on the animal, the program will use the Prefix characters instead of the Title characters. This is optional.

- **Prefix Title:** Type in the description of the title to look for as a condition to use the Prefix instead of the full title. This is optional.
- **Is AKC:** Choose **yes if this title is issued by the primary registry and should be printed on show entry forms.**
- **Category:** Choose Basic Titles or Imported Titles. Any title imported into the program by BXF will have the Imported category assigned by the program. This is for information only.

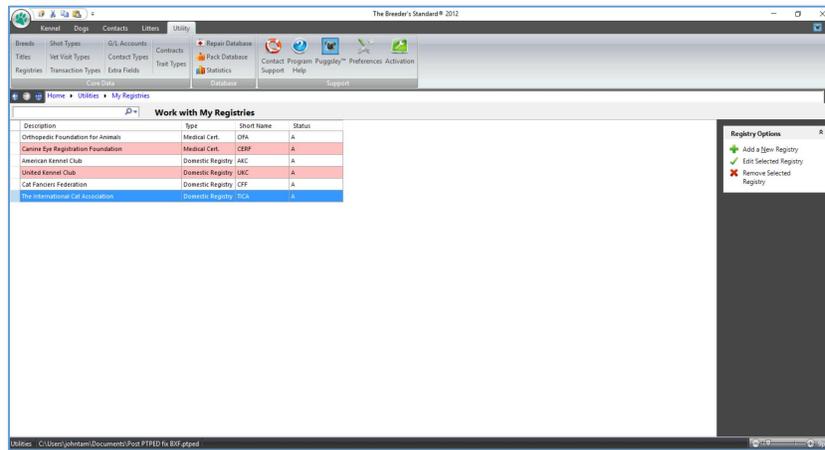
Click Save to save the information into the database.

Click Close to close the pop-up without saving any information.

## My Registries

The Breeder's Standard® 2012 keeps a table of registries and certifications (e.g., OFA, CERF) for the animals you keep in its database. You assign registrations, linked to the animals to an animal when you import the animal or when you create an animal record in the Animal info page (for primary registration) or in the My Regs page for the animal for all other registrations and certifications.

The My Registries page looks like this:



The window lists each registry and its information.

To add a registry, click Add.

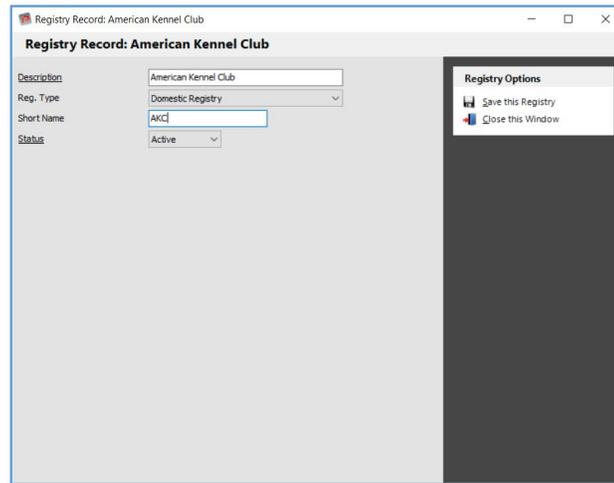
To change a registry, click the registry and choose Change.

To delete the registry, click the registry and then choose Delete. *NOTE: If the registry is assigned to one or more registrations on animals, the program will not allow you to delete it. This is to protect the integrity of the database and to keep you from losing animals.*

### Add/Change Registry Pop-Up

When you choose to add or change a registry, you will receive the Add/Change Registry Pop-Up. This pop-up window will collect the registry information and then save the record.

The Add/Change Registry Pop-Up looks like this:



The fields you may enter are:

- **Description:** Required. The long name of the registry.
- **Registry Type:** Choose from one of these types by typing in the name into the lookup control to select:
  - Domestic Registry
  - Foreign Registry
  - Medical Cert.
  - Non-Medical Cert.
  - Other
- **Short Name:** An optional short name to be used on Pedigrees if present.
- **Status:** Choose Active or Inactive. Inactive registries cannot be assigned to animal registrations.

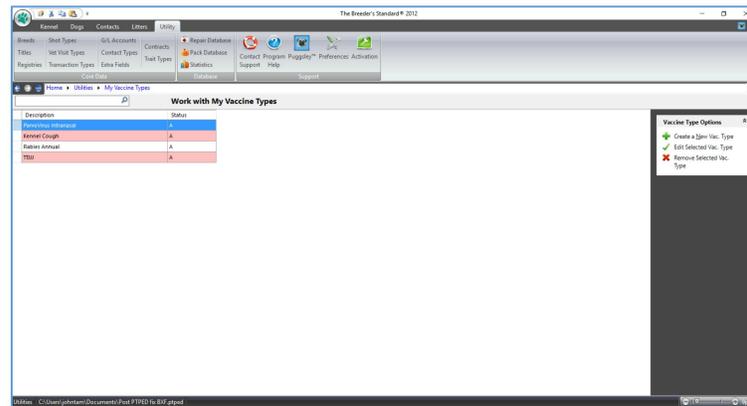
Click Save to save the information into the database.

Click Close to close the pop-up without saving any information.

### **Shot Types**

The Breeder's Standard® 2012 enables you to keep a distinct record of all vaccinations given to a dog. These vaccinations are categorized as shot types. By using Add/Change Dog Vaccinations or this window, you can add or change the shot types. Work with Shot types is on the Utility menu under Shot Types.

Work with Shot Types looks like this:



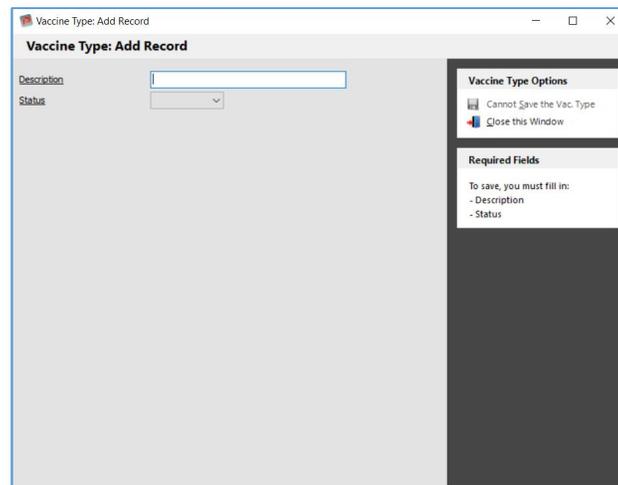
You have the following Links:

- **Create:** This will cause the program to add a new record.
- **Edit:** This will open the change window for the selected record. Double-clicking the left mouse button will also do the same.
- **Remove:** This will delete the highlighted record from the database, if it is not in use. Otherwise a message is displayed.

