



## Sheep Genetics Data Submission Process How to Guide: Submit your data to Sheep Genetics

From February 2023, Sheep Genetics will be releasing an update to the website which will enable Sheep Genetics members to submit their own data to Sheep Genetics for genetic analysis, and to have data included in the routine analysis runs. This document explains steps required on how to submit your data to Sheep Genetics.

## How to upload your XML for submission to Sheep Genetics

1. Log into your Sheep Genetics account and scroll down to the 'Your flocks' box, then click the 'submissions' button (Figure 1) to take you through to the submission portal (Figure 2)

င့္ပါ Your flocks										
FLOCK CODE	FLOCK	SERVICE PROVIDER	ACTIONS							
XX0001	Stud name	My Service Provider	🇱 MANAGE SP	III. REPORTS	★ DATA QUALITY	SUBMISSION				

FIGURE 1. 'YOUR FLOCKS' BOX AND THE 'SUBMISSIONS' BUTTON WHICH WILL TAKE YOU TO THE SUBMISSION PORTAL

(§) heep	D GENETICS						Chloe Bunter _ 은
< BACK TO D	DASHBOARD						
New xml	upload						
1- SELE	CT XML FILE ag or select xml file.		2- SELECT FLOCK	~	3- SELECT YEAR Drop year	UPLOAD FILE     UPLOAD	CLEAR
Submissi	ions by flocks 1 flocks			•	Auto-refresh		G REFRESH
CODE	NA	ME	SUBM	ISSION DATE	SUBMITTED BY	SUBMISSION STATUS	ACTIONS
MS0001	MATESEL	EXCERCISE	23/01/2023		Chloe Bunter	Please review your submission	(REFRESH (8)) CLOSE
Id	Source File	Drop	Submission Date	Update date	Submitted By	Status	Actions
4069	MS000121.xml	2021	23/01/2023		Chloe Bunter	Please review your submission	REVIEW CANCEL
4061	MS000122.xml	2022	18/01/2023	18/01/2023	Ermias Zerazion	Active	VIEW REPORT

FIGURE 2. 'SUBMISSION PORTAL' PAGE





## Top Tip!

- \*\* Double check that the correct flock code and drop year have prepopulated \*\*
- 2. Find the location of your XML file you wish to upload on your computer, click the file and drag and drop it into the blue box 'Drag or select XML file' (see C of Figure 3). Alternatively, click the blue box 'Drag or select XML file' (see C of Figure 3) and click to find the location of your file on your computer, select the file and click open. The 'Flock Code' (A of Figure 3) and 'Drop Year' (B of Figure 3) will prepopulate as per the file name. Check that the correct flock code and drop year have been prepopulated

/ xml upload						
1- SELECT XML FILE	2- SELECT FLOCK		3- SELECT YEAR		4- UPLOAD FILE	
i Drag or select xml file.	Flock Code	~	Drop year	~	UPLOAD	CLEAR
4	▲ .					
C	A		В			

FIGURE 3. SUBMITTING YOUR XML INTO SHEEP GENETICS

3. Then click upload to begin the submission process. It may take a while to upload, be patient while the file is submitted for upload.

If you have uploaded an incorrect file, click 'clear' and re-start the steps with the correct XML.

4. Once the file is uploaded, you will see a green 'Upload successful: processing on server..." box pop up (Figure 4).

If your file is not uploaded successfully at this stage, it has not passed initial validation. This may be due to an incorrect file type, incorrect file name, or incorrect data (i.e., incorrect IDs, 2021 data included in file but file name says 2022, etc.).

SELECT XML FILE	2- SELECT FLOCK		3- SELECT YEAR		4- UPLOAD FILE	
Upload successful: Processing on server	MS0001	~	2021	~	UPLOAD	CLEAR



5. During the uploading process, your file will undergo several validation and processing steps. These steps include checking the data is correct, flattening the file, comparison of the current submission to a past submission, etc. The file status will be updated accordingly through this





process. This process is expected to take up to 10 minutes from submission to review (if the file submission is successful).

Once the upload is successful if the 'status' of the submission is 'Please review your submission' (Figure 5). Click the 'Review' button to check the submission summary.

