
Owner's Manual for
**The Breeder's
Standard™**

Version 2.1

Another Quality Software Product from:

MAN'S BEST FRIEND SOFTWARE

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Contents

Owner's Manual for	i
Copyright Information	1
Owner's Manual Copyright	1
Software License Agreement.....	1
License Terms and Conditions:	2
Getting Started	5
What You Need	5
Printers.....	5
General Information about The Breeder's Standard™.....	6
Menus.....	6
Quick-Access Keys.....	6
Error Messages	7
Confirmations	7
Questions	8
Informational Messages	8
Icons and Multiple Windows.....	8
Installing The Breeder's Standard	10
Install Disk	10
Upgrading from Previous Versions.....	11
Entering your Serial Number	11
Default Disk Pathname	12
Default Owner Information.....	12
Signing On	13
Why Signing On? Why Security?.....	13
How to Sign On	13
Reminders	15
Dog Recordkeeping	16
Overview	16
Work with Dogs	17
Set Viewing Options	18
Edit Dog.....	20
Select Sire/Select Dam.....	23
Open Dog.....	23
Dog Options	25

Owner Information.....	26
Deleting Dogs.....	27
Transactions	28
Introduction.....	28
Work with Transactions	28
Edit Transaction.....	30
Understanding what Transaction Types Do.....	31
Correctly Reflecting AKC Transactions.....	32
Mating Records	33
Introduction.....	33
Work with Mating Records.....	33
Edit Mating Record.....	34
Correctly Reflecting AKC Mating Information.....	35
Vet Profiles	36
Edit Veterinary Profile.....	36
Vet Records	38
Introduction.....	38
Work with Vet Records	38
Edit Vet Records	39
Automatic Reminders for Vet Appointments	40
Show Records	41
Introduction.....	41
Work with Show Records	41
Edit Show Records	42
PedFast[®] Pedigree Maker	44
Introduction.....	44
The PedFast [®] Window.....	44
PedFast [®] Facts.....	45
Litters	46
Introduction.....	46
Work with Litters	46
Edit Litter.....	47
Edit Puppy.....	48
Open Litter.....	50
Pictures	51

Introduction.....	51
Picture Scanning Criteria.....	51
Obtaining Copies of Your Pictures.....	51
Edit/Display Dog Picture.....	52
Dog Titles	53
Introduction.....	53
Assign Dog Titles.....	53
Printing	55
Introduction.....	55
Printer Setup Options.....	55
Select Printer.....	55
Printer Setup.....	56
Understanding Printing with Windows.....	56
AKC-Required Printing.....	57
AKC Dog Ownership Records.....	57
AKC Litter Records.....	57
Descendants List.....	57
Other Printing.....	58
Judge's Report.....	58
Full Dog Listing.....	58
Pedigrees.....	58
Show Entries.....	60
Litter Registration Applications.....	61
Dog Profile Report.....	62
Users and Security	63
Introduction.....	63
Why Security?.....	63
Tips for Good Security.....	63
Work with Users.....	64
Edit User.....	65
Signing On and Off.....	66
Signing On.....	66
Signing Off.....	66
Calendars	67
Introduction.....	67
View Calendar.....	67
Changing Dates on the Calendar.....	68
Edit Calendar Entry.....	68
Reminders.....	68
How Reminders Work.....	68
Add Reminder.....	69

Utility Functions	70
Introduction.....	70
Title Codes	70
Work with Title Codes	71
Edit Title Code	71
Breed Codes	74
Work with Breed Codes	74
Edit Breed Code.....	75
Transaction Codes	76
Work with Transaction Codes	76
Edit Transaction Code	77
Vet Service Codes.....	78
Work with Vet Codes.....	78
Edit Vet Code	78
Messages and Support Guide	80
Introduction.....	80
How to Use this Guide	80
Support Services.....	80
CompuServe	80
Telephone.....	81
General Guidelines for Speedy Support.....	81
Warranty Procedure	81
Listing of Messages	83
General Messages	83
Specific Messages	83
Glossary of Terms	112
Index	115

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Getting Started

What You Need

Processors are the chips inside a computer which do the real work of the computer. The number, such as 80286, 80386 or 80486, refers to the type of processor you have. Generally speaking, in PCs, the higher the number, the better the processor and hence the computer itself.

The Breeder's Standard™ requires the following computer equipment and software in order to run properly:

- An IBM AT or compatible with an 80286 or better processor (an 80386-SX or better is recommended)
- 2 Megabytes of RAM (4 Megabytes is preferred)
- Hard Disk
- VGA Monitor and adaptor
- DOS 4.0 or newer (DOS 5.0 is recommended)
- Microsoft® Windows Version 3.0 or 3.1 (Version 3.1 is recommended)
- Mouse

Printers

The best print output from The Breeder's Standard™ will come from a laser printer, which can produce quality reports on plain paper. However, The Breeder's Standard™ will work equally well with dot-matrix and ink-jet printers.

Laser Printers require significant memory to print some of our “custom forms”, such as Show Entries. Consult with your printer’s manufacturer about memory capacity. Utilities such as Adobe Type Manager tend to increase the amount of memory that is used up inside your printer, especially with “HP LaserJet II” and compatible printers. If this is the case, consider Windows 3.1, since TrueType reduces memory consumption in HP-compatible printers. However, Figure at least 1.5 Megabytes of Memory is necessary to print Show Entries or Litter Registrations, and 512K for Pedigrees.

You need to use the “Printers” icon from the Microsoft Windows Control Panel in order to tell Microsoft Windows what kind of printer that you have. That's all you need to do. The Breeder's Standard™ talks to Windows to determine how to print its reports and forms, and you do

not need to do anything in The Breeder's Standard™ to add or change printers.

General Information about The Breeder's Standard™

Menus

The Breeder's Standard™, like almost all other Windows applications, has a menu bar at the top. The following entries are on the Menu bar, and they have choices available to you:

File: Gives you access to the database functions of The Breeder's Standard™.

Edit: Gives you access to functions to undo typing (before a record is saved) and to cut and paste characters from one field between fields and to the clipboard.

Window: Allows you to jump between various open windows inside The Breeder's Standard™.

Preferences: Lets you tell The Breeder's Standard™ information it needs to run correctly on your computer.

Utility: Gives you access to windows used to update internal tables, such as those containing breeds, titles available, vet visit types and transaction types.

Help: Gives you information on how to use The Breeder's Standard™ and Microsoft Windows Help, as well as an “About” window, which identifies the version and serial number of your copy of the program.

Access to menus is allowed at almost any time, except when The Breeder's Standard™ is working with information it must finish. You can select a menu to “Drop Down” at any time, and you then click on the option that you want. In the alternative, you can press ALT and then the underlined letter of the Menu you want to see. you can then press the underlined letter of the option you want to choose.

Quick-Access Keys

The Breeder's Standard™ supports several quick-access keys for frequently-used functions. When you use a quick-access key, you will get the window associated with the key without having to select the menu option which normally starts the window.

This has the advantage of making it easier for you to navigate through The Breeder's Standard™ when you become more proficient at using the program, since you'll find it less necessary to use the mouse to get to functions.

The Breeder's Standard™ supports the following quick-access keys:

- Ctrl+D Work with Dogs

- Ctrl+L Work with Litters
- Ctrl+C Work with Calendar
- Ctrl+U Work with Users
- F1 Help
- F3 Exit The Breeder's Standard™
- F12 Sign off but leave The Breeder's Standard™ running

The F3 and F12 keys will not work when certain windows are open. These windows are error message windows (described below), and certain windows where The Breeder's Standard™ cannot terminate before you're done with what's in the window. In these cases, pressing F3 or F12 will result in a single beep from your computer.

Error Messages

The Breeder's Standard™ displays messages when it cannot understand what it is you're trying to do, when it cannot understand your input, and when it encounters trouble with its databases. Error Message Windows look like this:



You can always quickly identify an error message window by the yellow "Exclamation Point" icon to the left of the error message. Very severe error messages will have a red "Stop Sign" to the left of the message.

Confirmations

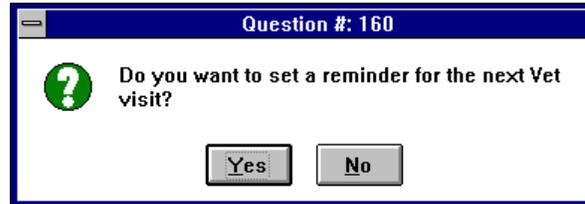
When The Breeder's Standard™ needs to know whether you are sure about doing something (for example, saving changes to a record), it displays a confirmation. This is a small window which looks like this:



Click "Yes" to agree to the change that you have to make, or "No" to stop and go back where you were.

Questions

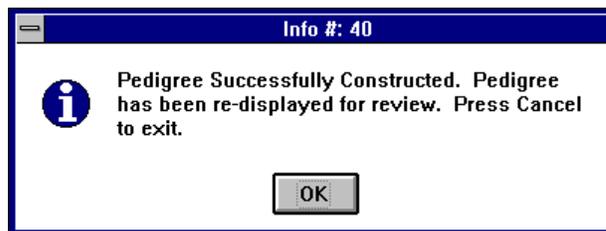
The Breeder's Standard™ will also ask you other questions, which need to be more specific. These questions appear in windows which look like this:



Answer the question by clicking “Yes” or “No”. You can always tell questions and Confirms by the green “Question Mark” icon to the left of the question.

Informational Messages

The Breeder's Standard™ may also need to inform you of some fact, and in such a way that you notice it. Such informational messages pop up in windows which look like this:



Click OK to acknowledge the message. You can always tell informational messages by the blue “i” icon to the left of the message.

Icons and Multiple Windows

The Breeder's Standard™ is a Multiple Document Interface (MDI) program. This means that you can have multiple windows open inside The Breeder's Standard™ at the same time. On every MDI window on the upper-right hand corner are two buttons which look like this:



The one with the up-arrow will *maximize* that window to take up all of the window occupied by The Breeder's Standard™. The up-arrow will show as an up-and-down arrow on the menu bar when a window is maximized. Clicking the button again will *restore* the window to its original size.

Clicking the down-arrow button will *minimize* the window as an *icon*. You can have many different-looking icons for various windows, and they will appear at the bottom of the window occupied by The Breeder's Standard™. Below are some examples of windows minimized to icons:



You can double-click on the icon to restore a window to its original size.

Our use of MDI is significant because it lets you do *more than one thing at once*. For example, you can edit up to four dogs at once, or you can have a dog's transactions, matings, Vet records and show records open at once. **WARNING:** *All these windows consume memory! Unless you have lots of RAM (over 4MB) keep the number of open windows (inside of The Breeder's Standard™) limited to four. Otherwise, performance will suffer with each new window you open up.*

In order to control your environment, you will see a menu named "Window" This menu has the following options:

Cascade: This will take all open windows which are not minimized to icons and arrange them in order so that you can see the titles. This does nothing to windows which are minimized to icons.

Arrange Icons: This will take all icons (minimized windows) in the main window and arrange them into a neat order at the bottom of The Breeder's Standard™ main window area. This has no effect on non-icon open windows.

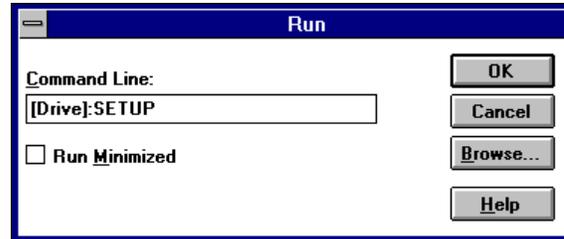
Close All: This closes all open windows, regardless of whether they are icons or windows that are open. This can be good to clear up a messy screen and "start over".

Installing The Breeder's Standard

Install Disk

To "Install" means to run a program that will copy The Breeder's Standard™ from the diskette it's shipped to you on to the hard disk of your computer. This also sets up Microsoft Windows with the icons you need to run.

The Breeder's Standard™ comes on one diskette. The size of the diskette does not matter, only that your computer can use it. To Install, place the diskette into the drive, and start Microsoft Windows. From the Program Manager, select "File" from the Menu Bar, and select "Run..." from the menu that drops down. This would look like this:



You would type the drive letter of the drive where the diskette is inserted instead of [drive]. for example, if you placed the diskette in to drive A:, you'd type A:SETUP.

After you do this, The Breeder's Standard™ will proceed to install itself onto your Hard Disk. This will include creating a directory on your hard disk, copying its programs and databases into that directory, installing the Windows Libraries for its database into Microsoft Windows (this will not affect your other programs), creating a Program Manager Group to hold the Icons for The Breeder's Standard™, and then placing the icons into that group.

WARNING:

You must make sure that SHARE.EXE is loaded when you try to run The Breeder's Standard™ for the first time! Without SHARE loaded, The Breeder's Standard™ will not work. SHARE comes with MS-DOS. We STRONGLY recommend loading SHARE in with your AUTO-EXEC.BAT file, so that it starts up with your computer when you turn it on. **SETUP will automatically do this for you, but please do not delete it!**

SETUP will also add a few lines to your WIN.INI file to tell The Breeder's Standard™ how to display its windows, where to find its databases, and who you are (for Dog Records and Pedigree Printouts). SETUP will ask you these questions as it runs; all you need to do is fill in the blanks.

When SETUP finishes running, you will be ready to start up The Breeder's Standard™. There will be an icon available to do this, which looks like this:

SHARE is an MS-DOS utility program which stays in memory and helps multiple programs share the same disk files at the same time. It's always a good idea to run SHARE. The Breeder's Standard needs it to work.



You can double-click on the icon to start The Breeder's Standard™. The first time that you bring the program up, it will ask for a couple of things, default disk path and Default Owner Information.

Upgrading from Previous Versions

The Install disk for The Breeder's Standard™ contains a program which will quickly restructure the database from earlier versions of the program to one which will work with this version. Setup knows that it is necessary to run a conversion by checking WIN.INI for entires made by Version 1 of The Breeder's Standard™.

Please back up all of the files in the C:\TBS\DATA directory BEFORE installing this upgrade! Setup will ask you if you have backed up prior to its running restructure. We are not responsible for lost data due to a failure in restructure, so back up your version 1 files before installing!

When upgrading to Version 2, Setup will also remove all Version 1 entries from WIN.INI, and convert them to Version 2 entries where possible.

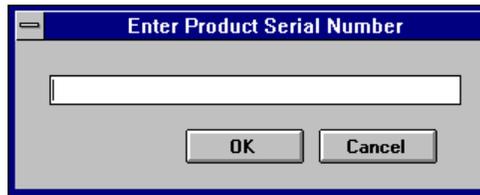
For conversion to be successful, do not remove Version 1 entries from WIN.INI!

You cannot run both Version 1 and Version 2 of The Breeder's Standard™ on the same PC.

Entering your Serial Number

The Breeder's Standard™ requires you to enter the serial number of your program the first time it runs, when you change Windows Versions, or if the Serial number stored is not valid for the current version of the program. You receive a copy of your individual program serial number on a card included with each program. If you do not receive this card, call Man's Best Friend Software Support *immediately* for assistance! **The Breeder's Standard™ will not operate until and unless a proper serial number is entered!**

The serial number entry window looks like this:



Simply enter the correct serial number of the program and click “OK”. The program will tell you if there is a problem, or it will proceed with its normal start-up if no other problems are encountered.

Default Disk Pathname

A Disk Directory is a place MS-DOS sets aside on the disk to hold files apart. Directories allow you to group files and programs together by what they do or which package they belong to.

The Default Disk Path tells The Breeder's Standard™ where to locate the database files it keeps your information in. When you select “Default Disk Pathname...” from the “Preferences” menu, The Breeder's Standard™ shows you a pop-up window, and you only need to enter the directory where the database files of The Breeder's Standard™ reside. Default Disk Path looks like this:



Most of the time, the name of the directory where these files will be stored will be “C:\TBS\DATA”. If your hard disk is not letter "C", then change this accordingly. The default of the install program is to put the files into the TBS\DATA directory of the Hard Disk. The Breeder's Standard™ will report an error if it cannot find the path you type in. The path you specify must be on a hard disk.

The Breeder's Standard™ also uses this window to specify a directory where files containing any dog pictures stored by the program are to be stored. Most of the time, this will be “C:\TBS\PICDATA”. The Breeder's Standard™ will also report an error if it cannot find this disk path.

Default Owner Information

Selecting “Default Owner Information...” from the “Preferences” menu will bring up the Default Owner Information Window. This information *must* be entered in order to continue, and The Breeder's Standard™, will keep on bring up this window until you fill it. This information is

automatically filled in on the records of dogs that you tell The Breeder's Standard™ you own, and is used to customize pedigree printouts. The Default Owner Screen looks like this:



The screenshot shows a dialog box titled "Default Dog Ownership". It has a standard Windows-style title bar with a minus sign on the left. The dialog contains the following fields and controls:

- Default Owner:** A text input field containing "TBS Owner".
- Address:** A section with three stacked text input fields:
 - Field 1: "One Breeder Street"
 - Field 2: "HappyPuppy Kennels"
 - Field 3: "Houston"
- State:** A small text input field containing "TX".
- Zip:** A small text input field containing "77070".
- Buttons:** "OK" and "Cancel" buttons located at the bottom right.

You can read more about Owner Information elsewhere in this manual. When you are done with these default assignments, you will be asked to sign on.

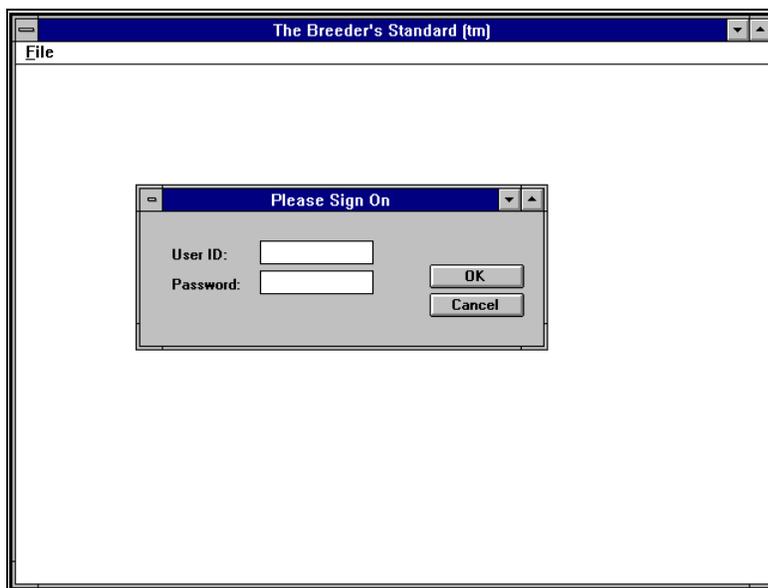
Signing On

Why Signing On? Why Security?

The Breeder's Standard™ comes with built-in security for important reasons. Chief among these is the fact that you keep *vital* AKC records with this software, and security keeps your data safe and unchanged by unauthorized persons. Considering the AKC's attitude about record-keeping as of late, you simply cannot have too much security.

How to Sign On

When The Breeder's Standard™ is done setting up, the main window will appear. Inside this window will be the Sign On window. The Sign On window looks like this:



The first time that you use *The Breeder's Standard*[™], you will not have any user information set up for you. So, in order to allow you in to do so, use the following information:

User ID: **TBSNEW**

Password: **TBSNEW**

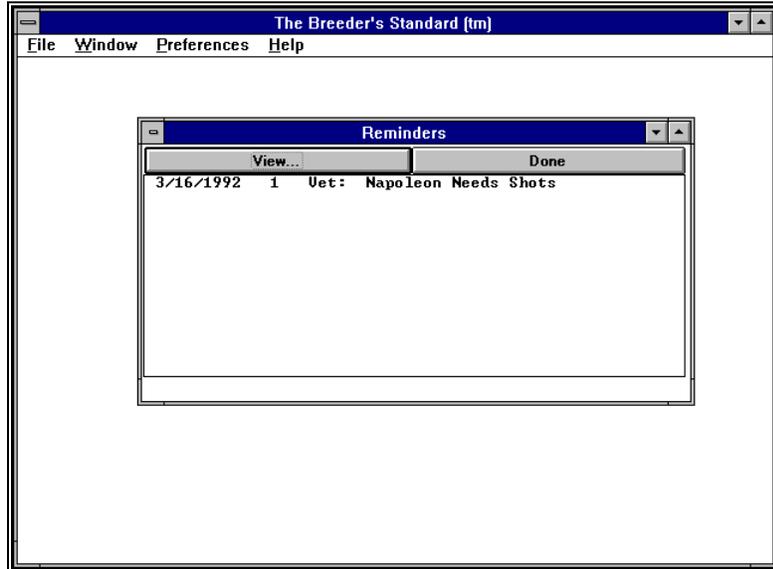
After you type in the User ID, press TAB to get to the Password field. NOTE: As you type in the password, asterisks will appear for each character you type. When you finish typing the password, press RETURN. The Sign On screen will disappear and you will be logged in.

NOTE: It is important for you to *immediately* go to Work with Users and create yourself a new User ID and to DELETE the TBSNEW user! Otherwise, you will not have security protection for your records. You can read more about User Security in elsewhere in this manual.

Reminders

Reminders are special messages which will appear on or around a certain date to refresh your memory about something.

Immediately after you sign on, The Breeder's Standard™ will check if you have any reminders. If you do not, the program shows nothing. If you do, you will get a window, which shows the reminders that you have for the day. The Reminders window looks like this:



You can click on the reminder you want details for and then click "View" to see those details. You can also double-click on the reminder itself. Clicking "Done" will make the reminder disappear. You can also show your reminders for the day from the "View Calendar" window.

You do not need to remove this window to use anything on the menu or to do other things with The Breeder's Standard™.

Dog Recordkeeping

Overview

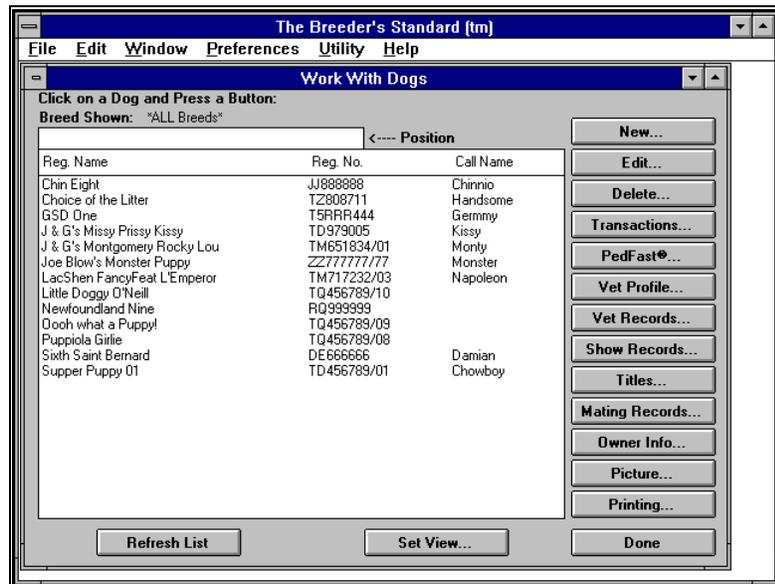
The main focus of what you do with The Breeder's Standard™ will, of course, revolve around *dogs*. Dogs are what this program is all about. The Breeder's Standard™ stores all AKC-required information for a Dog in its database, and allows you to view and change dogs either individually or in groups. Work with Dogs gives you a list of Dog records to work on. Edit Dog lets you add or change Dog records individually. Dog Options allows you to choose the same functions available in Work with Dogs from the Edit Dog window. Open Dog lets you choose an individual Dog to edit by Registration Number or Call Name. Owner Information lets you change the ownership (and/or co-ownership) information for the specific dog record that you've selected or that you're editing.

