# Enter a Veterinary Active Surveillance Campaign

An EIDSS user with the appropriate permissions can create active surveillance campaigns in the database. This quick guide presents the steps to enter a veterinary active surveillance campaign.

1. From the **EIDSS Dashboard,** choose **ACTIVE SURVEILLANCE CAMPAIGN** from the **VETERINARY** drop-down menu. The **Veterinary Active Surveillance Campaign** screen appears.

Tip 1: If there is concern that the desired campaign already exists in the database, perform a search before continuing.

Tip 2: To return to the previous screen without saving entered information, click **Cancel.**

2. Click **Add.** A blank **Veterinary Active Surveillance Campaign** screen appears.

Enter a Veterinary Active Surveillance Campaign

3. Complete the **Campaign Information** section. **Note:** Fields marked with a red asterisk are mandatory.

   > **Tip 3:** To navigate to the desired date, click a **Calendar** icon and then the **Select Month > Select Year > Select Decade** bars at the top of the calendar.

4. Choose a **Species** and **Sample Type** from the drop-down menus, and enter a **Planned Number.**

5. Click **Add. Note:** Repeat steps 4 and 5 to add additional species and samples. **Note:** Each **Species** and **Sample Type** can be chosen only once for each campaign.

6. Click **Submit.** A window appears confirming successful entry of the campaign.

Veterinary Active Surveillance Campaign

❋ Indicates required information

Campaign Information

Campaign ID

❋ Campaign Name: Test Campaign
❋ Campaign Type: Active Surveillance
❋ Campaign Status: New

Campaign Start Date: 8/26/2019
Campaign End Date: 9/2/2019

Campaign Administrator
❋ Disease: Anthrax

❋ Species	❋ Sample Type	Planned Number	Comments/Descriptions
No results were found.			
Cattle	Abdominal cavity fl	10		Add

Cancel   Submit

Veterinary Active Surveillance Campaign

❋ Indicates required information

Campaign Information

Campaign ID

❋ Campaign Name: Test Campaign
❋ Campaign Type: Active Surveillance
❋ Campaign Status: New

Campaign Start Date: 11/27/2019
Campaign End Date: 12/27/2019

Campaign Administrator
❋ Disease: Anthrax

❋ Species	❋ Sample Type	Planned Number	Comments/Descriptions
Cattle	Abdominal cavity f	0		
				Add

Cancel   Submit