### Add/Change Shot Types

When you choose to add a shot type from Add/Change Dog Vaccination or from Work with Shot Types, you will get the Add/Change Shot Type window.

The Add/Change Shot Type window looks like this:



You have the following fields to work with:

- **Description:** This is the description for this shot.
- **Status:** Choose Active or Inactive.

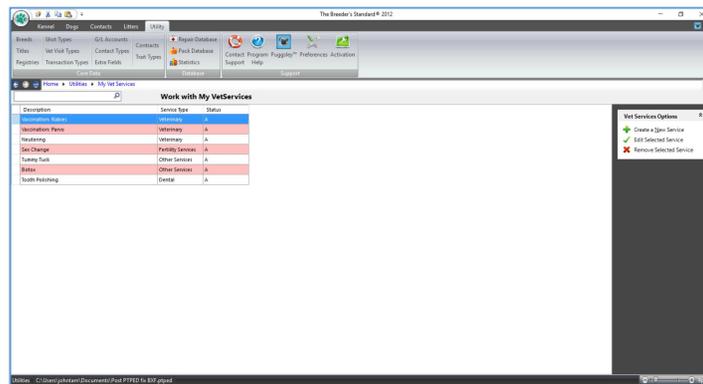
Click the “Save” link to close this window and save your changes.

Click the “Close” link to close this window but to discard your changes.

## Vet Visit Types

The Breeder's Standard® 2012 enables you to store medical records and assign vet services to them for the sake of grouping them and analyzing your medical usage. You can add new Vet Services from the Add/Change Vet Visits window or from here. You can get to this window from the Utility menu, Vet Services option.

Work with Vet Services looks like this:



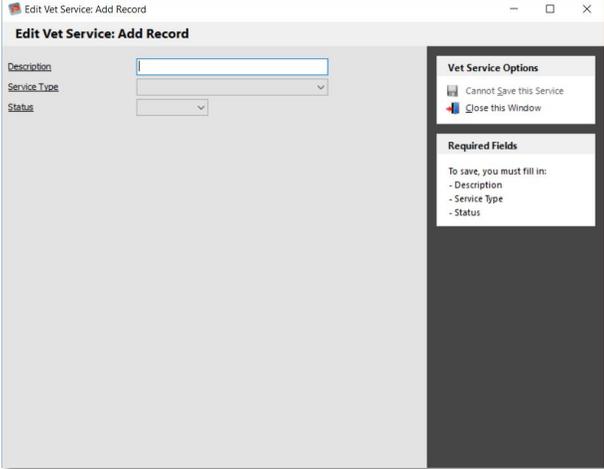
You have the following Links:

- **Create:** This will cause the program to add a new record.
- **Edit:** This will open the change window for the selected record. Double-clicking the left mouse button will also do the same.
- **Remove:** This will delete the highlighted record from the database, if it is not in use. Otherwise a message is displayed.

## Add/Change Vet Services

When you choose to add or change a vet service from Add/Change Medical or Work with Vet Services, you will get the Add/Change Vet Services window.

Add/Change Vet Services looks like this:



You have the following fields to work with:

- **Description:** This is the description for this service.
- **Service Type:** What type this service is. Choose from
  - Dental
  - Fertility Services
  - Grooming
  - Other Services
  - Testing
  - Veterinary

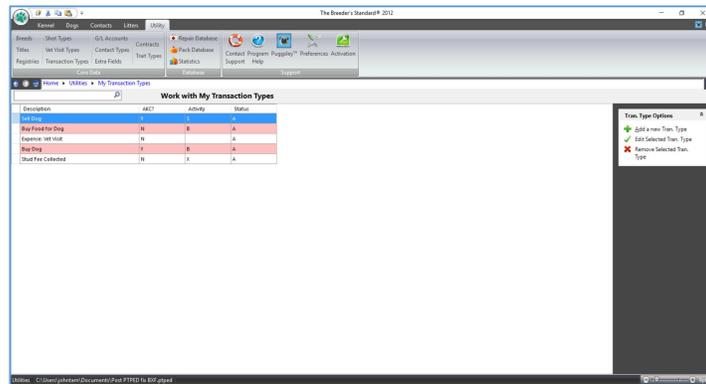
Click the “Save” link to close this window and save your changes.

Click the “Cancel” link to close this window but to discard your changes.

## Transaction Types

The Breeder's Standard® 2012 enables you to group transactions by type. These transaction types govern the way that certain reports (like dog ownership) work, and they can be added directly from Add/Change Transaction. You can also add and change them here. Work with Transaction Types is located on the Utility Tab, Transaction Types option.

Work with Transaction Types looks like this:



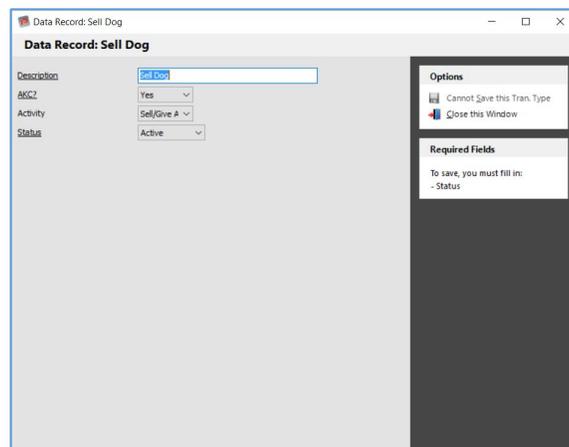
You have the following Links:

- **Create:** This will cause the program to add a new record.
- **Edit:** This will open the change window for the selected record. Double-clicking the left mouse button will also do the same.
- **Remove:** This will delete the highlighted record from the database, if it is not in use. Otherwise a message is displayed.

### Add/Change Transaction Types

When you type in a new name in Add/Change Transaction, or you choose to add or change a type in Work with Transaction types, you will get the Add/Change Transaction Types window.