Before you can enter such information as matings, transactions, show records and the like, you have to create the Dog Record. The Breeder's Standard™ uses the "Status" field to differentiate between dogs that you have owned now or in the past, dogs that have been placed in the database solely for the purposes of Pedigree Ancestry and dogs that may be in your possession on behalf of a client (eg. Professional Handlers' clients). However, you can still create all of the information mentioned above for dogs marked "Pedigree Only" or "Client Owned". However, this information will not print out on the full AKC reports available with the "Printing..." option on the "File" menu.

The rest of this chapter explains what The Breeder's Standard™ provides to you in the way of dog-related windows. More details are explained there.

Work with Dogs

Work with Dogs gives you a complete list of all dogs in The Breeder's Standard™ database which match the criteria set by you. This window lets you do every important function for any dog in the window. You access Work with Dogs from the File Menu or by typing the Ctrl+D Quick-access key. The Work with Dogs window looks like this:



The Work with Dogs window has a list of Dogs on it. Along the right edge is a column of buttons, any of which you may press. Except for "New", you must select a dog by clicking on it prior to clicking on a button for something to do. Double-clicking on a Dog in the list has the same effect as clicking "Edit". The selections available to you are:

- **New:** Opens a "New" Edit Dog window so that you can add a new dog to The Breeder's Standard™.
- **Open:** Opens an Edit Dog window on the dog you've selected so that you can change information for this dog. This is the same as double-clicking on a dog.
- **Delete:** Tries to delete the dog you've selected. The Breeder's Standard™ will issue several warnings about doing this, since this information may be AKC-required. See the "Deleting Dogs" section elsewhere about restrictions placed by The Breeder's Standard™ on the deletion of dogs.
- **Transactions:** Opens a Work with Transactions window for the dog you've selected.
- **PedFast®:** Opens a PedFast® window for the dog you've selected.

- **Vet Profile:** Opens a Veterinary Profile Window for the dog you've selected.
- **Vet Records:** Opens a Work with Vet Records window for the dog you've selected.
- **Show Records:** Opens a Work with Show Records window for the dog you've selected.
- **Titles:** Opens an Assign Titles window for the dog you've selected.
- **Mating Records:** Opens a Work with Matings window for the dog you've selected.
- **Owner Info:** Opens an Owner Information window for the dog you've selected.
- **Picture:** Opens a Picture window for the dog you've selected.
- **Printing:** Opens up a Printing choices window for the dog you've selected.
- **Done:** Closes the Work with Dogs Window.

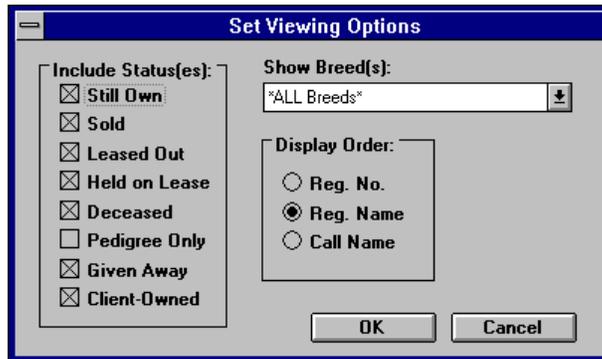
There are also two buttons directly below the list of dogs. One is labeled "Refresh List" and the other is labeled "Set View..." Refresh will clear out the box and re-fill it. Use this if you've made lots of changes and you want to make sure that all of the information on the list is current.

Above the list is a field with the heading "<--- Position". This field will accept your typing to "position" the selection within the list of Dogs. The characters you type will search based on the "Sort Order" you selected. For example, if you are sorting into order by Registered Name, and you wanted to find "FancyFeat Lafayette of Jaguar". you could type in "fan" to get close. The program will continue to look up for each character you type, until you type a character that does not match any name on the list. Then, the selection will stay with the last valid selection found with typing. Work with Dogs does not care if you use uppercase or lowercase letters and treats them all the same.

Set Viewing Options

"Set View" will allow you to specify what kinds of dogs will be included on the list in Work with Dogs. It also allows you to specify in what order that The Breeder's Standard™ will show these dogs to you. You can choose which dogs, by Status (see "Edit Dogs"), and by breed, will show up on this listing. The default is to show nothing, so you will need to click on Set View and set the program to what you want to see. Set Viewing Options looks like this:

A Dog's Status is the way that the Breeder's Standard understands how the Dog Record is to be treated for AKC reports, Pedigrees, and the like.



Click on the check boxes for what you want to see. If the dog(s) with a certain status will be shown, the check box will be filled with an "X". Click on "OK." The Breeder's Standard™ remembers what you checked until you change it, and these settings govern what you see in Work with Dogs.

You can also select which breeds of dogs stored in The Breeder's Standard™ will appear in your Work with Dogs window. You can choose a single breed, or you can choose "*All Breeds*", which will show all dogs which meet the status criteria you've chosen, regardless of breed.

You also will specify a sort order for the dogs which appear in the list. Your three choices are Registration Number, Registered Name and Call Name.

After you click "OK in Set Viewing Options, it may take The Breeder's Standard™ several seconds to redisplay the screen and take away the hourglass mouse cursor. This time is spent reloading the Work with Dogs window with the dogs in your database, including the dogs you want, and putting them into the order you requested. This delay is normal and is no cause for alarm.

Edit Dog

The Breeder's Standard™ lets you create and change dog records with the Edit Dog window. The Edit Dog window looks like this:

The screenshot shows a software window titled "The Breeder's Standard [tm]" with a menu bar (File, Edit, Window, Preferences, Utility, Help). The main window title is "LacShen FancyFeat L'Emperor". The form contains the following fields and controls:

- Reg. No.: TM717232/03
- Breed: Shih Tzu (dropdown menu)
- Reg. Name: LacShen FancyFeat L'Emperor
- Call Name: Napoleon
- Sire Reg.: TC452416 (with "Gunnings on the Make O'Loubren" text) and "Pick Sire..." button
- Dam Reg.: TD128268 (with "August Moon Patti of LacShen" text) and "Pick Dam..." button
- Gender: Dog/Male (dropdown menu)
- Date Born: 5 / 23 / 1991
- Status: Still Own (dropdown menu)
- Oth. Registry: UKC (dropdown menu)
- Country: USA
- Number: UKC431098740
- Color(s): Gold/White
- OFA Nbr.: OFA Test Nbr
- CERF Nbr.: CERF Test Nbr
- Stud Bk. Dt.: 6 / 1 / 1992
- Tattoo/Tag: TM 717232 03 Tattoo-a-Pet
- Obtained From: Karen Young
- Address: 17203 Jane Lynn Ln.
- City: Houston, TX, Zip: 77070
- Breeder: Karen Young

Buttons on the right side include "Options...", "Owner Info...", "OK", and "Cancel".

There are fields which you fill in, fields which you can pick from a list, fields where you can click on a button to see a list window to select from and fields where you click on one correct option. These fields are as follows:

Reg. No.: This is for the AKC Registration number for this dog. This may be up to 11 characters in length, therefore it supports the new "slash plus" format that the AKC uses for all new dogs from most groups.

Breed: This is a list box. What that means is that you can click on the small button to the right of the name (with the arrow pointing down to a line) and a list of breeds will drop down. As of now, all breeds recognized by the AKC, and those we think may be soon recognized, are in this box. As you tab along between fields, this list box will drop down when you get to it.

Reg. Name: This is for the Registered name of the dog, *excluding titles* (to put Titles onto a dog, see Chapter 9).

Call Name: This is for your call name for the dog. Try not to reuse call names, since The Breeder's Standard™ allows you to get to a dog by call name, and if you have more than one, you'll get the one with the lowest registration number. All others will be accessible only by AKC Registration Number or from Work with Dogs.

Sire Reg. and Dam Reg.: These hold the AKC registration numbers for the Sire and Dam, respectively. The numbers must correspond to

dogs that already exist in The Breeder's Standard™. If they don't, you can't specify Sire and Dam until they do (for faster specification, see Chapter 8 about PedFast®).

Pick Sire/Pick Dam Buttons: If you cannot remember the registration numbers for the Sire or the Dam, click the appropriate button. This will pop up a window of all dogs/batches (as appropriate) of the same breed. If you select from that window, the registration number and name of the sire/dam you've chosen will be filled in for you.

Gender Drop-Down: This drops down to let you select the gender of the dog you are entering into the program. Click on Dog/Male or Bitch/Female as appropriate.

Date Born: This is the date that this dog was born. Any date from January 2, 1874 through December 31st, 2119 will be acceptable.

Dog Status Drop-Down: This tells The Breeder's Standard™ what meaning this dog has to the program. The statuses available to you are:

- **Still Own**, which means that you currently own this dog.
- **Sold**, which means that you have sold this dog to another. Keep track of this in Edit Transaction.
- **Leasing**, which means that this dog is being leased by you from another. Keep track of the lease amount and dates in Edit Transaction .
- **Out on Lease**, which means that you own this dog and are currently leasing it to another. Keep track of this lease in Edit Transaction.
- **Given Away**, which means that you transferred this dog to another without the exchange of money or other consideration. Keep track of this in Edit Transaction.
- **Deceased**, which means that the dog died while owned by you.
- **Pedigree Only**, which means that this dog is on the database only to be available to be printed as an ancestor in a pedigree. PedFast® uses this status, and you may also use it as well.
- **Client-Owned**, which may be used by professional handlers or groomers to keep track of dogs which are owned by one of your clients and are in your possession. This makes it possible to use The Breeder's Standard™ to generate show entries and keep vet and show records for this dog.

Oth. Registry Drop-Down: This drop-down is used to signify if the dog is additionally registered in any other registry (we call it a "Foreign Registry") You have the following choices:

- **None**, which means that the dog has no foreign registry.
- **UKC**, which means that the dog holds registration in the United Kennel Club.
- **SKC**, which means that the dog holds registration in the States Kennel Club.

- **Foreign**, which means that the dog holds registration in another kennel club, such as one from a foreign country or perhaps a rare breed club.

Country: The country (or rare breed registry) to which this dog is registered.

Number: The number the dog holds as evidence of its additional registration.

Color(s): This holds a description of the colors of your dog.

OFA Nbr.: If your dog has received hip certification from OFA, enter the certification number here.

CERF Nbr.: If your dog has received eye certification from CERF, enter the certification number here.

Stud Bk. Dt.: If your dog has been bred and published in the *AKC Stud Book*, enter the date of the stud book that your dog was published in here.

Tattoo/Tag: This holds a description you can use to record the ID # and registry of any tattoo on this dog, or perhaps the dog's License/Rabies Tag number.

Obtained From and Address: These fields hold the name and address of the party from whom you obtained this dog. **NOTE: If the status of this dog is not "Pedigree Only" or "Client-Owned", you must enter a name in the Obtained From field. If you bred the dog, type in the word "Self". This will allow your entry to be accepted, and will provide information to the AKC inspector (in the event of an audit) that you bred this dog. FURTHERMORE, if you obtained this dog from another, make EVERY EFFORT to make sure that you get the name and full address of the party you obtained the dog from, in order to save yourself trouble in the event of an audit.**

Breeder: This holds the name of the person who bred this dog.

Buttons:

Owner Info...: Once you've saved the dog, you can choose Owner Info to change the information about the owner and co-owner of this dog. This starts the "Owner Information" window described elsewhere.

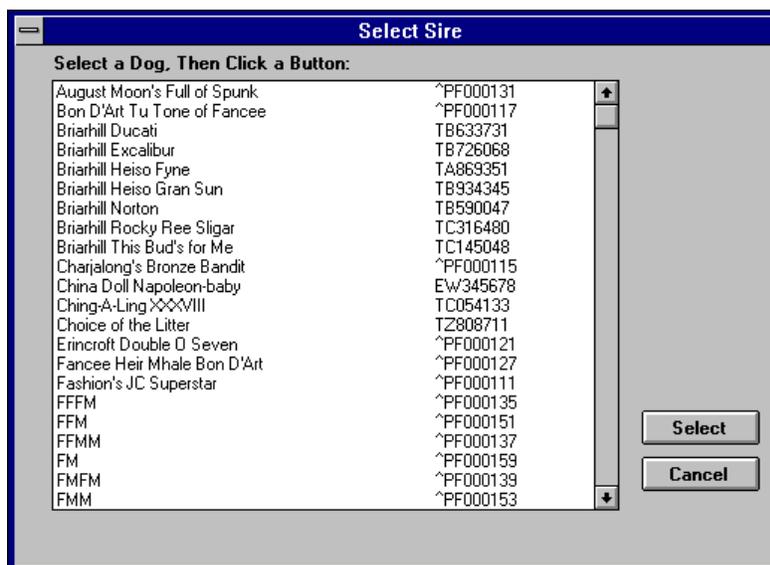
Options...: Once you've saved the dog, you can choose additional options to work with for this dog. These options are the same as on Work With Dogs, and allow you to do these things without having to go back to Work with Dogs.

OK: Checks the information you've entered. If it's all correct, you'll get the CONFIRM window. If you answer "Yes", your information will be saved and the window will be closed.

Cancel: Closes the Window without saving changes. If you do not have authority with your User ID to change information, the "OK" button will be grayed out and this button will read "Exit".

Select Sire/Select Dam

The Breeder's Standard™ allows you to pick Sires and Dams from a list of dogs of the correct breed and gender for the Dog you're working with. The Select screen looks like this:



Double-click on the correct dog to select, or single-click on the dog and click "Select". This will replace what is typed (if anything) in the Sire/Dam registration number, and will show the registered name (excluding titles) on the screen where it is typed. Clicking "Cancel" selects no dog, and does not replace what may already be in the Sire/Dam field.

Open Dog

The Breeder's Standard™ allows you to directly access a Dog by its call name or its AKC registration number using Open Dog. This screen will attempt to locate the dog based on what you enter, and will then bring the dog up in an Edit Dog screen. Open Dog looks like this:



NOTE: You must use only one key or the other. If you use Call Name, you must type it in exactly as you did in the Edit Dog Window, using uppercase and lowercase letters as you did when you created the Dog.

Put in the Registration Number or the Call Name of the Dog that you want and either click "OK" or press Enter. If the Dog is found, the Open Dog window will disappear and the Edit Dog window will appear, and will have the dog's information in it.

Dog Options

The Breeder's Standard™ will give you all of the options that you have in Work with Dogs when you click “Options...” from Edit Dog. This window does nothing but start up other functions in The Breeder's Standard™. The Dog Options Window looks like this:



Click the option that you want to use, and the Dog Options window will disappear and do what you asked. If you have changed your mind, click cancel to go back to Edit Dog.

To understand what the buttons mean, read the descriptions of the buttons in Work with Dogs.

Owner Information

The Breeder's Standard™ stores the Owner information for a Dog on the same record as the rest of the Dog's information. However, you rarely have any changes in this data, so we've isolated it into a separate pop-up window.

Owner Information shows the current dog's owner information and allows you to change it. It can be accessed from the Work with Dogs screen by clicking the "Owner Info..." button, or from Edit Dog, same button. From Edit Dog, this button will *not* work on "New Dog" windows until you save the Dog first by clicking "OK".

The Breeder's Standard™ stores the owner and co-owner information on the Dog record. The Owner Information window looks like this:

The screenshot shows a window titled "Owner Information" with a blue header bar. Below the header, the "Dog:" field contains "TM717232/03" and "LacShen FancyFeat L'Emperor". The "Owner Name:" field contains "John F. Tamburo". The "Address:" field contains "10610 Duke of York Lane". Below the address, there are three input fields: "Houston", "TX", and "77070". The "Co-Owner:" field contains "Karen L. Young". The "Address:" field for the co-owner contains "17203 Jane Lynn Ln.". At the bottom right, there are two buttons: "OK" and "Cancel".

The Breeder's Standard™ requires the entry of Owner name and address information. If a Co-Owner name is entered, the address must also be entered. Click on "OK" to save the changes you've made, or click "Cancel" to give up on them.

Deleting Dogs

WARNING:

You cannot delete any dog whose records have had any transactions, vet visits, matings, litters or show records which finished in the last five years, in compliance with AKC regulation 3A.

Deletion of Dogs is accomplished from Work with Dogs by single-clicking on the dog you wish to delete, then clicking the "Delete" button. Dogs can also be deleted with the "Delete..." button from the Dog Options Window. You will be asked to confirm, then the program will proceed to check for valid records for transactions, matings, etc. If none are found, the dog is permanently deleted from the database. **Once you delete a dog record, there is no way to retrieve it except by re-creating it from scratch.**

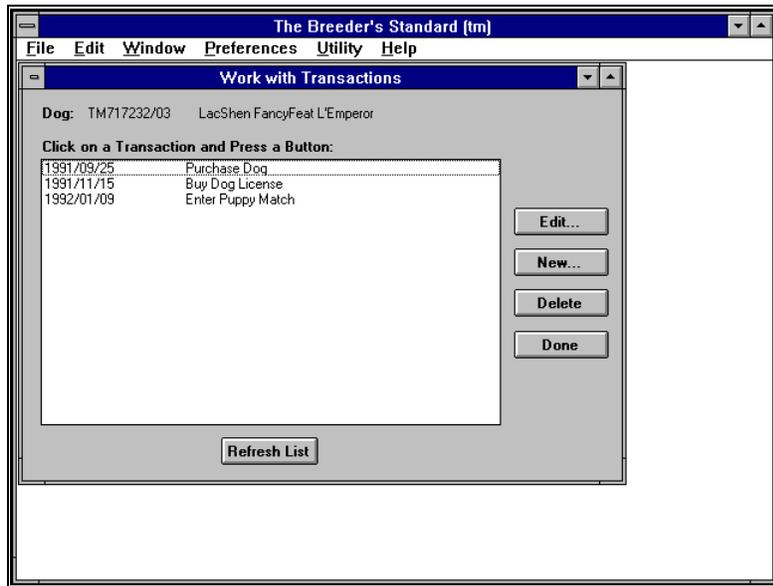
Transactions

Introduction

The Breeder's Standard™ treats everything that you do with a dog that involves money as a *transaction*. AKC-required information for such things as the purchase of a dog are entered using transactions. You can select from various *transaction types*, which tell The Breeder's Standard™ what you did in this transaction. While some transaction types are meaningless to AKC recordkeeping, others are vital. For example, the “Purchase Dog”, “Sell Dog”, “Lease Dog”, etc. transactions are significant to printing records for AKC audits. The Breeder's Standard™ will not let you delete any dog which has transactions on it less than five years old, since the AKC requires you to keep records for five years at minimum. If you have the disk space, we recommend that you never delete any records.

Work with Transactions

Work with Transactions presents you with a complete list of all transactions on record for the dog you're working with. You get to this window from either the Dog Options window or Work with Dogs (after selecting a Dog to work with). Work with transactions looks like this:



You can click on a listed transaction and choose "Edit..." to change the transaction you clicked, or choose "Delete" to delete it. You cannot delete any transactions less than five years old. Double-clicking on a listed transaction is the same as single-clicking and choosing "Edit...".

Edit Transaction

The Breeder's Standard™ uses Transactions to track AKC-required information about the acquisition and divestiture of dogs. Edit Transaction is a window where this information is recorded. Edit Transaction looks like this:

The Breeder's Standard (tm)

File Edit Window Preferences Utility Help

TM717232/03 - Purchase Dog

Dog: TM717232/03 LacShen FancyFeat L'Emperor

Tran. Date: 9 25 1991

Tran. Type: Purchase Dog

Other Party: Karen D. Young

Address: 17203 Jane Lynn Lane

Houston TX 77070

DELIVERY DATES:

Reg. App or Cert.: 9 25 1991

Bill of Sale: 9 25 1991

Contract: 9 25 1991

Contract Type: Co-Own Std. Sale Pet Lease

Amount Rec'd: 0.00

Amount Paid: 350.00

OK

Cancel

You add new transactions and change existing ones with this window. The following fields are on the window:

Tran. Date: These three fields take in the date of the transaction. Enter the date that this transaction occurred.

Transaction Type: This field is a list of transaction types available in The Breeder's Standard™. Click on the button with the arrow pointing down to a list to see the available transaction Types. You can pick one by single-clicking on the transaction type you want.

Other Party: This field is used to identify the other party in this transaction. Type the name(s) of the other party(ies) in this field.

Address: These fields identify the address of the other party to this transaction. You have two address fields, a City, State and Zip Code.

DELIVERY DATES: AKC Regulations require that you keep track of the delivery dates of certain papers relating to a buy/sell/give transaction. The Reg. App/Cert, Bill of Sale and Contract dates appear on this screen, and should be filled in as appropriate.

Contract Type: These buttons are used to check off the contract type (if any) for this transaction. You must specify a contract date to use these buttons, and you must specify a button to use the contract date.

Amount Rec'd: If you received money as part of this transaction, record it here.

Amount Paid: If you paid money as part of this transaction, record it here.

Click "OK" to save the record or its changes, or click "Cancel" to forget the changes and close the window.

Understanding what Transaction Types Do

Transaction Types tell The Breeder's Standard™ what happened on this transaction. While The Breeder's Standard™ provides a set of transactions installed as part of the package, you may find some of the things that you do are not listed in The Breeder's Standard™. This is simply because we cannot think of everything. Use the Work with Transaction Codes option from the Utility menu to change or add transaction types to The Breeder's Standard™.

Some Transaction types cause The Breeder's Standard™ to add information from that transaction to reports like the Dog Ownership report. Therefore, it is imperative that you do add transactions to each dog when you receive, purchase, lease, sell or give away. These transactions are used by The Breeder's Standard™ to “fill in the blanks” on the AKC Reports.

Correctly Reflecting AKC Transactions

The Breeder's Standard™ does, however, contain every transaction type needed to keep AKC-Required information. The “Purchase Dog”, “Sell Dog”, “Lease Dog”, “Put Dog to Lease” and “Give Dog” transactions are directly used by the AKC Dog Report generated by The Breeder's Standard™. These contain the delivery dates and other-party information required by the AKC to properly record a transaction onto your “electronic books”.

