# Tips for Babydoll Database

1. When you open the new database file, you may get a warning about enabling the content. Just click the button to "Enable Content" and then you can start entering your first sheep's info.
2. Most of the information is based off of the Common Name for the sheep not the registered name. I did this as it was easier for me to remember what I call them then what is on the papers. So whenever a dropdown list or report is showing a name it will use the Common Name. The Common Name can be the same as the registered name if you prefer that.
3. You have to enter a birth date for every sheep. If it is not known, just make one up.
4. You can filter (or limit) which records you see by right clicking in any info box and there will be options like "equals ____" or "does not equal ___". I primarily use this with the active status box and I filter it to show only those sheep that are active by selecting "equals active". I also right click on the common name and tell it to sort A-Z.
5. The database will remember the last filter ran even after closing, so whenever I get into the database it will show all the records for every sheep, active and inactive, but all I have to do is click on the filter/unfiltered button down at the bottom left side of the screen or the Toggle Filter button at the top of the screen and it will run the last filter that I had used. This easily allows me to go from seeing sheep I currently own to all the sheep I have ever owned.
6. The Go To menu at the top will only list names for Active Sheep. If you want to find an Inactive sheep, make sure that the filter is off and you can view all of the sheep and then use the binoculars next to the Go To list to search for the sheep.
7. You do not enter the Age of the sheep. It is calculated by the database based on the birthdate. Keep in mind that it does not take in to consideration days. So if a sheep is born April 30th, on May 1st it will show as 1 month old. Most of the time I am concerned with the age in years not months, so this is just something I keep in mind.
8. Sometimes when entering a New Contact it does not always show up in the Purchased From or Sold To drop down list. Up at the top there is a refresh all button. Click on that and the name should then show on the list.
9. You do not enter the information for a ewe's lambs in the table under her information. The database will do it for you. You simply add the lamb as a new sheep and when you put in it's dam the lamb's information will then appear under it's mother's information.
10. You do not enter information for the pedigree tab. If the sheep is entered in the database as an individual entry or as a sire and dam for another sheep than it will appear in the pedigree. The more sheep you enter the more will show on the pedigree. This was only intended as a quick helpful reference. I find NABSSAR's online database very useful for looking up pedigree information, much more so than anything I could program.
11. The Reports Tab shows reports/quick links to information that I find myself wanting frequently. If you know how to run a query or do a report in Access you can look up and cross-reference pretty much anything you want. If you do not know how to do this, there are helpful YouTube videos online that can show you how. I knew nothing about Access until I developed this database and I learned everything by YouTube videos and online articles. Running queries and reports I do not think is that difficult. Make sure to save them with names that make sense so you can easily find them again. I named some of mine Query1 or Query2 and now I can't remember why I wanted the information I looked up with those particular queries. A better name would have been something like "Query for Ewes younger than 3" or "Query lambs sold 2016".

12. The Offspring Summary Report is a quick way to see # of ewes and rams born each year and what they sold for.
13. The Purchased and Sold Financial I wanted for tax purposes.  I wanted an easy way to be able to figure the loss or gain on a sheep that I had purchased and then later sold.
14. The Ram Breeding Info Report allows me to quickly see what ram has bred which ewes in past years as well as the current year.
15. The "Ewe Bred Date for Current Year" may not show accurately without some "tweeking". If you are breeding from August to December and are viewing the report during those months, it will show the information correctly.  However, when it is January and you try to view it, it will be blank because January will be a new "current" year.  The dates the ewes were bred were in the "past" year.   There are notes at the top of the form for how to correct this, but you must have some knowledge of how to run Queries in order to do this. If you do "correct" it keep in mind when you start breeding again the next fall you will want to "un-correct" it for it to show correctly for the months of Aug. to Dec.   Under the breeding information tab, all the dates entered for when the ewes were bred will show correctly, it is just the Report that has problems.  I tried to come up with a way for the database to automatically fix this on it's own, but I am not knowledgeable enough with Access and code to do that.   It isn't hard to fix if you know how to run a query.  Even though this report has some problems I find it extremely useful, for giving me an idea of when ewes will lamb.  If you don't wish to learn how to do queries, the easiest solution to the problem is to just make sure you print off a hard copy of the report before January 1st so that you have the information ready at hand.
16. Sheep Needing Watched will show any sheep that you have put a check mark in the Watch box.   I use this for helping to keep track of ewes with lambing difficulties that I may need to keep a closer watch on or may need to decide to cull from the flock.
17. Ewes Less Than 3 years old is a report that I made so that I could get a short list of ewes that may or may not be having their first lamb and may need extra watching during lambing.
18. List of Lambs that Had Birth Problems goes hand-in-hand with the Sheep Needing Watched Report.  It is useful for determining a ewe or ram's lambing history and whether he or she should continue to be used.
19. Open Contacts opens the form showing all of the contacts listed for Purchased from or Sold To and their information.  You can easily search through them and edit their information.