Add/Change Transaction Types looks like this:



You have the following fields to work with:

- **Description:** This is the description for this type.
- **AKC?:** Choose Yes if this transaction affects AKC record keeping, “No” if it does not. With previous versions of The Breeder’s Standard, this was an active field, but in this version it is a comment.
- **Activity:** What if any action this field has on record keeping. If the transaction type is an equivalent to buying a dog, choose “Buy Animal.” This would include receiving as a gift, etc. Same with Selling, choose “Sell animal” for giveaways, trades, etc. “Leasing” is for lease-related transaction types.
- **Active?:** Choose Active or inactive.

Click the “Save” link to close this window and save your changes.

Click the “Cancel” link to close this window but to discard your changes.

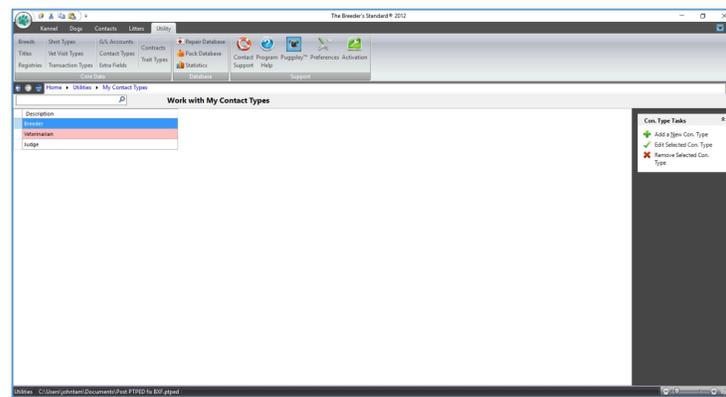
## G/L Accounts

This window is another link to the GreenShade™ Chart of accounts. It is explained in more detail at the GreenShade Chart of Accounts section.

## Contact Types

The Breeder’s Standard® 2012 enables you to group contact records by type. You are enabled to define any number of contact types you wish. You may do this by typing in a new contact type name in Add/Change contacts, or by accessing Work with Contact Types using the Contact Types option on the Utility Tab.

Work with Contact Types looks like this:



You have the following Links:

- **Create:** This will cause the program to add a new record.
- **Edit:** This will open the change window for the selected record. Double-clicking the left mouse button will also do the same.

- **Remove:** This will delete the highlighted record from the database, if it is not in use. Otherwise a message is displayed.

### **Add/Change Contact Type**

You have the following fields to work with:

- **Description:** This is the description for this contact type.

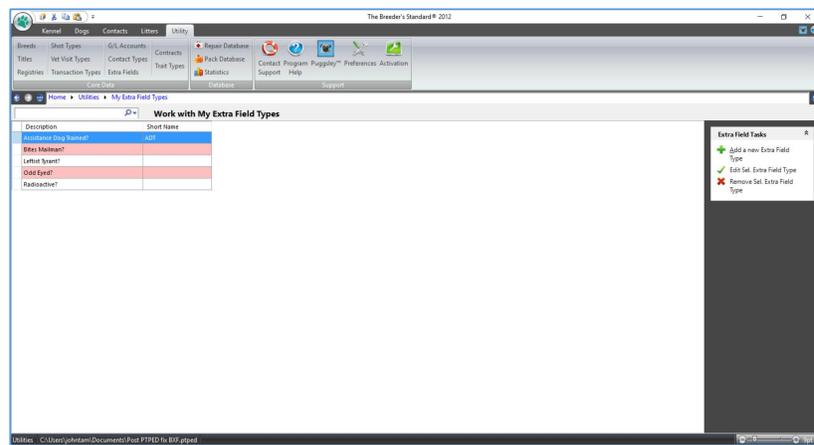
Click the “Save” link to close this window and save your changes.

Click the “Cancel” link to close this window but to discard your changes.

### **My Extra Field Types**

The Breeder's Standard® 2012 keeps a table of Extra Field Types. These types allow you to create special places to hold information not stored in the fields prepared for you in TBS 2012. You can have an unlimited number of extra fields per animal, but each one must have its own extra field type. You can get to these fields in the Extra Fields page for the animal.

The My Extra Field Types page looks like this:



The window lists each Extra Field and its information.

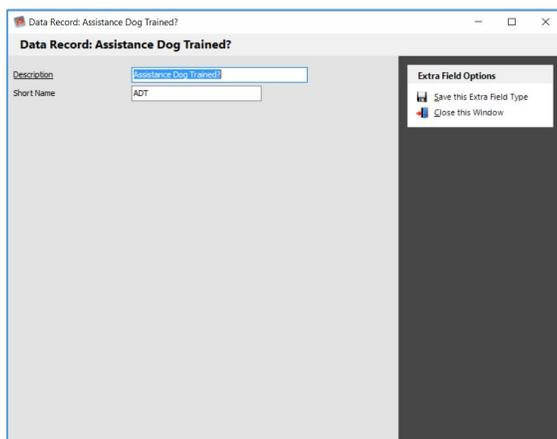
To add an Extra Field Type, click Add.

To change an Extra Field type, click the Extra Field and choose Change.

To delete the Extra Field, click the Extra Field and then choose Delete. *NOTE: If the Extra Field is assigned to one or more animals, the program will not allow you to delete it. This is to protect the integrity of the database and to keep you from losing animals.*

## Add/Change Extra Field Pop-Up

When you choose to add or change an Extra Field, you will receive the Add/Change Extra Field Pop-Up. This pop-up window will collect the Extra Field information and then save the record. The Add / Change Extra Field Type Pop-Up looks like this:



The fields you may enter are:

- **Description:** Required. The long name of the Extra Field.
- **Short Name:** An optional short name to be used on Pedigrees if present.

Click **Save** to save the information into the database.

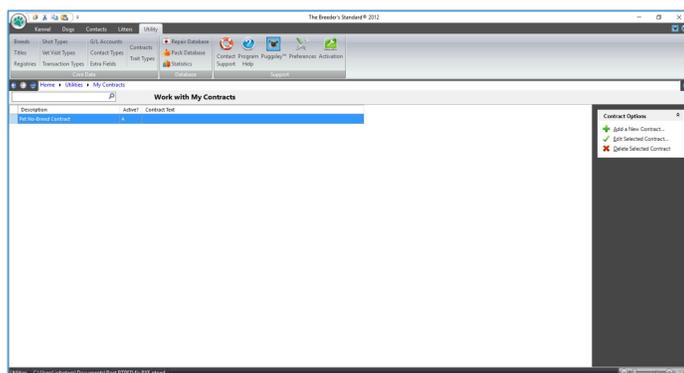
Click **Close** to close the pop-up without saving any information.

