



The tool to make a pig's life cycle transparent

for farmers, researchers
and processors

App manual

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LEEO.EU

Content

The LeeO app	4
The Reader	5
How to log in	6
Dashboard	7
Work lists.....	7
Get info	8
Perform action.....	9
To pen	9
To group	11
Connect your reader	13
Connect your scale	14
Scale settings	14
Usage of the scale.....	14
Calibrate your scale	15
Perform action	16
Reproduction	16
Inseminate sows.....	17
Pregnancy check	18
Scan a single pig.....	18
Scanning multiple piglets	18
Birth registration.....	20
Registration of dead piglets (while registering birth)	20
Tagging of liveborn piglets.....	20
Adopt piglets.....	21
Weaning	22
Healthcare	24
Register a disease	24
Registration of diseases for multiple animals.....	25
Single registration.....	26

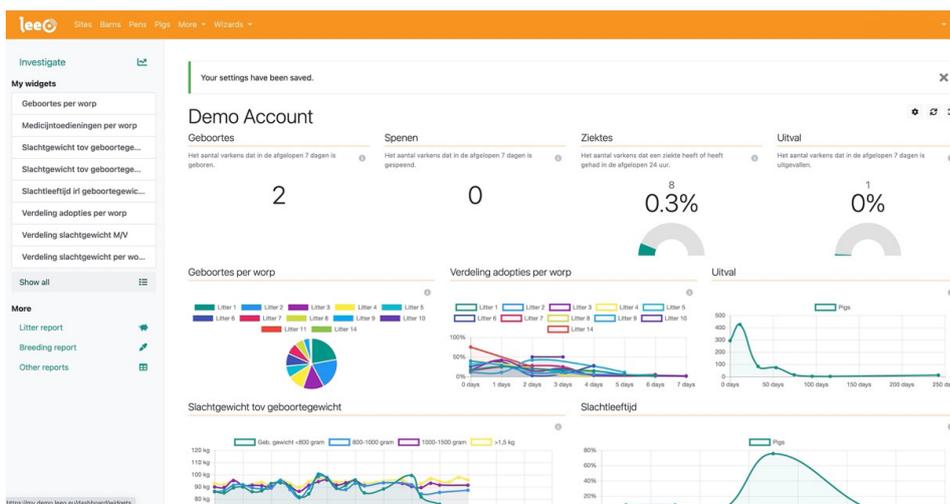
Precautionary treatment	26
Report death	27
Registrations	28
Weighing piglets.....	28
Add notes.....	29
Neutering.....	29
Register heat	30
Movements.....	31
Move pigs to a pen	31
Transports	31
Assign pigs to transport	31
Miscellaneous	34
Change ear tag/current_code	34
Register anomalies.....	34
Cull pigs.....	35
Mark breeding pigs.....	35
Register abortion	35
Add new pigs to the pig stack.....	36
Connect slaughter tags.....	37
Fat thickness	37
Correct an error.....	38
Extra options.....	39
Create a support ticket.....	39
Synchronization.....	39
Assign pen tags to a location or pen.....	40
Surveys.....	40
Feed registration.....	40
Locations.....	40
Transport documents.....	40
Allotments	41
Add treatment plan	41
Authorization	41

The LeeO app

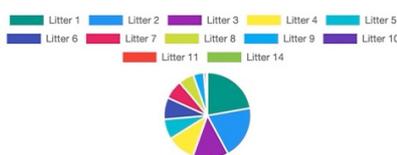
You are reading LeeO's app manual. In this manual, we explain the functions of the app so you and the app can work well together. We explain the functions of the app through screenshots and steps. Do you still have questions after reading the manual? Get in contact with us by e-mailing support@leeo.eu.

LeeO is an application that can be used by farmers, researchers, and processors. With LeeO, the whole pig cycle can be transparent; from birth to slaughtering and processing of the meat. With LeeO, you can register all important moments in the cycle of the pig. Register your actions and the app automatically generates worklists. Your dashboard presents the data you collected with the app.

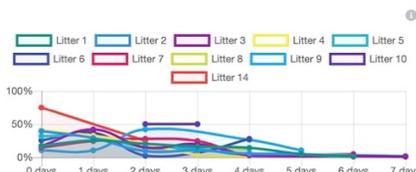
The data from your app registrations can be easily shown on the dashboard on your computer. This overview can be customized to show the relevant datasets for you and your farm. With the information on your dashboard, you can use the data to improve production at your farm. Collecting more and more data into the system will generate more reliable results from time to time.



Births per parity



Adoption / parity



Next to the standard widgets, LeeO provides to give you insight into your data, with the investigation button it is possible to generate widgets on a deeper level. Connect different data sets and find out the difference between animals, groups, and other parameters. The example below shows the number of dead piglets in different parities in the farrowing room.

The Reader

The reader has 4 buttons. The biggest button in the middle gives you the option to scan barcodes and QR codes.

With the button on the right bottom, you can turn the reader on- and off. Press shortly to switch the reader on, wait until you hear two tones, and then the reader is ready to use. To turn the reader off, press the on-and-off button longer until you hear the tone. The lights will turn off when the device is turned off.

To reset the reader, press all buttons at the same time for ten seconds. The reader will start again automatically.

The lights on the reader will give the status of the reader.