It's necessary to make sure that your transactions are *chronological*. The Breeder's Standard™ will arrange transactions into chronological order.

Also, it's *vital* to enter *everything* for a transaction! The Breeder's Standard™ comes equipped with auditing checks which will warn you if there is missing AKC information. But, check everything thoroughly. Computers aren't perfect. The Breeder's Standard™ is the best tool available to automate your records. But, it cannot store what you don't give it to store.

Last, but not least, as of this writing the AKC *is accepting* computer-kept records, provided that their contents can be printed on paper. We are proud that The Breeder's Standard™ provides these reports, and in a format almost exactly like the printed forms that the AKC sells. We feel that this will make breeders' lives much easier, at least until the day that we can convince AKC to use our databases directly.

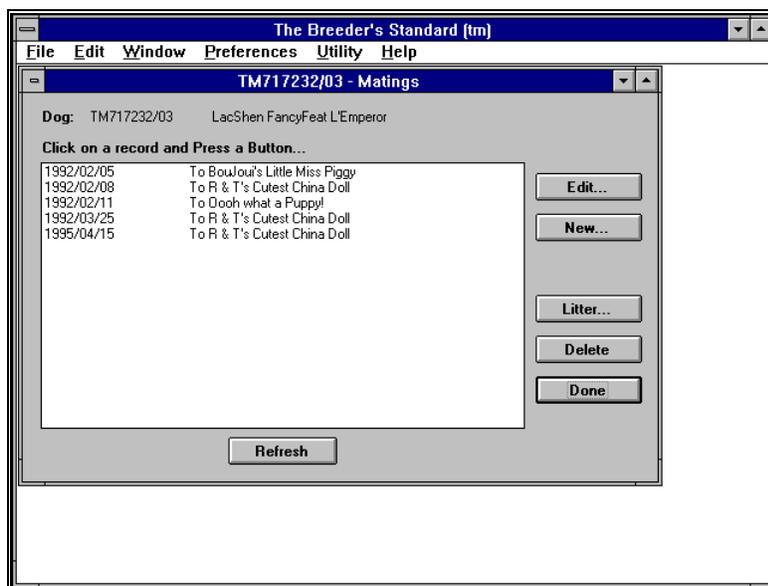
Mating Records

Introduction

The Breeder's Standard™ also keeps tracking of AKC-Required Mating Information. You need only to enter the requested information for each mating, and The Breeder's Standard™ will store and report it for you. Mating works with the following windows:

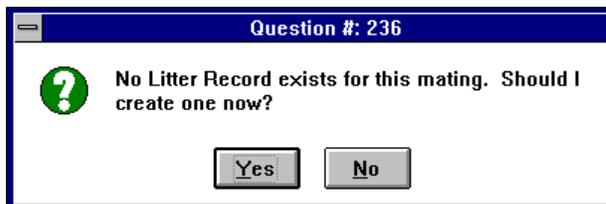
Work with Mating Records

Work with Mating records presents you with a list of all of the mating records for the dog you've selected to show mating records for. You can then choose actions to perform on your dogs with the click of a mouse button. Work with Mating Records looks like this:



For "Edit..." and "Litter...", you must have selected a mating to work with prior to clicking the button that you want. "Refresh", "New" and Done do not need to have a litter selected for them.

“Litter...” is used to view or store Litter records used track litters registered with the AKC. If the litter exists, for this mating, the button will open an Edit Litter window. If no litter exists in The Breeder's Standard™, the button will ask you the following:

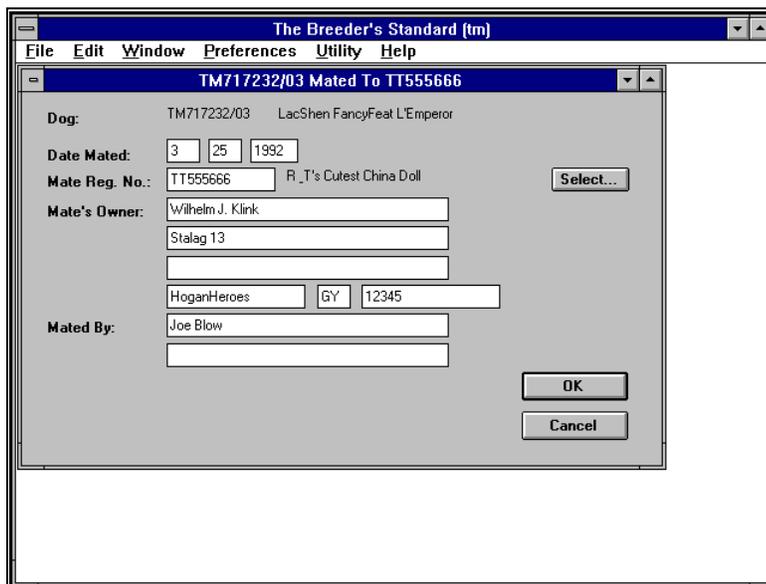


If you answer "Yes", The Breeder's Standard™ will create a new litter record and then open an Edit Litter window for the new litter. Otherwise, the button will be ignored.

Double-clicking on a mating record is the same as single-clicking and then clicking “Edit...”

Edit Mating Record

Edit Mating Record stores the information necessary to track the mating for the AKC. The window looks like this:



The Breeder's Standard™ stores all the information on a mating that the AKC requires. Type in the fields requested, and click on “OK” to save them. To abandon what you've done, click “Cancel”.

You have the following fields in this window:

Date Mated: This is the date that the *first* mating took place between the dogs.

Mate Reg. No: Type in the Registration number of the mate of this dog. The mate must already be in *The Breeder's Standard*[™] as a dog of the same breed and the opposite sex of the dog you're entering this mating for.

“Select...” Button: This is used to select the mate from the dogs of the same breed and opposite sex of the dog you're entering this mating for. If you select something, it will overwrite whatever you entered for the Mate Reg. No. field.

Mate's Owner: Type in the name and address of the owner (or lessee) of the mate *at the time that the mating took place*. If you selected the mate using the select button, then the owner information from the mate will be copied into these fields.

Mated By: Type in the name(s) of the person(s) who supervised at the mating.

Creating Mate's Entry Automatically

If you Press “OK,” and save this record, and the mate is not listed as “Pedigree Only”, *The Breeder's Standard*[™] will ask if you want to create a complementary mating record for the mate. Pressing the “Yes” button will make this automatically happen.

Correctly Reflecting AKC Mating Information

The important things to remember to make your records correct for the AKC are the *correct* registration number and name of the mate, the *correct* name and address of the owner or lessee of the mate at the time it was mated, and the *correct* information about those person(s) who supervised the mating or performed the AI.

AI means "Artificial Insemination". This process is becoming more common, since it's more likely to result in successful fertilization.

If an AI was done, we suggest using the second “Mated By” field to keep track of this fact. A Future version of *The Breeder's Standard*[™] will specially track AI matings, inasmuch as we believe that AKC will soon require more specific AI Info in its dog records as well as on the litter application.

Vet Profiles

Edit Veterinary Profile

The Breeder's Standard™ stores a veterinary profile for each dog you so choose to store such information for. The Veterinary Profile is used to track critical vaccination dates, special breeding-related test dates and their results. The Edit Veterinary Profile window looks like this:

The screenshot shows the 'Edit Veterinary Profile' window for a dog named 'LacShen FancyFeat L'Emperor'. The veterinarian is 'Mary A. Crist, DVM' at 'Pet Care', 5000 FM 1960 West, Houston, TX 77069, with phone number 713-586-9910. Shot dates are recorded for three puppies: 1st puppy (6/13/1991), 2nd puppy (7/3/1991), and 3rd puppy (8/23/1991). Rabies, Distemper, and Parvo tests were performed on 5/1/1992. Other tests include VWD (3/13/1992), Brucellosis (3/13/1992), and SAS (3/14/1992), all with negative results. Ratings are: Type 9, Topline 9, Conformation 8, Front 9, Rear 8, Head 10, Bite 10, Face 10. The comments field contains a detailed description of a Shih Tzu named Napoleon.

The Breeder's Standard™ uses Edit Veterinary Profile to store the following information:

Vet Name and Address: Use this field to store the name and address for this dog's veterinarian.

Vet Phone: Use this field to store the phone number for this dog's veterinarian.

Shot Dates: These fields store the dates that this dog received critical shots. The following shot dates can be stored:

- **1st Puppy** stores the date the dog received its first puppy shots.

- **2nd Puppy** stores the date this dog received its second puppy shots.
- **3rd Puppy** stores the date this dog received its third puppy shots.
- **Rabies** stores the date this dog received its last Rabies vaccine or booster.
- **Distemper** stores the date this dog received its last distemper vaccine or booster.
- **Parvo** stores the date that this dog received its last parvovirus vaccine or booster.

Tests: these fields store the date and results of three important breeding-related tests. The tests stored are:

- **VWD:** Von Willenbrand's Disease
- **Brucellosis**
- **SAS:** Sub-Aortic Stenosis

The date of the test is stored in the three fields. The drop-down for the "Result" can be selected as "Positive" or "Negative".

Ratings: these fields allow you to rate this dog in eight areas, on a scale of 1 [lowest] to 10 [highest]. The categories you can rate the dog on are as follows:

1. **Type**
2. **Conformation**
3. **Front**
4. **Rear**
5. **Topline**
6. **Head**
7. **Bite**
8. **Face**

Comments: You have a 510 character (including spaces and punctuation) to type in any comments you like about this dog. This window will scroll as you type into it, and the scroll bar on the right can be used to read through any previously typed comments.

Click "OK" to save this information for this dog. Clicking "Cancel" will cause any newly-typed information to be discarded.

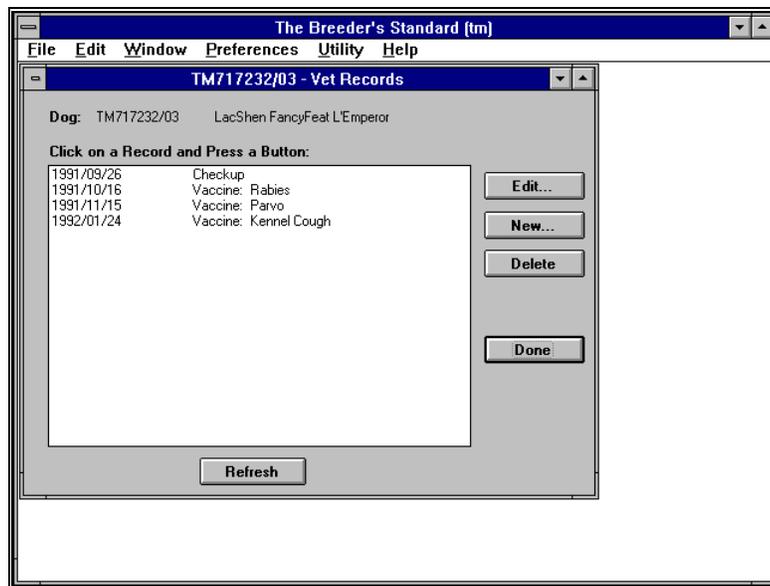
Vet Records

Introduction

The Breeder's Standard™ gives you a method to store the health care history of each and every dog in your kennel. The Breeder's Standard™ also will automatically store reminders for any future vet appointment. In fact, you can use reminders to tell you when to administer things like Heartguard® medication.

Work with Vet Records

Work with Vet Records shows you all of the vet records from a given dog. It is accessible from the Dog Options Window from within the Edit Dog Window, or as a selection in Work With Dogs. Work with Vet Records looks like this:



You can Create new Vet Record information by clicking "New...". You can change an existing record by clicking on it and then on "Edit...". Double-Clicking on the Vet Record has the same effect as clicking "Edit...". Clicking on a record and then on "Delete" will let you delete

vet records. Since there is no AKC requirement to keep Vet Records, deletion is always allowed.

Edit Vet Records

Automatic Reminders are reminders which are put out by another part of The Breeder's Standard™ to remind you of things like vet visits.

Edit Vet Records is the way that The Breeder's Standard™ lets you store your dog's medical history. Many different kinds of services can be tracked in the Vet Records feature of The Breeder's Standard™. Furthermore, Vet Records has a feature which will store automatic reminders for the next visit or vaccine appointment. The Edit Vet Record window looks like this:

The screenshot shows a window titled "The Breeder's Standard (tm)" with a menu bar (File, Edit, Window, Preferences, Utility, Help) and a title bar "TM717232/03 - Vaccine: Kennel C". The form contains the following fields:

- Dog:** TM717232/03 LacShen FancyFeat L'Emperor
- Visit Date:** 1 24 1992
- Service:** Vaccine: Kennel Cough
- Results:** He's a little Chubby!, Cut back on the Bil-Jac!
- Return Date:** 1 31 1992
- Reasons:** DHLPP/Parvo/Corona Virus
- Amt. Paid:** 35.97

Buttons for "OK" and "Cancel" are located at the bottom right of the form.

The Breeder's Standard™ stores information about each Vet Visit entered for your dog. You have the following fields to work with:

Visit Date: Type in the date that you took your dog to the vet.

Service: You can choose what was done for your dog from a list. To see the entire list, click on the small button with the down-arrow to the right of the box. A list will drop down. Single-click the service that best matched what was done for your dog.

Results: Type whatever you think is important in these three boxes. They're there for comments.

Return Date: Type the date of your dog's next vet visit, if you've scheduled one.

Reasons: Type why the dog will be returning to the vet. This is required if you type in a return date, and will be used for any automatic reminder that is generated.

Amt. Paid: Type in how much you paid for this, if it doesn't make you too sad to do so.

When you're complete with this work, click on "OK" to save your typed-in information.

Automatic Reminders for Vet Appointments

The Breeder's Standard™ will ask you if you want to add an automatic reminder to your reminders list every time you save a vet record with a return date. If you click "Yes" to this question, your reminders will show up with this information the number of days before that date which you choose in the Add Reminder window, and up through, the day of your scheduled vet visit. You can also use this feature to track scheduled medications like Heartguard® and Interceptor®.

See the section on "Add Reminders" for more details about automatic reminders.

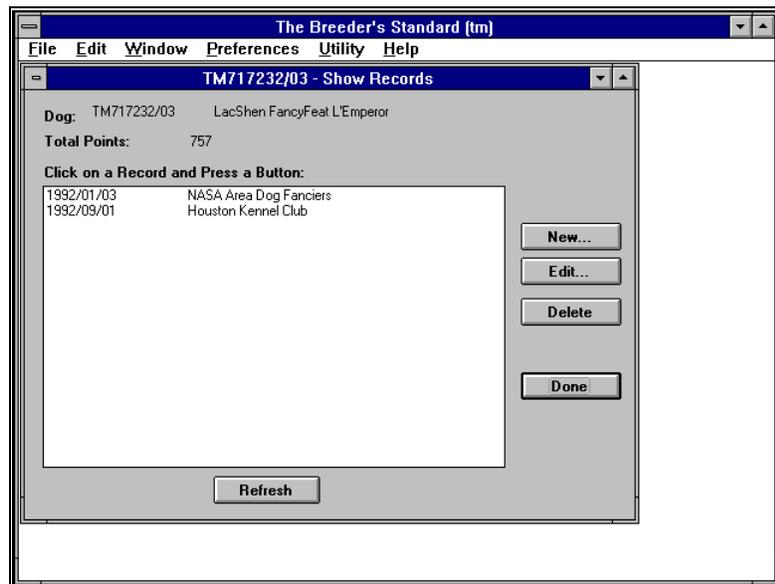
Show Records

Introduction

The Breeder's Standard™ tracks your dog's conformation show career, storing information about progress, points and judges. It also stores Entry Fees, handler fees, and the name of the host club.

Work with Show Records

Work with Show Records shows you a list of all show records stored in The Breeder's Standard™ for the dog you have selected. Choose a record, and then a function from one of the buttons in the window. Work with Show Records looks like this:



Click on the show record that you want to review and then click on "Edit..." to view or change it. Click on "Delete" to delete it. Double-clicking on a record has the same effect as single-clicking and then clicking "Edit..."

“Total points” shows the number of AKC championship points prior to a dog’s finishing its championship. After the dog finishes, this field shows total number of dogs defeated for standings.

“New” will open the Edit Show records window for a new outing.

Edit Show Records

Edit Show Records is the window where you enter information about your dog’s latest show outing. The Breeder’s Standard™ then stores this information in its databases, where it can be reviewed later. Edit Show Records looks like this:

J U D G E		Finish
Class:		0
Winners:		0
Breed:	Downing, Mel	1
Group:	Downing, Mel	1
Show:	Nickles, D.	1
Points:	756	

The window has the following fields:

Show Club: Enter the name of the host club for this dog show.

City: Enter the city where the show took place.

State: Enter the state where the show took place.

Show Date: Enter the date of this show outing.

Entry Date: Enter the date that you made the entry for this outing.

Fee Paid (Entry): Enter the entry fees paid for this show.

Handler: Enter the name of your handler, if you use one. If not, just leave it blank.

Fee Paid (Handler): If you paid handling fees for this outing, enter them here.

Show Type: Click on the right button to describe the type of outing this represents. You can choose from a match, sweepstakes, an all-breed

show, a specialty show, and an invitational show. You can choose only one type.

Show Level: Click on the right level where your dog showed in this outing. Click on “classes” for an unfinished dog, “Specials” for a Champion, or “Veterans” if your dog showed as a veteran on this outing.

Judges and Finish: There are five levels: Class, Winners, Breed, Group and Show. Dogs showing as specials cannot record points at all, and cannot record outings into classes or winners. Record finishes as follows:

Class: enter 1 to 4, depending on finish. Only dogs with a finish of “1” or “2” can enter information anywhere else in the Judges and Finish area. Dogs who finish “2” in the class cannot finish higher than “2” (Reserve Winners Dog) in Winners.

Winners: Enter “1” for Winners, “2” for Reserve Winners.

Breed: Enter “1” for Best of Breed, “2” for Best of Opposite Sex to Best of Breed, or “3” for Best of Winners. “0” is used if the dog received no acclamation at any level.

Group: Enter the finish of the dog in the group, 1 to 4, or “0” if the dog did not receive a group ribbon.

Show: Best in Show is “1”, anything else is “0”.

Points: Enter the number of points earned for this dog. Dogs shown as Specials will have entered here the count of dogs defeated.

After you’re finished, click on “OK” to save the record. Click on “Cancel” to abandon your changes.

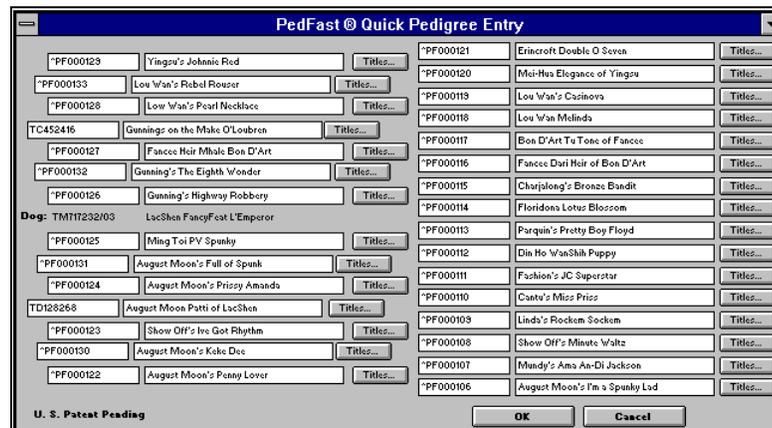
PedFast® Pedigree Maker

Introduction

The Breeder's Standard™ sports the easiest Pedigree Creation software on Earth. Period. It's called PedFast®. We've even applied for a *patent* for it!

The PedFast® Window

PedFast® sports a window which shows differently than most windows in The Breeder's Standard™. It minimizes onto the Windows Desktop, not inside the main window of The Breeder's Standard™ like other windows do. PedFast® looks like this:



The type is a little small, but that is because it stores *four generations* of ancestry with just *one* window!

PedFast® works just like a four-generation Pedigree. the following fields appear for each one of the 30 ancestors that PedFast® stores:

Reg. Number: Enter the registration number of the ancestor here. If the ancestor is already on The Breeder's Standard™ database, that's all you do, for this dog and any dogs that are ancestors to it. If you know the dog's not on the database and you also don't know the number, leave this blank and enter the reg. Name.

Reg. Name: Type in the registered name *without titles* for this ancestor. If this dog is not stored on The Breeder's Standard™, PedFast® will create it, and also link it up to its ancestors as typed in on the screen. If you don't know the ancestor's registration number, PedFast® will assign you one which starts with the characters “^PF” so that you know it's from PedFast®.

Titles... Button: Use this button *only after you click “OK”*. You use it to assign titles to the ancestor dog. These titles will appear on the Pedigrees printed by The Breeder's Standard™ wherever this ancestor is listed.

When you click “OK”, PedFast® processes the information you entered, redisplay your pedigree, and leaves the window open. You can then enter titles or review the pedigree. When done, click on “Cancel” to do so.

Version 2.1 Addendum:

Added to PedFast® are the ability to select an existing ancestor and bring in its pedigree, and the ability to change an ancestor's dog record from within PedFast®. To select an ancestor, you must double-click your **left** mouse button on the box where you type in that dog's registration number. You will get a Select Sire or Select Dam window, depending on the gender of the ancestor you choose.

PedFast® Facts

PedFast® does not just store four generations of pedigree. If you click on ancestors using Work With Dogs, you can continue pedigrees back literally forever. The only limitation is disk size.

You also do not need to re-enter ancestors for a dog you have already done so for in PedFast®. Just enter the registration number of the ancestor, and leave the name for this ancestor *and all of its ancestors* blank.

WARNING:

Do NOT enter ancestors for a dog where the ancestors are already entered! PedFast® assumes, if you enter an ancestor for an existing dog, that you want to change that ancestor!

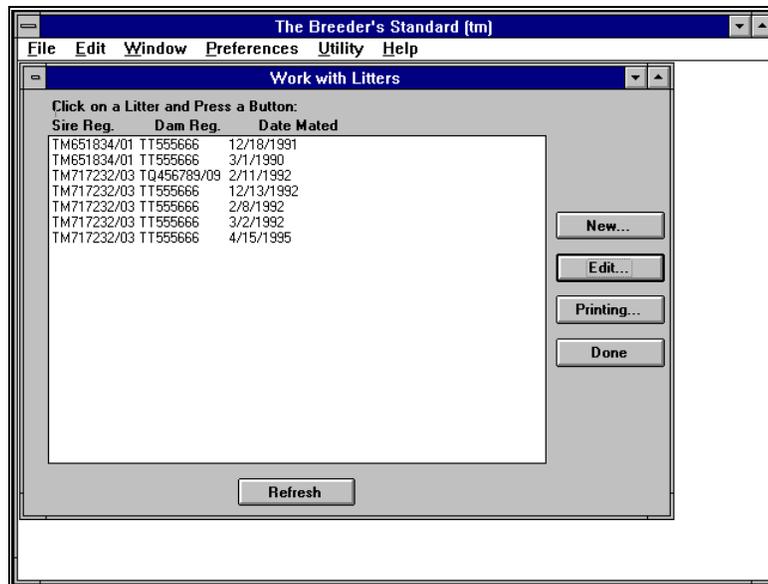
Litters

Introduction

The Breeder's Standard™ stores and prints information on Litters. This information is required to be stored and available on paper pursuant to AKC Regulation 3A. Our programs store this information by Sire, Dam and Mating Date, and allow you to link litter puppies to Dog records kept in The Breeder's Standard™.

