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## Managing Studbook Keeper News

How the Studbook Keeper News is managed by the three entities involved.

## Contact Species360 Support

**IMPORTANT NOTE:** This functionality is for use by Studbook Keepers whose studbook has not yet migrated into ZIMS Studbooks. Once migrated, Pending Updates will be used for notifications of changes to Husbandry data.

The Studbook Keeper News tool is provided in service of regional and international studbook management needs. It provides notification of data that has been entered into the ZIMS husbandry module that is not yet reflected in the Studbook. There are three groups of users that are involved and each have different roles in ZIMS.

- 1. The institution that hosts the studbook
  - A current ZIMS zoo or aquarium must be the "hoster" of the studbook keeper
  - The studbook keeper must be added as a ZIMS users
  - Species360 recommends that the studbook keeper be granted AT LEAST the read-only or Eye On ZIMS (EOZ) Role in ZIMS to ensure they can see global data.
- 2. The Regional Association who is the actual issuer of the studbook
  - Each Regional Association can log into ZIMS to manage the books in their region
  - Each region can maintain the list of studbook keepers they have assigned (only when they are already added by a ZIMS using institution (see point 1 above).
  - The studbook assignment capability tracks:
    - the assigned studbook manager
    - o their hosting institution
    - the species they manage
    - the start and end dates of their studbook manager service
- 3. The Studbook Keeper
  - A Studbook Keeper is assigned a ZIMS account via the hosting institution
  - When logged in, they are able to see the Studbook Keeper News feature in ZIMS
  - This shows them details on their assigned species, such as:
    - $\circ \quad \text{issuing authority} \quad$
    - o species name
    - o image of the specific animal (if entered by holding institution)
    - o studbook number
    - o transaction that occurred



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- reporting institution for the event
- Local ID and GAN
- o Event Date and Recorded Date of the transaction

In this example, "Greenville Zoo" is the hosting institution of "Studbook Keeper" and "Regional Association" is granting "Studbook Keeper" access to the studbook for the brown spider monkey (*Ateles hybridus*).

Step 1: Greenville Zoo creates a ZIMS User account for the Studbook Keeper and assigns Eye On ZIMS access:

