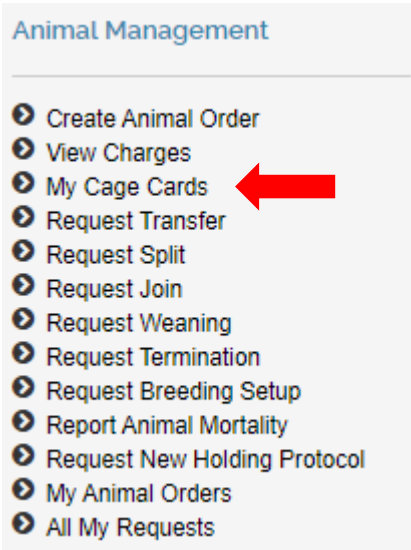
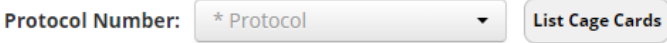
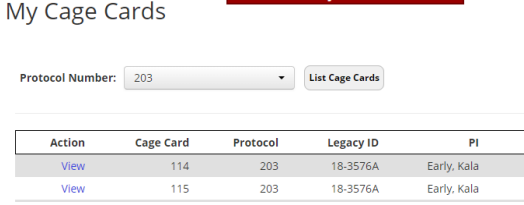
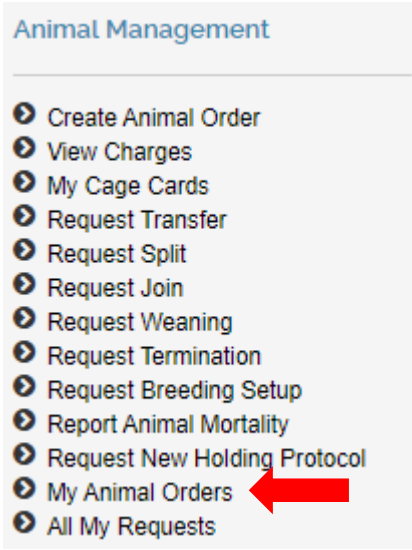
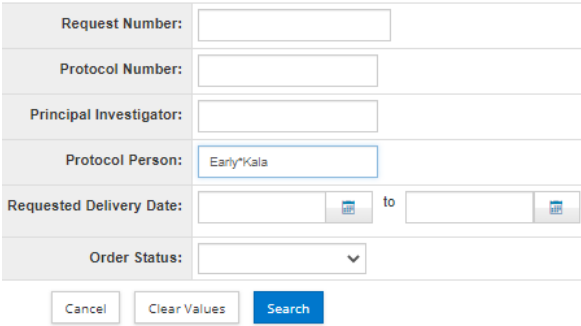
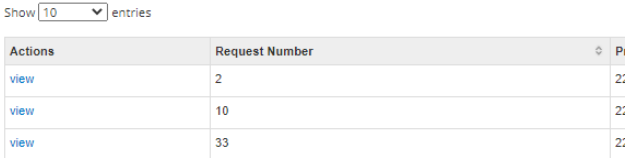
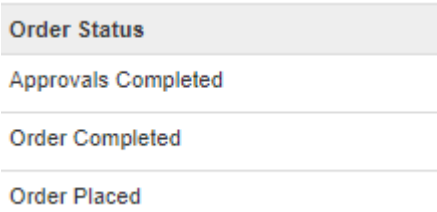


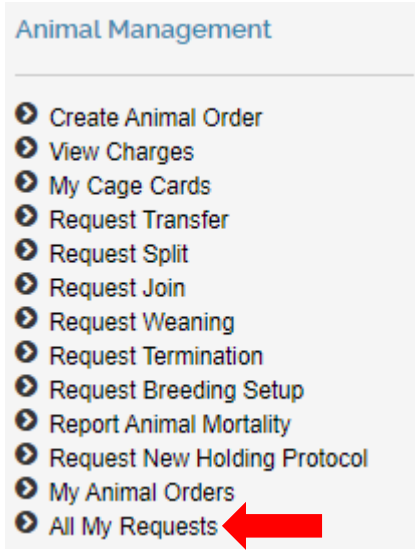
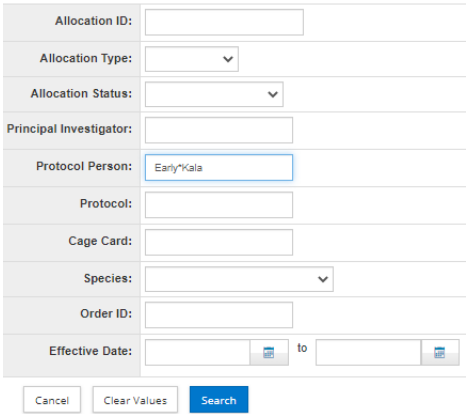
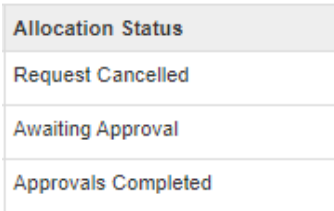
How to Check Active Animal Census:

 <p>Animal Management</p> <ul style="list-style-type: none">➤ Create Animal Order➤ View Charges➤ My Cage Cards➤ Request Transfer➤ Request Split➤ Request Join➤ Request Weaning➤ Request Termination➤ Request Breeding Setup➤ Report Animal Mortality➤ Request New Holding Protocol➤ My Animal Orders➤ All My Requests	<p>1) Open the Researcher Menu and click on My Cage Cards</p>															
 <p>Protocol Number: * Protocol</p> <p>List Cage Cards</p>	<p>2) Choose the protocol from the drop-down menu</p> <p>3) Click List Cage Cards</p>															
 <p>My Cage Cards</p> <p>Protocol Number: 203</p> <p>List Cage Cards</p> <table border="1"><thead><tr><th>Action</th><th>Cage Card</th><th>Protocol</th><th>Legacy ID</th><th>PI</th></tr></thead><tbody><tr><td>View</td><td>114</td><td>203</td><td>18-3576A</td><td>Early, Kala</td></tr><tr><td>View</td><td>115</td><td>203</td><td>18-3576A</td><td>Early, Kala</td></tr></tbody></table>	Action	Cage Card	Protocol	Legacy ID	PI	View	114	203	18-3576A	Early, Kala	View	115	203	18-3576A	Early, Kala	<p>4) All active cage cards will appear in a table. You can click on the View button to see more detail for that cage card in a new tab</p>
Action	Cage Card	Protocol	Legacy ID	PI												
View	114	203	18-3576A	Early, Kala												
View	115	203	18-3576A	Early, Kala												

How to View Animal Orders:

 <p>Animal Management</p> <ul style="list-style-type: none">➤ Create Animal Order➤ View Charges➤ My Cage Cards➤ Request Transfer➤ Request Split➤ Request Join➤ Request Weaning➤ Request Termination➤ Request Breeding Setup➤ Report Animal Mortality➤ Request New Holding Protocol➤ My Animal Orders➤ All My Requests	<p>1) Open the Researcher Menu and click on My Animal Orders</p>												
 <p>Request Number: <input type="text"/></p> <p>Protocol Number: <input type="text"/></p> <p>Principal Investigator: <input type="text"/></p> <p>Protocol Person: <input type="text" value="Early*Kala"/></p> <p>Requested Delivery Date: <input type="text"/> to <input type="text"/></p> <p>Order Status: <input type="text"/></p> <p><input type="button" value="Cancel"/> <input type="button" value="Clear Values"/> <input type="button" value="Search"/></p>	<p>2) The page should load with your name already in the Protocol Person field. You can refine your search with any of the provided search fields</p>												
 <p>Show <input type="text" value="10"/> entries</p> <table border="1"><thead><tr><th>Actions</th><th>Request Number</th><th>Pi</th></tr></thead><tbody><tr><td>view</td><td>2</td><td>2:</td></tr><tr><td>view</td><td>10</td><td>2:</td></tr><tr><td>view</td><td>33</td><td>2:</td></tr></tbody></table>	Actions	Request Number	Pi	view	2	2:	view	10	2:	view	33	2:	<p>3) You will be able to open any order from the results to see more detail</p>
Actions	Request Number	Pi											
view	2	2:											
view	10	2:											
view	33	2:											
 <p>Order Status</p> <p>Approvals Completed</p> <hr/> <p>Order Completed</p> <hr/> <p>Order Placed</p>	<p>4) The Order Status will state whether the order is still pending (awaiting approval), the order has been placed (approvals completed), or if the order has been completed</p>												

How to View Requests:

 <p>Animal Management</p> <ul style="list-style-type: none"> ➤ Create Animal Order ➤ View Charges ➤ My Cage Cards ➤ Request Transfer ➤ Request Split ➤ Request Join ➤ Request Weaning ➤ Request Termination ➤ Request Breeding Setup ➤ Report Animal Mortality ➤ Request New Holding Protocol ➤ My Animal Orders ➤ All My Requests ← 	<p>1) Open the Researcher Menu and click on All My Requests</p>															
 <p>Allocation ID: <input type="text"/></p> <p>Allocation Type: <input type="text"/></p> <p>Allocation Status: <input type="text"/></p> <p>Principal Investigator: <input type="text"/></p> <p>Protocol Person: <input type="text" value="EarlyKala"/></p> <p>Protocol: <input type="text"/></p> <p>Cage Card: <input type="text"/></p> <p>Species: <input type="text"/></p> <p>Order ID: <input type="text"/></p> <p>Effective Date: <input type="text"/> to <input type="text"/></p> <p><input type="button" value="Cancel"/> <input type="button" value="Clear Values"/> <input type="button" value="Search"/></p>	<p>2) The page should load with your name already in the Protocol Person field. You can refine your search with any of the provided search fields</p>															
<table border="1" data-bbox="204 1381 850 1577"> <thead> <tr> <th>Actions</th> <th>Allocation ID</th> <th>Allocation Type</th> </tr> </thead> <tbody> <tr> <td>view</td> <td>164</td> <td>Transfer</td> </tr> <tr> <td>view</td> <td>73</td> <td>Termination</td> </tr> <tr> <td>view</td> <td>110</td> <td>Termination</td> </tr> <tr> <td>view</td> <td>198</td> <td>Order</td> </tr> </tbody> </table>	Actions	Allocation ID	Allocation Type	view	164	Transfer	view	73	Termination	view	110	Termination	view	198	Order	<p>3) Any request can be opened to be viewed. Completed requests will have the new cage card number(s) present in the request</p>
Actions	Allocation ID	Allocation Type														
view	164	Transfer														
view	73	Termination														
view	110	Termination														
view	198	Order														
 <p>Allocation Status</p> <ul style="list-style-type: none"> Request Cancelled Awaiting Approval Approvals Completed 	<p>4) The Allocation Status will state if you have yet to submit the request (In Progress), if the request is being processed (Awaiting Approval), or if the request has been completed</p>															