Work with Litters

Work with Litters shows you a window with all the litters stored in The Breeder's Standard™ available for action. The window allows access to create new litters, change existing litters and print AKC-required litter information on a single litter. Work with litters looks like this:



Click on "New..." to create a new litter. Click on a litter and then click on "Edit..." to change the information in that specific litter, or click on "Print..." to print AKC information or a litter registration for the litter

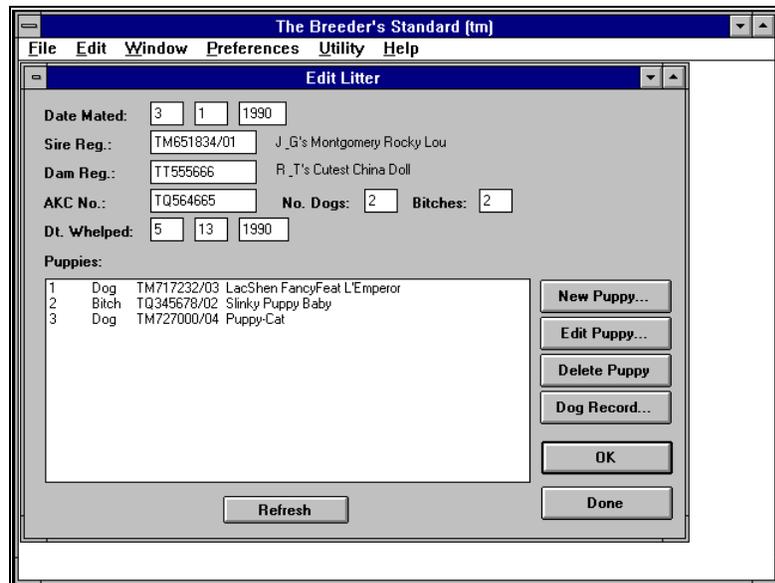
you selected. Double-clicking on a litter is the same as clicking on the litter and then clicking on “Edit...”

Version 2.1 Addendum:

There is now a delete button on this window. The delete button appears to the right of the listbox. Click on the litter you wish to delete and click the button. You will be asked for confirmation, and once given, the litter will be deleted.

Edit Litter

The Edit Litter window stores information about the litter, and also shows you a window with information relating to specific puppies in a certain litter. Edit Litter looks like this:



There are the following fields on the Edit Litter Window:

Date Mated: This is the date that the mating took place. If you are the owner of the dam, you can copy this out from your bitch’s mating record by selecting the “Litter...” button from Edit Mating or Work with Matings.

Sire Reg.: This is the registration number of the Sire, whose Dog record has to exist in The Breeder's Standard™ prior to its use here.

Dam Reg.: This is the registration number of the Dam. This must be a bitch and the same breed as the sire. Its record has to exist in The Breeder's Standard™ prior to using it here.

AKC No.: This is the registration number that the AKC has assigned to the litter. Leave it blank if the registration is pending or if you plan to

use The Breeder's Standard™ to generate the Litter Registration Application.

No. Dogs: Enter the number of male puppies whelped from this litter.

No. Bitches: Enter the number of female puppies whelped from this litter.

Dt. Whelped: Enter the date that this litter was whelped.

“Puppies” List Box: This box lists the individual dispositions for each puppy from this litter. *This information is essential to correct AKC recordkeeping!* You use the “New Puppy”, “Edit Puppy” and “Delete Puppy” buttons to the right of the list-box to manipulate the information for the individual puppies in the litter. The “Edit” and “New” buttons bring up the Edit Puppy window, described next. Double-clicking on a Puppy is the same as single-clicking and clicking on “Edit Puppy...”

Edit Puppy

Edit Puppy stores information about what happened (the “Disposition”) to each puppy in a litter. *This information is essential to correct AKC recordkeeping!* this window pops up when you select to add or change a puppy record from within the Edit Litter window. Edit Puppy looks like this:

The screenshot shows a window titled "Edit Puppy" with the following fields and controls:

- Date Whelped:** 5 13 1990
- Sire:** TM651834/01 J_G's Montgomery Rocky Lou
- Dam:** TT555666 R_T's Cutest China Doll
- Date Mated:** 3 1 1990
- Puppy Nbr.:** 2 **AKC Reg. Nbr.:** TQ345678/02
- Gender:** Dog/Male Bitch/Female
- Color:** Black/White
- Disposition:** Kept Sold Given Away Died
- Disp. Date:** 1 1 1874 **Amt. Paid:** 0.00
- Recipient:** (Three empty text boxes)
- Buttons:** Dog Record..., OK, Cancel
- Reg Cert Date:** 3 20 1991 **Reg App Date:** 3 20 1991
- Bill Sale Date:** 3 20 1991 **Tattoo/Tag:** None

The Edit Puppy window contains the following fields:

Puppy Nbr.: This contains the puppy’s “number”, literally the order in which the puppy was whelped. This field cannot be changed when changing an existing puppy record.

AKC Reg. Nbr.: This is the AKC Registration number of this puppy. Leave it blank if the puppy is not yet registered.

Gender: Click on the “Dog “ or “Bitch” button to properly indicate the gender of the puppy.

Color: Type in the coloration you observe on the puppy. We also suggest a short comment about any identifying marks that you observe. You have 30 characters (including spaces and punctuation) to work with.

Disposition: Click the button which reflects what happened with this puppy: Kept, sold, given away, or died.

Disp. Date: If you’ve not kept the puppy, enter the date that it was sold or given, or the date that it died. If you do not fill this in, The Breeder's Standard™ will warn you this is an AKC-Required field, but will accept the blank date anyway.

Amt. Paid: Enter the amount of money (if any) you received for this puppy from its recipient as listed below.

Recipient: Enter the full name and address of the person to whom this puppy was sold or given. If you do not fill this in, The Breeder's Standard™ will warn you this is an AKC-Required field, but will accept the blank fields anyway.

Reg Cert Date: Enter the date that you gave the recipient the registration certificate for this puppy, if you’ve already registered it. If you do not fill this in, The Breeder's Standard™ will warn you this is an AKC-Required field, but will accept the blank date anyway.

Reg App Date: Enter the date that you gave the recipient the registration application for this puppy, if you did not register it before selling or giving it. If you do not fill this in, The Breeder's Standard™ will warn you this is an AKC-Required field, but will accept the blank date anyway.

Bill Sale Date: Enter the date that you gave the recipient the Bill of Sale for this puppy. If you do not fill this in, The Breeder's Standard™ will warn you this is an AKC-Required field, but will accept the blank date anyway.

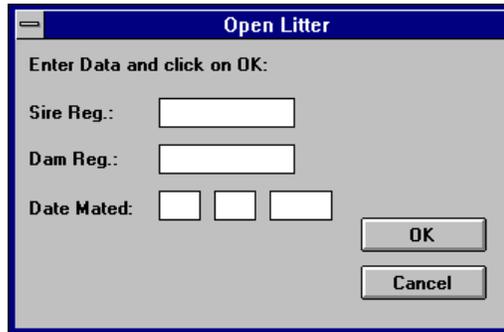
Tattoo/Tag Info: Enter the ID mark you had placed on the puppy (if any) by a service such as Tattoo-a-Pet. We strongly recommend using this kind of service, since it virtually assures the return of a lost dog at a shelter, prevents laboratories from using it in research if stolen, and provides ironclad identification of individual dogs pursuant to AKC Regulation 3A.

Click on “OK” to save the puppy and return to Edit Litter. The Puppies List box will contain the new puppy.

If you have already saved this puppy, you can click on “Dog Record...” This will add this puppy to The Breeder's Standard™ Dog database, where you can fill in important information and have it ready to accept vet records, show records and the like. If the puppy already has a Dog record, this button will open it for you automatically.

Open Litter

Open litter lets you go directly to the Edit Litter window for a certain litter, while bypassing the Work with Litters window altogether. Open Litter looks like this:



The image shows a dialog box titled "Open Litter". Inside the dialog, there is a prompt "Enter Data and click on OK:". Below this prompt, there are three input fields: "Sire Reg." with a single text box, "Dam Reg." with a single text box, and "Date Mated" with three separate boxes for day, month, and year. At the bottom right of the dialog, there are two buttons: "OK" and "Cancel".

Enter the Sire and Dam Registration Numbers, the date of mating, and click on "OK". The Edit Litter window for this litter will open up for you. *The litter must first exist. To create a litter, use the "New...Litter" option from the File menu, or click the "New" button in Work with Litters.*

Pictures

Introduction

The Breeder's Standard™ allows you to link scanned pictures of your dogs (In Microsoft BMP Format) to the Dog record. Then you can call up the picture of the dog using this window, or you can print it in the Dog Profile Report.

Picture Scanning Criteria

Pictures can be scanned using any scanner whose software outputs Microsoft BMP Format files. The files can be black-and-white, 16-color, or 256 color. The Breeder's Standard™ has not been tested with higher color resolutions. For best results, pictures must be no more than 400 pixels by 400 pixels. Scan for the screen at 300 DPI and size accordingly.

We recommend Hewlett-Packard® ScanJet® for best results, inasmuch as the scanner is a flat bed and this produces more stable images. Pictures scanned with these devices can be fed into The Breeder's Standard™ and the resulting pictures can print on the Dog Profile report.

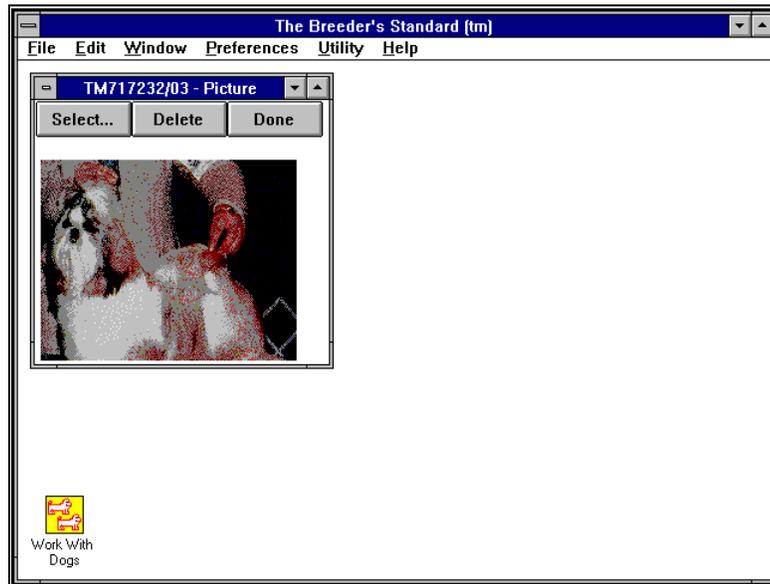
Typeset Camera-ready material can be obtained by routing your output to a disk in PostScript format and using an imagesetting service. This can be useful if you need to print many high-quality copies of a dog's profile to use as a sales aid. **NOTE THAT COLOR PICTURES ARE RENDERED AS BLACK-AND-WHITE BY THIS REPORT.**

Obtaining Copies of Your Pictures

If you have pictures you wish to include, and do not have a scanner, contact us. We will scan the pictures for you and return color bitmaps (256 color) for a nominal fee per picture. Call us for more details.

Edit/Display Dog Picture

The method for linking the picture file to the dog record in The Breeder's Standard™ is the Edit/Display Dog Picture window. It is accessible from Dog Options and from Work with Dogs. When this option is selected, you will receive the following window:



The window sizes itself to “wrap around” the picture. There are three buttons. They are:

Select: This brings up a window where you may select the file to be displayed. This file will be copied into the pictures directory you specified for The Breeder's Standard™ if it is not already in that directory. Once selected, the file is automatically linked to the dog and the link is saved. The dog's picture is displayed in this window when this is complete.

Delete: This will delete the file from the TBS pictures directory and the link inside The Breeder's Standard™, thus disposing of this picture.

Done: Closes the window.

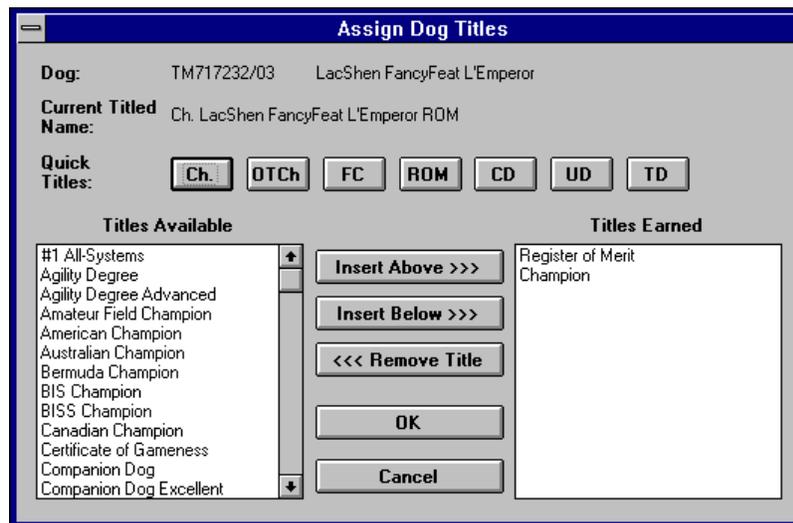
Dog Titles

Introduction

When you print Pedigrees and Litter registrations, titles are critical. Especially in Pedigrees. The Breeder's Standard™ has taken pains to assure that the Titles support of this program is second to none. We can will literally support unlimited titles for every dog in your system.

Assign Dog Titles

The Breeder's Standard™ uses the Assign Dog Titles window as a sort of “Titles Workbench”. Our program ships with loads of common -- and obscure-- titles installed. Assign Dog Titles looks like this:



There are two list boxes, “Titles Available” and “Titles Earned”. You use the buttons in the middle to manipulate the titles the dog has earned, and to assign the titles that you want to the Dog. The seven most frequently-assigned titles appear as a row of buttons at the top of the window. The “Current Titled Name” field shows the Dog’s name with all titles as you’ve assigned to him/her.

*“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...”*

To assign a title, click on the title button if it is one of the titles listed on a Quick Title button. If it's in the “Titles Available” list, click on it. If there are no other titles on the dog, simply double-click the title or use the “Insert Above >>”. If there are other titles in the list, you may want to order them. This is especially true of “Prefix” titles. When dealing with existing titles, click on the appropriate “Titles Earned” item and then click on “Insert Above >>” or “Insert Below >>”

When you assign a title, it leaves the “Titles Available” box and enters the “Titles Earned” box. If you want to *remove* a title, click on it in the “Titles Earned” box, and then click on “<< Remove Title”. The title will be removed from the Titles Earned box and placed back into the Titles Available box.

Click on “OK” to save your work. Click on “Cancel” to abandon the changes you've made. If you have made changes, The Breeder's Standard™ will ask you to confirm that you want to abandon your title changes, since long titles may be difficult to reconstruct.

Printing

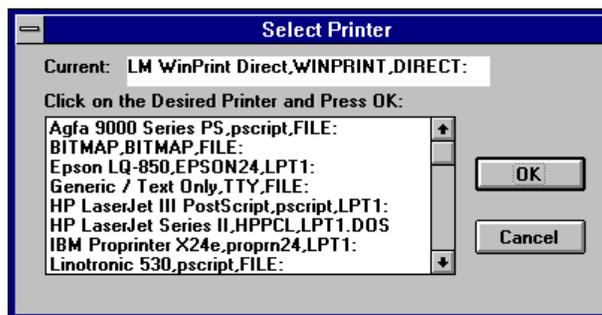
Introduction

The Breeder's Standard™ prints two kinds of listings. The first are the reports, which consist of the AKC-Required Litter and Dog reports, and the Descendants Report for a Dog. The Second are the *forms*, which are the custom-printed items. These consist of Show Entries, Pedigrees and Litter Registration Applications. *All forms print onto blank paper, no matter what kind of printer you have!* There are a couple of things to remember in order for The Breeder's Standard™ to print successfully for you. They're covered in this chapter.

Printer Setup Options

Select Printer

Select Printer allows you to choose which printer that The Breeder's Standard™ will tell Windows to send your reports to. You make your choice from a list of printers that you've previously told Windows exists on your computer. *You cannot add or remove printers from your Windows configuration from within The Breeder's Standard™.* You must use the Windows Control Panel to do this. Select Printer's window looks like this:



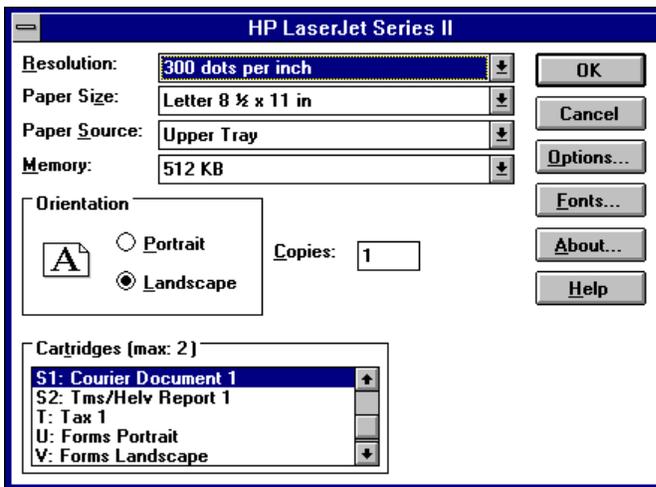
The "Current" entry at the top of the window tells you what printer things will go to right now if nothing is changed. If this is OK, click on "OK" and continue. If not, click on the printer that you want to use, and

then click on “OK”. The printer that you choose will receive the printouts that you choose to make.

NOTE: Under Windows Version 3.1, the same printer may appear in the list multiple times, each one with a different port at the end. This is normal, and allows you to have more than one of the same kind of printer connected to your computer. If the port name is “FILE:”, this means that the output will be placed in a disk file. When you print something, Windows will ask you where you want your data stored. Enter the name of a disk file (with all necessary directories included), and Windows will put the printout there.

Printer Setup

Printer Setup lets you select specific features for the printer you’ve told The Breeder’s Standard™ to use for your reports. Some things, like landscape (sideways) printing, must always be selected prior to printing anything. That is why The Breeder’s Standard™ is set up to allow you access to the Printer Setup information. Printer Setup windows are provided by Windows or the maker of the printer you’re using and each window looks a bit different. The following is an example for HP LaserJet series II printers:



For exact information for each printer, please consult the Windows Reference guide and/or the owner’s manual for your printer.

Understanding Printing with Windows

Windows gives you, the user, lots of flexibility for printing. You can choose typeset-quality fonts (which The Breeder’s Standard™ takes advantage of for Pedigrees, Entry forms and Litter Registrations), you can print multiple things quickly and let Windows “spool” your printer (using Print Manager, which comes with Windows) and you can support more than one printer at the same time. This is a lot of power.

For The Breeder's Standard™, we try to support every convenience feature of Windows. We work with Print Manager, and we do so well. However, you need to know a few things:

Memory: If you have a dot matrix or inkjet printer, this is not a problem. However, if you have a *laser* printer, you need to make sure that you have enough memory. Pedigrees will print on almost all lasers with minimum memory as shipped from the factory. However, for HP LaserJet II/III and compatibles, we strongly recommend at least 1.5MB of memory in the printer. This memory is needed to ensure trouble-free printing of Litter Registrations and Show Entry Forms.

AKC-Required Printing

AKC Dog Ownership Records

The AKC sends you a flyer trying to sell you a book with a few pages of a form called "OWNERSHIP RECORD OF AN INDIVIDUAL DOG". This is the version of that form, produced entirely by The Breeder's Standard™ from the information you've already entered.

You can produce this report for all dogs in your database which you own (not status "Pedigree Only"), or for a specific dog. To produce it for all dogs, choose "Printing..." from the File Menu and click on the "Full AKC Dog List" button. To print for an individual Dog, click on "Printing..." in either Dog options from Edit Dog, or on Work with Dogs.

AKC Litter Records

This record is kept by the owner of the bitch which whelps a litter. The AKC calls it "Record of a Litter Produced By...", and so do we!

You can produce this report for all litters in your database or only for a specific litter. To produce it for all Litters, choose "Printing..." from the File Menu and click on the "Full AKC Litter List" button. To print for an individual , click on the "Printing..." button for the litter in Work with Litters, and choose the "AKC Litter Report..." button.

Descendants List

This record produces a report showing every descendant of the selected dog for two generations. The second generation is listed, indented, below its parent from the first generation. For this report, the dogs are shown with all their titles, the same as on Pedigrees.

Other Printing

Judge's Report

The Breeder's Standard™ will print out a list of all show records where a Judge's name appears, along with the results the Judge gave that dog. This is selected from the Printing Window from the File Menu.

Full Dog Listing

The Full Dog Listing lists all of the dogs stored in The Breeder's Standard™. This is a master file listing, and is available in the Printing window from the File Menu.

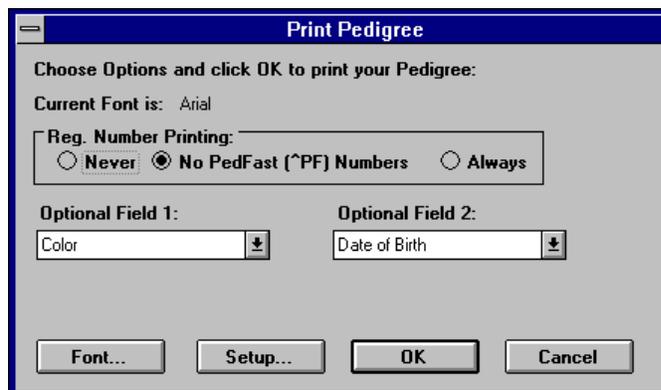
Pedigrees

While PedFast® makes easy work of the entry of pedigrees, The Breeder's Standard™ also makes printing them just as easy. Pedigrees print for four generations with registration numbers and titles included. The appear typeset and always print on blank paper.

