



Texas 4-H

Dog Validation Instructions



BEFORE YOU BEGIN YOUR VALIDATION PROCESS, YOU MUST:

- ❖ Have a family and youth member profile established in 4-HOnline.
- ❖ Be a paid/active youth member of Texas 4-H for the current year.
- ❖ Have a clear digital photos of your dog(s) from left and right side. These photos must be accessible for upload during the validation process.
- ❖ ALL dogs must go through this process even in previously validated.

IMPORTANT

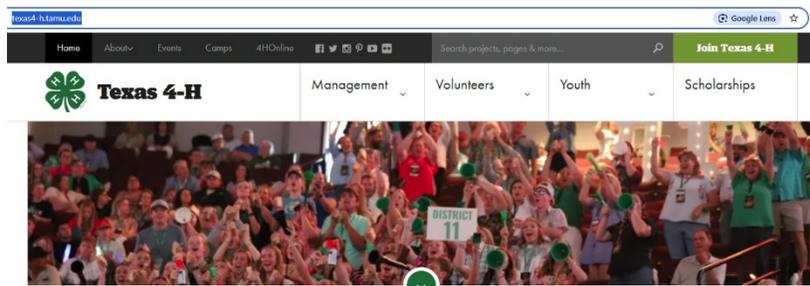
Dog Validation is completed for EACH DOG and will cover all 4-H Youth members in that family profile. However, when validating your dog(s) in 4-HOnline, you only need to select ONE 4-H Youth members to conduct the validation under. Once a dog is validated and you begin registering for the Texas 4-H Dog Show, the validated dog(s) should be listed for each youth member of the family.

Animal Information

- ✓ Owners must be the youth, parent (biological or stepparent), brother, sister, grandparent, or legal guardian or co-owned with another individual.
- ✓ The dog MUST be in the 4-H member's possession and under their daily care as of the ownership deadline of January 10th.

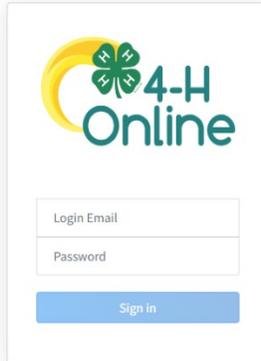
VALIDATION STEPS:

1. Access 4-HOnline through the Texas 4-H and Youth Development website.
<https://texas4-h.tamu.edu/>



2. Log into 4-H Online using your family email address and password.

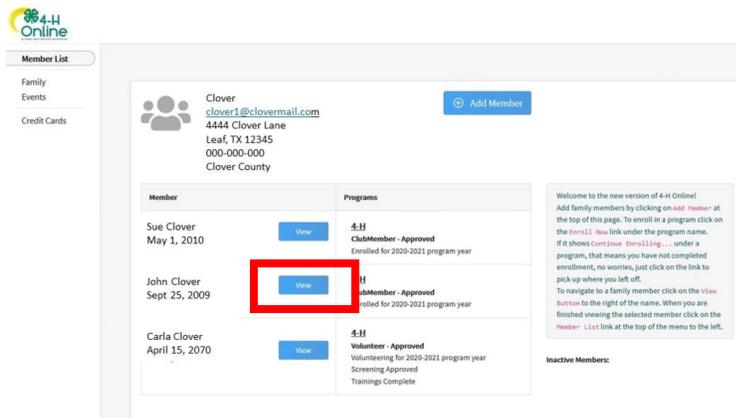
Sign in



The sign-in form features the 4-H Online logo at the top. Below the logo are two input fields: "Login Email" and "Password". A blue "Sign In" button is positioned below the password field. At the bottom of the form, there are two links: "Don't have an account?" and "Reset password?".

Don't have an account?
Reset password?

3. Once at your family profile, click the blue **VIEW** button next to ONE **ACTIVE** 4-H Youth that you would like to validate ALL dog(s) under.