19\. List of Lambs for Current Year opens the Query that show s the lambs born in the current year as well as birth date, birth type, gender, color, dam, sire, and who they are sold to.  I find this a very helpful list during lambing for quickly looking up a lamb.

# Notes for Updated Database November 2017

1. Added a “Keeping” checkbox on the main info tab. This is so when you look at the list of lambs for the current year you can see which ones you are keeping for yourself.
2. Added “Selling Financial Info” tab. This matches up to each sheep that has “SOLD” entered in the Removal Reason field, but that is also “ACTIVE” as in it hasn’t been picked up yet. It will pull the person sold to and the sold price from the main tab if it is entered there. You can then also fill in information like amount deposited and other fees. There is a place to type notes about what the other fees are for instance charges for health papers or perhaps charge for delivery. The program will calculate the remainder owed.
3. “Receipts for Buyers” Report. This prints out showing who the buyer is for those sheep that are still ’Active”, but show “SOLD” in the Removal Reason field. It will show your information at the top of the receipt if you go into the report design and type it in. (Search the internet for “access database modify report in design view” if you need help.) The report will pull information for each sheep including ear tag, gender, birth date, description, and the financial info from the “Selling Financial Info Tab”. If a person is buying more than one sheep, it will group the sheep together and give you a total amount paid and a remainder due at the bottom of the report for each buyer’s sheep. There is also a place that you can sign and date after it is printed so it acts as a signed bill of sale. I used to have it print the name of the sheep, but often times this was confusing to the buyer as they didn’t know the name of the sheep they were buying or they were going to change the name anyway, so I found it simpler to just go off of the ear tags. Under the “Selling Financial Info” tab, there is a button for “Health Certificate Reports”. This is very similar to the “Receipts for Buyers report”, but it does not include the financial information.
4. Under the “Selling Financial Info” tab, there is a button for “Selling Financial Report”. This is a summary report for all sheep that are “SOLD”, but still ‘ACTIVE’ (not picked up by the buyer yet) and it shows grouped by the buyer listing the sheep each buyer is purchasing and the financial information. It is a quick way to see which sheep are still pending pickup and how much is still owed.

# Notes for Updated Database December 2018

1. Added a field to the form for a BSSBA registration #.
2. Split the Receipts for Buyers into a Receipts for Current Buyers and a Receipts for Past Buyers. I did this as I had a past buyer that needed a bill of sale for a sheep I had sold several years ago. The previous database didn't have a quick way to do that. Also, the Receipts for Past Buyers is a quick way to look up info on past buyers and what sheep they bought. To search for a buyer, simply right click in name box, select filter, select contains, and enter a name. There are other filter options, but I found contains works best for me.
3. Updated the look of the Receipts so that they will function more as a Bill of Sale. Previously the receipt did not show the total amount paid for the sheep nor did it show that the amount had been paid in full. Now instead of date sold it says paid in full date.
4. Also updated the Receipts so that they show the registration # of NABSSAR if it is available. If there is no registration #, it will not show anything. I chose not to add the option for OEBR or the BSSBA as I do not use those registries although there are spots to put the registration #'s in the actual form. I just didn't add them to the receipts.

# Notes for Updated Database December 2020

1. Added short descriptions for each tab at the top if you hover your mouse over them.
2. Added a report button for Individual Information Pages for Active Sheep in order to be able to print an information page for an individual sheep. Go into the report, go to print preview and then select the page(s) of the sheep you want to print.
3. Re-ordered the lists of reports to make them easier to find the desired report.
4. Also having trouble printing reports and can't figure out why. The solution I have found is to open the report I want to print and then close the Babydoll Form tab so that only the report is open. Added a note to this affect on the Report Tab.
5. Added a new tab titled "Pedigree Comparison". Under this tab there are two blank pedigrees side by side with drop down lists for the first spot in each pedigree. Each dropdown list contains the names of all of the <u>active</u> sheep. They don't list inactive sheep. I did this because I have enough inactive sheep in my database now that the lists would be way too long to navigate through. I also thought I would rarely need to compare inactive sheep pedigrees. To compare, simply select a name in each list box and it will fill in as much of the pedigree as is known by the database. Like the original pedigree tab, if a sheep isn't specifically listed in the database as a main sheep or as it's sire or dam than the database can't show it in the pedigree. This is intended to be a quick reference for seeing which sheep are closely related for breeding purposes. We had an accidental breeding of a grandfather to a granddaughter and I am hoping that by using this quick pedigree comparison in the future we won't have the that happen again.