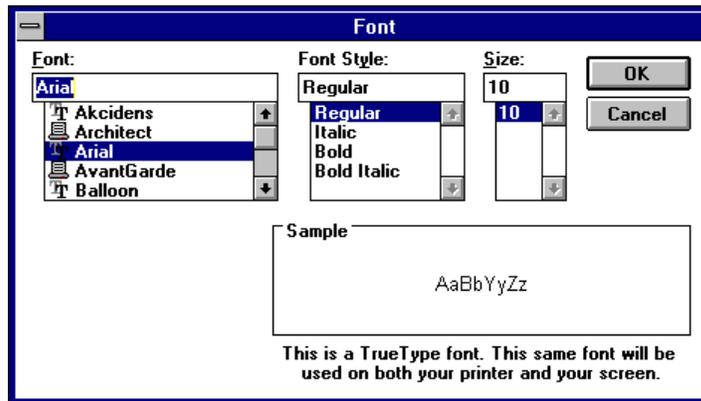
Simply click on a dog and choose "Printing..." from Work with Dogs, or choose "Printing..." from Options while editing an individual dog. Click on "Pedigree..." The Breeder's Standard™ does everything else automatically.

Version 2.1 Addendum:

You can now choose fonts in Pedigrees. To do so, click the "Font" button in the Print Pedigree Window. The window looks like this:



When you click the button, you get a display like this:



Choose the type face you want. The size you choose is **not** used by the program, only the type face.

Also, when you print with The Breeder's Standard™, dog with titles print in **bold face**. Others print normally.

Show Entries

The Breeder's Standard™ prints Official Show entries on plain paper. The entire form is produced, front and back, onto a single sheet of 8 1/2" by 11" paper. *Laser Printers Require significant memory to accomplish this. Consult your Printer's reference manual.* The Breeder's Standard™ uses information from its own databases to complete much of the Show Entry form. However, there are a few things that it simply does not have access to. They are asked for in the Prepare Show Entry window. The Prepare Show Entry window looks like this:

The screenshot shows a dialog box titled "Prepare Entry Form". At the top, it displays "Dog: TM717232/03 LacShen FancyFeat L'Emperor". Below this is a section labeled "Optional Entry Form Fields:" which contains the following fields: "Host Club:", "Event Code:", "Show Date:", "Fee Paid:", "Class:", "Division:", "Addl Class:", "OT Cls:", "Jr. Class:", "Jr. Handler:", "Address:", "Jr's DOB:", and "Agent:". Each field is represented by a white rectangular input box. At the bottom right of the dialog box are two buttons: "OK" and "Cancel".

The window asks for these fields, and then simply prints them in the proper places on the Show Entry form. These fields are as follows:

Host Club: Type in the name of the club hosting the show.

Event Code; Type in the AKC Event Code for this show.

Show Date: Type in the date of the show.

Fee Paid: Enter the amount of money you paid to enter the dog to this show.

Class: Enter the class this dog shows in. If it's a Champion of Record, the class is "Best of Breed".

Division: If the premium list shows the desired class as divided, enter the appropriate division for your dog here.

Additional Class: If the dog is entered in more than one class, the additional class should be entered here.

OT Cls: If the dog is entered in an Obedience Trial, the *first* Obedience class should be entered here.

Jr. Class: This is the Junior Handler class, if this dog is entered for the purposes of Jr. Showmanship.

Jr. Handler: Enter the name of the Junior Handler (if any) here.

Address: Enter the full address, with City, State and Zip Code, for the junior handler.

Jr's DOB: Enter the junior's Date of birth (if needed).

Agent: Enter the name of the Professional Handler (if any) that you will use at this show.

If you leave a field blank on the window, it will simply not be printed into the form. Click "OK" to print the form, or click "Cancel" to abandon printing and go back where you were.

The Breeder's Standard™ prints both sides of the entry form on one sheet of paper. To obtain an excellent-looking entry form, simply fold the form in half the short way, making sure that the printing stays on the outside. As you will see, the result is excellent, and almost indistinguishable from the forms in the *Schedule of Events*.

Version 2.1 Addendum:

Co-owner is now explicitly listed on the printed form. Also, you can type in your phone number.

Litter Registration Applications

The Breeder's Standard™ will fill out an litter registration application original form for you upon request. The litter must already exist in the database prior to doing so. All information to fill in this form is obtained from the records kept by The Breeder's Standard™, and all you need to do is select "Printing..." from Work with Litters, and then select "Litter Registration" The form prints out on the front side. Load in the original and select this printing option.

Dog Profile Report

The Breeder's Standard™ Provides a Dog Profile printout onto plain paper. This profile contains the vital information from your dog and Vet Profile records which can be given to a potential purchaser for that dog. If a picture is stored for the dog, the picture is printed on the Dog Profile report as well.

The Dog Profile Report provides typeset-quality rendition, and can be output to a disk file in PostScript format for rendition by a phototypesetter. This can be useful to produce quality sales aids.

NOTE THAT COLOR PICTURES ARE RENDERED AS BLACK-AND-WHITE BY THIS REPORT.

The Dog Profile report is available from the Dog Printing window, as accessed from Dog Options or Work with Dogs.

Users and Security

Introduction

Security in The Breeder's Standard™ is provided using User IDs and passwords. Each person that you authorize to use The Breeder's Standard™ will be assigned a User ID and Password by you. You then control what access this person has, from merely being able to look at the record, to full access, which will allow the person to change everything, up to and including the user information discussed in this chapter.

Why Security?

The Breeder's Standard™ provides security because *you need it*. The chances are good that you will not be the only person using the computer which you run The Breeder's Standard™ from. Your AKC records are more critical than we can express on paper in words. Remember that the AKC *suspends* people for having out-of-order records! Read the back of the *AKC Gazette*!

Having security built-in means that you can be assured that no unauthorized eyes -- or hands -- will have been in your records. However, remember that the security is only as good as how you administer it.

Tips for Good Security

Do not lend your password to anyone. If you demonstrate The Breeder's Standard™ to anyone, change your password the first time you have a chance.

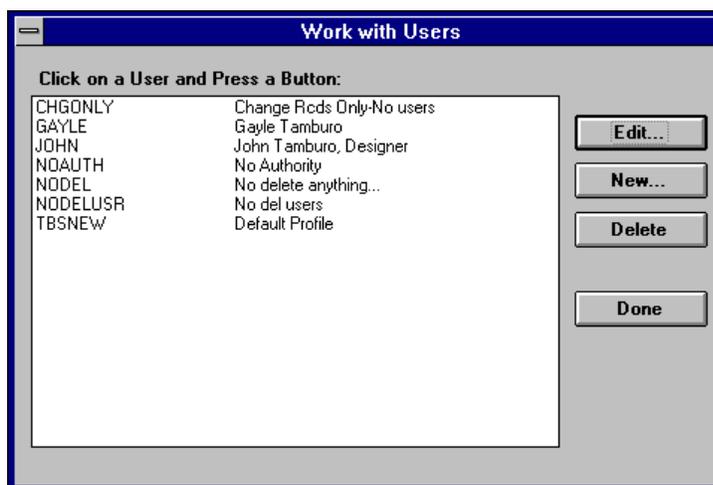
Give every person in your kennel only as much security as he or she *minimally needs* to do his or her job. For example, a vet-tech has no need to delete records, or to even be able to access User records.

Don't let people share User IDs. This will result in people sharing passwords, probably with someone who should not have access. This is not because your people are trying to cause trouble, it's just human nature. One person may innocently share the access to your records with someone not-so-innocent.

Is this a big deal over dog records? Maybe. However, you cannot be careful enough when litters can be de-registered, champions stripped of their titles, and you personally suspended indefinitely over inaccurate records. That's why The Breeder's Standard™ is so very careful to provide powerful security.

Work with Users

The Breeder's Standard™ has the Work with Users window as the main point from which security is controlled. A list of all users you have in The Breeder's Standard™ is displayed, along with action buttons to the right. Work with Users looks like this:



Click on the user record you want to work with, and click on "Delete" to remove it, or "Edit..." to change it. The "New..." button is used to add a new user to The Breeder's Standard™. Click "Done" when you are complete with your work with Users and wish to resume other work in The Breeder's Standard™.

Edit User

Edit User is what The Breeder's Standard™ uses to create and change user ID records. The window is simple-to-use and looks like this:



You fill in the fields above and then click “OK” to save the data. Click on “Cancel” to abandon your changes. The fields in the window are as follows:

User ID: This is the ID which the user uses to sign on to The Breeder's Standard™. This is up to 10 characters long, and must be unique (i.e., you can't have two user IDs that are alike).

User Name: This is the name of the user who is referenced by the ID above. This name is used for reference only as of this writing. However, fill it in so that the Work with Users screen makes sense.

Password: Type in the password you assign to the user. It can be up to 10 characters long. When you type in characters, asterisks (*) show up for security.

Authority Check-Boxes: There are four authority check-boxes available to you. This tells The Breeder's Standard™ what this user can and cannot do. If none are checked, this user can do nothing to change any records at all, but can only view. What each box does if checked is as follows:

Change Records: The user may change records (except for User Records) in The Breeder's Standard™, but cannot delete anything at all.

Delete Records: The user may delete records (except for User records).

Add/Change Users: The user may add or change users to The Breeder's Standard™, but cannot delete any users. This authority is required for a user to even be able to look at user records.

Delete Users: The user can delete any user record stored in The Breeder's Standard™.

The “TBSNEW” User ID that ships with The Breeder's Standard™ has all authorities, so that you can get into these functions and adjust the parameters as necessary.

We strongly recommend that you immediately enter new User IDs and destroy TBSNEW as soon as possible after installing The Breeder's Standard™. When you create the first ID, and BEFORE you delete TBSNEW, make sure that ALL FOUR check boxes are checked off on the main user's ID. If this is not done, and you delete the TBSNEW ID, you will be UNABLE to fix this problem short of reloading the entire program from the setup disk! Test your new ID to make sure it has access to all functions!

Signing On and Off

Signing On

Signing on causes The Breeder's Standard™ to change its record of who is using the program. This will cause certain menu options and buttons to become unavailable to the user, or available, as determined by the user's authority.

Signing Off

To sign off, but not leave The Breeder's Standard™, press F12 or select “Sign Off” from the “File” menu. This will close all active windows you had open, and The Breeder's Standard™ will display the “Sign On” window. No other work will be able to be done in The Breeder's Standard™ until a successful sign-on is made.

Calendars

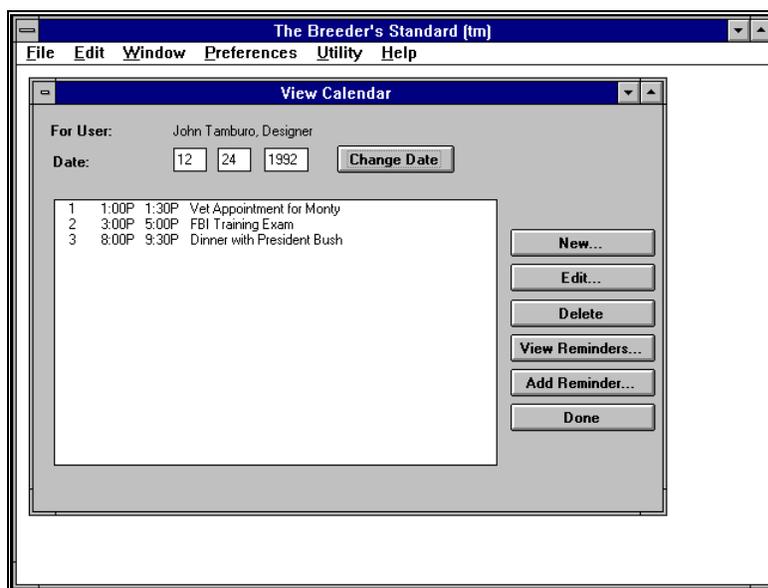
Introduction

The Breeder's Standard™ has a built-in calendar, which you can use to keep track of your personal events, vet appointments, and the like. This calendar keeps information available to you for easy reference, and has a built-in reminders function in order to “tickle” your memory about significant events.

Calendars are kept by user. Thus, your calendar is different than somebody else's calendar. You can only look at and change your own calendar. When you add entries, they're associated with you and you alone.

View Calendar

The “View Calendar” window is available from the “File” Menu. It shows you a list of the day's appointments, lets you change dates, and lets you add, change or delete calendar entries. The View Calendar screen looks like this:



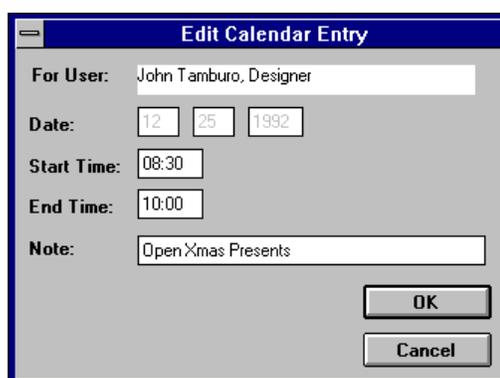
You can click on a calendar entry and edit it by clicking on “Edit...” Double-clicking on a calendar entry has the same effect as “Edit...”. You can delete using the “Delete” button, and you can add new entries to the calendar using the “New...” button.

Changing Dates on the Calendar

To view a different date’s appointments, change the date at the top of View Calendar and then click on the “Change Date” button. The entries for the day are displayed when the button is clicked.

Edit Calendar Entry

You can create or change calendar entries using the Edit Calendar Entry window. This window stores the information about the calendar entry. The Edit Calendar Entry window looks like this:



There are the following fields in the Edit Calendar Entry window:

Date: This is the date that you have set for the entry.

Start Time: This is the time that the event starts.

End Time: This is the time that the event ends.

Note: Use this field to describe the event.

Click on “OK” to save the Calendar Entry. Click on “Cancel” to abandon your changes.

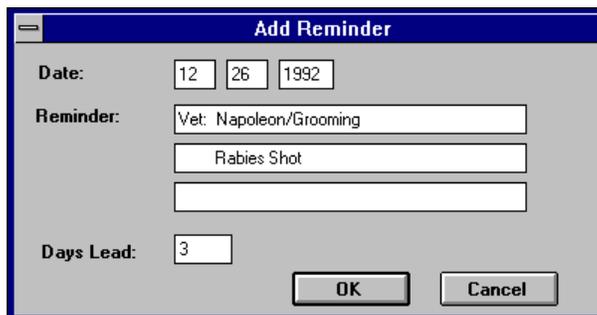
Reminders

How Reminders Work

The Breeder's Standard™ checks your reminders every day. For the three days preceding, and the day of, the reminder, it will appear when you sign on. You can view details on the reminder at that time. After the date of the reminder, it goes away.

Add Reminder

Add Reminders is a window available from either the View Calendar window or from the Edit Vet Records window (for follow-up visits). This allows you to add reminders to The Breeder's Standard™, which will pop up and notify you of upcoming significant events. Add Reminder looks like this:



The screenshot shows a dialog box titled "Add Reminder". It has a standard Windows-style title bar with a close button on the left. The dialog is divided into three main sections. The "Date" section has three small input boxes containing the values "12", "26", and "1992". The "Reminder" section has three stacked text input boxes; the first contains "Vet: Napoleon/Grooming", the second contains "Rabies Shot", and the third is empty. The "Days Lead" section has a single input box containing the value "3". At the bottom right of the dialog are two buttons: "OK" and "Cancel".

The Add Reminder window has the following Fields:

Date: This is the date of the appointment or event that you want The Breeder's Standard™ to remind you of.

Reminder: You have three lines of information about this reminder. The first one is visible in View Reminders, the others can only be seen in View a reminder.

Days Lead: Type in how many days before the event that you want to be reminded of it. The Breeder's Standard™ will remind you from that day through the day of the event, every time you sign on or choose View Reminders from the View Calendar window.

Click on "OK" to save this reminder, or click on "Cancel" to abandon this addition.

Utility Functions

Introduction

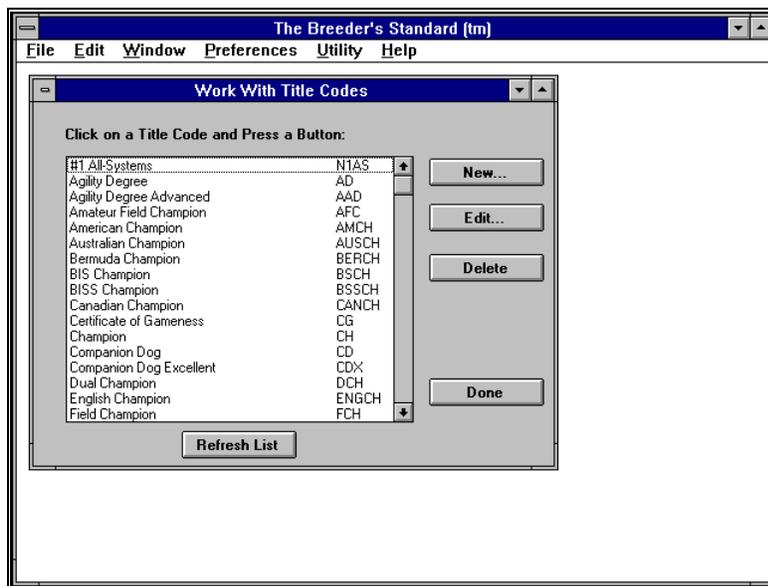
The Breeder's Standard™ provides you with utility functions which allow you to add, delete and change records in the files which tell the program about what Titles it recognizes, what breeds it recognizes, and about what kind of Veterinary or transaction types you wish to keep. To access these functions, you can choose them from the “Utility” menu. The rest of this section goes on to define the procedures used to access and change the four available files.

Title Codes

The Breeder's Standard™ provides a database pre-loaded with more than fifty titles available for you to assign to your dog. However, this may not be enough. Therefore, Version 2.1 provides you with the ability to create and change the Titles available to you. The Breeder's Standard™ has not limit on the number of titles which can be stored for a dog.

Work with Title Codes

The Breeder's Standard™ provides access to the Work with Title Codes window from the Utility Menu. When you select this option, you receive the following window:



The Title codes already stored in The Breeder's Standard™ are listed in alphabetical order by Title name. The list can be scrolled.

Click on "New..." to create a new Title Code. Click on a Title code and then click "Edit..." to change an existing Title Code. Double-clicking on a Title code is the same as single-clicking and then clicking "Edit...".

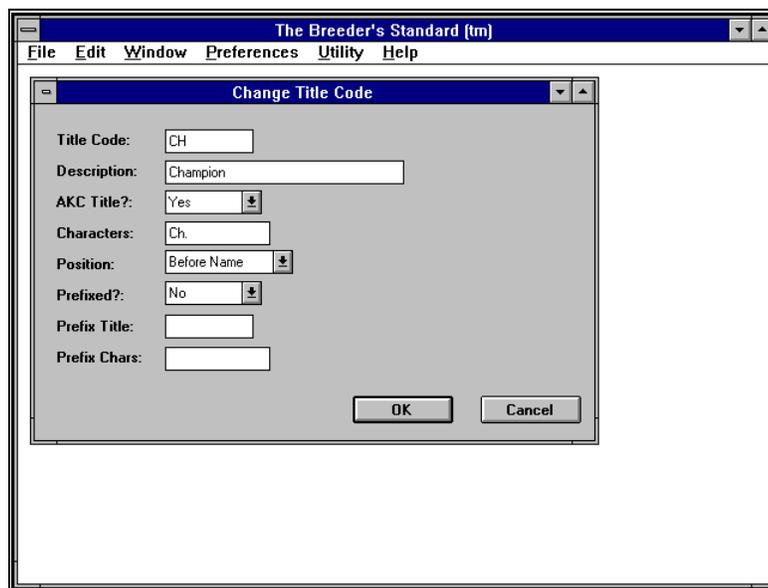
To delete an existing Title code, click on the breed you wish to delete and click the "Delete" button.

After you have made changes, you can update the list in the window by clicking on "Refresh List".

When you have completed working with Title Codes, click on "Done" This will close the window.

Edit Title Code

The Breeder's Standard™ allows you to change title code information which already exists, and it also allows you to enter additional titles. The Breeder's Standard™ provides access to Edit Title Code form the "New..." and "Edit..." buttons in Work with Title Codes. When selected, you receive the following screen:



This window has the following fields:

Title Code: This is a code used by The Breeder's Standard™ to track this title as assigned to various dogs. It is required.

Description: This is the description which you see in the “Available” or “Assigned” boxes in the Assign Titles window. It is required.

AKC Title? Drop-Down: This tells The Breeder's Standard™ if this title is an AKC title. AKC Titles appear on Show Entries and Litter Registrations. A choice of “Yes” or “No” is required.

Characters: These are the characters displayed in the titled name of the dog. For example, “Ch.” for “Champion”.

Position Drop-Down: This tells The Breeder's Standard™ whether the title characters go before or after the dog’s name. A choice is required.

Prefixed? Drop-Down: For titles which go before the dog’s name., it is possible to have a different set of characters come out if the dog already has a title, *prefixing* the title the dog already has. For example “BIS Am. Ch.” is “BIS Champion” and “American Champion” prefixing “Champion”. Choose yes or no. A choice is required.

Prefix Title: For prefixed titles, the title code of the title to search for to activate the prefix. It must exist on The Breeder's Standard™ database. If Prefix is “Yes”, this is required.

Prefix Chars: The characters to put in instead of the normal characters if the prefix title code is found on the dog. If Prefix is “Yes”, this is required.

To save this record, click "OK". To close the window without saving your changes, click "Cancel".

Special Notes:

Be careful not to assign non-AKC titles (such as HOF or ROM) as AKC titles. This may cause erroneous title additions to Litter Registration Apps and Show entries, and may cause an entry or app to be rejected. As of this release, ALL AKC TITLES are already installed into The Breeder's Standard™.

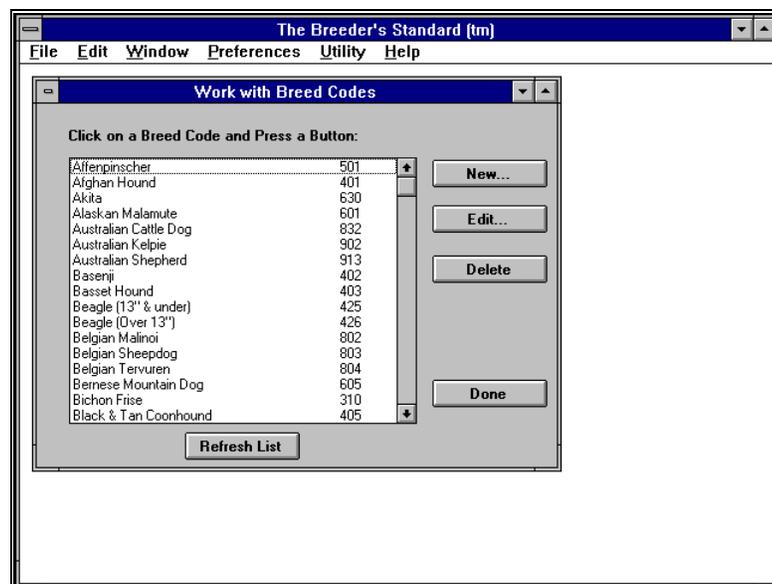
For more help with understanding how title prefixes work, look at some of the examples already provided in The Breeder's Standard™. They'll be the best teachers of this complex function.

