



Industry &
Investment

NLIS PROCEDURES FOR SHOW COMMITTEES part 3



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Part Three

Transfer of Data from Excel Spreadsheet to NLIS Data Base

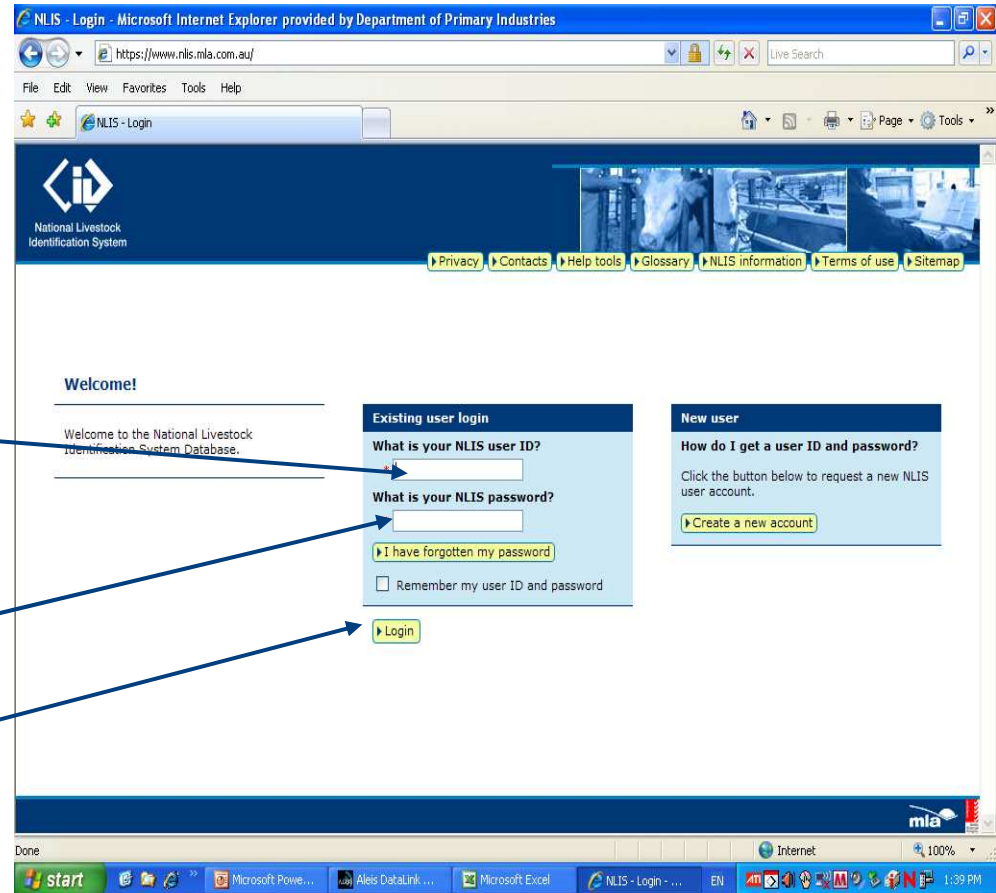
What will you need?

- An experienced computer operator
- Computer with Microsoft Excel
- Internet Access to the NLIS Data base (www.nlis.mla.com.au)
- A NLIS Data base account for the showground PIC
 - User Name
 - Password

