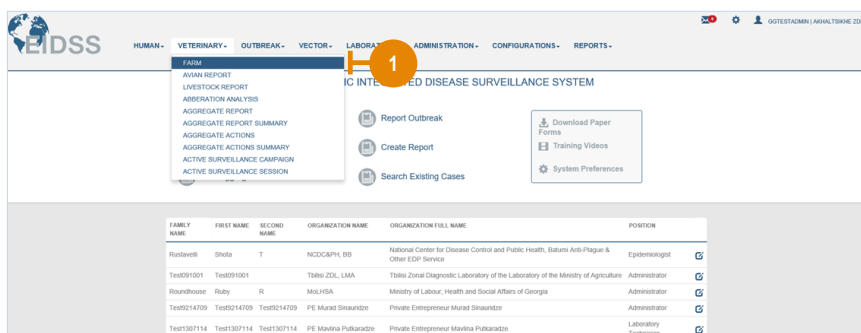


Delete a Farm Record

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An EIDSS user with the appropriate permissions can remove records from the database. This quick guide presents the steps to delete a farm record.

- From the **EIDSS Dashboard**, choose **FARM** from the **VETERINARY** drop-down menu. The **Farm** screen appears. **Note:** A farm record with associated disease reports, active surveillance sessions, and animal samples or laboratory test results cannot be deleted.



- Enter as much information as possible about the farm whose record you wish to delete. **Note:** Partial entry is acceptable for the **Farm ID**, **Farm Owner ID**, and **First Name** and **Last Name**.

Tip 1: To return to the previous screen without saving entered information, click **Cancel**.

Tip 2: To delete entered information, click **Clear**.

- Click **Search**. The **Search Results** appear.

The screenshot shows the 'Farm' search criteria form. It includes fields for Farm ID, Farm Type (Avian/Livestock), Farm Owner (Last Name, First Name, ID), Farm Name, Region, Rayon, and Settlement Type. A red box highlights the search criteria section, and a red circle with a '2' icon is next to the Farm ID field. Below the form are buttons for Cancel, Clear, and Search, with a red circle and a '3' icon next to the Search button.

Tip 3: To revise the **Search Criteria**, click the **Show/Hide** icon, make the necessary changes, and click **Search**.

Tip 4: To view additional information, click the **Show/Hide** icon next to the desired record.

- Click the **Farm ID** corresponding to the desired record. The **Farm** screen for that record appears.

The screenshot shows the 'Farm' search results table. It lists various farms with columns for Farm ID, Farm Type, Farm Owner Name, Farm Owner ID, Farm Name, Region, Rayon, and Settlement. A red box highlights the table, and a red circle with a '4' icon is next to the Farm ID column. A red circle with a 'T4' icon is next to the first record (FRM190059).

Farm ID	Farm Type	Farm Owner Name	Farm Owner ID	Farm Name	Region	Rayon	Settlement
FRM190059	Avian	Jack Sparrow		Big Leghorn Farm	Kakheti	Gurjaani	Arashenda
FRM190062	Avian and Livestock	Russel R Redding		Red Hereford Farm	Kakheti	Gurjaani	
FRM190063	Avian	Mike S Spade		White Leghorn Farm	Kakheti	Gurjaani	Arashenda
FRM190065	Avian	Nate W Willow		Red Cornish Farm	Kakheti	Gurjaani	Chandari
FRM190066	Avian	William G Gates		Wild Turkey Farm	Kakheti	Kvareli	Gavazi
FRM190071	Avian	Lee C Cooper		Black Turkey Farm	Kakheti	Gurjaani	Chandari
FRM190072	Avian	Jeff D Dunham		Golden Goose Farm	Kakheti	Gurjaani	Chandari
FRM190075	Avian	George G Grey		Grey Cornish Farm	Kakheti	Gurjaani	Chandari
FRM190076	Avian			Red Turkey Farm	Kakheti	Gurjaani	Darba
FRM190079	Avian			Gagra Farm one	Abkhazia	Gagra	Achmarda

62 records found of 83 total records. Page: 1

Delete a Farm Record

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- Click **Delete**. A confirmation dialog box appears.

Farm

Indicates required information

Date Entered

09/27/2016

Date Last Updated

09/27/2016

Farm Information

Farm ID

FRM190079

Farm Type

☒ Avian
 ☐ Livestock

Farm Name

Gagra Farm one

Farm Owner

Phone

Fax

Email

Farm Address

Country

Georgia

Region

Abkhazia

Settlement Type

ALL

Street

House

Building

Apt

Postal Code

Latitude (#.####o)

Longitude (#.####o)

Rayon

Gagra

Settlement

Achimarda

Disease Reports

Add Avian

Report ID	Species	Data Entry Date	Investigation Date	Disease	Report Type	Case Classification	Report Status	Farm Address
No results were found.								

Cancel

Delete

- Click **Yes**. The farm record is deleted from the database.

EIDSS Warning Message

Are you sure you want to delete this record?

6

Yes

No