Breed Codes

The Breeder's Standard™ provides a database containing all current and soon-to-be-recognized (as of this writing) AKC breeds. However, if you use the program for non-AKC breeds, or if another breed is added which you have, you will need to have the ability to change the breed information inside of The Breeder's Standard™. That is what Work with Breed Codes and Edit Breed Code provide for you.

Work with Breed Codes

The Breeder's Standard™ provides access to the Work with Breed Codes window from the Utility Menu. When you select this option, you receive the following window:



The Breed codes already stored in The Breeder's Standard™ are listed in alphabetical order by breed name. The list can be scrolled.

Click on "New..." to create a new Breed Code. Click on a breed code and then click "Edit..." to change an existing Breed Code. Double-clicking on a breed code is the same as single-clicking and then clicking "Edit...".

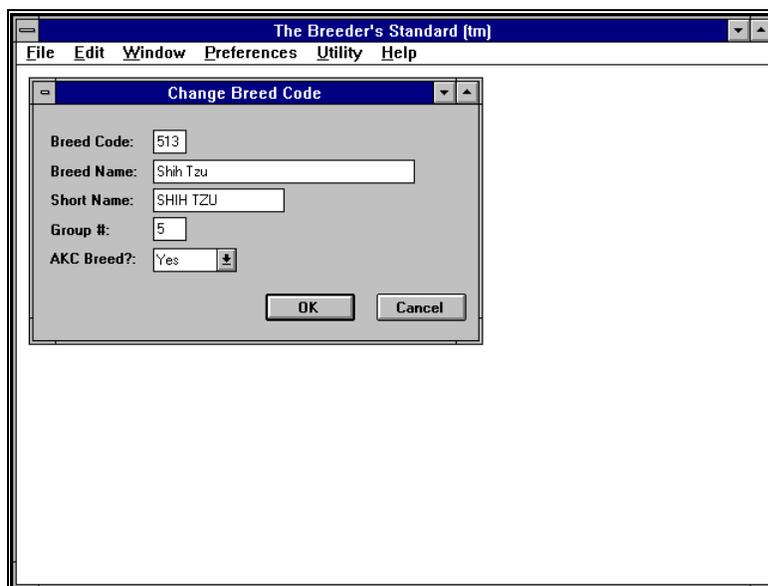
To delete an existing Breed code, click on the breed you wish to delete and click the "Delete" button.

After you have made changes, you can update the list in the window by clicking on "Refresh List".

When you have completed working with Breed Codes, click on "Done" This will close the window.

Edit Breed Code

The Breeder's Standard™ allows you to change breed code information which already exists, and it also allows you to enter additional breeds for non-AKC breeds or for new AKC breeds. The Breeder's Standard™ provides access to Edit Breed Code form the "New..." and "Edit..." buttons in Work with Breed Codes. When selected, you receive the following screen:



This window has the following fields:

Breed Code: This is a three-digit number assigned to AKC breeds by the AKC. It is required. **NOTE: Do NOT change codes for existing AKC Breeds! These codes are placed on Show Entries and Litter Registrations, and are used by AKC to tell its computers what breed the form is for! Also, do not use any code between 100 and 999 for a non-AKC Breed. Start with a letter to make up a code like "A00".**

Breed Name: This is the name of the breed that this code represents. Type in the name of the breed here. This field is required.

Short Name: This is a short name, used internally by AKC to reflect breeds on reports. The field is required. For non-AKC Breeds, type in whatever you wish. For AKC Breeds, please do not change existing entries.

AKC Breed? Drop-Down: This is a drop-down box used to tell The Breeder's Standard™ whether this breed code is for an AKC breed. Click on "Yes" if it is, or "No" if it is not.

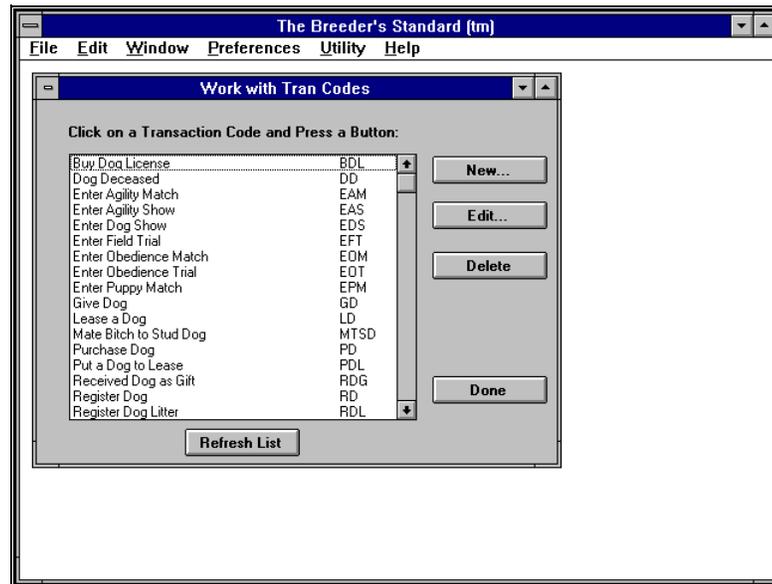
To save this record, click "OK". To close the window without saving your changes, click "Cancel".

Transaction Codes

The Breeder's Standard™ uses transaction codes to describe to you what kind of a transaction is reflected in the record that you are working with. These transactions can reflect AKC-significant events (like buying or selling a dog), or they can reflect just about anything you spend or receive money on (like taking your dogs for grooming).

Work with Transaction Codes

Work with Transaction Codes is accessible from the Utility Menu. When this function is selected, you are presented the following window:



The Transaction codes already stored in The Breeder's Standard™ are listed in alphabetical order by Transaction Type Name. The list can be scrolled.

Click on "New..." to create a new Transaction Type Code. Click on a code and then click "Edit..." to change an existing Transaction Type Code. Double-clicking on a code is the same as single-clicking and then clicking "Edit...".

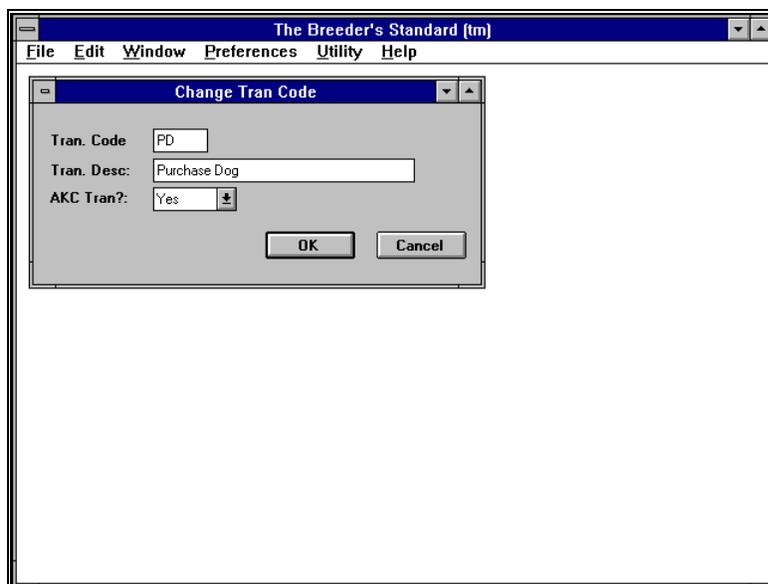
To delete an existing Transaction code, click on the Transaction Type you wish to delete and click the "Delete" button.

After you have made changes, you can update the list in the window by clicking on "Refresh List".

When you have completed working with Transaction Type Codes, click on "Done" This will close the window.

Edit Transaction Code

The Breeder's Standard™ permits you to define your own transaction codes in addition to the codes which come with the program. You can also change the codes present in the program when you purchase it. You use Edit Transaction Code to accomplish this. Edit Transaction Code is available by clicking on the "New..." or "Edit..." buttons from Work with Transaction Codes. When chosen, you receive the following window:



This window has the following fields:

Tran. Code: This is a code which The Breeder's Standard™ uses to track this type of transaction internally. This code is required.

Tran. Desc.: This is a description of the transaction you're changing or creating. This field is required.

AKC Tran? Drop-Down: This is a list box which will let you select whether or not this transaction is significant to AKC Recordkeeping. Select "Yes" if it is and "No" if it is not. **Do not change any AKC "Yes" transactions already in the program to "No". This can cause problems.**

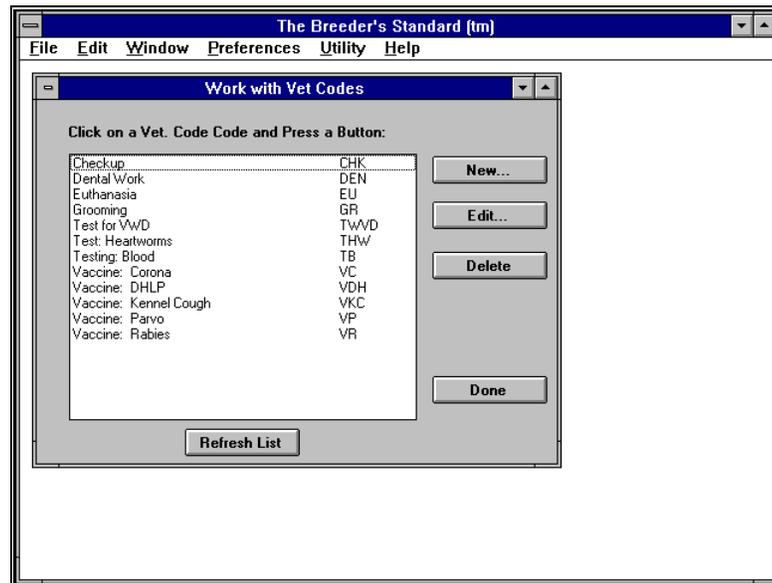
To save this record, click "OK". To close the window without saving your changes, click "Cancel".

Vet Service Codes

The Breeder's Standard™ allows you to store and maintain a history of veterinary visits for your dogs. In order to allow you to categorize the visits more easily, Version 2.1 of The Breeder's Standard™ permits you to add, change and delete Vet Service Codes.

Work with Vet Codes

Work with Vet Codes gives you a list of all of the vet service codes stored in The Breeder's Standard™. It is accessed from the Utility menu. When accessed, you receive the following window:



The Vet Service codes already stored in The Breeder's Standard™ are listed in alphabetical order by Service Name. The list can be scrolled.

Click on "New..." to create a new Vet Code. Click on a code and then click "Edit..." to change an existing Vet Code. Double-clicking on a code is the same as single-clicking and then clicking "Edit...".

To delete an existing Vet code, click on the Vet Code you wish to delete and click the "Delete" button.

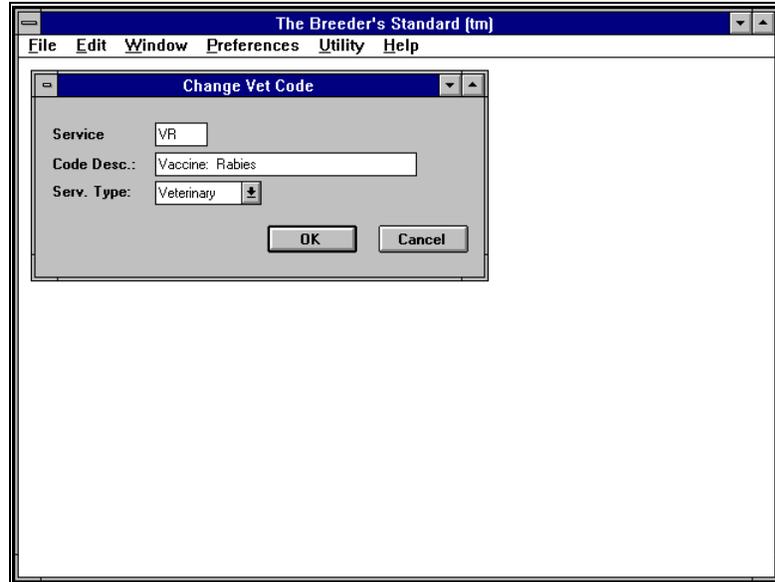
After you have made changes, you can update the list in the window by clicking on "Refresh List".

When you have completed working with Vet Codes, click on "Done". This will close the window.

Edit Vet Code

The Breeder's Standard™ permits you to define your own Vet Service codes in addition to the codes which come with the program. You can

also change the codes present in the program when you purchase it. You use Edit Vet Code to accomplish this. Edit Vet Code is available by clicking on the "New..." or "Edit..." buttons from Work with Vet Codes. When chosen, you receive the following window:



This window has the following fields:

Tran. Code: This is a code which The Breeder's Standard™ uses to track this type of Vet Service internally. This code is required.

Code Desc.: This is a description of the Service Code you're changing or creating. This field is required.

Service Type Drop-Down: This is a list box which will let you select what kind of service is to be performed. The choices are:

- **Veterinary**
- **Dental**
- **Grooming**
- **Testing**
- **Other**

To save this record, click "OK". To close the window without saving your changes, click "Cancel".

Messages and Support Guide

Introduction

The Breeder's Standard™ issues messages to inform you from time to time of errors, to ask you questions, or to verify that you really wish to take some sort of important action. This section explains these messages for you, and includes some steps you can take to handle the message without having to contact Man's Best Friend Software Support Services.

How to Use this Guide

The Support Services section contains information on how to contact Man's Best Friend Software in the event of a problem with The Breeder's Standard™. The Listing of Messages section contains a listing of both general and specific messages, most of the time with instructions on how to handle the message if you encounter it. Specific messages are listed by number, in order. If a message number you encounter is not in that list, it is most likely a general database message. In that event, refer to the section on general database messages.

Support Services

CompuServe

Man's Best Friend Software maintains a presence on CompuServe®, the nation's largest subscription network. The latest information on The Breeder's Standard™ is available, along with the ability to download fixes and updates to the program. Free support is always available.

The Breeder's Standard™ is supported for questions and answers from the Pets/Animals forum, Section 3. To get there, type GO PETS from any prompt in CompuServe®. We check CompuServe every weekday for messages, and we respond promptly.

All manner of Customer Service and Support matters are handled via CompuServe Mail. To contact us, send mail to the following ID:

70732,2621

Mail is answered every weekday. Orders are also accepted (credit card only) via CompuServe Mail.

To get information about joining CompuServe, call 1-800-848-8990.

Telephone

Version 2.1 of The Breeder's Standard™ comes with six month of free phone support from the day that you receive your package. After six months, you will have to use CompuServe for support or pay \$50.00 per hour support fees, billable in advance to your credit card or by check. Receipt of a paid full version upgrade (e.g. 1.1 to 2.0, not 2.0 to 2.1) entitles you to another six month of free support by phone. Man's Best Friend Software reserved the right to change its policies regarding support charges at any time without notice.

Call **708-395-3808** for support. If you receive an answering device, leave a detailed message, and a technician will get back to you as soon as possible. Please be patient. The Breeder's Standard™ has surpassed our highest growth expectations, and we're doing our best to satisfy all of our customers' needs.

General Guidelines for Speedy Support

When you call or post a message to Man's Best Friend Software, please have the following information immediately available:

Your Serial number, as you typed it into the program to authorize it;

The number (if any) and the full text of any message you've received;

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.

Warranty Procedure

The Breeder's Standard™ program disks are warranted for thirty days from the date you receive the program to be free from material defects. *This is NOT a money-back guarantee.* If you cannot make your installation diskette work, follow the procedure above for telephone support and call 713-890-2789. You will not be charged for support time for the call.

If we determine that your diskette has failed, we will send you a new diskette. If we need the old one back, we'll instruct you on how to ship it back to us, and give you an authorization number for the return. **Do**

NOT send back any diskette or package without a valid Return number! All unauthorized returns will be refused.

Listing of Messages

General Messages

The Breeder's Standard™ issues certain kinds of general messages, which can tell you more than one thing. Just about all of these are database messages.

Database Messages

The Breeder's Standard™ issues a message box with an error number in the top, with a short description like "DG Rd Err". This is a database message. The message in the center of the box tells you of the nature of the message. Here are some examples:

“Cannot share PARADOX.NET -- Is SHARE.EXE loaded?”

The Breeder's Standard™ issues this message if SHARE.EXE is not loaded before Windows is started. Setup puts a line into AUTOEXEC.BAT to start SHARE. Do NOT remove this line!

“Key Violation” This means that you are trying to save a record with a key which is identical to one already on the database. For example, a dog with the same exact registration number as another already on file. This is not allowed.

“Record was not Found” You tried to access a record which does not exist on the database. Therefore, The Breeder's Standard™ cannot find it.

Specific Messages

#1, "You have failed to make an entry for this field. An entry is required."

Cause: The Breeder's Standard™ Requires this field to be non-blank. You have failed to put any information in this field.

Recovery: Fill in the field, and try again.

#2, "Dog Record Already Exists."

Cause: A dog with this AKC Number is already in the database. You can have any AKC number appear only once.

Recovery: Change the AKC number to something unique and retry.

#3, "Dog is Listed as "Sire" Elsewhere, you cannot change it to a Bitch."

Cause: You tried to change a dog's gender to "Bitch" when it has already been used as a sire. This is not allowed.

Recovery: Change the sires of all the dog's descendants where it is listed as a sire. Use the Descendants list to figure which dogs are affected. Then try again.

#4, "Bitch is Listed as "Dam" Elsewhere, you cannot change it to a Dog."

Cause: You tried to change a dog's gender to "Dog" when it has already been used as a dam. This is not allowed.

Recovery: Change the dams of all the dog's descendants where it is listed as a dam. Use the Descendants list to figure which dogs are affected. Then try again.

#5, "Dog is a Parent of other dogs, you cannot change its Breed."

Cause: You tried to change a dog's breed, even though it is listed as sire (or dam) of other dogs. This is not allowed.

Recovery: Change the sires (or dams) of all the dog's descendants where it is listed as a dam. Use the Descendants list to figure which dogs are affected. Then try again.

#6, "Dog is a Parent of other Dogs, you cannot delete it."

Cause: You tried to delete a dog, even though it is listed as sire (or dam) of other dogs. This is not allowed.

Recovery: Change the sires (or dams) of all the dog's descendants where it is listed as a dam. Use the Descendants list to figure which dogs are affected. Then try again.

#8, "Registration Number is blank. It is required."

Cause: You tried to enter a dog without a Registration Number. This is not allowed..

Recovery: Type in a Registration Number and try again.

#9, "Registered Name is blank. It is required."

Cause: You have tried to enter a dog without a registered name. This is not allowed.

Recovery: Type in a Registered name and try again.

#10, "The Breeder's Standard (tm) is already running. You cannot run more than one copy of this program."

Cause: You clicked on the program manager icon for The Breeder's Standard™ while it is already running. You can run only one copy at a time.

Recovery: Use the Windows Task Manager to locate and switch to the currently-running copy of The Breeder's Standard™.

#11, "Dog's gender is not selected. A choice is required."

Cause: You tried to enter a dog with no gender. This is not allowed.

Recovery: Choose a gender for the dog and try again.

#12, "Dog's date of birth is not entered or is not valid. It is required for non-"Pedigree Only" Dogs."

Cause: You have tried to enter a dog without a date of birth. This is not allowed.

Recovery: Enter a date of birth for the dog and try again.

#13, "Dog's breed is not selected. A choice is required."

Cause: You have tried to enter a dog without a breed. This is not allowed.

Recovery: Choose a breed for the dog and try again.

#14, "Dog's status has not been selected. A choice is required."

Cause: You have tried to enter a dog without a status. This is not allowed.

Recovery: Choose the correct status for the dog and try again.

#18, "You did not select an item from the list before you clicked the button. Select an item and try again."

Cause: On a "Work With" screen, you clicked a button that required you to choose an item from the list first, which you did not do.

Recovery: Choose an item from the list and try again.

#19, "You selected Owner Info on a new dog. You must save the dog before you can enter Owner Info."

Cause: You clicked the "Owner Info..." button on a new dog window, before you saved the information.

Recovery: Click "OK" to save the dog, and go back in to edit the dog and try "Owner Info" again.

#20, "You have not entered all of the owner information. It is required if the dog is not "Pedigree Only" status."

Cause: For a non-"Pedigree Only" status of dog, you have not entered complete owner information.

Recovery: Enter a Name, Address 1, City, State and Zip Code for the owner and try again.

#21, "You have not entered a name from whom you obtained this dog. It is required if the dog is not "Pedigree Only" status."

Cause: You are required to give a name for the party where you obtained the dog. You have not done so.

Recovery: Enter the name of the party (and the address as well if you have it) or "self" if you bred the dog.

#22, "You have not entered a breeder name for this dog. It is required if the dog is not "Pedigree Only" status."

Cause: You are required to give a name for the party who bred the dog. You have not done so.

Recovery: Enter the name of the party (and the address as well if you have it) or "self" if you bred the dog.

#30, "Too Many Breed Codes, Only 256 codes loaded. Contact Support for assistance."

Cause: The Breeder's Standard™ can only load in breed codes for 256 breeds. You have more than that number in your breed table, and The Breeder's Standard™ cannot give you access to all of them.

Recovery: The Breeder's Standard™ will continue to run with the 256 codes entered. You can use Work with Breed Codes to delete some unneeded breeds (e.g. those which you do not have), or you can contact Man's Best Friend Software Technical support for further assistance.

#36, "You have not entered all default owner information. It is required in order to use The Breeder's Standard."

Cause: You have not entered a default owner Name, Address 1, City, State and Zip Code. The Breeder's Standard™ requires these fields at minimum in order to run.

Recovery: The Breeder's Standard™ will stay on this window until it gets these fields or you click Cancel. If you click Cancel, The Breeder's Standard™ will terminate. So, enter the information and click OK.

#37, "I cannot write my setup information. Contact support for assistance."

Cause: The Breeder's Standard™ cannot write to the WIN.INI file.

Recovery: Turn off any anti-virus package which resides in memory and monitors disk access, like *Central Point AntiVirus*. Try again. If you have nothing like this operating, contact Man's Best Friend Software Technical Support.

#38, "Warning: This Dialog will come up until you fill it in."

Cause: You tried to escape from either Default Disk Pathname or Default Owner Info when brought up by The Breeder's Standard™ to directly handle a problem. This is not allowed.

Recovery: Fill in the required information and click OK.

#39, "PedFast® I/O Error"

Cause: PedFast® ran into a problem trying to write our Pedigree Ancestors. The message in the center of the box explains further.

Recovery: Contact Man's Best Friend Software Technical Support.

#40, "Pedigree Successfully Constructed. Pedigree has been re-displayed for review. Press Cancel when done."

Cause: This is not an error. PedFast® displays this message after you click "OK" to tell you that all went well.