Upload data to NLIS Data Base

Step 24

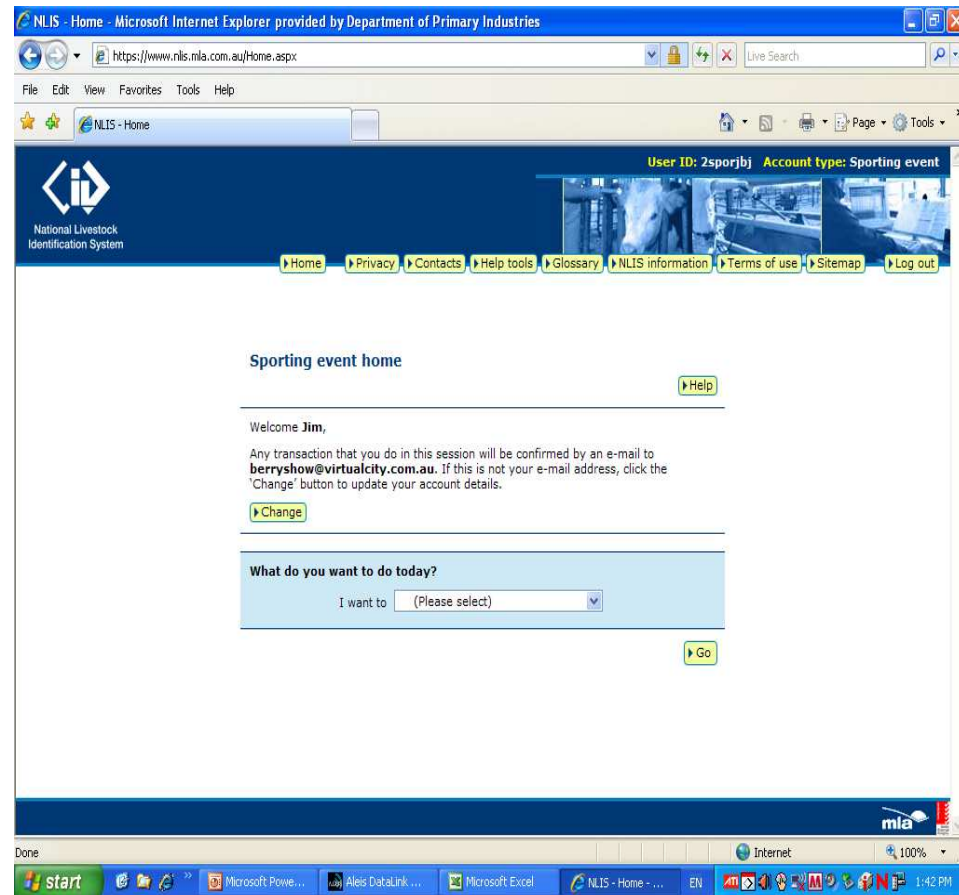
- Open NLIS data base login screen
- Enter the showground username
- Enter the showground password
- Click on login



Upload data to NLIS Data Base

Step 25

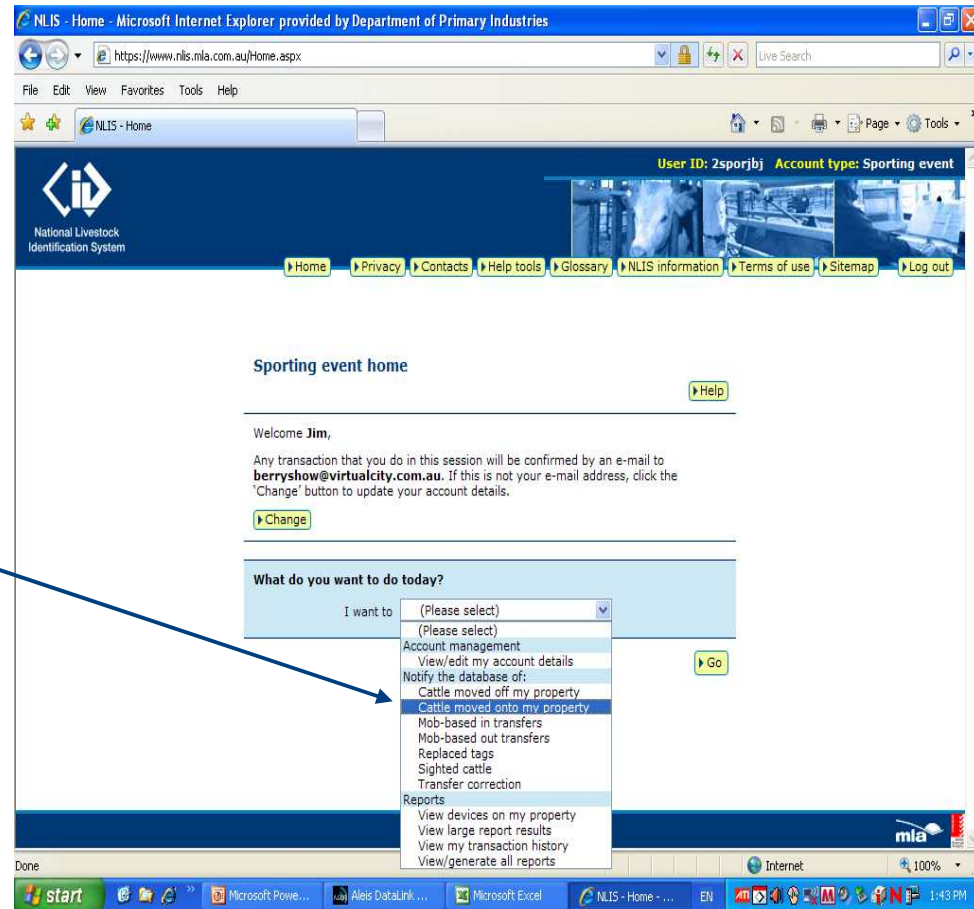
- After login in the screen beside will appear



