Using The Breeding Herd Manager in AET

Purpose: *This guide provides information needed to manage your breeding animal SAE projects using AET's Breeding Herd Manager system, which will assist you in keeping better, more accurate records!*

SAE Set Up

Step 1: Create a new SAE for Breeding Projects

    a. Create a new entrepreneurship project in the Experience Manager (see [Managing Entrepreneurship Projects](#))

    b. Select the "Breeding Herd Manager" as the Management Module for the SAE.
    If not selected, the Module is not an option under the Finances tab
    **If not selected, offspring cannot be entered and managed*

Primary Experience Category:	Animal Systems
Primary Subcategory:	Beef
Category/Unit:	head of Commercial Breeding Cattle
Management Module:	Breeding Herd Manager ✔

Step 2: Enter any Beginning Inventory for the SAE

NOTE: If the student has breeding females/resources in existence prior to 1st day in Ag

    a. Choose FINANCES Tab and "Start of Ag Ed Inventory"

    b. Current Tab – enter already owned items such as feed, hay, mineral tubs already in use by the herd that exists on the 1st day in Ag Ed

    c. Non-Current Tab – enter breeding age females, equipment on 1st day of Ag Ed
        1. Use Tag, Name, Breed and Age in the asset name

***List only Non-Current items <u>owned by the student</u> (items not owned = use Custom Hire)**
        1. Non-Depreciable = those raised in your operation prior to 1st day in Ag
        2. Depreciable = those animals that were "Purchases" prior to 1st day in Ag
    d. Liabilities Tab – include a loan that assisted in developing the SAE prior to 1st day in Ag
    e. Cash/Checking Tab – cash/savings account value prior to 1st day of Ag available for cash expenses in your SAE

Beginning Values

Beginning Date | Current Projects | **Non-Current** | Liabilities/Loans | Cash/Checking

Non-Current (Capital) items are assets you own that are used by your projects and that are usually expensive and last several years. Examples include: show tack, feeders, breeding animals, trailers, and other equipment. If you have Non-Current Items from before you started class, you can use this page to add them. The PURCHASE DATE will automatically be set to your first day of class. Use the Capital Item Manager to specify additional details, depreciation, etc for each non-current/capital item.

[SAVE / Add a new line] [Exit]

Asset Name	Item Type	Useful Lifetime	Beginning Cost/Value	Salvage Value
	Machinery, equipment, and fixtures	5 years	$	$ 0
Tag 21-1 Angus 3 YO Cow	Dep. draft, pleasure, or breeding livestock	8 years	$ 1000	$ 750
Tag 22-7 Shorthorn 2 YO C	Non-Dep. draft, pleasure, or breeding livestock	8 years	$ 750	$ 500

** Any new mature animals purchased after the 1st day, See Step 3-c.

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Using the Breeding Herd Manager

NOTE: *Steps 3-8 occur in the Breeding Herd Manager*

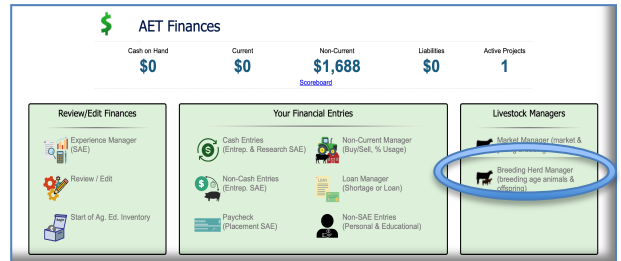## Step 3: Add newly purchased Adult Mature Females

a. Select the Breeding Herd Manager link at the bottom-right of the Finances Tab, then choose the SAE Experience from the dropdown.

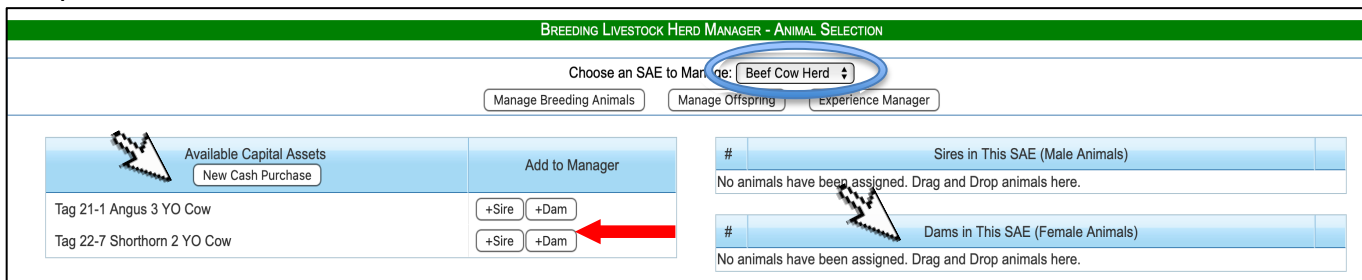b. Add animals to the herd manager by clicking +Dam if a female, +Sire if an intact male

**Any Animals present are animals brought in on the 1st day of Ag Beginning Values

c. Add new animals acquired by purchase
   1. Click the "New Cash Purchase" button if CASH purchase.
   2. Animals purchased as <u>Non-Cash Purchases</u>, use Non-Cash Entries in the Finances TAB, then select [SAE Labor Exchange for non-Current Item - As part of your SAE, you worked in exchange for a non-current (capital) item.]

<u>NOTE:</u> New breeding animals purchased will appear in the list as "Available Capital Assets", then repeat step b.

