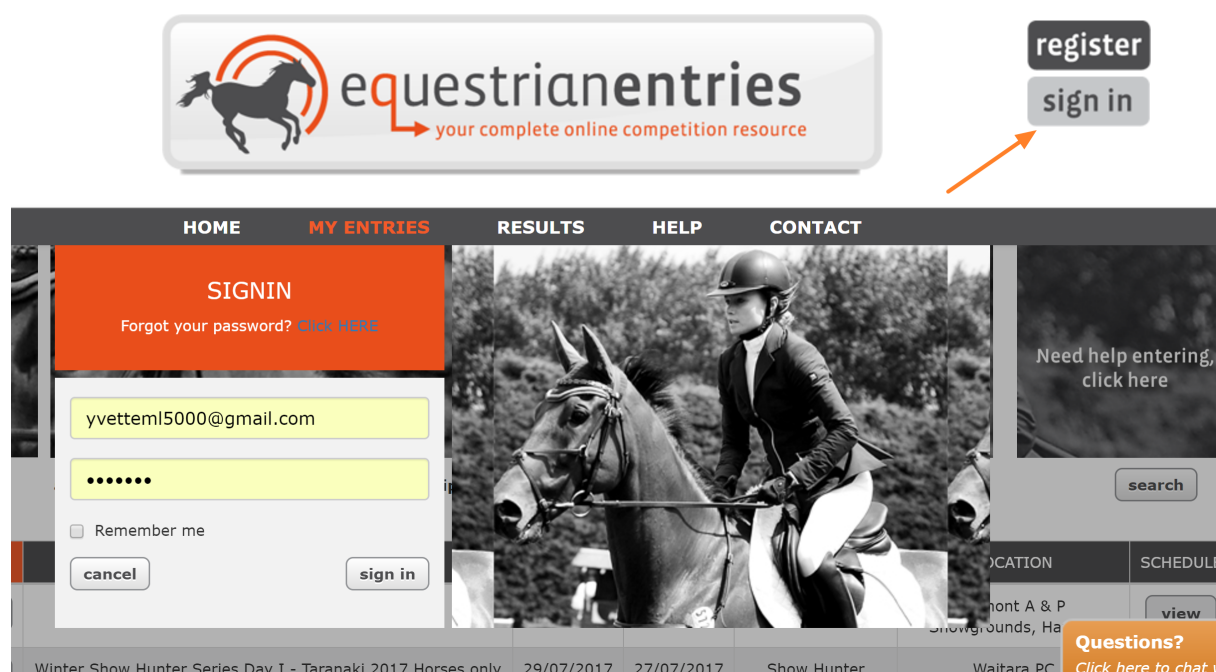


Uploading Breeding Papers

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Sign in to your Equestrian Entries Account



The screenshot shows the Equestrian Entries website. At the top, there is a logo with a horse and the text "equestrianentries" and "your complete online competition resource". To the right of the logo are buttons for "register" and "sign in", with an orange arrow pointing to the "sign in" button. Below the logo is a navigation bar with links: HOME, MY ENTRIES, RESULTS, HELP, CONTACT. The main content area features a "SIGNIN" section on the left with a "Forgot your password? Click HERE" link. Below this is a form with fields for email (yvetteml5000@gmail.com) and password (masked with dots). There is a "Remember me" checkbox, a "cancel" button, and a "sign in" button. To the right of the sign-in form is a large image of a rider on a horse. Further right is a "Need help entering, click here" link and a "search" button. At the bottom, there is a table with columns for "LOCATION", "SCHEDULE", and "view". The table contains information about the "Winter Show Hunter Series Day I - Taranaki 2017 Horses only" event, including dates (29/07/2017, 27/07/2017), the event type (Show Hunter), and the location (Waitara PC). A "Questions?" link is also present.

Select "My Account"

Scroll down until you see your horses.

Click on the right hand button called View in the Docs column

Click to view or add new documents					
NAME	ESNZ #	FEI	ACTION	EMAIL OWNER	DOCS
a tenth horse	N/A	N/A	detail unassign	add	view
A third test horse	N/A	N/A	detail unassign	add	view

You now get a pop-up where you can upload a document that is stored against this horse for all future shows. Please follow the steps in order.

When you click the Choose File button you will need to go to wherever you have saved the document on your device.

The screenshot shows a web interface for uploading documents. At the top is a table with columns: NAME, ESNZ #, FEI, ACTION, EMAIL OWNER, and DOCS. Below this is the 'Upload Document' form. The form has a 'Description' input field, a dropdown menu for document type (currently showing 'Hanoverian Papers'), a 'Choose File' button, and an 'upload' button. Red arrows point to these elements with the following instructions: 1. Enter description (points to the Description field), 2. Select Type of Document (points to the dropdown menu), 3. Press to select document to upload (points to the Choose File button), and 4. Press to Upload (points to the upload button). Below the form is a 'Documents List' table with columns: DESCRIPTION, FILE TYPE, FILE NAME, and DATE UPLOADED. The list contains one entry: 'live beta', 'Pony Height Certificate', 'Tulips_29122017_7017.jpg', and '29/12/2017'. A 'hide' button is located to the right of the 'Documents List' header.

NAME	ESNZ #	FEI	ACTION	EMAIL OWNER	DOCS
a tenth horse	N/A	N/A	detail unassign	add	view

Upload Document

Description:

Choose File: No file chosen

[upload](#)

1. Enter description

2. Select Type of Document

3. Press to select document to upload

4. Press to Upload

Documents List [hide](#)

DESCRIPTION	FILE TYPE	FILE NAME	DATE UPLOADED
live beta	Pony Height Certificate	Tulips_29122017_7017.jpg	29/12/2017

You will get a confirmation if the upload is successful and the new upload will show in the list of uploaded documents.

Online URL: <http://kb.equestrianentries.co.nz/article.php?id=116>