Upload data to NLIS Data Base

Step 26

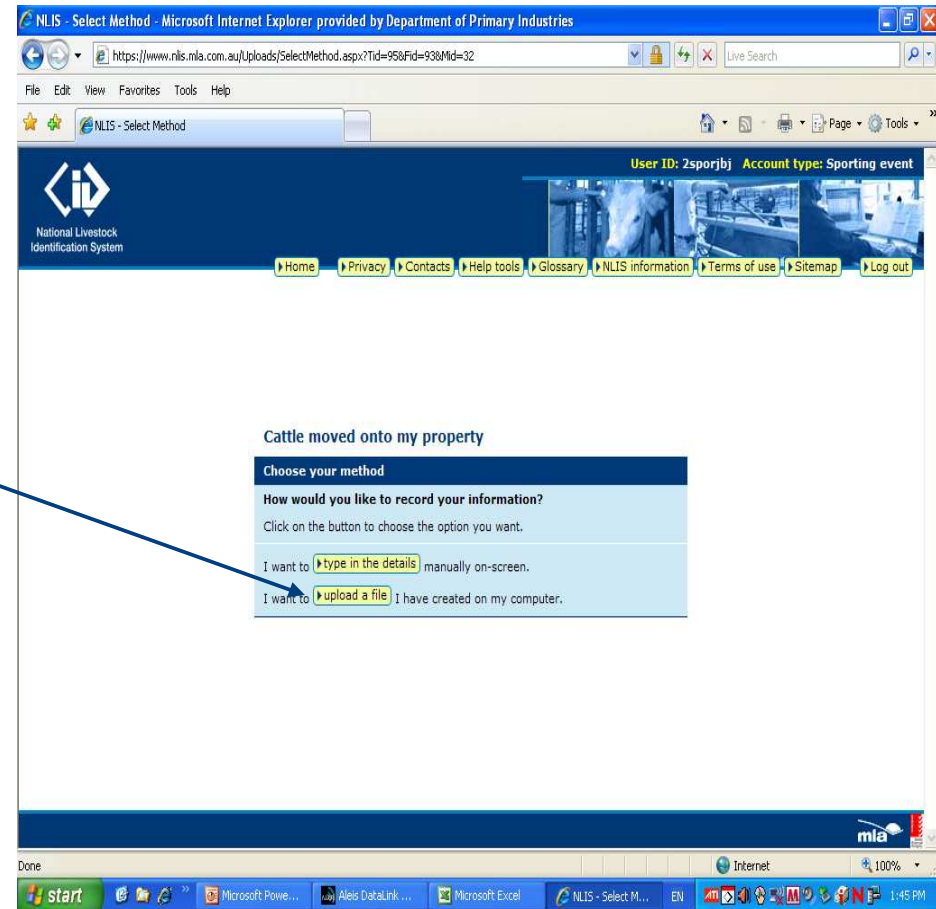
- From the 'I want to Box', click on the down arrow and select 'cattle moved onto my property'