First * Studbook   Middle Job Type *   Last * Keeper   Staff Code Marketing   Email * * Keeper   Suffix Please Select   Supervisor Name Please Select   Department Name Please Select   Marke User Visible Outside My Institution *   Excernal Snaring   Regional Administrator   Regional Zoo and Aquarium Association Office   Regulatory Agency Personnel   Citck here for details   Singer Yison	Title	Please Select	~	Credentials	
Middle       Job Type *       Population Manager/Studbool ▼         Last *       Keeper       Staff Code       Marketing         Email * ②       studbooks@zims.org ▼       Nutritionist/Dietician         Suffix       Please Select ▼       Service Start Date       Office Administrator         Supervisor Name       Please Select ▼       Service End Date       Pathologist         Department Name       Please Select ▼       Team Name       Press Officer         Make User Visible Outside My Institution ③       Team Name       Press Officer         Regional Administrator       Regional Administrator       Regional Administrator         Regional Zoo and Aquarium Association Office       Regulatory Agency Personnel       Regulatory Agency Personnel         External Sharing <ul> <li>Cick here for detait</li> <li>Shipper/Transporter</li> <li>Student</li> </ul>	First *	Studbook		Job Title	
Last *       Keeper       Staff Code       Cade recliniciant         Email * *       studbooks@zims.org       Nutritionist/Dietician         Suffix       Please Select       Service Start Date       Office Administrator         Supervisor Name       Please Select       Service End Date       Pathologist         Department Name       Please Select       Team Name       Press Officer         Make User Visible Outside My Institution *       Team Name       Press Officer         Regional Administrator       Regional Zoo and Aquarium Association Office         Regional Zoo and Aquarium Association Office       Regulatory Agency Personnel         Rescue and Rehab       Scientist       Scientist         Scientist       Scientist       Scientist	Middle			Job Type *	Population Manager/Studbool 👻
Email Image: studbooks@zims.org   Suffix Please Select   Supervisor Name Please Select   Department Name Please Select   Image: Name Please Select	Last *	Keeper		Staff Code	Marketing
Suffix Please Select   Supervisor Name Please Select   Department Name Please Select   Make User Visible Outside My Institution	Email * 🔇	studbooks@zims.org	¥		Nutritionist/Dietician
Supervisor Name       Please Select       Service End Date       Pathologist         Department Name       Please Select       Team Name       Press Officer         Make User Visible Outside My Institution       Regional Administrator       Regional Zoo and Aquarium Association Office         Regional Zoo and Aquarium Association Office       Registrar/Records Keeper         Regulatory Agency Personnel       Rescue and Rehab         P <- Click here for details	Suffix	Please Select	~	Service Start Date	Office Administrator
Department Name       Please Select <ul> <li>Team Name</li> <li>Press Officer</li> <li>Regional Administrator</li> <li>Regional Zoo and Aquarium Association Office</li> <li>Regional Zoo and Aquarium Association Office</li> <li>Registrar/Records Keeper</li> <li>Regulatory Agency Personnel</li> <li>Rescue and Rehab</li> <li>Scientist</li> <li>Shipper/Transporter</li> <li>Shipper/Transporter</li> </ul>	Supervisor Name	Please Select	~	Service End Date	Pathologist     Annuality Manager/Studbook Keeper/Population Veterinarian
Make User Visible Outside My Institution  Regional Administrator  Regional Zoo and Aquarium Association Office  Registrar/Records Keeper  Regulatory Agency Personnel  Rescue and Rehab  C-Click here for details Scientist Shipper/Transporter Shipper/Transporter Shipdent	Department Name	Please Select	~	Team Name	Press Officer
Regional Zoo and Aquarium Association Office      Registrar/Records Keeper      Regulatory Agency Personnel      Rescue and Rehab	Make User Visible Out	side My Institution 🥸			Regional Administrator
Registrar/Records Keeper     Regulatory Agency Personnel     Rescue and Rehab					Regional Zoo and Aquarium Association Office
Regulatory Agency Personnel      Rescue and Rehab              P <- Click here for details					Registrar/Records Keeper
External Sharing     Rescue and Rehab					Regulatory Agency Personnel
Click here for details       Shipper/Transporter       Student				External Snaring	Rescue and Rehab
Shipper/Transporter				Click here for de	<sub>stails</sub> 🔲 Scientist
Student					Shipper/Transporter
- Student					Student Student

From the Staff menu in Greenville Zoo > Add New Staff

The First and last Name are mandatory. The Email must be a real email address and must be confirmed by the User before they can log in. The Job Type is mandatory (Population Manager/Studbook Keeper/Population Veterinarian is suggested).

To assign a ZIMS Role select staff member > View/Edit ZIMS Login Details. ZIMS User Checkbox enables the account > Email/Username/Password are required. Species360 recommends giving basic access (EOZ...at least) to Studbook Keepers. To assign a Role move it from the left hand list into the right hand Selection box.



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ZIMS User:	Locked Out:	-
Email:	User Name:	- 11
studbooks@zims.org 🗸 🗸	SKeeper 🗸	- 11
Password:	Confirm Password:	
•••••	•••••	
User Role:	Selection:	
Curator - [GREENVISC] A EQ2 (Species360) GREENVISC_ARKS Keeper Local Admin (ISIS USE ONLY) Local Admin (ISIS USE ONLY) Local Admin (Species360) Parent Institution Staff Managemet Only (Species360) Regional Association (Species360) Regional Association		
Session Settings		
Force single session		-

## Step 2: Regional Association Assigns Studbook to Studbook Keeper

Log in as a Regional Association > My Institution > Studbook tab > right click on species > Assign person to studbook.