## Contracts

When you create or change transactions for a dog, you have an option to create a contract for that transaction. This is where you store the body text of the contract.

Unlike previous versions of The Breeder's Standard (®), version 2012 supports an unlimited number of contract text forms.

Work with Contracts looks like this:



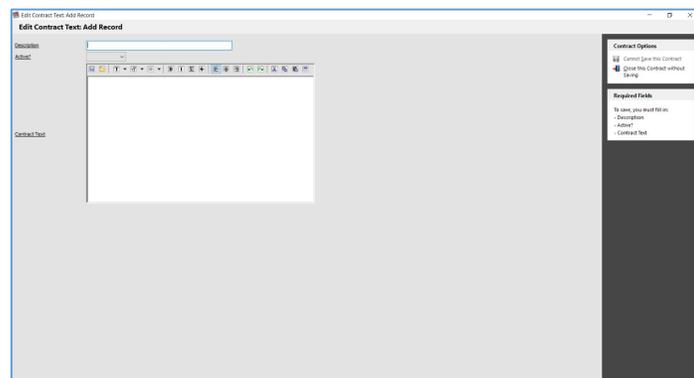
You have the following Links:

- **Create:** This will cause the program to add a new record.
- **Edit:** This will open the change window for the selected record. Double-clicking the left mouse button will also do the same.
- **Remove:** This will delete the highlighted record from the database, if it is not in use. Otherwise a message is displayed.

### **Add/Change Contract Text**

When you choose to create or change contract text, you will receive the Add/Change Contract Text pop-up.

The Add/Change Contract text pop-up looks like this:



You have the following fields to work with:

- **Description:** A free form description for this contract.
- **Active?:** Yes for active, no for inactive.
- **Contract Text:** Once your attorney drafts the contract text, you may enter it in the program through this field. Type in the text, hitting return only after a complete paragraph. The contract text is rich-text and supports font and formatting options.

Click **Save** to save the information into the database.

Click **Close** to close the pop-up without saving any information.

**IMPORTANT - From the License Agreement:** You are notified that the Bill of Sale and Contract produced by this software are not guaranteed to meet the legal requirements of your locality, and expressly hold PedFast Technologies harmless for their use. You understand that contract text is not provided to you, and that you are expected to retain the services of a licensed attorney in your locality to draft contract language suitable to your needs. You, in any event, acknowledge that PedFast Technologies has no liability in any circumstance with respect to the use or enforceability or legality of any Contract or Bill of Sale produced by the Software.

**Hints for Attorneys drafting Contracts for use in the Breeder's Standard® 2012**

When drafting the contract language, have the client print up the contract for a transaction. This will allow you to see the preamble and signature lines. You may also wish to see the Bill of Sale document produced by The Breeder's Standard 2012.

Refer to Selling party as SELLER.

Refer to purchasing party as BUYER.

Refer to the animal as DOG.

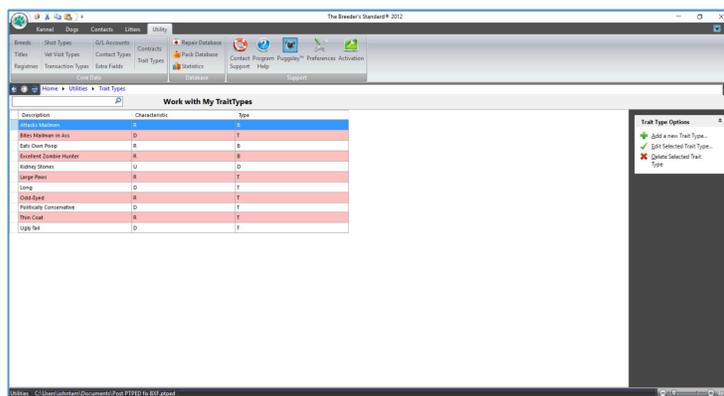
Refer to the consideration as PRICE.

If you wish your client to paste in rather than type in the text, then prepare it in Microsoft Word and save it as RTF (Rich Text Format). That will paste in and retain formatting.

## Trait Types

The Breeder's Standard ® 2012 uses Trait types to keep track of traits for dogs. These traits can be printed and also used in the Crystal Ball Genetics Engine . You can add trait types from Add/Change Dog Traits or from Work with Trait Types. Work with Trait Types is accessed from the UtilityTab, Trait Types Option.

Work with Trait Types looks like this:



You have the following Links:

- **Create:** This will cause the program to add a new record.
- **Edit:** This will open the change window for the selected record. Double-clicking the left mouse button will also do the same.
- **Remove:** This will delete the highlighted record from the database, if it is not in use. Otherwise a message is displayed.

## Add/Change Trait Types

When you choose to add a trait type from Add/Change Traits or from Work with Trait Types, the Add/Change Trait Types window is displayed.

The Add/Change Trait Types window looks like this:

The screenshot shows a software window titled "Data Record: Excellent Zombie Hunter". The window contains a form with the following fields:

- Description:** A text input field containing "Excellent Zombie Hunter".
- Characteristic:** A dropdown menu with "Recessive" selected.
- Type:** A dropdown menu with "Behavioral" selected.
- Status:** A dropdown menu with "Active" selected.

On the right side of the window, there is a panel with the following options:

- Options:** Two buttons: "Cannot Save this Trait Type" and "Close this Trait Type without saving".
- Required Fields:** A section with the text "To save, you must fill in:" followed by "- Status".

You have the following fields to work with:

- **Description:** This is the description for this trait.
- **Characteristic:** Choose from Dominant, Recessive, Polygenetic or Unknown.
- **Type:** Choose from Behavioral, Coloration, Diseases or Type.
- **Status:** Active or Inactive.

Click **Save** to save the information into the database.

Click **Close** to close the pop-up without saving any information.