Upload data to NLIS Data Base

Step 27

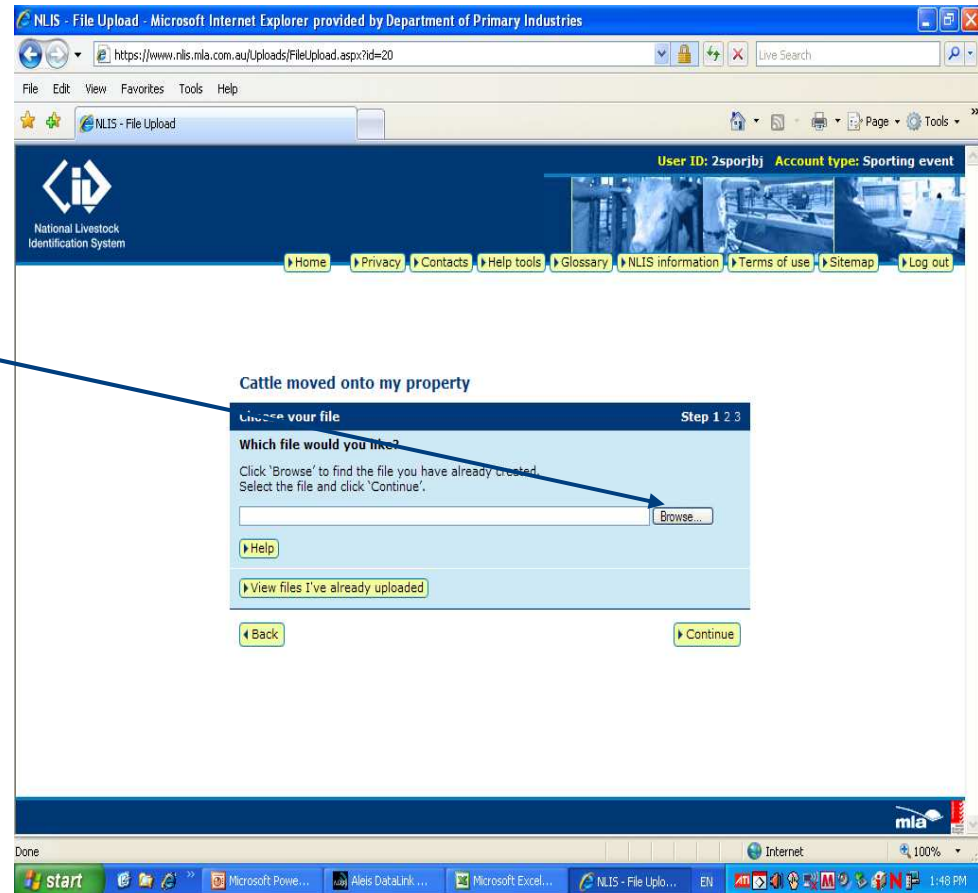
- The screen beside will appear, select and click on 'upload a file I have created on my computer'.



Upload data to NLIS Data Base

Step 28

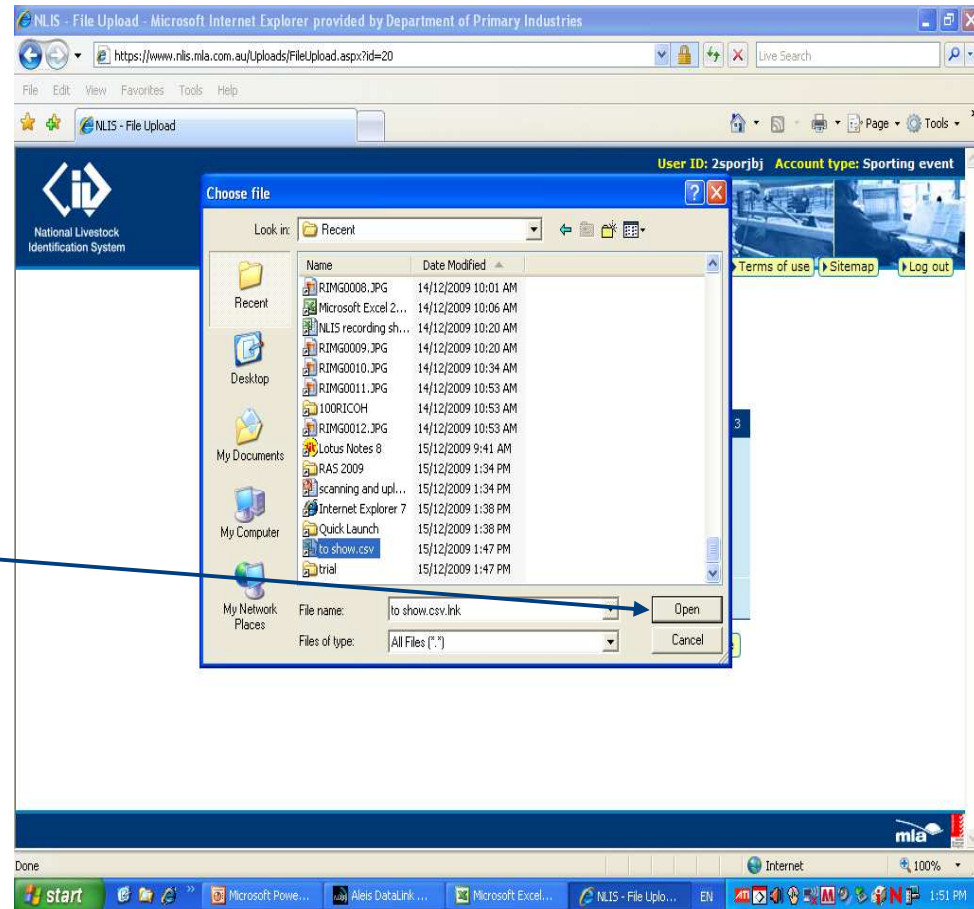
- Click on browse and select the 'TO SHOW' file that you have created



