HR4 SET UP GUIDE

DATA CLEANSING

Correct errors in recorded data on the reader.

It is possible to open previous sessions on the HR4 and either add to, or edit the information stored within. Care should be taken when editing past session data as most procedures listed below cannot be undone.

OPEN A PAST SESSION:

Create a new data recording session on the reader:

a.   From the main menu of the HR4 select the Sessions icon and press the OK button.

b.   Using the up/down navigation keys, highlight *List All Sessions* and press the *OK* button.

c.   Use the up/down navigation keys to select the name of the session that is to be opened.

d.   Click on the *OK* button to view a summary of the session.

• Note that you are able to scroll through the session summaries of each session by pressing the left/right navigation keys.

e.   Click on the middle soft key (*Open*) to open the session.

ADD AN ANIMAL TO A PAST SESSION

To add an animal to the session once opened:

a.   When a past session is opened, the user is returned to the tag reading screen. From here it is possible to add animals to the session simply by pulling the trigger and reading their EID tag. The reader will behave in the same manner as when the session was originally created.
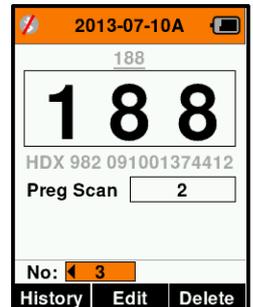
DELETE AN ANIMAL FROM A PAST SESSION

To delete an animal from the session once opened:

a.   From the tag reading screen of the HR4 it is possible to scroll through all of the animals with a session by pressing the left/right navigation keys when the count is highlighted at the bottom left of the screen (*No:*).

b.   Once the animal to be deleted has been found and is displayed on screen, press the right hand soft key (*Delete*).

c.   A confirmation screen will display. Press the left hand soft key (*Delete*) to confirm the deletion, or the right hand soft key (*Cancel*) to return to the tag reading screen.
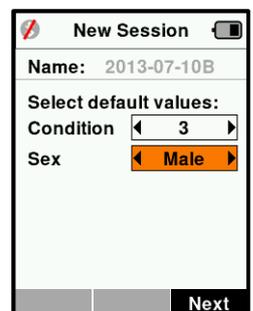
EDIT ANIMAL INFORMATION FROM A PAST SESSION:

To edit an animal from the session once opened:

a. From the tag reading screen of the HR4 it is possible to scroll through all of the animals with a session by pressing the left/right navigation keys when the count (*No:*) is highlighted at the bottom left of the screen.

b. Once the animal to be edited has been found and is displayed on screen, press the middle soft key (*Edit*).

c. Use the up/down navigation keys to highlight the data item that is to be changed.

d. Use the left/right navigation keys to assign a new value to the data item.

e. Press the middle soft key (*Done*) to complete the edit, or simply pull the trigger to read the
next animal.
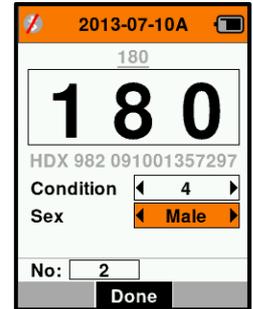
DELETE A PAST SESSION:

Find and delete a session from the reader:

a. From the main menu of the HR4 select the *Sessions* icon and press the *OK* button.

b. Using the up/down navigation keys, highlight *List All Sessions* and press the *OK* button.

c. Use the up/down navigation keys to select the name of the session that is to be deleted.

d. Click on the *OK* button to view a summary of the session.

• Note that you are able to scroll through the session summaries of each session by pressing the left/right navigation keys.

e. Click on the right soft key (*Delete*).

f. A confirmation screen will display. Press the left hand soft key (*Delete*) to confirm the deletion, or the right hand soft key (*Cancel*) to return to the *Session Summary* screen.

DELETE A SORT LIST:

Find and delete a sort list from the reader:

a. From the main menu of the HR4 select the *Sort Lists* icon and press the *OK* button.

b. Using the up/down navigation keys, highlight sort list to be deleted.

c. Click on the right soft key (Delete).

d. A confirmation screen will display. Press the left hand soft key (Delete) to confirm the deletion, or the right hand soft key (*Cancel*) to return to the sort list screen.