

# NLIS Database Quick Reference

## TAG MANUFACTURER

November 2009



This document explains NLIS website options for manufacturers of NLIS-accredited livestock identification devices. The NLIS XML interface specifications may be viewed on MLA's website on the NLIS Technical Specifications page.

**NLIS Database Helpdesk**

**Phone: 1800 654 743**

**Email: [nlis.support@mla.com.au](mailto:nlis.support@mla.com.au)**

NLIS Ltd operates the Helpdesk from 8am–6pm Monday–Friday (AEST). Before you contact the Helpdesk, note your **User ID** and the **Upload ID**. You may also need the **device numbers** mentioned in NLIS E-Mail messages.

The NLIS Database may be unavailable on Thursdays between 6pm–7pm (Sydney time) due to maintenance.

### Create a database account

To create an account, you need Internet access, an E-mail address and a telephone or mobile number. You must also agree to the **NLIS Terms of Use**. You can read them online, or print the document to read later.

- Go to [www.nlis.mla.com.au](http://www.nlis.mla.com.au)
- Click **▶ Create a new account**
- Fill in the **Account details** form online.
- Tick the box at the bottom to agree to the Terms.
- Click **▶ Continue** to submit the form to the database.

Tag manufacturer home **▶ Help**

Welcome **Tag**,

Any transaction that you do in this session will be confirmed by an e-mail to [nlisdevtest@gmail.com](mailto:nlisdevtest@gmail.com). If this is not your e-mail address, click the 'Change' button to update your account details.

**▶ Change**

What do you want to do today?

I want to (Please select) **▶ Go**

- (Please select)
- Account management
  - View/edit my account details
- Notify the database of:
  - Device status
  - New tags
  - Recovered Device Upload
- Reports
  - View large report results
  - View my transaction history
  - View/generate all reports

### Login / Logout

After you apply for an account, the Helpdesk usually issues a User ID and password within seven days.

Your account details will be notified by E-mail.

- Go to [www.nlis.mla.com.au](http://www.nlis.mla.com.au)
- Enter your **user ID** and **password** and click **▶ Login**
- Select an option from the home page and click **▶ Go**
- See the instructions for that option.

#### Home page screen

This is the first screen you see after logging in. Select what you want to do from the drop-down list.

- When you finish a task, click **▶ Home** to return to the home page.
- When you finish a session, click **▶ Log out** to exit from the database.

### Upload new tags

When you issue new devices, create and save a **CSV** (comma delimited) file or a **Text** file on your computer.

Uploading the file registers those devices on the database. Your file may contain many devices.

This file **example** is for two **new** devices.

```
NLIS New tag upload 311009 - WordPad
File Edit View Insert Format Help
X, B, 982 000072335720, 3TWRFP002XBW00421, , W, 07/08/2001, 3TWRFP002
X, B, 982 000007233624, 3TWRFP002XBW00422, , W, 07/08/2001, 3TWRFP002
```

**Fields:** Company, device type, RFID, NLISID, management ear tag identifier (optional), tag colour, date issued, PIC. Optional fields may be blank. Use commas to separate fields.

Select  **▶ Go**

- Click **▶ Upload a file** and **Browse...** to find the file.
- Click **▶ Continue** and check **Confirm details** screen.
- Follow the prompts to **▶ Send** the file to the database or click **◀ Back** to choose a different file.

### Upload recovered devices

When you recover transponders from cattle devices for re-use in other devices, create a **CSV** or **Text** file.

If the devices are already recorded as 'deceased' on the database, uploading the file sets the status to **RC1** automatically. If not, the status will be set to **RC2**.

This file **example** is for two **recovered** devices.

```
NLIS recovered device 141109 - WordPad
File Edit View Insert Format Help
122 011003461042
987 562589412358
```

**Fields:** NLIS ID or RFID. Enter one row for each device number.

Select  **▶ Go**

- Click **▶ Upload a file** and **Browse...** to find the file.
- Click **▶ Continue** and check **Confirm details** screen.
- Follow the prompts to **▶ Send** the file to the database or click **◀ Back** to choose a different file.

## Assign a device status

If devices are lost or stolen in transit, you can assign an **L1** status to those devices on the database. If the unused devices are located afterwards, you can remove the L1 device status by turning it **OFF** on the database. If devices with an L1 status are transferred, the appropriate authorities will receive an automatic database notification.

Select

### Type in the details method

- Click
- Enter details in the fields as in the example below.  
**Note:** The example below will assign the L1 status to two devices.

If you have an electronic list of the NLISID or RFID numbers, rather than typing in each number, copy the list to your clipboard, click in the larger box and paste the device numbers from your clipboard.

**Fields:** NLIS ID or RFID, program code (always NLS for tag manufacturers), status code (L1), date lost or stolen (or date found) and status setting (ON or OFF).

- Click  and check **Confirm details** screen.
- Follow the prompts to  the details to the database or click  to change the details.

### Upload a file method

- Create and save a **CSV** or **Text** file on your computer.

**Note:** The file examples below will assign the **L1** status to one device and remove it from the other.

	A	B	C	D	E
1	999 000001234567	4/11/2009	NLS	L1	ON
2	999 000000001442	4/11/2009	NLS	L1	OFF

```
999 000001234 567, 04/11/2009, NLS, L1, ON
999 000000001442, 04/11/2009, NLS, L1, OFF
```

**Fields:** NLIS ID or RFID, date lost or stolen (or date found), program code (always NLS for tag manufacturers), status code (L1) and status setting (ON or OFF).

- Click  and  to find the file.

- Click  and check **Confirm details** screen.
- Follow the prompts to  the file to the database or click  to choose a different file.

## Run database reports

Select

Select

Select

Select

- Check details for properties on the central PIC register.
- View reports too large to deliver on-screen. You will be notified by E-mail when the reports are ready to view.
- List transactions for your account. Run the report after **every** transaction, to check processing was completed.
- Access reports not visible on the home page:
  - Choose the **Report name** from the drop-down list
  - Click  select or enter the details for the specific report and click  or