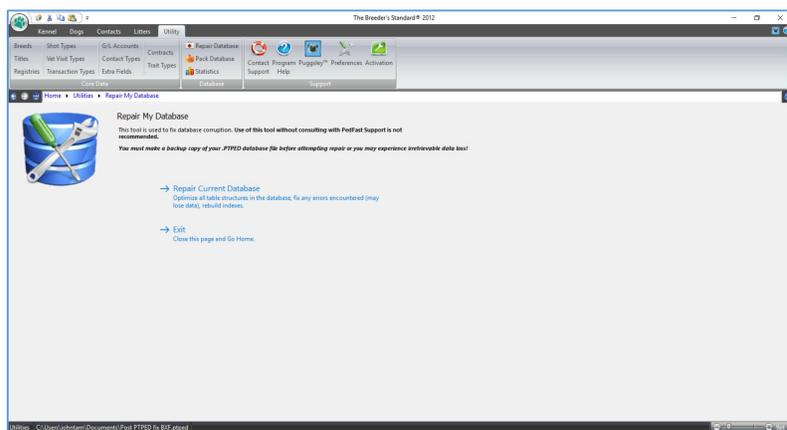
## Database Group

### Repair Database

In the rare event that the .PTPED database somehow becomes corrupted, The Breeder's Standard® 2012 provides this database repair function. **Use of this function without being advised to do so by PedFast Technologies Product support is not recommended.**

***In addition, you must make a copy of your .PTPED file before attempting a rebuild, or irretrievable data loss may occur! We are not responsible for data loss.***

The Repair Database window looks like this:



To repair the database, simply click on “Repair Current Database.” The program will then rebuild the database.

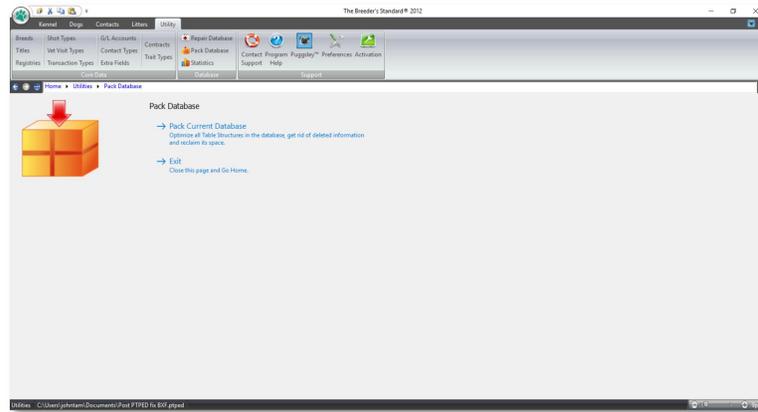
***NOTE: Back up the database before repairing it. Do not shut off the program or your computer until the program says that the Repair database operation is complete. If the database Repair is interrupted, your database file could be irreparably and irretrievably lost. This is why it is so important to make regular backups.***

Clicking the “Exit” link will close the Repair Database page and go back to the Home Page.

### Pack Database

The Breeder's Standard® 2012 database technology is efficient and stores nicely into a single file. However, as time goes on and records are changed, added and deleted, there are “holes” inside the .PTPED file. The Pack Database command cleans up these “holes” and reduces the file size. It also makes the database run faster.

The Pack Database page looks like this:



To pack the database, simply click on “Pack Current Database.” The program will then rebuild the database.

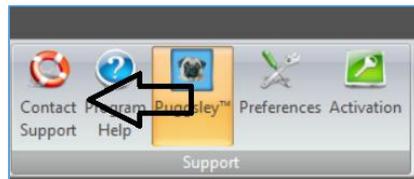
***NOTE: Back up the database before packing it. Do not shut off the program or your computer until the program says that the pack database operation is complete. If the database pack is interrupted, your database file could be irreparably lost. This is why it is so important to make regular backups.***

Clicking the “Exit” link will close the Pack Database page and go back to the Home Page.

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## Support Group

### Contact Support



The Contact support button on the Utility Tab will use the built-in Web Browser to navigate to PedFast Technologies’ Support Web site. From there you may:

- Read Support policies
- Find online copies of user manuals
- Search and read our Frequently-Asked Questions (FAQ) database
- Open a product support ticket.

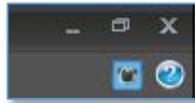
*Requires an active Internet connection.*

## Program Help



Clicking the Program help button shows a pop-up window that pops up and contains the entire program help text, based on this manual.

This same help is also available in the top right of the Window's title bar, with a miniature icon:

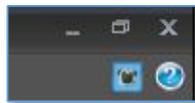


## Puggsley™

Puggsley™ is the mechanism in The Breeder's Standard® to provide interactive help. On the Utility tab, there is a toggle button to activate the Puggsley live help pane. That button looks like this:



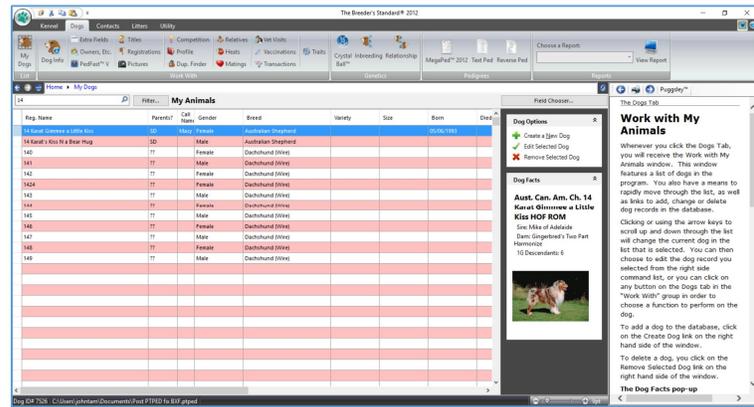
The same button appears in miniature in the top right of the window's title bar, like this:



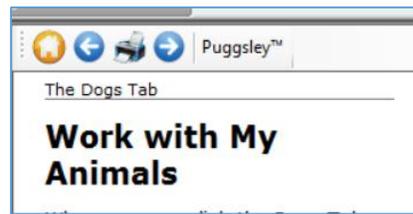
Clicking the button once so that it is highlighted activates the Puggsley Panel, which shows help to the right hand side of the window that is active. Clicking so that it is inactive closes the Puggsley Panel and hides the help.

### *The Puggsley™ Panel*

The Puggsley Panel appears along the right hand side of the program when Puggsley is activated. Here is an example:



Puggsley shows you the help of the window that you are on, and supports clicking links in the help file and even printing the topic in the Puggsley Panel. You have controls:



The Home button will go back to original topic – the help that is for the current window. Use this to get back if you click links inside of Puggsley™ to read about other help.

The left arrow will go back if you have navigated away from the original topic, the right arrow will go forward if you have a place to go from which you went backwards.

The Printer button will print the topic in the window to your default printer, much as your web browser will support printing.