Upload data to NLIS Data Base

Step 29

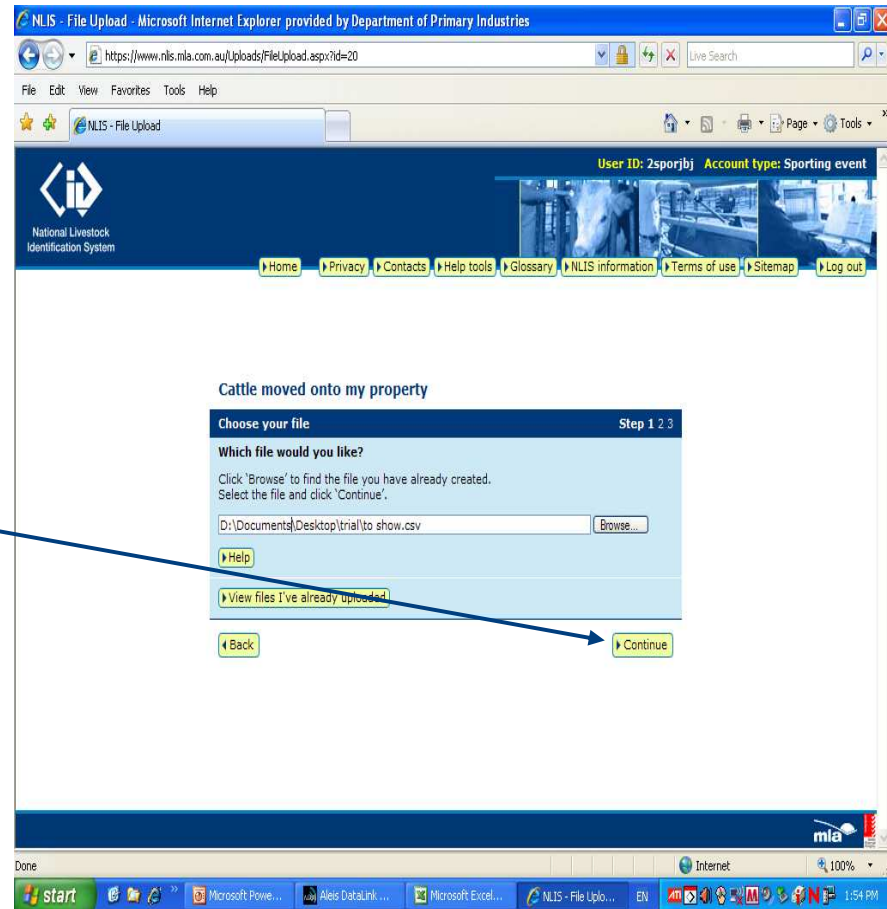
- A screen similar to this will appear.
- Once you select the 'TO SHOW' file click 'open'.