Submissic Viewing 1 of 1	ns by flocks			•	Auto-refresh		Cy REFRESH
CODE	NAME		SUBMISSION DATE		SUBMITTED BY	SUBMISSION STATUS	ACTIONS
MS0001	MATESEL EXCERCISE		23,	23/01/2023 Chloe Bunter		Please review your submission	(REFRESH (0)) CLOSE
Id	Source File	Drop	Submission Date	Update date	Submitted By	Status	Actions
4069	MS000121.xml	2021	23/01/2023		Chloe Bunter	Please review your submission	REVIEW CANCEL
4061	MS000122.xml	2022	18/01/2023	18/01/2023	Ermias Zerazion	Active	VIEW REPORT
4060	MS000121.xml	2021	18/01/2023	18/01/2023	Ermias Zerazion	Active	VIEW REPORT

FIGURE 5. SUCCESSFUL UPLOAD OF AN XML SUBMISSION

6. Overview your submission summary, taking careful note of the following;

<u>Overall Summary</u> (see A in Figure 6) – the year drop uploaded, total number of animals in the XML file, the number of changes, the ratio of male/female. Also take note of the number of exclusions and warning (red highlighted box in top right corner)

<u>Measurements</u> (see B in Figure 6) - the number of measurements for each trait, minimum and maximum values of measurement for each trait

Exclusions (see C in Figure 6) – if there is any data excluded or warning placed on any data you can see which records are being excluded/have a warning placed on them and why

<u>Compare Change</u> (see D in Figure 6) – any changes between the current submission and previous submission for the same year drop

<u>Management Groups</u> (see E in Figure 6) – check the name of management groups, number of groups and number of animals in each group matches to what is occurring on farm

<u>Mating Information</u> (see F in Figure 6) – check mate method, ewe ID, sire ID, mate date, number of records submitted

<u>Sire Usage</u> (see G in Figure 6) – check the sire IDs, stud of breeding, sire of sire details, and progeny ratio male/female is correct





ssion summai	r <b>y</b> of your file	before yo	ou		Sourc Submi 23/01	e file : 000121.xml ssion date : /2023			0 EXCLUSIONS
		+	A fotal anii	MALS		PREVIOUSLY	CHANGE	MALE / FEMALE	MATING
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FIGURE 6. REVIEW YOUR SUBMISSION SUMMARY

 After reviewing your submission summary, you may attach a message (see A in Figure 7) to the submission for Sheep Genetics admin (i.e. whether you have removed a number of animals from the submission file). Alternatively, you can either submit the file (see B in Figure 7) or abort the submission (see C in Figure 7).

< BACK TO SUBMISSIONS		A	∎	c
Review Upload			SUBMIT	ABORT
Submission summary Please review the summary of your file before you submit.	Source file : MS000121.xml Submission date : 23/01/2023		0 EXCLUSIONS	

FIGURE 7. ATTACH A MESSAGE, SUBMIT, OR ABORT THE SUBMISSION

8. If you attach a note, write your message in the 'add comment' box (Figure 8) and click the green 'send' button – this will be sent to Sheep Genetics admin to read when they review your





## file submission

er of animals. Thank you
er of animals. Thank you

- 9. Sheep Genetics admin may reply to this message where relevant. These messages will be logged against the specific file submission. You can read over the messages by clicking into the specific submission, then clicking the message icon.
- 10. After clicking the submission button, Sheep Genetics will overview your submission before it is sent to analysis. Your submission will show that is it 'Waiting for MLA to review' in the submission dashboard (Figure 9).

S	ubmissio	ns by flocks			- Αι	uto-refresh		€ REFRESH
Vie	ewing 1 of 1	flocks						
	CODE	NAM	E	SUBMISS	ION DATE	SUBMITTED BY	SUBMISSION STATUS	ACTIONS
	MS0001	MATESEL EX	CERCISE	23/01	/2023	Chloe Bunter	Waiting for MLA to review	(REFRESH (5)) CLOSE
	Id	Source File	Drop	Submission Date	Update date	Submitted By	Status	Actions
	4069	MS000121.xml	2021	23/01/2023	-	Chloe Bunter	Waiting for MLA to review	VIEW CANCEL

FIGURE 9. YOUR SUBMISSION IS 'WAITING FOR MLA TO REVIEW' AFTER SUBMISSION

- 11. Sheep Genetics admin will then review your submission and accept or reject accordingly. Sheep Genetics admin can also reply to any messages sent with the submission file.
- 12. Once Sheep Genetics admin has reviewed and accepted your submission, your submission will read as 'Active' (Figure 10) and will be sent for analysis in the next run.





Submissio	ons by flocks			🛑 Au	to-refresh		€ REFRESH
CODE	NAN	16	SUBMISS	ION DATE	SUBMITTED BY	SUBMISSION STATUS	ACTIONS
MS0001	MATESEL E)	CERCISE	23/01	./2023	Chloe Bunter	Waiting for MLA to review	(REFRESH (2)) CLOSE
Id	Source File	Drop	Submission Date	Update date	Submitted By	Status	Actions
4069	MS000121.xml	2021	23/01/2023	-	Chloe Bunter	Waiting for MLA to review	VIEW CANCEL
4061	MS000122.xml	2022	18/01/2023	18/01/2023	Ermias Zerazion	Active	VIEW REPORT

FIGURE 10. YOUR SUBMISSION IS APPROVED AND ACTIVE FOR GENETIC ANALYSIS