The Breeder's Standard® 2012 remembers the state of the Puggsley Panel when it closes, and will reopen it if you had it opened last. MegaPed™ has its own Puggsley Panel and honors your Puggsley Panel setting.

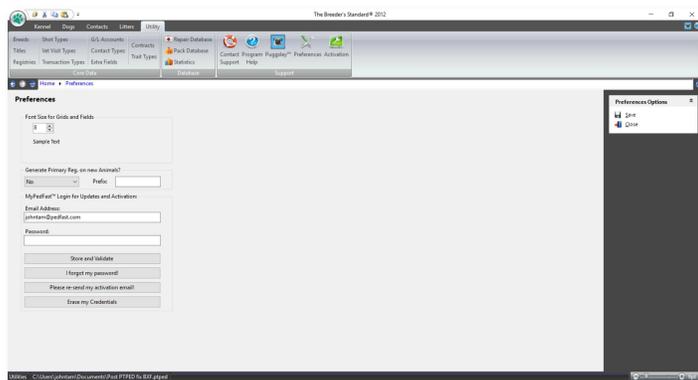
## Preferences

In The Breeder's Standard® 2012, you click the Preferences button:

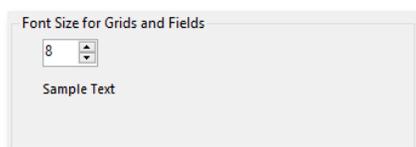


...to set up your preferences.

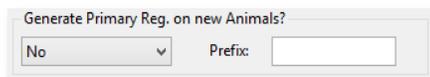
The Program Preferences window looks like this:



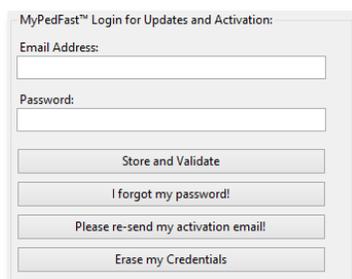
You have a few options that you can control:



- Font size for Grids and Fields:** You can set the point size of the fonts that display for fields and grids. The default is eight (8) points. Larger font sizes make it easier to see data on smaller screens, but you may have to scroll.



- Generate Primary Registrations for New Animals:** You can choose to have The Breeder's Standard® 2012 generate registration numbers. Set "Yes" to generate or "No" to not do so. The Prefix are up to ten (10) characters that are put in front of a sequential number generated by The Breeder's Standard® 2012. There will be no duplicates generated.



- MyPedFast™ Login Information:** You can enter new MyPedFast credentials, or delete existing ones here. You have additional choices to get a password reminder or an email to reactivate an inactive MyPedFast account.

**Note:** You must have a valid MyPedFast™ credential to use MyActivate™ or AutoUpdate™ III, or to get product support from PedFast Technologies™.

Click the Save button to save your changes. However, changes to your MyPedFast™ credentials are instantly saved.

# Troubleshooting Guide

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## What to Do when There's a Problem

### What to Check

Try rebooting the computer if you get a goofy error or a shutdown message or an exception. Before you do that, however, **write everything down** so you have it handy if you need to contact us for support.

### Information to have ready for Technical Support

- When you call or post a message to PedFast Technologies, please have the following information immediately available:
- Your Control number, from the invoice and/or registration sheet;
- The number (if any) and the full text of any message you've received. Important! Include the full text of any message you receive! These messages contain vital information we need to solve problems.
- Exactly what you did to receive this message;
- What happened if you followed the steps outlined in the manual (if there were steps) to correct the problem?

This will greatly help us to quickly identify and resolve your problems.

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## Contacting Product Support

### From Inside the Program



On the Utility Tab in the program we have a “life preserver” button that will contact our Product Support site on the Internet. As long as your computer is connected to the Internet, this is the fastest way to get support for The Breeder's Standard® 2012.

To use this feature, you simply need to click on the button and the program will contact our site and send information to the site for us to help you.

## Internet

PedFast Technologies has one of the largest animal-related sites on the Internet. On this site, we have product news, demos, patches, free utilities and support information. Our World Wide Web address is:

<http://www.pedfast.com>

We have a dedicated product support web site, complete with a searchable solution database and a means to create support incident reports online. That address is:

<http://support.pedfast.com>

Use the support website to report incidents to us and to receive responses through our new support ticket system. Direct email support has been retired in order to provide a more controlled and documentable support experience.

## Support Tickets

All product support is provided by our support ticket system. You can access it on the web at <http://support.pedfast.com> or by email to [support@tickets.pedfast.com](mailto:support@tickets.pedfast.com). We will respond by email.

### **What we Need to Render Effective Help**

**Have you checked our FAQ?** We operate a Frequently-asked questions site that can answer many of your questions quickly. You can reach this information on our support page. We ask you to look in the FAQ before opening a ticket.

**Please reply to the ticket email or something else we send on your ticket, so that you don't open multiple tickets.** Our ticketing system looks at the subject line of the email to know to what ticket to link your reply. That gives our technicians the ability to understand the context of the issue quickly, which means you get a faster and better answer. The ticket number appears in brackets in the subject line. Please don't remove or change that information.

**We need as much information as possible.** We have to know what is going on - exactly - in order to give you an effective answer or solution.

If you have a technical issue, we must know all of the following:

7. Exactly which program you are using. This is **not** just the name, but the version number. Saying that you have "your PedFast program" isn't helpful since we have over a dozen programs, and many different versions. A really great answer would be something like, "I have The Breeder's Standard 2012, and my version is 11.3.8610.1620."

8. Your operating system, and if you know it, 32-bit or 64-bit. A good answer is something like, "I have Windows 7 Home Premium 64-bit." For a Mac, it would be something like, "I have OSX El Capitan."
9. Exactly what happened. A request that requires follow-up would be "My program isn't working right. Help!" A really great request would be like, "I was entering an animal and pressed the down arrow on Sire and no dogs came up, but I have many males in my database."

If there is an error message we need the entire text of the error message, especially the **first** one received. If you get an "Unhandled Exception" error, we need you to click the "Details" button, highlight all of the details, and press CTRL+C to Copy, and then paste the message into an email to this ticket by pressing CTRL+V.

10. If you have not given us all of this data, please do so now by replying to this notice with what we need. It will save us time and get you to your answer faster.

