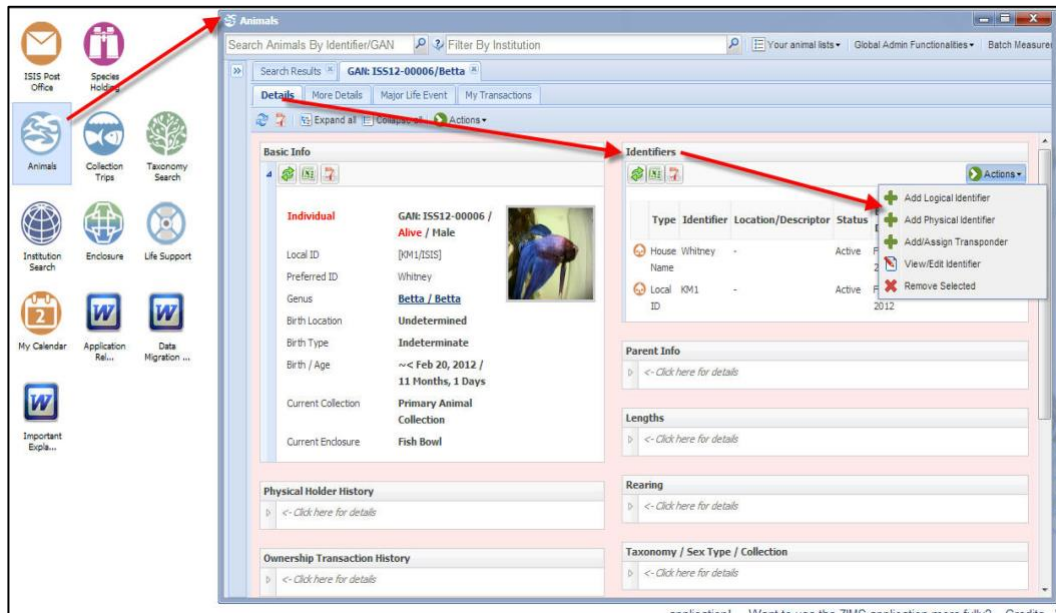


Adding and Editing Identifiers

How to add one or more identifiers for a specimen and how/when to edit or delete assigned identifiers.

[Contact Species360 Support](#)

To add an identifier, open the animal record > Details tab > Identifiers grid > Actions > Add



You will need to select if you are adding a Logical or a Physical Identifier. A Logical Identifier cannot be seen, felt or heard and includes Local ID, Studbook Number and House Name. Physical Identifiers can be seen, felt or heard and include tags, bands, transponders, coloration and vocalizations. The data entry screens are different for

It is the mission of Species360 to facilitate international collaboration in the collection and sharing of information on animals and their environments for zoos, aquariums and related organizations.

each type. Adding a transponder also has its own workflow. For transponders see [Transponders](#).

Logical Identifier screen:

The screenshot shows a web form titled "Add Logical Identifier". It contains several fields and options:

- 1**: Effective Date (calendar icon) with value 12/01/2019.
- 2**: Identifier Type (dropdown menu) with value House Name.
- 3**: Status (dropdown menu) with value Active.
- 4**: Identifier (text field) with value Sir George.
- 5**: Preferred Identifier (checkbox, unchecked).
- 6**: Pre-existing Identifier (checkbox, unchecked).
- 7**: Details section with a rich text editor containing the text "Named after Sir George Grey".

- 1.The Date the identifier was assigned
- 2.Data standard list of appropriate Identifier Types
- 3.Active (being currently used) or Inactive (not being currently used)
- 4.The Identifier (free text field)
- 5.If this box is checked this identifier will display in search results and on reports
- 6.If the animal was acquired with this identifier you can check this box. More commonly used with physical identifiers.
- 7.Any Details that you want to add

IMPORTANT NOTE! As of March 2020, when a Studbook Keeper records a Studbook Number in their studbook, it will automatically display in the Husbandry module identifier grid. The Type will be Regional or International and the Reported By will be the Association that the studbook is associated with. This entry cannot be deleted by

you. If this results in duplicate Studbook Numbers in your Identifier grid, you can delete the one your institution entered.

Identifiers

Type	Identifier	Location/Descriptor	Status	Effective Date	Preferred	Reported By
Local ID	32	-	Active	03/01/2020	✓	GREENVISC
Regional Studbook Number	AZA/1841	-	Active	03/01/2020	✗	AZA

Prev Page 1 of 1 Next Page Size 20 Change

Physical Identifier screen:

Add Physical Identifier

Effective Date * 1: 12/01/2019

Identifier Type * 2: Tag

On-animal Location 3: Ear

Identifier * 4: 123

Descriptors 5: Left

Status * 6: Active

Implemented By 7: Adrienne Miller

Pre-existing Identifier 8

Preferred Identifier 9

Details

Note Templates

10

Save Cancel

- 1.The Date the identifier was applied
- 2.Data standard list of appropriate Identifier Types
- 3.A single select list of locations
- 4.The identifier (free text field)
- 5.A multiple select list of Locations

It is the mission of Species360 to facilitate international collaboration in the collection and sharing of information on animals and their environments for zoos, aquariums and related organizations.

6. Single select list of Statuses
7. Who applied the identifier
8. If this box is checked this identifier will display in search results and on reports
9. If the animal was acquired with this identifier you can check this box
10. Any additional Details you want to add

If the animal has been at other Species360 member institutions, identifiers entered by them will display. If, instead of re-entering one of these identifiers, you want to accept it at your institution as a Local identifier, see [Accepting an Identifier](#).

The only time an identifier should be deleted is if it was entered incorrectly. Otherwise it should be edited. The reason you should not delete an identifier is that there may be documentation that refers to the identifier and if it is deleted the record cannot be found. You can edit or delete only identifiers that you have recorded or accepted.

In our example above, we recorded a new House Name of Sir George. We want to mark his old House Name as Inactive. To edit an identifier, highlight it > Actions > View/Edit Identifier. Below we edited the old House Name to a Status of Inactive.

The screenshot shows a web form titled "Details / Edit Identifier Detail". It contains several input fields and dropdown menus. A red rectangular box highlights the "Status" dropdown menu, which is currently set to "Inactive". Other visible fields include "Effective Date" (07/09/2001), "Identifier Type" (House Name), and "Identifier" (Cyrill). There are also checkboxes for "Preferred Identifier" and "Pre-existing Identifier". At the bottom of the form, there is a "Details" section with a "Note Templates" dropdown and a rich text editor toolbar.

It is the mission of Species360 to facilitate international collaboration in the collection and sharing of information on animals and their environments for zoos, aquariums and related organizations.



Global information
serving conservation.

Contact Us!

Follow Us!



Revised 6 March 2020

It is the mission of Species360 to facilitate international collaboration in the collection and sharing of information on animals and their environments for zoos, aquariums and related organizations.

www.Species360.org – Global Information Serving Conservation