The screenshot shows the "Member List" page for a family profile. The family name is "Clover" with contact information: clover1@clovermail.com, 4444 Clover Lane, Leaf, TX 12345, 000-000-000, Clover County. A table lists three members:

Member	Programs
Sue Clover May 1, 2010	ClubMember - Approved Enrolled for 2020-2021 program year
John Clover Sept 25, 2009	ClubMember - Approved Enrolled for 2020-2021 program year
Carla Clover April 15, 2070	Volunteer - Approved Volunteering for 2020-2021 program year Screening Approved Trainings Complete

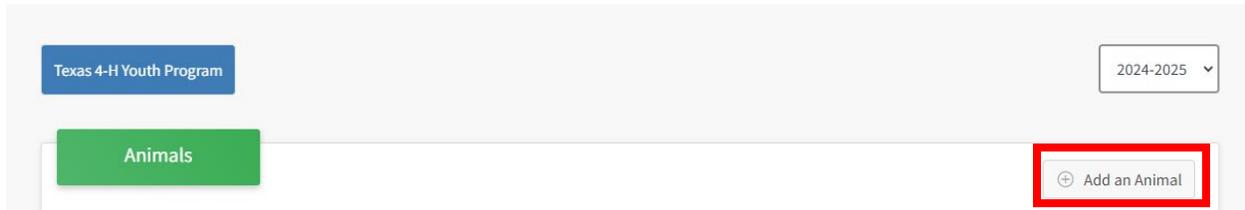
Each member row has a blue "View" button. The "View" button for John Clover is highlighted with a red rectangle. A sidebar on the left contains navigation options: Member List, Family, Events, and Credit Cards. A right-hand panel contains a welcome message and instructions for adding family members.

4. At the 4-H member profile, you will click on the "ANIMALS" from the left hand menu.

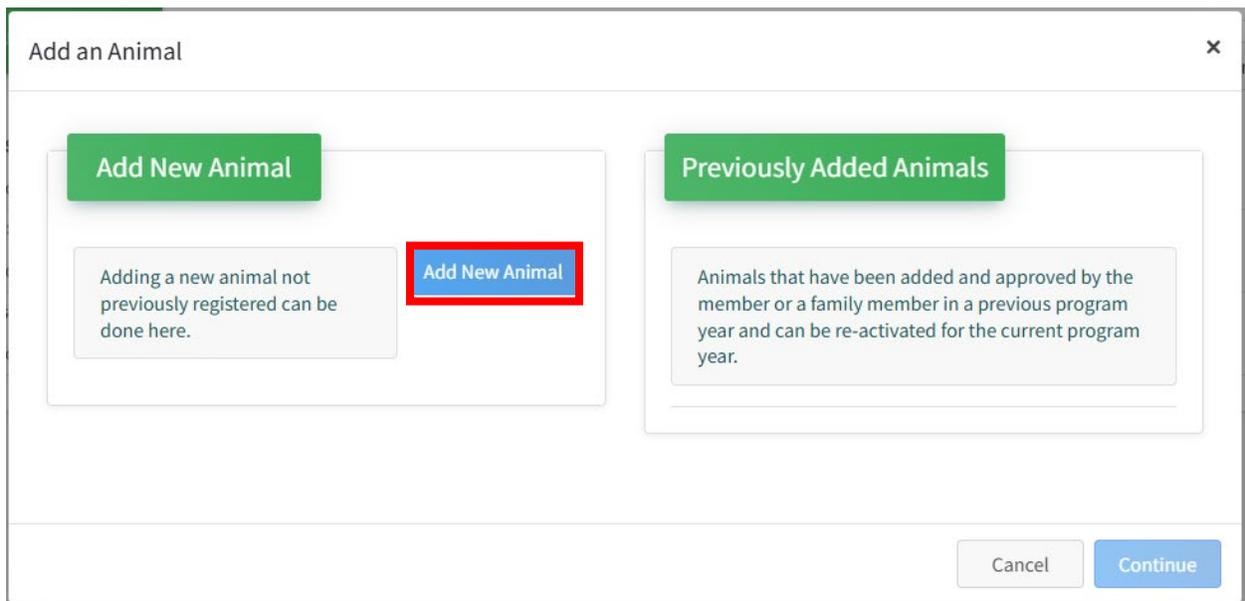


The screenshot shows the left-hand navigation menu for a member profile. The menu items are: Member List, Profile, Events, Texas 4-H Youth Development, Enrollment, About You, Activities, **Animals** (highlighted with a red rectangle), Awards, and Clubs.