\* NOTE: We reserve the right to assess a fee for product support or to terminate it altogether. The sale of any product does not include any product support, which is offered solely as an accommodation. No sale is contingent upon any level of product support. See the license agreement (Copyright and License).

### **Abusive Conduct is Not Tolerated**

We are people and we have feelings.

You may be frustrated, but that does not give you an excuse to be nasty, angry, insulting or threatening. There is never an occasion where abuse is proper or tolerable. PedFast Technologies is saddened that its employees and contractors have been exposed to threats and abuse, and is compelled to include these warnings and protections.

It is unacceptable under the License Agreement to threaten the company, its representatives, its products or its reputation in order to expedite support or express frustration. It is unacceptable to treat our representatives discourteously whether you are receiving electronic or telephone support. The threat to cause a credit card reversal is included in these threats since you have agreed to an *all sales final* purchase.

Frustration also does not give you the right to flame us on the Internet, which can give rise to legal action to protect our rights, and all of which is in breach of the terms of the license agreement. Our support staff is instructed to terminate any support incident where the person bringing the incident is discourteous or threatens or commits adverse action against the company of any kind. All such incidents are also grounds for us to permanently ban you from access to our product support services and our web sites.

*Any act that threatens us is grounds for the permanent termination of your support privileges with no refund (all sales are final), and any written or verbal threat which we believe violates the law will be, without delay or warning, reported to the authorities, and prosecuted to the fullest extent of the law.*



# Maintenance

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## Back up Your Data

The Breeder's Standard ® 2012, unlike other programs PedFast Technologies™ has sold in the past, stores data in a single file that can be placed anywhere on your computer, **except in a Program Files or Windows system folder**. We recommend making a separate folder to hold the .PTPED file, or storing it in your My Documents folder.

Once you have the location of the database secure, **back it up frequently**. The program no longer has a native backup capability, because the data are all stored on a single file. You have the following options for backing up:

### **Option 1: Back up with Carbonite®**

PedFast Technologies sells the Carbonite® backup solution, which stores your data in the cloud in a secure place. This is the most secure possible solution.

With more than 1 million subscribers in over 100 countries, Carbonite is a leading provider of online backup for both home and small businesses. To date, Carbonite has backed up nearly 200 billion files - backing up 300 million files each day - and has restored over 7 billion files, that otherwise would have been lost forever.

Carbonite offers automatic, continual and secure online backup for your home or small business computers, so you can rest easy knowing your irreplaceable files are protected. Once installed, your files will be backed up automatically to the cloud - no hardware required - so you can get them back when you need them most.

### **Anytime, anywhere file access.**

Not at your computer? No problem! You can get to your backed up files from any computer connected to the Internet or even from your smartphone or iPad ® with Carbonite's free app. And, with Carbonite's Anytime, Anywhere Access, you can view your files anytime - whether you're at home, or on the go!

### **What is Online Backup?**

Online backup solutions provide protection for your computer files so you can get those files back in the event of a data disaster - saving you time, money and stress. Unlike other antiquated methods of data backup - such as external drives & CDs - there's no hardware to buy, no cables to connect, no training or maintenance required.

### **Why Carbonite?**

Carbonite gives you secure, automatic offsite backup that protects your files from accidental deletion, spills, theft and just about anything else that could harm your data. Once installed, Carbonite backs up your files to the cloud - so you can get them back when you need them most. Because Carbonite works continually, backing up new and changed files whenever you're connected to the Internet, you can rest easy knowing your backed up files are always protected.

Since 2006, Carbonite has backed up over 200 billion files and today, backs up more than 300 million files each day! Most importantly, Carbonite has restored over 7 billion files that otherwise would have been lost forever.

### **Product Highlights:**

- Set it & forget it. Carbonite backs up your files automatically to the cloud - so you never have to remember to back up. No hardware required.
- Continual backup. Whenever you're connected to the Internet, Carbonite backs up your files - eliminating potentially costly backup gaps created by daily or weekly backups.
- Secure transmission. Carbonite uses the same encryption technology used in online banking and e-commerce transactions.
- Safe offsite storage. Your backed up files are stored in one of Carbonite's highly secure state-of-the-art data centers which are guarded 24 hours a day, 7 days a week.
- Easy file recovery. If anything happens to any file, Carbonite finds it in your backup and puts it back in its original location on your computer - in just a few, simple steps.
- Anytime, Anywhere access. You can access your backed up files from any computer connected to the Internet - or even from your iPhone®, Android™ or BlackBerry® smartphone.

### **The Plans:**

With 5 plans to choose from, you can find the Carbonite subscription that's right for you. From individuals, families and students to home office users and small business professionals, Carbonite has a plan to fit every backup need.

Please visit PedFast Technologies at [www.pedfast.com](http://www.pedfast.com) and click the Carbonite link for best pricing and the latest information.

### **Option 2: Manual Copy or CD Burn**

Your other option is to back up the PTPED file by hand-copying it onto a stick drive or burning it onto a CD or DVD media. Since the database is a single file, you treat it as you would copying a Word document or other simple file.

#### *Restoring From a Backup*

To restore from a backup, simply copy the file into a folder where you can access it. Then you only need to use iPed™ 6G 2017 to open the database and you are back in business.

*NOTE: If you have backed up the file onto a CD or DVD, you will need to right click the file, choose properties, and uncheck the "read only" option if it is checked. Some, but not all, CD/DVD restores will leave the file marked "read only."*

## **Ahnentafel**

An ahnentafel (German for "ancestor table") or ahnenreihe ("ancestor series") is a genealogical numbering system for listing an animal's direct ancestors in a fixed sequence of ascent. The subject (proband or progenitor) of the ahnentafel is listed as No. 1, the subject's father as No. 2 and the mother as No. 3, the paternal grandparents as No. 4 and No. 5 and the maternal grandparents as No. 6 and No. 7, and so on, back through the generations. Apart from No. 1, who can be male or female, all even-numbered individuals are male, and all odd-numbered individuals are female. In this schema, the number of any individual's father is double the individual's number, and a individual's mother is double the individual's number plus one. Using this definition of numeration, one can derive some basic information about individuals who are listed without additional research. The Breeder's Standard ® 2012 uses Ahnentafel numbering in its Coefficient of Inbreeding and Coefficient of Relationship screens.

## **AKC**

The American Kennel Club, the largest pure-bred dog registry in the United States of America, and the sanctioning body of most dog shows held in the United States..

