

Accessing and adding Events to the Greyhound Record on FastTrack

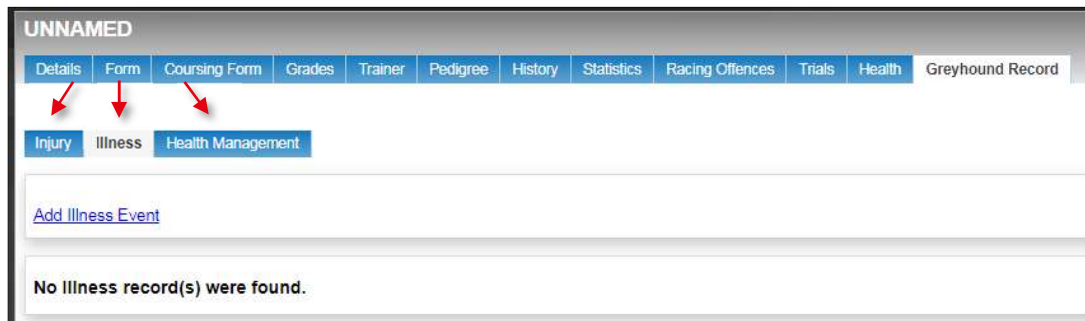
Participants may use the Greyhound Record function on FastTrack for any greyhound in their FastTrack kennel, through either **My Dogs** or **My Litters**, depending on whether Litter Registration is complete.

Accessing the Greyhound Record

For Breeders before Litter Registration is complete

Only the Breeder of the litter can access the Greyhound Record for any pups before Litter Registration is complete. A Greyhound Record is automatically created on FastTrack on entering a Kennel Name for a pup when submitting the Result of Mating.

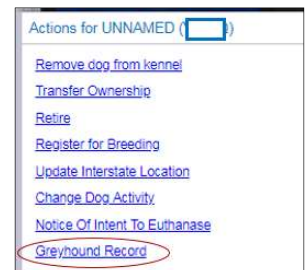
1. **Login** to your FastTrack account.
2. Select **My Litters** and then **View Details**.
3. Click '**Actions**' in the Options column for the pup, and in the pop-up screen, click '**Greyhound Record**'.
4. The **Injury** Event screen will display by default – select **Illness** or **Health Management** to access these screens.



For any participant after Litter Registration is complete

Once you have completed a kennel return to add a greyhound to your **My Dogs** list, you are able to access their Greyhound Record on FastTrack.

1. **Login** to your FastTrack account.
2. Select **My Dogs** - clicking the '**All my dogs**' button will display all greyhounds in your kennel.
3. Click '**Actions**' in the Options column for the greyhound, and then click '**Greyhound Record**'.
4. The **Injury** Event screen will display by default – select **Illness** or **Health Management** to access these screens.

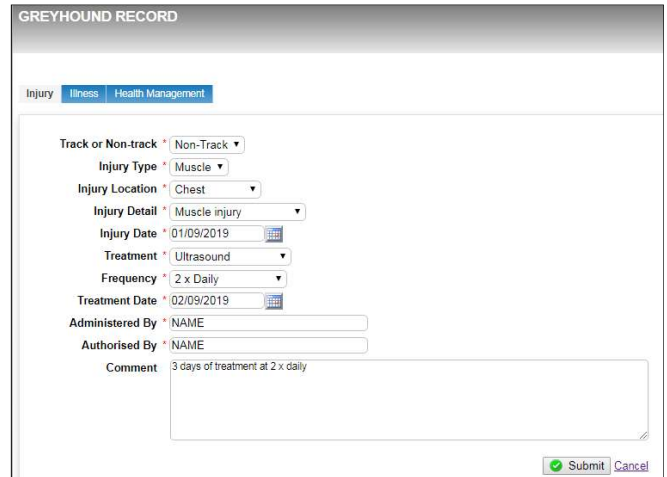


Adding an Event to the Greyhound Record

To assist participants, most fields on each Event entry screen have drop down menus to select from. All fields with a red asterisk (*) must be completed.

Follow the access instructions above to select the required Event type's screen.

1. Click the link to add the event, e.g. 'Add Injury Event' on the Injury screen.
2. Complete required fields (*) as well as any comments or observations.
3. Check the information entered is accurate/correct and make any changes required. **Once submitted, an Event cannot be changed, updated or deleted!**
4. Click **Submit**.



The screenshot shows the 'GREYHOUND RECORD' interface with the 'Injury' tab selected. The form contains the following fields:

- Track or Non-track: Non-Track
- Injury Type: Muscle
- Injury Location: Chest
- Injury Detail: Muscle injury
- Injury Date: 01/09/2019
- Treatment: Ultrasound
- Frequency: 2 x Daily
- Treatment Date: 02/09/2019
- Administered By: NAME
- Authorised By: NAME
- Comment: 3 days of treatment at 2 x daily

Buttons for 'Submit' and 'Cancel' are visible at the bottom right.

Once an event has been submitted you will return to the Event type's screen and a message will appear briefly confirming the Event has been successfully added. The recorded event will be listed on the screen.

Viewing a previously entered Event

Follow the access instructions to select the required Event type's screen.



The screenshot shows the 'UNNAMED' interface with the 'Injury' tab selected. A table lists the recorded events:

Date of Event	Track or Non-track	Injury Type	Treatment	Options
03/09/2019	Non-Track	Muscle	Ultrasound	View more

A red arrow points to the 'View more' link in the 'Options' column.

Using the example screen above, under **Options**, click "View More" for the Event you want to look at. The Event information will then display.



The screenshot shows the 'GREYHOUND INJURY DETAILS' screen with the following information:

- Track or Non-track: Non-Track
- Injury Type: Muscle
- Injury Location: Chest
- Injury Detail: Muscle injury
- Injury Date: 01/09/2019
- Treatment: Ultrasound
- Frequency: 2 x Daily
- Treatment Date: 02/09/2019
- Administered By: NAME
- Authorised By: NAME
- Comment: 3 days of treatment at 2 x daily

Remember:
An Event cannot be changed or deleted once it has been added to the Greyhound Record!