5. You will now be at the screen to enter your dog's information. At this screen, click the "Add an Animal" button on the right hand side.



6. This brings up a popup window. Click the blue [Add New Animal](#) button OR click Register next to a dog in the list under Previously Registered Animals section. Previously Registered dog skip to #8



7. For a new dog, click the arrow to activate the drop down menu and select Dogs and type in your dog's name.



Add an Animal

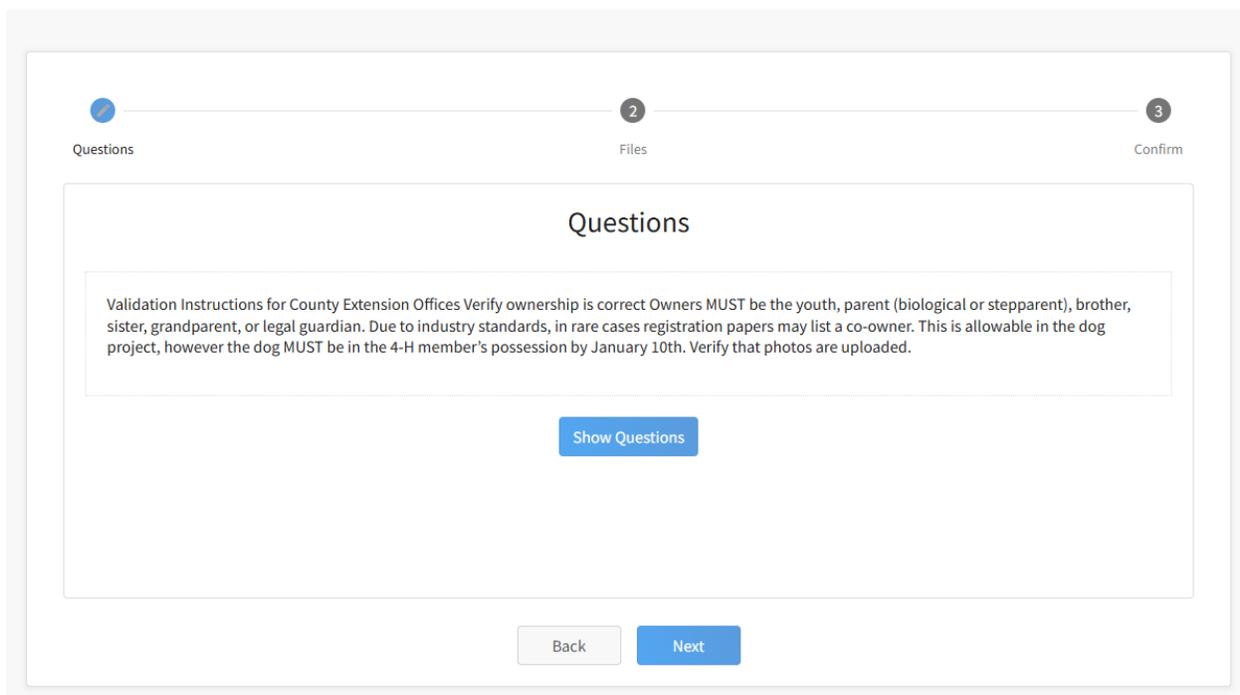
New Animal

Animal Type *

Identifier *

Cancel Continue

8. This will bring up a window. Click on the blue [Show Questions](#) Button to bring up the information section.



Questions Files Confirm

Questions

Validation Instructions for County Extension Offices Verify ownership is correct Owners MUST be the youth, parent (biological or stepparent), brother, sister, grandparent, or legal guardian. Due to industry standards, in rare cases registration papers may list a co-owner. This is allowable in the dog project, however the dog MUST be in the 4-H member's possession by January 10th. Verify that photos are uploaded.