## **BXF**

BXF™ stands for **B**reeder's **E**xchange **F**ormat, developed in 1993 by PedFast Technologies (then known as Man's Best Friend Software) as a means to reliably exchange dog, cat and horse ancestry information. This text-based format is the exclusive property of, and copyrighted by, PedFast Technologies, and is used to import into and export from the PedFast Technology line of products without worries about loss of data integrity.

## **Coefficient of Inbreeding**

Dr. Sewall Wright, the most renowned geneticist of the 20<sup>th</sup> century, defined an inbreeding coefficient. This is a number which expresses the homozygosity (inbred like characteristics) of any animal as a mathematical equation. This equation is now known as the "F" Coefficient, "COI" or "Inbreeding Coefficient," and is recognized as the standard in objectively measuring the amount of inbreeding in an animal.

The following is from "Animal Breeding" by Laurence M. Winters, University of Minnesota. Winters stated that the formula for COI was developed by Dr. Wright, and published in 1922 in The American Naturalist.

"The effects of inbreeding are the fixation of characters and increased prepotency; these are in direct proportion to the percentage of homozygosis; the percentage of homozygosis is in direct proportion to the degree of inbreeding."

“The sire and dam of the inbred individual have a common ancestor or ancestors. The summation of the coefficients for every line by which the parents are connected gives the coefficient of inbreeding of the individual in question.”

“Each line is traced back from the sire to a common ancestor and then forward to the dam. It passes through no individual more than once, but the same ancestors may occur in more than one line.”

The formula for obtaining the coefficient of inbreeding is

$$F_x = \sum ((0.5^{n+n!+1})(1 + F_a))$$

in which  $F_x$  and  $F_a$  are the coefficients for the individual and the common ancestor, respectively, and  $N$  and  $N!$  are the number of generations between the common ancestor and the sire and dam, respectively.

The Breeder's Standard® 2012 calculates the COI through ten generations of ancestors. Its calculation has been verified as accurate by Dr. Leslie B. Hansen, University of Minnesota.

## Coefficient of Relationship

The coefficient of relationship is a measure of the degree of consanguinity (or biological relationship) between two individuals. A coefficient of inbreeding can be calculated for an individual, as a measure for the amount of pedigree collapse within that individual's genealogy. The term coefficient of relationship was defined by Sewall Wright in 1922, and was derived from his definition of the coefficient of inbreeding of 1921.

In general, the higher the level of inbreeding the closer the coefficient of relationship approaches a value of 1, expressed as a percentage, and approaches a value of 0 for individuals with arbitrarily remote common ancestors.

The formula of the Coefficient of Relationship is:

$$R_{ab} = \frac{2 \cdot F_{ab}}{[(1 + F_a)(1 + F_b)]^{0.5}}$$

Where  $F(a)$  is the Sire's Coefficient of inbreeding,  $F(b)$  is the Dam's coefficient of Inbreeding and  $F(ab)$  is the coefficient of inbreeding of any offspring of a mating between the two individuals.

## COMPOUNDEX

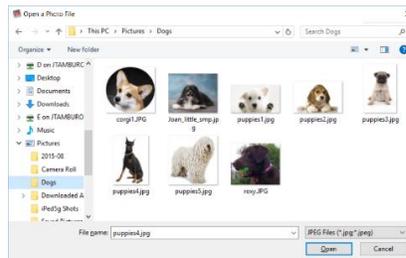
COMPOUNDEX™ is a proprietary, patent-applied-for fuzzy-matching technology designed especially for the multi-word registered names of dogs, cats and horses. It aids our duplicate checker technologies, to give you the power you deserve and that our “competitors” cannot conceive.

## Contact

A “Contact” is any person or company which is affiliated in any way with the kennel. Examples of contacts include breeders, owners, show judges, buyers or sellers of dogs and veterinarians. The Breeder's Standard ® 2012 stores the name, address, phone numbers, Email address and comments for contacts.

## File-Open Dialog

This is a pop-up window that is used to choose an existing file to be opened. In Windows 10, it looks like this:



Choose the file you want by double clicking it or clicking it once and clicking Open.

## OFA

The Orthopedic Foundation for Animals (OFA) is a not-for-profit organization based in Columbia, Missouri that aims to research and prevent orthopedic and hereditary diseases in companion animals.

## Prefix Title

“Prefix Titles” are titles for a Dog which precede the “Champion” title. Some examples of Prefix Titles include “*BIS Ch.*”, “*Can. Ch.*” and “*Mex. Ch.*” Proper use of Prefix titles will yield a combined title of “*BIS Can. Mex. Ch...*” Generally, to make prefix titles work, add the Champion title after all of the specialized titles, so that The Breeder's Standard ® 2012 knows the prefix titles are to be used.

## PTPED

PTPED is the file extension for the PedFast Technologies Pedigree Database file. It is a single file database that holds all of your animal data. It is easily backed up, and can even be opened and worked with on a stick drive, network share or the like.

PTPED is a new technology, and is supported by all of our newer programs, making them all compatible at the database level.

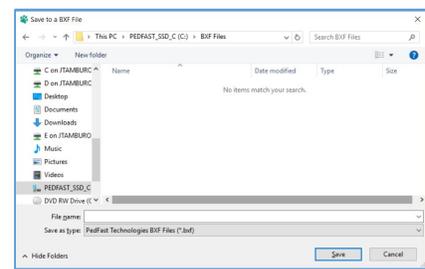
## Registry

A registry is an organization that keeps records of animals and usually issues each animal an identifying number. Examples of registries include the American Kennel Club (AKC), Orthopedic Foundation for Animals (OFA), and others. The registry may be stud-book in nature, such as AKC, or medical in nature, such as OFA. The program does not limit you to those purposes, however.

## Save-As Dialog

A Save-As Dialog is a pop-up window that lets you choose the name of a file to be saved by The Breeder's Standard® 2012 and the drive and folder into which it will be saved.

The Save-As Dialog looks like this in Windows 10:



Navigate to the desired folder, type in a name, and click save. If the file exists, you may be asked to write over the file.

## Stake Type

The Breeder's Standard® 2012 supports 15 Working Trial stake types:

- Open Puppy
- Open Derby
- Open Gun Dog
- Open All-Age
- Open Ltd. Gun
- Open Ltd. All-Age
- Backing In Gun
- Am. Walk. Puppy
- Am. Walk. Derby
- Am. Gun Dog
- Am. All-Age
- Am. Ltd. Gun Dog
- Am. Ltd. All-Age
- Water Test

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