🧞 🕅 🏅   now s	search form		
Studbook Name	Taxa Included	Description	Studbook Keeper
<u>Acinonyx ju itus</u>	Acinonyx jubatus / Cheetah	Data Migration Info This information IS a copy of data FROM $\ldots$	Josh P. Courteau,
<u>Aetobatus</u> arinari	Aetobatus narinari / Spotted eagle ray	Data Migration Info This information IS a copy of data FROM $\ldots$	Kelvin Limbrick
<u>Anser cyg bides</u>	Anser cygnoides / OBSOLETE: Use Anser	Data Migration Info This information IS a copy of data FROM $\ldots$	Kelvin Limbrick
Antilocap americai peninsulais	Antilocapra americana peninsularis / P	Data Migration InfoThis information IS a copy of data FROM	Kelvin Limbrick
<u>Ateles fociceps</u> rufiven s	Ateles fusciceps rufiventris / Black-h	Data Migration InfoThis information IS a copy of data FROM	Kelvin Limbrick
<u>Ateles</u> eoffroyi	Ateles geoffroyi / Black-handed spider	Data Migration Info This information IS a copy of data FROM $\ldots$	Kelvin Limbrick
<u>Ateles leoffroyi 02</u>	Ateles geoffroyi / Black-handed spider	Data Migration Info This information IS a copy of data FROM $\ldots$	Kelvin Limbrick
Ateles hybri	ssign person to studbook	Data Migration InfoThis information IS a copy of data FROM	Kelvin Limbrick
<u>Ateles hybric</u> 🛐 Vi	iew/Edit Studbook Information	Data Migration InfoThis information IS a copy of data FROM	Kelvin Limbrick



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Global/Regional Association	Association of Zoos & Aquariums (AZA)	
Studbook Name	Ateles hybridus	
Institution *	GREENVISC ×	Q
Person *	Studbook Keeper	~
Studbook Title *	Studbook Keeper	~
Assignment Start Date *	Nov 14, 2018	•
Assignment End Date		•
Studbook Role *	Studbook Keeper	×

The Association and Studbook Name will autofill and are not editable. Institution Name (global lookup managed by Species360) > Person sources from the Staff list at the selected institution > Studbook Title is a multiple select dropdown list > Assignment Start Date is mandatory > Studbook Role is a single select dropdown list.

Step 3: Studbook Keeper logs into ZIMS to view Studbook Keeper News Feed.

SREENVISC / Studbook	Keeper	,	
less Animals	•	💡 Logout	
Taxonomy	Þ	My Preferences	
Institution	Þ	Global Resources	₽
Reports	Þ	😢 Tools	₽
🔞 Medical	Þ	👂 Security Tools	₽
Studbook		Studbook News Feed	
		<ul> <li>Studbook Keeper List</li> <li>Studbooks</li> <li>Studbook Chart</li> <li>Help &amp; Support</li> <li>Suggest Features</li> </ul>	₽ :men
Search for local animals		P	
🕑 Start 🧕 🏐			

Start > Studbook > Studbook News Feed



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Studbook News Feed Feature Updated		
Studbook Keeper News	News Feed	
Favourite Search Filters 💌 🛞 🚽	Refresh	Displaying Currently: 20 Total Records: 261
Taxonomy Search		AZA Studbook: <u>Ateles hybridus/Brown spider monkey</u> Studbook Number: 76 ( <u>AZA</u> ) <u>Move</u> (Both Physical and Ownership) reported by Philadelphia Zoo in United
✓ Include Taxon Below       Institution       Please select	NO IMAGE AVAILABLE	States           Animal ID: [693537/SD-WAP] [693537/SANDIEGOZ] [7579/TWYCROSS]           [104306/PHILADELP]   GAN: MIG12-30058964
Animal ID Search		Event Date: Oct 18, 2018   Recorded Date: Oct 24, 2018
Event Type Please Select Fvent Date Range	NO IMAGE AVAILABLE	AZA Studbook: <u>Ateles hybridus/Brown spider monkey</u> Studbook Number: 61 ( <u>AZA</u> ) <b>Death</b> (Both Physical and Ownership) reported by <u>San Diego Zoo</u> in United States Animal ID: [589022/SD-WAP] [589022/SANDIEGOZ]   GAN: 1901334
From Date  To Date Recorded Date Range		Event Date: May 20, 2018   Recorded Date: May 21, 2018
From Date To Date Sort Order Event Date (descending)	NO IMAGE AVAILABLE	AZA Studbook: <u>Ateles hybridus/Brown spider monkey</u> Studbook Number: 67 ( <u>AZA</u> ) <b>Death</b> (Both Physical and Ownership) reported by <u>San Diego Zoo</u> in United States Animal ID: [ <u>689691/SD-WAP].[689691/SANDIEGOZ</u> ]   GAN: <u>1912878</u>

1.You can use the left side search to filter what is displayed on the right side.

2. The data displayed includes hyperlinks into taxonomy, institutions and the animal itself.

Additional information on <u>Using Studbook Keeper News</u>. And a downloadable <u>Studbook Keeper News</u> (PPTX)

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