Show Questions

Back Next

9. Complete or verify all the questions regarding this dog and click the Next button at the bottom. NOTE: BREED is a drop down menu for the AKC or Mixed Breed Group the dog fits in. BREEDER NAME is where you will list the BREED of the dog. Mixed Breed please list the dominant breed of the dog with the word "Mix" OR the two dominant breeds with a slash between. Example: Boxer Mix OR Boxer/Poodle.

Animal

Animal Name *

Michelle Test

Name - Call/ Nick Name

Animal Birthdate *

Choose a date



Dog Birthdate

Breed *

Group

Breeder Name *

(if mixed, list only the 2 dominant breeds OR 1 dominant breed Mix. Example: Boxer Mix)

Height *

Dog Height at withers (inches at the shoulder)

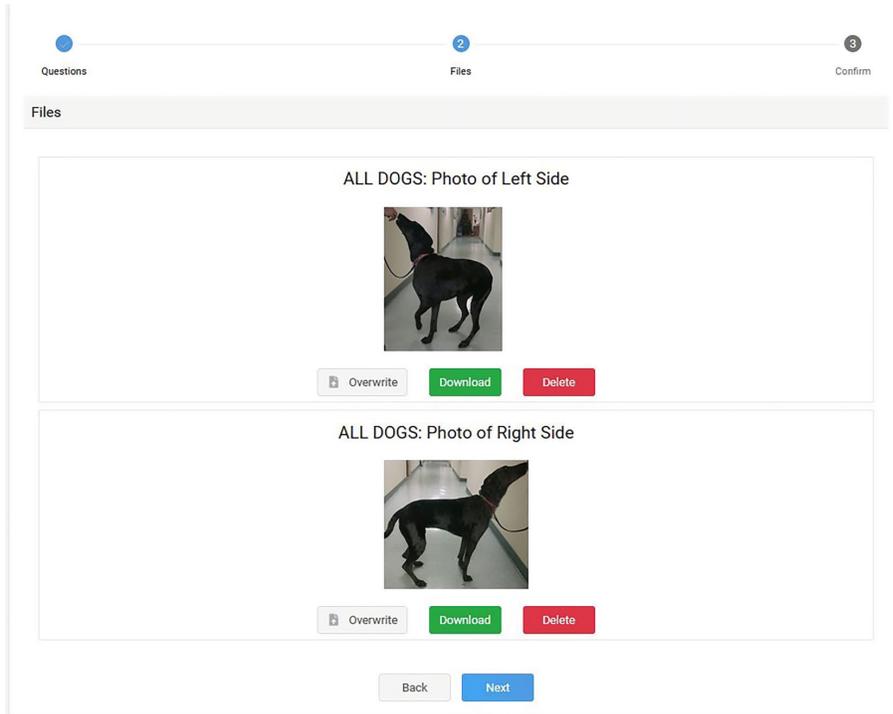
Registered Name

Registered Name - Full Registered name if they have one.

10. You will now upload photos for this dog (left side, and right side). **Two photos will be required of each dog validated, including a left and a right side of the dog. The entire dog MUST be in the photograph. Photos should be as close as possible and markings should be clearly visible. Do not use photos of the dog wearing anything but a collar.** Click the upload button. This will bring up a window of your files to select the dog's photo from. Click Next once you complete this task.

The image shows two side-by-side screenshots of a web application's 'Files' upload interface. The top navigation bar includes 'Questions', 'Files', and 'Confirm' steps. The left screenshot shows two empty upload slots, one for 'ALL DOGS: Photo of Left Side' and one for 'ALL DOGS: Photo of Right Side'. Each slot contains a circular icon with the text 'No Image Selected' and an 'Upload' button. At the bottom, there are 'Back' and 'Next' buttons. The right screenshot shows the same interface after a photo has been selected for both sides. Each photo is displayed with 'Overwrite', 'Download', and 'Delete' buttons. At the bottom, there are 'Back' and 'Next' buttons.

11. This will bring up a final review of the dog's information. The titles here do not match the instructions on the questions. This is OK as long as you answered the questions correctly. If this information is correct click the green Submit button at the bottom.



12. Repeat these steps for each additional dog. It is recommended to validate all eligible dogs in the event something changes during the year.

Revised 10/3/25MMM

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