Upload data to NLIS Data Base

Step 30

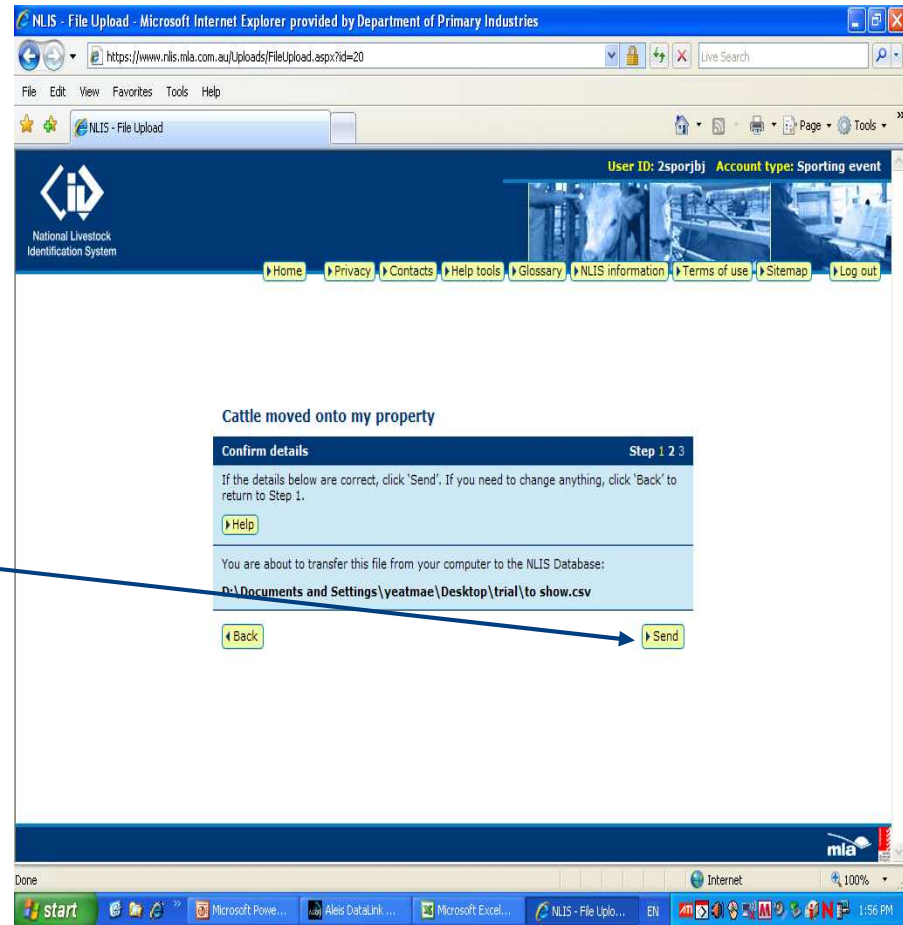
- After you have clicked 'open' a screen similar to this will appear.
- Click 'continue'



Upload data to NLIS Data Base

Step 31

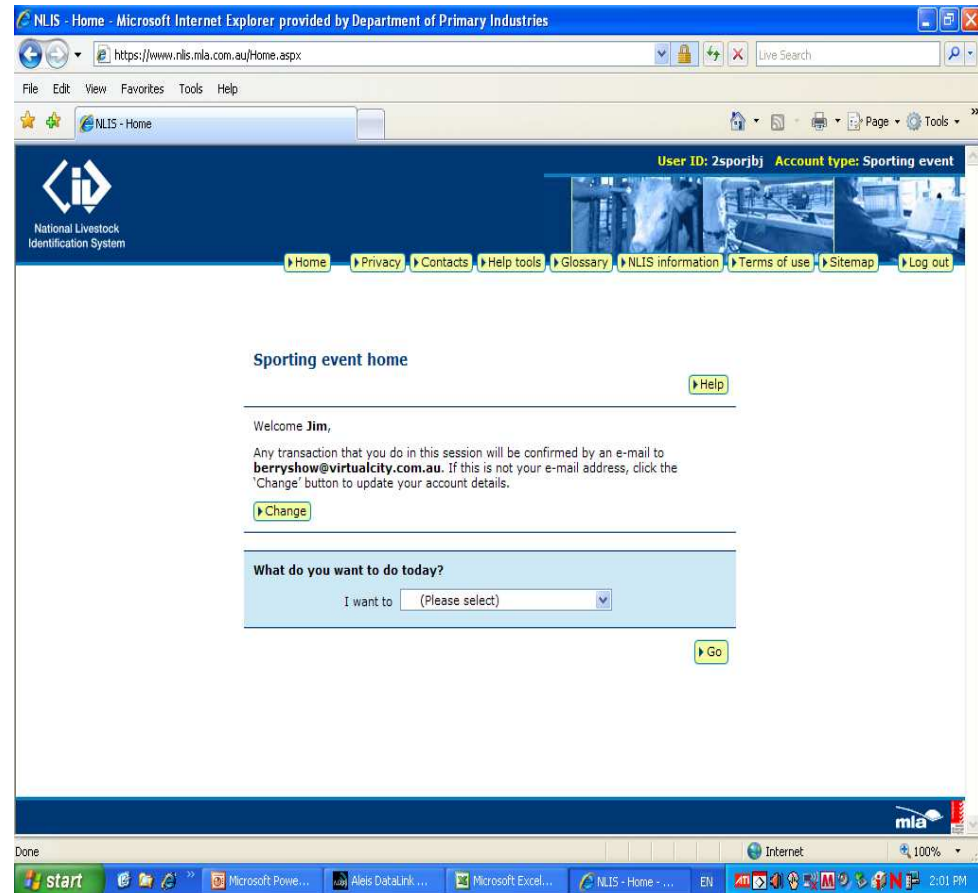
- A screen similar to this will appear.
- If the 'TO SHOW' details are correct click 'Send'.
- After clicking send the database will confirm that the file has been successfully sent.