Step 3a: Sell/Death of Adult Animals

1. In the breeding herd manager, choose [Manage Breeding Animals]
   a. At the far right, select the appropriate link: SELL or DEATH LOSS
      ✓ Record Date, Value(Sale), Memo

COW A Edit	Date: 9/9/2023 Cost: $1,500.00	Location: Weight: lbs	Yearly Dep: $63 Current Value: $1,438	Offspring: 1 New Offspring	Sell Animal Death Loss

Manage Resources in the Breeding Herd Manager

Step 4: Enter Expenses for the Herd

A. Enter Cash Expenses
1. Click the "New Cash Expense" if student pays cash [New Cash Expense]
   a. Record date, vendor, SAE, type of expense, and memo (bags, lbs., units)
   b. Examples: feed, barn rent, bedding, supplies

B. Enter Non-Cash Expenses
1. Click "New Non-Cash Expense" if labor exchange or gift [New Non-Cash Entry]
   a. Choose the SAE for income and expense to show trade of labor value, memo for the labor hours and tasks, and memo for quantity in SAE expense
   b. Record date, vendor, value of exchanged labor/expense

c. "Save and Journal" your time spent(labor) for the value of the expense
d. Other Non-Cash entries could be gifts of supplies, or Non-SAE trade, which is your labor such as babysitting for supplies

Step 5: Enter Management Entries for your Animals (Vaccinations, Weight, etc.)

With management entries, you can make a record of weight, antibiotics, wormer, evaluation, etc. Just choose the appropriate option from the "Management Operation" drop-down menu

a. Click on the "New Herd Entry" button to enter management entries for the entire herd
b. Click on the "New Animal Entry" button to enter management entries for individual animals
c. Save and Go to Journal to record the time of your work

NOTE: Management Entries are options in both Manage Breeding Animals and Manage Offspring modules

You can review your previous Management entries by clicking the "Review Mgmt. Entries" button on the main screen of the Breeding Herd Manager.

Step 6: Enter New Offspring

To enter new offspring, Click "Manage Breeding Animals" in the herd manager

a. Click the blue link "New Offspring" to add an offspring born to a specific female
b. Enter tag, date born, weight, gender, sire and journal your time

*When offspring has been added, it will give a number to offspring of the mature female

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Manage Offspring Produced in the Breeding Herd Manager

Step 6a: New Offspring added using Manage Offspring Tab
   a. Enter offspring that the herd produces by clicking the "Manage Offspring" button on the main herd manager screen.
   b. Click the "New Birth" button to enter the details of the offspring. Do this for each offspring your herd has (one entry per new birth)
      1. Enter tag, date born, weight, gender (# of each), sire, SELECT FEMALE from dropdown
      2. Journal your time and skills performed for the parturition activity

Step 5a: Enter Management activities for Offspring
   Management entries can also be made for the offspring you enter by clicking the "New Animal Entry" or "New Herd Entry" button in the Offspring Manager.
   a. See **Step 5** from Above

Step 7: Export Offspring (Sell, death, transfers)
   From the Offspring Manager screen, several options exist to show how each offspring is sold or utilized in the SAE. These include Sell, Death Loss, Transfer, and Use at Home.

   a. **Sell** - the offspring is sold to someone for cash (income)
      • For SELL transactions, enter Date, Payee, $ amount, weight
   b. **Death Loss** - the offspring dies
      • For DEATH LOSS, enter Date ($value will be any cash inputs toward their growth and value)
   c. **Transfer** - the offspring is to be part of another SAE (Market project, replacements, offspring cohort groups, feedlot groups, product sold for a sales or processing SAE)
      • For TRANSFER, enter Date, Fair Market $ Value, SAE transferred to, and weight
   d. **Use at Home** - the offspring is used at home but the SAE still recognizes income (although no money changes hands)
      • For USED AT HOME, enter Date, Fair Market $ Value, and weight

NOTE: Offspring should NEVER be transferred from the offspring manager back to the breeding herd. It is recommended that when management changes (feeding, weaning etc.), offspring should be transferred to another SAE to appreciate in growth value before returning to the breeding SAE by using "**Transfer to Breeding**"

**When you complete the transaction, the offspring will show up grayed-out in the Offspring Manager

~Parts and functions of the Offspring Manager~

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Manage Capital Items (Breeding Animals and Equipment)

Step 8: Declare asset usage

In the Breeding Herd Manager, Choose the Non-Current Item Manager [Non-Current Item Mgmt]

    A. Items listed as capital items will appear in ⦿ INVENTORY

⚠ = Usage is missing for years 2022, 2023 etc

  1. Click "USAGE" and assign the percentage of the year the asset was used or lived in an SAE
Examples:
      1. an cow that lived in the cow herd for 365 days - enter 100% in Cow Herd SAE
      2. a heifer that lived 200 days in a show heifer SAE and transferred as a bred heifer to the cow SAE, enter 55% in the Show Heifer SAE and 45% in the Cow Herd SAE

                              ◯ Inventory ⦿ Sold Items

**Usage should be entered on ALL ASSETS (both in inventory and sold inventory)
    B. To sell equipment, click "SELL"
      1. Enter Date, Sale Amount, Vendor, and Memo

AWARD HINT:
1. On a Degree Application, all assets are pulled into an award application that brings ALL SAE's and assets to the financial pages.
2. On a Proficiency Application, when SAE's are selected to appear in the application, if USAGE for assets is not assigned to an SAE, NON-CURRENT inventory pages will appear blank because no SAE designation has been assigned.