Recovery: None needed. You can go on to assign titles to the Pedigree ancestors, or you can click "Cancel" to close the PedFast window.

#41, "You pressed a Sire or Dam select button, but have not chosen a breed for this dog. A breed choice is required before the "Select" buttons may be used."

Cause: When entering a new dog, you have clicked "Pick Sire" or "Pick Dam" but have not chosen a breed. It is necessary for you to select a breed before picking Sire or Dam.

Recovery: Specify a breed for the new dog and retry.

#42, "You have chosen options on a new dog. You must save the dog before you can choose options."

Cause: You have clicked "Options" on a new dog. The dog must exist before you can work with its options.

Recovery: You can save the new dog by clicking "OK" and trying again after the dog is saved successfully.

#43, "You have clicked no boxes for statuses to show. You must choose at least one status to show."

Cause: Set View requires that you choose at least one status to show on Work with Dogs. You have not chosen any.

Recovery: Choose what statuses of dogs you wish to show and click "OK" to retry.

#47, "Too Many Transaction Codes, Only 256 Codes loaded. Contact Support for assistance."

Cause: The Breeder's Standard™ can only load in transaction codes for 256 transaction types. You have more than that number in your table, and The Breeder's Standard™ cannot give you access to all of them.

Recovery: The Breeder's Standard™ will continue to run with the 256 codes entered. You can use Work with transaction Codes

to delete some unneeded codes, or you can contact Man's Best Friend Software Technical support for further assistance.

#53, "You have failed to choose a transaction type. A choice is required."

Cause: In New Transaction, you have not chosen a transaction type.

Recovery: Choose a transaction type and try again.

#54, "Warning: "Application Date" is Required AKC Information for certain kinds of transactions."

Cause: This warns you that you may have omitted an AKC-Required entry.

Recovery: The omission is accepted anyway, but you ought to check and see if you really need to enter this information.

#55, "Warning: "Bill Of Sale Date" is required AKC Information for certain kinds of transactions. "

Cause: This warns you that you may have omitted an AKC-Required entry.

Recovery: The omission is accepted anyway, but you ought to check and see if you really need to enter this information.

#56, "Warning: "Contract Date" is required AKC Information for certain kinds of transactions."

Cause: This warns you that you may have omitted an AKC-Required entry.

Recovery: The omission is accepted anyway, but you ought to check and see if you really need to enter this information.

#57, "Contract Type is required if Contract Date is specified."

Cause: You have entered Contract Type or Contract Date, but not both. Edit Transaction Requires both.

Recovery: Enter both Contract Date and Contract Type or neither.

#58, "Contract Date is required if Contract Type is specified."

Cause: You have entered Contract Type or Contract Date, but not both. Edit Transaction Requires both.

Recovery: Enter both Contract Date and Contract Type or neither.

#59, "Transaction Date is required and must be a valid date."

Cause: You have not entered a Transaction Date, but not both. Edit Transaction Requires it.

Recovery: Enter Transaction Date and try again.

#60, "Transaction cannot occur prior to birth of dog."

Cause: You have entered a Transaction Date, in Edit Transaction which is prior to the birth of the dog. This is not allowed.

Recovery: Enter a Transaction Date which is after the dog's date of birth.

#61, "Dog DOB Error! Call Support."

Cause: There is an internal error in working with a dog's date of birth.

Recovery: Contact Man's Best Friend Software Support for assistance.

#63, "Other-Party Name is required."

Cause: You have not entered a name for the other party in this transaction. This is required.

Recovery: Enter a name for the other party and try again.

#64, "Other-Party Address 1 is Required"

Cause: You have not entered an Address 1 for the other party in this transaction. This is required.

Recovery: Enter an Address 1 for the other party and try again.

#65, "Other-Party City is Required."

Cause: You have not entered a city for the other party in this transaction. This is required.

Recovery: Enter a city for the other party and try again.

#66, "Other-Party State is Required."

Cause: You have not entered a state for the other party in this transaction. This is required.

Recovery: Enter a state for the other party and try again.

#67, "Amount Received is not valid. Correct or delete your entry."

Cause: You have entered a dollar amount you received which is not a number. If entered, the field must be a number with no dollar signs or commas. Only decimal points are allowed.

Recovery: Enter a valid dollar amount and try again.

#68, "Amount Paid is not valid. Correct or delete your entry."

Cause: You have entered a dollar amount you paid which is not a number. If entered, the field must be a number with no dollar signs or commas. Only decimal points are allowed.

Recovery: Enter a valid dollar amount and try again.

#69, "Work with Dogs is already Active."

Cause: You have tried to start Work with Dogs from the menu, when Work with Dogs is already running. You can only run one Work with Dogs window at a time.

Recovery: Use the Window menu to switch to the already-open Work with Dogs window.

#75, "User ID Entered does not exist. You must use a valid user ID."

Cause: When signing on, you entered a user ID which is not on the database. The user ID must be on the database for you to use it.

Recovery: Enter a valid User ID and try again.

#76, "User Password is not Correct."

Cause: When signing on, you entered a user password which does not match the password stored on the database. The user password must match for you to gain access..

Recovery: Enter a valid Password and try again.

#78, "Mating Date is Required and must be a valid date."

Cause: You did not enter a date or you entered an invalid date for the mating.

Recovery: Enter a valid date and try again.

#79, "Mate's Registration Number is Required..."

Cause: You did not enter the mate's registration number.

Recovery: Enter a valid Registration number and try again.

#80, "Mate's Registration Number is Not Found on the Database."

Cause: The mate's registration number you entered does not exist on the database.

Recovery: Enter a valid Registration number and try again. Try the "select" button to locate the correct mate. Remember that the mate must be on the database, the same breed, and the opposite gender of the dog you are entering the mating for.

#81, "The Mate selected is not the same breed as the dog."

Cause: The mate chosen is a different breed than the dog you are entering the mating for.

Recovery: Enter a valid Registration number and try again. Try the "select" button to locate the correct mate. Remember that

the mate must be on the database, the same breed, and the opposite gender of the dog you are entering the mating for.

#82, "Dog and Mate cannot be of the Same Gender."

Cause: The mate chosen is the same gender as the dog you are entering the mating for.

Recovery: Enter a valid Registration number and try again. Try the "select" button to locate the correct mate. Remember that the mate must be on the database, the same breed, and the opposite gender of the dog you are entering the mating for.

#83, "Mate's Owner Name is Required."

Cause: The mate's owner's name is not entered.

Recovery: Enter a owner name for the mate and try again. Try the "select" button to locate the correct mate, since this copies in the owner information from the mate's dog record.

#84, "Mate's Owner Address is Required."

Cause: The mate's owner's address is not entered.

Recovery: Enter a owner address for the mate and try again. Try the "select" button to locate the correct mate, since this copies in the owner information from the mate's dog record.

#85, "Mated By Information is Required."

Cause: The name of the person supervising the mating is not entered.

Recovery: Enter a name and try again. If you supervised the mating, enter "self".

#96, "Vet Visit Date is Required and must be a Valid Date."

Cause: The date of the vet visit is not entered or the entry is not a valid date.

Recovery: Enter a valid date and try again.

#97, "Vet Service Selection is Required."

Cause: You did not select the type of service which was performed during this vet visit.

Recovery: Choose a service and try again.

#98, "At least one comment is Required in the "Results" field."

Cause: You did not type any comments in the "Results" field. At least one comment is required.

Recovery: Type in a comment and try again.

#99, "Return Date is not a valid Date."

Cause: The date for the return vet visit is not a valid date.

Recovery: Enter a valid date and try again, or make no entry at all.

#100, "If you give a Return Date, you must give a reason."

Cause: Self-explanatory.

Recovery: Enter a valid date and Return reason and try again, or make no entry at all.

#101, "If you give a Reason to Return, you must give a Return Date."

Cause: Self-explanatory.

Recovery: Enter a valid date and Return reason and try again, or make no entry at all.

#103, "Show Club Name is Required."

Cause: Self-explanatory.

Recovery: Enter a valid Show Club Name and try again.

#104, "Show City Name is Required."

Cause: Self-explanatory.

Recovery: Enter a valid Show City and try again.

#105, "Show Date is Required and must be a Valid Date."

Cause: Self-explanatory.

Recovery: Enter a valid Show Date and try again.

#106, "Entry Date is Required and must be a Valid Date."

Cause: Self-explanatory.

Recovery: Enter a valid Show Entry Date and try again.

#107, "If an Entry Fee is listed, it must be a valid number."

Cause: You entered an entry fee. It is not a valid number. You can only enter numbers and a decimal point, no dollar signs or commas are allowed.

Recovery: Enter a valid Entry Fee and try again, or enter nothing at all.

#108, "If a Handler's Fee is listed, it must be a valid number."

Cause: You entered an entry fee. It is not a valid number. You can only enter numbers and a decimal point, no dollar signs or commas are allowed.

Recovery: Enter a valid Entry Fee and try again, or enter nothing at all.

#109, "Show Type Must be Selected."

Cause: You did not select the Show type for this outing.

Recovery: Choose a type and try again.

#110, "Show Level Must be Selected."

Cause: You did not select the Show level for this outing.

Recovery: Choose a type and try again.

#111, "No Judge specified for class, but show is marked 'Classes'."

Cause: You did not enter a Class Judge for this outing, but the show level is "Classes". If you specify "Classes", you need to enter the name of the judge who looked at the dog in the classes.

Recovery: Enter the Judge's name and try again.

#112, "Judge is specified for Class, but show is marked 'Specials' or 'Veterans' ."

Cause: You entered a Class Judge for this outing, but the show level is not "Classes". If you specify "Special" or "Veterans", you cannot specify a class judge.

Recovery: Correct the show level or the Judge's name and try again.

#113, "Class Finishing Position must be given for dog shown in the classes."

Cause: The show level is "Classes". However, no finish was given for the class.

Recovery: Correct the finish and try again.

#114, " 'Winners' Information is given for this Dog, but the Show Level is listed as 'Special'."

Cause: The show level is "Special". However, a finish was given for the class. Specials cannot have class showing info.

Recovery: Correct the level or the winners info and try again.

#115, "Winners" Information is given for this Dog, but it did not finish "1" in the Classes."

Cause: You listed "Winners" information for this dog, but it did not win in the class. This is not allowed.

Recovery: Correct the class or the winners info and try again.

#116, "Dog Finished "1" in the Classes, but no "Winners" info is specified."

Cause: You listed no "Winners" information for this dog, but it won in the class. This is not allowed.

Recovery: Correct the class or the winners info and try again.

#117, "Best of Breed" Information is given for this dog, but it did not Finish "1" for Winners."

Cause: You listed "Best of Breed" information for this dog, but it did not win in Winners. This is not allowed.

Recovery: Correct the Breed or the Winners info and try again.

#118, "Dog Finished "1" for Winners, but no "Best of Breed" Information is Given."

Cause: You listed no "Best of Breed" information for this dog, but it won in Winners. This is not allowed.

Recovery: Correct the Breed or the Winners info and try again.

#119, "Group" Information is given for this Dog, but it did not finish "1" for Best of Breed."

Cause: You listed "Group" information for this dog, but it did not win Best of Breed. This is not allowed.

Recovery: Correct the Breed or the Group info and try again.

#120, "Dog Finished "1" for Best of Breed, but no "Group" Information is given."

Cause: You listed no "Group" information for this dog, but it won Best of Breed. This is not allowed.

Recovery: Correct the Breed or the Group info and try again.

#121, "Best In Show" Information is given for this Dog, but it did not finish "1" for Group."

Cause: You listed "BIS" information for this dog, but it did not win Group. This is not allowed.

Recovery: Correct the Breed or the Group info and try again.

#122, "Dog Finished "1" in Group, but no "Best in Show" Information is Given."

Cause: You listed no "BIS" information for this dog, but it won the Group. This is not allowed.

Recovery: Correct the Breed or the Group info and try again.

#124, "Warning: Dog Finished "1" in Winners, but no points are given. Record Accepted anyway."

Cause: You listed no points for this dog's winners win.

Recovery: This may not be an error, since you can have a dog win winners and get no points. Check your facts and act accordingly.

#125, "Dog did not finish "1" in Winners, but Points are listed."

Cause: You listed points for a dog which did not finish winners. This is not allowed.

Recovery: Correct the winners finish or the points and try again.

#130, "Are you sure that you want to delete this show record?"

Cause: This is a question asked to confirm if you want to delete the show record.

Recovery: None. Answer "Yes" to delete, "No" to stop the deletion.

#140, "You must Select a Title to Add before pressing an "Add" Button."

Cause: You Pressed the "Insert Above" or "Insert Below" button without selecting an available title to insert. This is not allowed.

Recovery: Click on the available title you want and try again.

#141, "You must Select where to insert the Title before pressing an "Add" button."

Cause: You Pressed the "Insert Above" or "Insert Below" button without selecting where to insert the title. This is not allowed.

Recovery: Click on the place you want to insert the title and try again.

#142, "You must Select which Title to Remove Before Pressing the "Remove" Button."

Cause: You Pressed the "Remove Title" button without selecting which title to remove. This is not allowed.

Recovery: Click on the title you want to remove and try again.

#143, "LB1 Currency Error in InsSelAfter...Call Support!"

Self-explanatory. Contact Support for help.

#144, "LB2 Currency Error in InsSelAfter...Call Support!"

Self-explanatory. Contact Support for help.

#145, "Are You sure you want to cancel the changes you made to this Dog's titles?"

Cause: You Pressed the "Cancel" button after changing this dog's titles.

Recovery: Click "Yes" to drop the changes and close the window, or "No" to go back to working on the dog's titles.

#146, "LB2 Currency Error in Remove...Call Support!"

Self-explanatory. Contact Support for help.

#149, "The Dog already has this title. It cannot be assigned more than once."

Cause: You Pressed a "Quick Titles button for a title this dog already has. This is not allowed.

Recovery: Choose another title to add and try again.

#150, "Error in LB1 for a TtlBtn...Call Support!"

Self-explanatory. Contact Support for help.

#156, "Are your sure that you want to delete this User Record?"

Cause: This is a question asked to confirm if you want to delete the user record.

Recovery: None. Answer "Yes" to delete, "No" to stop the deletion.

#157, "User ID Is Required."

Cause: You did not put in a user ID. This is required for Edit User and New User and for Sign On.

Recovery: Fill in the User ID and try again.

#158, "User Name is Required."

Cause: You did not put in a user Name. This is required for Edit User and New User.

Recovery: Fill in the User Name and try again.

#159, "User Password is Required."

Cause: You did not put in a user Password. This is required for Edit User and New User and for Sign On.

Recovery: Fill in the User Password and try again.

#160, "Do you want to set a reminder for the next Vet visit?"

Cause: This is a question asked to confirm if you want to set a reminder on the return date for a vet visit.

Recovery: None. Answer "Yes" to add the reminder, "No" to stop the addition.

#165, "Reminder Date must be entered and must be a valid date."

Cause: You entered no reminder date, or the date you entered is not valid. The date must be entered and must be valid.

Recovery: Enter a correct date and try again.

#166, "Reminder Text must be entered."

Cause: You entered no reminder text. It is required.

Recovery: Enter reminder text and try again.

#167, "Reminder Lead time may not be more than 10 days."

Cause: You entered a lead time on the reminder longer than 10 days. That is not allowed.

Recovery: Enter a number from 0 to 10 and try again.

#168, "Error PXEncoding System Date! Call Support!"

Self-explanatory. Contact Support for help.

#169, "Error PXEncoding Reminder Date! Call Support!"

Self-explanatory. Contact Support for help.

#170, "Error PXDecoding Reminder Date! Call Support!"

Self-explanatory. Contact Support for help.

#171, "Either a Call Name or a Registration Number must be entered."

Cause: You entered nothing on Open Dog. You must choose to look up by call name or AKC Registration Number.

Recovery: Enter either Reg. Number or call name and try again.

#172, "You Cannot Enter both a Call Name and a Registration Number."

Cause: You entered both a call name and a registration number on Open Dog. You must choose to look up by call name or AKC Registration Number.

Recovery: Enter either Reg. Number or call name and try again.

#177, "Calendar Item Date must be Entered and must be a valid date."

Cause: You entered no calendar item date, or the date you entered is not valid. The date must be entered and must be valid.

Recovery: Enter a correct date and try again.

#178, "The date on the Calendar cannot be earlier than today."

Cause: You entered a calendar item date in the past. The date must be today or later.

Recovery: Enter a current or future date and try again.

#179, "Begin Time must be entered."

Cause: You entered no begin time. It is required.

Recovery: Enter the begin time and try again.

#180, "End Time Must be entered."

Cause: You entered no end time. It is required.

Recovery: Enter the end time and try again.

#181, "Description of Appointment must be entered."

Cause: You entered no appointment description. It is required.

Recovery: Enter the description and try again.

#182, "Error PXDecoding Calendar Date! Call Support!!"

Self-explanatory. Contact Support for help.

#183, "Are you sure that you want to delete this Calendar Item?"

Cause: This is a question asked to confirm if you want to delete the calendar item.

Recovery: None. Answer "Yes" to delete, "No" to stop the deletion.

#185, "Error with PedFast Key Generation. Call Support!"

Self-explanatory. Contact Support for help.

#190, "Sire Registration Number must be entered."

Cause: You entered no Sire Registration Number. It is required to add a litter.

Recovery: Enter the Registration Number and try again.

#191, "Dam Registration Number must be entered."

Cause: You entered no Dam Registration Number. It is required to add a litter.

Recovery: Enter the Registration Number and try again.

#192, "Puppy Dog Count has to be a number if present."

Cause: You entered a non-number for the count of Dog puppies in the litter. It is required to be a correct number between 0 and 100.

Recovery: Enter the correct count and try again.

#193, "Puppy Bitch Count has to be a number if present."

Cause: You entered a non-number for the count of Bitch puppies in the litter. It is required to be a correct number between 0 and 100.

Recovery: Enter the correct count and try again.

#194, "The total number of puppies for this Litter must be at least one."

Cause: You entered a non-number for the count of puppies in the litter. It is required to be a correct number between 0 and 100.

Recovery: Enter the correct count and try again.

#195, "Whelping Date must be entered and must be a valid date."

Cause: You entered nothing or an invalid date for the Whelp date. This is required and must be a valid date.

Recovery: Enter the correct date and try again.

#198, "Sire of the Litter must be Male."

Cause: The dog you chose for Sire is a bitch.

Recovery: Enter the Registration number of the correct dog and try again.

#199, "Dam of the Litter must be Female."

Cause: The dog you chose for Dam is a dog.

Recovery: Enter the Registration number of the correct dog and try again.

#200, "Dam and Sire are not the Same breed -- this is not allowed in the AKC, at least not yet!"

Cause: The Dam and Sire are different breeds.

Recovery: Enter Dam and Sire of the same breed, or check the dog records for Dam and Sire to make sure that breed matches.

#205, "You cannot add puppies to a litter that has not been saved. Click on "OK" to save the litter, then retry."

Cause: You clicked "New Puppy" or "Edit Puppy" on a New Litter. You cannot do this, and must save the litter first.

Recovery: Click "OK" to save the litter and try again.

#206, "You cannot add or view a Dog Record for a puppy that has not been saved. Click "OK" to save this record."

Cause: You clicked "Dog Record" on a New Puppy. You cannot do this, and must save the Puppy first.

Recovery: Click "OK" to save the Puppy and try again.

#207, "You cannot create a Dog Record without an AKC Registration Number."

Cause: You clicked "Dog Record" on a Puppy with no AKC number. This is not allowed.

Recovery: Add the puppy's AKC Number, Click "OK" to save the Puppy and try again.

#208, "There is no dog record for this AKC Number. Should I create one and then show you that Dog?"

Cause: This is not an error. This asks you if The Breeder's Standard™ should create a new Dog Record for this puppy.

Recovery: Click "Yes" to create a Dog record and bring up Edit Dog to let you work with it, or "No" to go back to what you were doing.

#209, "Disk Pathname required in order to run The Breeder's Standard."

Cause: You tried to cancel out of Default Disk Path, and the WIN.INI file.

Recovery: Click "Yes" to create a Dog record and bring up Edit Dog to let you work with it, or "No" to go back to what you were doing.

#210, "Cannot find Disk Path."

Cause: The default disk pathname you entered does not exist.

Recovery: Enter a correct pathname and try again. Most of the time, this will be "C:\TBS\DATA".

#211, "Cannot assign Titles where the Reg. Number is blank. Click "OK" or choose a different Dog."

Cause: You clicked a Title button in PedFast where no registration number shows on the screen. This is usually due to failure to click "OK" in PedFast prior to assigning titles.

Recovery: Click "OK" to construct the Pedigree and try again.

#212, "Are you sure that you want to delete this dog? This will destroy all of its records!"

Cause: This is a question asked to confirm if you want to delete the Dog record.

Recovery: None. Answer "Yes" to delete, "No" to stop the deletion.

#213, "Cannot start the Printer, Check your device and set-up."

Cause: The Breeder's Standard™ is having a problem getting Windows to start your printer.

Recovery: Check to make sure that you have the right printer defined, that the port is correct and that it is set up in Windows as the Default Printer. Use "Select Printer" from the File Menu, or use the Windows Control Panel (available in Program Manager).

#214, "Puppy Number must be entered and must be a number."

Cause: You entered a non-number for the number of this puppy in the litter. It is required to be a correct number between 0 and 100.

Recovery: Enter the correct number and try again.

#215, "Puppy's Gender must be selected."

Cause: You did not choose a gender for the puppy. It is required.

Recovery: Enter the correct number and try again.

#216, "WARNING: Disposition Date is required for AKC Records. Blank Date accepted anyway."

Cause: This warns you that you may have omitted an AKC-Required entry.

Recovery: The omission is accepted anyway, but you ought to check and see if you really need to enter this information.

#217, "Disposition Date must be valid if entered."

Cause: The date entered is not valid.

Recovery: Enter a valid date, or remove the date altogether.

#218, "Name of Person receiving Dog must be entered."

Cause: You entered no name for the recipient of this puppy. It is a required entry.

Recovery: Enter the recipient's name and try again.

#219, "Address of Person receiving Dog must be entered."

Cause: You entered no address for the recipient of this puppy. It is a required entry.

Recovery: Enter the recipient's address and try again.

#220, "Amount Paid must be numeric if it is entered."

Cause: You entered a non-number for the amount paid for this puppy. If entered, it is required to be a correct number, with no commas or dollar signs. Decimals are allowed. between 0 and 100.

Recovery: Enter the correct amount and try again.

#221, "WARNING: Registration Certificate Date is required for AKC Records. Blank Date accepted anyway."

Cause: This warns you that you may have omitted an AKC-Required entry.

Recovery: The omission is accepted anyway, but you ought to check and see if you really need to enter this information.

#222, "Registration Certificate Date must be valid if entered."

Cause: The date entered is not valid.

Recovery: Enter a valid date, or remove the date altogether.