Upload data to NLIS Data Base

Step 32

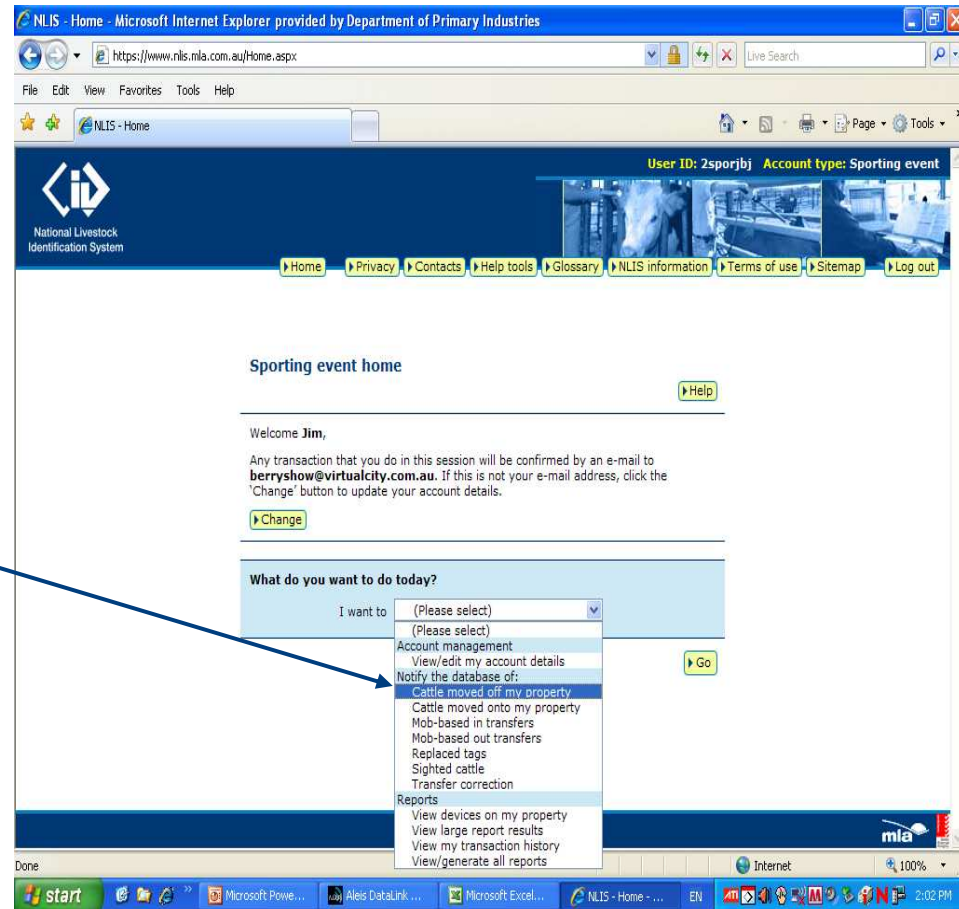
- After you have received confirmation from the database that the 'TO SHOW' file has been successfully uploaded click on the 'home' button, this screen will appear.



Upload data to NLIS Data Base

Step 33

- From the 'I want to Box', click on the down arrow and select 'cattle moved off my property'



Upload data to NLIS Data Base

Step 34

- Repeat steps 27 to 31 ensuring to upload the 'FROM SHOW' file.
- Again you will receive confirmation that the 'FROM SHOW' file has been successfully uploaded.

CONGRATULATIONS!!!

**YOU HAVE SUCCESSFULLY
UPLOADED BOTH THE
'TO' AND 'FROM' SHOW FILES
TO THE NLIS DATABASE**