#223, "WARNING: Registration Application Date is Required for AKC Records. Blank Date Accepted anyway."

#224, "Registration Application Date must be valid if **Cause:** This warns you that you may have omitted an AKC-Required entry.

Recovery: The omission is accepted anyway, but you ought to check and see if you really need to enter this information.

entered."

#225, "WARNING: Bill of Sale Date is Required for AKC Records. Blank Date Accepted anyway."

Cause: This warns you that you may have omitted an AKC-Required entry.

Recovery: The omission is accepted anyway, but you ought to check and see if you really need to enter this information.

#226, "Bill of Sale Date must be valid if entered."

Cause: The date entered is not valid.

Recovery: Enter a valid date, or remove the date altogether.

#227, "THIS IS AKC-REQUIRED INFORMATION. Are you sure that you want to delete this puppy?"

Cause: This is a question asked to confirm if you want to delete the Puppy record.

Recovery: None. Answer "Yes" to delete, "No" to stop the deletion.

#228, "This dog has Transactions and cannot be deleted."

Cause: The Breeder's Standard™ refuses to delete the dog because there is transaction information out there for this dog.

Recovery: None.

#229, "This dog has Mating Records and cannot be deleted."

Cause: The Breeder's Standard™ refuses to delete the dog because there is mating information out there for this dog.

Recovery: None.

#230, "This dog has Vet Records and cannot be deleted."

Cause: The Breeder's Standard™ refuses to delete the dog because there is Vet History information out there for this dog.

Recovery: None.

#231, "This dog has show records and cannot be deleted."

Cause: The Breeder's Standard™ refuses to delete the dog because there is show history information out there for this dog.

Recovery: None.

**#232, "THIS MAY BE REQUIRED AKC INFORMATION!
Are you sure that you want to delete this transaction?"**

Cause: This is a question asked to confirm if you want to delete the Transaction record.

Recovery: None. Answer "Yes" to delete, "No" to stop the deletion.

#233, "Are you sure that you want to delete this vet record?"

Cause: This is a question asked to confirm if you want to delete the Vet record.

Recovery: None. Answer "Yes" to delete, "No" to stop the deletion.

#235, "THIS IS AKC-REQUIRED INFORMATION. Are you sure you want to delete this mating record?"

Cause: This is a question asked to confirm if you want to delete the mating record.

Recovery: None. Answer "Yes" to delete, "No" to stop the deletion.

#236, "No Litter Record exists for this mating. Should I create one now?"

Cause: This is not an error. This asks you if The Breeder's Standard™ should create a new Litter Record for this mating.

Recovery: Click "Yes" to create a Litter record and bring up Edit Litter to let you work with it, or "No" to go back to what you were doing.

#237, "Litter has been updated. You may now add puppies, or click "Done" when you're finished."

Cause: This is not an error. The Breeder's Standard™ has successfully saved the litter.

Recovery: None needed.

#238, "Puppy's Coloration is AKC Information and must be entered."

Cause: You entered no color this puppy. It is a required entry.

Recovery: Enter the color and try again.

#239, "Other Registry must be "None" or Selected."

Cause: You made no selection for other registry. It is a required entry.

Recovery: Select "None" or the correct registry and try again.

#240, "If Other Registry is "None", you cannot enter a Country or alternate number for Other Registry."

Cause: You made the "None" selection for other registry, but also entered other registry country and/or number. This is not allowed.

Recovery: Select the correct registry and try again.

#241, "If Other Registry is not "None", you must enter a Registration Number."

Cause: You made a selection other registry, but left country and/or number blank. They are required entries.

Recovery: Select "None" and try again.

#242, "You are not signed on yet. Please Sign On."

Cause: You used a quick-access key from "Sign On". this is not allowed.

Recovery: Sign on and try again.

#243, "Mating Record Created. Do you want me to create a mating record for the mate as well?"

#244, "Additional Mating Record created for Mate."

#245, "The Print Job has been terminated by the user."

Cause: You clicked "Cancel" while The Breeder's Standard™ was printing something.

Recovery: None. The print is stopped.

#246, "A General Printer Error has occurred. Check your supply of paper and the "Ready" switch on your printer."

Cause: The Breeder's Standard™ was printing something and detected a problem.

Recovery: None. The print is stopped.

#247, "There is not enough disk space for spooling. Try Deactivating the Print Manager from the Control Panel."

Cause: The Breeder's Standard™ was printing something and detected a problem. Windows said that disk space is not sufficient for spooling.

Recovery: None. The print is stopped. Try unchecking the "Use Print Manager" box from the control panel.

#248, "The Print Job has been Removed from the Print Manager Spool."

Cause: The Breeder's Standard™ was printing something and detected a problem.

Recovery: None. The print is stopped.

#249, "I cannot start the printer. Check your Printer Selections and your Printer Setup."

Cause: The Breeder's Standard™ detected a problem while trying to start the printer.

Recovery: None. The print is stopped.

#250, "I cannot create the "Cancel" dialog for the print job. Print aborted."

Cause: The Breeder's Standard™ was printing something and detected a problem with the cancel dialog.

Recovery: None. The print is stopped.

#251, "I cannot link to the Cancel Dialog. Printout aborted. Call Support."

Self-explanatory. Contact Support for help.

#252, "You must choose an Option for printing Registration Numbers on the Pedigree."

Cause: You did not choose if and/or when registration numbers will print on the pedigree. A choice is required.

Recovery: Choose an option and try again.

#253, "You must pick a choice for Optional Pedigree Fields."

Cause: You did not choose any optional printing fields for the pedigree. Either a Choice or "*"None*" is required.

Recovery: Choose an option and try again.

#254, "You have no suitable fonts for Graphics on this Printer. You must get either ATM or Windows 3.1 to print this item."

Self-explanatory. Contact Support for help.

#255, "You have not entered a title code. A title code is required."

Cause: You did not enter a Title Code for the Title you wish to add. An entry is required.

Recovery: Enter a code try again.

#256, "You have not entered a description for this title. A description is required."

Cause: You did not enter a Description for the Title you wish to add. An entry is required.

Recovery: Enter a code try again.

#257, "You have not specified if this title is conferred by the AKC. A choice is required."

Cause: You did not specify the Title as AKC or non-AKC. A choice is required.

Recovery: Make a choice and try again.

#258, "You have not specified the Characters for this title. An entry is required."

Cause: You did not enter Characters for the Title you wish to add. An entry is required.

Recovery: Enter a code try again.

#259, "You have not specified if this title goes before or after the name. A choice is required."

Cause: You did not specify the Title as before or after the dog's name. A choice is required.

Recovery: Make a choice and try again.

#260, "You have not specified if this title is prefixed when combined with another. A choice is required."

Cause: You did not specify the Title as prefixed or non-prefixed. A choice is required.

Recovery: Make a choice and try again.

#261, "You have chosen a prefixed title with a title which goes after the dog's name. This is not allowed."

Cause: You chose "Yes" for Prefixed title on a title which goes after the dog's name. This is not allowed.

Recovery: Correct your choice of prefix or position and try again.

#262, "You have specified "Yes" for Prefixed Title and left the prefix check title code blank. This is required for prefixed titles."

Cause: You chose "Yes" for Prefixed title but did not give a title to check for. This is not allowed.

Recovery: Specify a title to check for and try again.

#263, "You have specified "No" for Prefixed title and entered a prefix check title code. This is not allowed."

Cause: You chose "No" for Prefixed title but gave a title to check for. This is not allowed.

Recovery: Correct your choice or your title to check for and try again.

#264, "You have not entered prefix-present title characters. They're required if you chose "Yes" for prefixed title."

Cause: You chose "Yes" for Prefixed title but did not give prefix characters. This is not allowed.

Recovery: Specify prefix characters and try again.

#265, "No Title record exists for the prefix check title you entered. This record must already exist."

Cause: You gave a title to check for but it is not on the database. This is not allowed.

Recovery: Correct your title to check for and try again.

#266, "You have entered prefix-present title characters and have selected "No" for prefixed title. This is not allowed."

Cause: You gave prefix characters but did not select for a prefix title. This is not allowed.

Recovery: Correct your prefix characters or your choice and try again.

#267, "You have entered an invalid Stud Book Date. If you put one in, it must be a valid date."

Cause: You gave a Stud Book date which is not valid. This is not allowed.

Recovery: Enter a correct Stud Book date and try again.

#272, "You have entered an invalid Puppy-Shots date. If you enter a date, it must be valid."

Cause: You gave a puppy Shots date which is not valid. This is not allowed.

Recovery: Enter a correct date and try again.

#273, "You have entered an invalid Rabies Shot date. If you enter a date, it must be valid."

Cause: You gave a Rabies Vaccine date which is not valid. This is not allowed.

Recovery: Enter a correct date and try again.

#274, "You have entered an invalid Distemper Shot date. If you enter a date, it must be valid."

Cause: You gave a Distemper Vaccine date which is not valid. This is not allowed.

Recovery: Enter a correct date and try again.

#275, "You have entered an invalid Parvovirus Shot date. If you enter a date, it must be valid."

Cause: You gave a Parvo Vaccine date which is not valid. This is not allowed.

Recovery: Enter a correct date and try again.

#276, "You have entered an invalid VWD Test date. If you enter a date, it must be valid."

Cause: You gave a VWD Test date which is not valid. This is not allowed.

Recovery: Enter a correct date and try again.

#277, "You have not chosen a VWD Test Result. If you enter a date for the test, you must enter a result."

Cause: You gave a VWD Test date but no result for the Test. This is not allowed.

Recovery: Enter a result and try again.

#278, "You have entered an invalid Brucellosis Test date. If you enter a date, it must be valid."

Cause: You gave a Brucellosis Test date which is not valid. This is not allowed.

Recovery: Enter a correct date and try again.

#279, "You have not chosen a Brucellosis Test Result. If you enter a date for the test, you must enter a result."

Cause: You gave a VWD Test date but no result for the Test. This is not allowed.

Recovery: Enter a result and try again.

#280, "You have not entered a Breed Code. A Breed Code is Required."

Cause: You did not enter a Breed Code for the Breed you wish to add. An entry is required.

Recovery: Enter a code and try again.

#281, "You have not entered a name for the breed. A Breed Name is Required."

Cause: You did not enter a Breed Name for the Breed you wish to add. An entry is required.

Recovery: Enter a name and try again.

#282, "You have not entered a short name for the breed. A Short Name is Required."

Cause: You did not enter a Short Name for the Breed you wish to add. An entry is required.

Recovery: Enter a name and try again.

#283, "You have not entered a Group Number for the breed. A Group Number is Required."

Cause: You did not enter a Group Number for the Breed you wish to add. An entry is required.

Recovery: Enter a name and try again.

#284, "You have not made a choice if the breed is AKC. A Choice is Required."

Cause: You did not specify the Breed as AKC or non-AKC. A choice is required.

Recovery: Make a choice and try again.

#285, "You have not entered a Tran Code. A Tran Code is Required."

Cause: You did not enter a Transaction Code for the Transaction you wish to add. An entry is required.

Recovery: Enter a code and try again.

#286, "You have not entered a description for the tran code. A description is required."

Cause: You did not enter a Description for the Transaction you wish to add. An entry is required.

Recovery: Enter a code and try again.

#287, "You have not made a choice if the Tran Code is for AKC Reporting. A Choice is Required."

Cause: You did not specify the Transaction Code as AKC or non-AKC. A choice is required.

Recovery: Make a choice and try again.

#288, "Are you sure that you want to delete this record?"

Cause: The Breeder's Standard™ asks this question to make sure before deleting a record.

Recovery: Click "Yes" to delete the record, or "No" to stop the deletion.

#289, "You have not Entered a Vet Service Code. A Code is Required."

Cause: You did not enter a Code for the Vet Service you wish to add. An entry is required.

Recovery: Enter a code and try again.

#290, "You have not entered a service Description. A Description is Required."

Cause: You did not enter a Description for the Vet Service you wish to add. An entry is required.

Recovery: Enter a description and try again.

#291, "You have not made a choice of the type of Service this code represents. A Choice is Required."

Cause: You did not choose the type of service represented by this code. A choice is required.

Recovery: Enter a choice and try again.

#292, "You have not entered any path for Dog Picture Storage. An Entry is Required."

Cause: You did not enter a path for picture storage. An entry is required.

Recovery: Enter a pathname and try again.

#293, "You have not entered a valid path for Dog Picture Storage. A Valid Path Name is Required."

Cause: You entered a path for picture storage, but the path does not exist. A valid path name is required.

Recovery: Enter a valid pathname and try again.

Glossary of Terms

Authority

Authority is the power given a user to do different things in the program. It's used to keep low-security users from accessing high-security functions, but to still give them access to the program.

Database Message

A Database message is issued to tell you of something out-of-the-ordinary which happened when the program was attempting to access its database files. The message in the center of the window informs you of the exact nature of the problem.

Double-Click

Double-clicking is the act of placing the mouse arrow in one place and touching the mouse button two times quickly. This is used to signal Windows that you want to act on that item right away.

Forms

A "Form" is exactly what you think it is. It is a paper with blank spaces for fixed information. The Breeder's Standard prints Show Entry Forms, Pedigrees and Litter Registration Applications using Blank Paper on any kind of printer.

List Box

Literally a list in a box! A list box is something that Windows gives you to show and scroll through a long list of items. Work With and Select screens contain list boxes. You choose items by clicking on them. Some list boxes do things immediately when you double-click on their items.

Litter

A Litter is a number of puppies borne out of a single mating. We store information on litters that the AKC requires.

MDI

Multiple Document Interface. This is a fancy way to say that Windows lets you have a big Window with many small ones inside. You can minimize them to Icons, maximize them to fill the whole area that your program takes on the desktop, and jump between windows inside your program.

Menu Bar

A Menu Bar is a horizontal area at the top of the main window of an application with several words on it. Each word, when clicked by the mouse, causes a list of selections to "drop down", and to in this way be available for selection.

Microsoft BMP Format

This is a method where a computer can store a picture as a series of numbers representing colored dots which will appear on your screen or printer. It is the method support by Microsoft Paintbrush, and by most commercially-available scanners. The Breeder's Standard™ uses BMPs to access pre-scanned pictures of dogs for display or printing (via the Dog Profile Report).

Minimize

When you minimize an application or a window, you click on the down-arrow in the upper-right corner to cause the window to go away and be replaced by an icon. Double-clicking on the icon restores the window.

Select

Select Buttons allow you to fill in certain fields on a window by clicking this button and visually choosing what you want from a list. Select is usually used to pick a Dog and fill in the field asking for its Registration number.

Sign On

You "Sign On" by giving The Breeder's Standard your User ID and Password. Your security is cleared, and this keeps unauthorized people from snooping in or (worse) changing your vital records.

Transaction

A Transaction is a record which keeps track of the purchase, sale, lease or transfer of a dog for AKC purposes, or any other money-related event about this dog for your own internal purposes.

Transaction Types

Transaction Types are used to Identify the nature of the transaction being recorded by The Breeder's Standard.

WIN.INI

WIN.INI is a file where Windows and applications which run under Windows store important information which they need to locate files, printers, fonts and the like. The Breeder's Standard uses WIN.INI to store its important information.

Windows Desktop

The Windows Desktop is the area where applications are shown as icons while they're active. You can place interesting graphics onto the desktop. Normally, think of the desktop as any area on your screen where you don't see any other windows running.

Work with

A "Work With" window is used to display a list of records from the database, and to allow you to select a record to "work on". That is, buttons to the right of the list can be clicked after selecting a record to work with, and the action shown on the button will be performed for the record chosen. Double-clicking on a record in a Work with window is treated like selecting the record and choosing "Edit..."

Index

A

Add Reminder 69
Add Reminder 40
Automatic Reminders 40

B

Breed Codes
 Changing and Adding 74
 Edit 75
 AKC Breed? 75
 Breed Code 75
 Breed Name 75
 Short Name 75

C

Calendar
 Change Date Button 68
 Date 68
 Edit 68
 End Time 68
 Note 68
 Start Time 68
Calendars
 Defined 67
 View Calendar Window 67
CompuServe Support 80
Confirm? Window 7

D

Delete Dog 27
Delete Transaction 29
Dog
 AKC Report 32
 Assign Titles Window 53
 Breed 18, 20
 Breeder 22
 Call Name 23, 24
 CERF Number 22

Color 22

Co-Owner 26
Date Born 21
Deleting from Database 17,
 27
Edit 20
Edit Dog
 Buttons 22
Edit Transaction 21
Gender 21
Obtained From 22
OFA Number 22
Open 23
Options 28
Options Window 25
Other Registry 21
 Country 22
OtherRegistry
 Number 22
Owner 26
Owner Information 18, 26
Picture 18
Pictures 51
Printing 18
Printing AKC Records 57
Recordkeeping Overview 16
Reg. Name 20
Reg. Number 20, 24
Status 18, 21
Stud Book Date 22
Tags and Tattoos 22
Vet Profile 18, 36
Work With 17, 28, 57
 Buttons 17
 Position 18
 Select Breed 19
 Set Viewing Options 18
 Sort Order 18, 19
Double-Clicking 9, 15, 17, 23,
 29, 38, 41, 47, 48, 68, 71,
 74, 76, 78

E

Edit Dog 20
Edit Litter 34, 47
Edit Mating 34
Edit Show Records 42
Edit Transaction 30
Error Messages 6, 7
 Explained 7

F

File

- Printer Setup 56
- Printing...
 - Full AKC Dog List 57
 - Full AKC Litter List 57
- Function Keys 6

G

- Getting Started 5

I

- Icon 8
- Informational Messages 8
- Installing The Breeder's Standard 10

K

Keys

- F1, F3 and F12 7

L

- Laser Printers* 5
- License Agreement 1
- Litter
 - Printing AKC Records 57
 - Work With 57
- Litter
 - AKC No. 47
 - Dam Reg. 47
 - Date Mated 47
 - Dt. Whelped 48
 - Edit 47
 - Edit Puppy 48
 - AKC Reg.Nbr. 48
 - Amt. Paid 49
 - Bill Sale Date 49
 - Color 49
 - Disp. Date 49
 - Disposition 49
 - Gender 49
 - Puppy Nbr. 48
 - Recipient 49
 - Reg App Date 49
 - Reg Cert Date 49
 - From Mating Record 34
 - Making from Mating 47
 - No. Bitches 48
 - No. Dogs 48

- Open Litter 50
- Overview 46
- Sire Reg. 47
- Edit Puppy 49
- Work With 46

Litter: 48

M

Mating

- Create Mate's Entry
 - Automatically 35

Date Mated 35

- Edit 34

Mate Reg. No. 35

Mated By 35

Mate's Owner 35

Select... Button 35

- Work With 33

Maximize 8

Menus 6

- Described 6

- Window 9

Messages

- Confirm 7

- Error 6, 7

- Informational 8

- Question Window 8

Messages and Support Guide

80

Minimize 8

O

Open Dog 23

Ownership Record of an Individual Dog 57

P

PedFast® 17, 44

- Facts 45

- Reg. Name 45

- Reg. Number 44

Pictures 51

Printer Setup 56

Printers 5

Printing

- Dog Profile 62

- Dog Profile Report 51

- Full Dog Listing 58

- Judge's Report 58

- Laser Printer Considerations

57

- Litter Registrations 61
- Prepare Entry Form
 - Show Date 60
- Prepare Entry Window 60
 - Additional Class 60
 - Agent 61
 - Class 60
 - Division 60
 - Event Code 60
 - Fee Paid 60
 - Host Club 60
 - Jr. Handler 61
 - Jr.Class 61
 - Jr's DOB** 61
 - OT Cls 61
- Printer Setup 56
- Select Printer 55
- Show Entries 60

Q

- Question Windows 8
- Quick-Access Keys 6

R

- Record of a Litter Produced
 - by... 57
- Reg. Number, Sire/Dam** 20
- Reminders 38
 - Add 69
 - At Sign On 15
 - Automatic 40
 - Date 69
 - Days Lead 69
 - Explained 68
 - View 15
- Reminders: 69

S

- Security
 - Edit User 65
 - Need Explained 63
 - Tips for Good 63
 - Work with Users 64
- Select Sire/Dam** 21, 23
- Serial Number 11
- SETUP Command 10
- SHARE.EXE 10
- Show Records
 - Edit 42
 - Entry Date 42
 - Fee (Entry) 42

- Fee (Handler's) 42
- Handler 42
- Judges and Finish 43
- Points 43
- Show City 42
- Show Club 42
- Show Date 42
- Show Level 43
- Show State 42
- Show Type 42
- Work With 41
- Sign Off 66
- Sign On 13, 66
- Support Services
 - CompuServe 80
 - General Hints 81
 - Telephone Support 81
 - Warranty 81
- System Requirements 5

T

- Telephone Support 81
- Title Codes
 - Edit 71
 - AKC Title? 72
 - Characters 72
 - Description 72
 - Position 72
 - Prefix Chars 72
 - Prefix Title 72
 - Prefixed? 72
 - Title Code 72
 - Work With 71
- Titles
 - Assign Window 18, 53, 72
 - Insert Above 54
 - Quick Titles Buttons 54
 - Title Buttons 53
 - Titles Available 54
- Transaction
 - AKC-Required Info 28, 32
 - Codes 76
 - Contract Type 30
 - Date 30
 - Delete 29
 - Delivery Dates 30
 - Described 28
 - Edit 30
 - Money Paid 31
 - Money Recieved 31
 - Other Party 30
 - Address 30
 - Type 28, 30

- Defined 31
- Work With 28
- Transaction Codes 76
 - Edit 77
 - AKC Tran? 77
 - Tran. Code 77
 - Tran. Desc. 77

U

- User
 - Password** 65
 - Sign Off 66
 - Sign On 13, 66
 - User ID** 65
 - User Name** 65
 - Work With 14
- Users
 - Edit 65
- Utility
 - Work with Transaction Codes 31

V

Vet Profile

- Comments** 37
- Ratings** 37
- Shot Dates** 36
- Tests** 37
- Vet Name and Address** 36
- Vet Phone** 36

Vet Records

- Amount Paid** 40
- Automatic Reminders 40
- Defined 38
- Delete 38
- Edit 39
- Reason for Return** 39
- Results** 39
- Return Date** 39
- Service** 39
- Visit Date** 39
- Work With 38

Vet Service Codes

- Edit 78
 - Code Desc. 79
 - Service 79
 - Service Type 79
- Work With 78

W

- Warranty 81

Window

- Arrange Icons** 9
- Cascade** 9
- Close All** 9
- Icons 8
- Maximize 8
- Minimize 8
- Window Menu 9
- Work With
 - Breed Codes 74
 - Dogs 17
 - Litters 46
 - Matings 18, 33
 - Show Records 18, 41
 - Title Codes 71
 - Transaction Codes 76
 - Transactions 17, 28
 - Users 14
 - Vet Records 18, 38
 - Vet Service Codes 78
- Work With Dogs 62