Is the green light on the left side flickering of the reader? Then it is time to charge your reader.



Reader is turned off



Reader is turned on



Reader is connected



Reader scans



Reader is charging

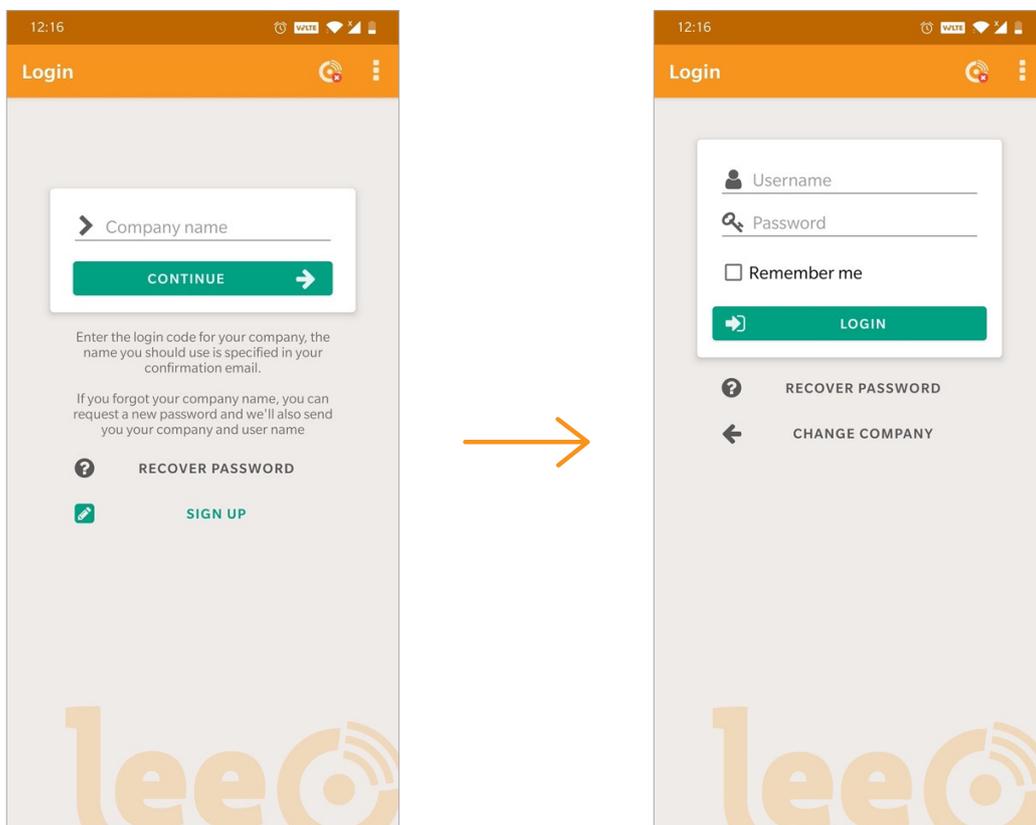
How to log in

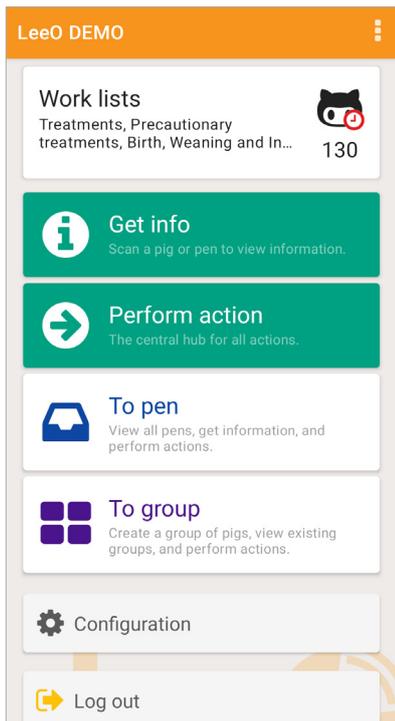
Before you can use the app, you have to log in.

1. Fill in the name of your company (the name your company is registered in at LeeO).
2. Fill in your username and password.

Do you not want to fill in your credentials all the time? Select **Remember me**.

Did you forget your password? Select **recover password** and set a new password via the recovery email.



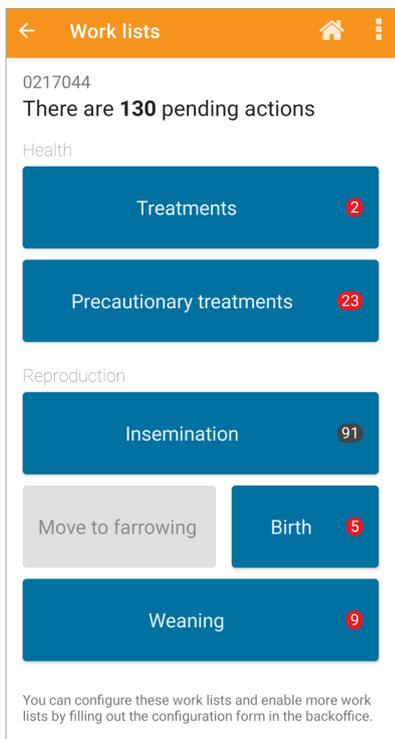


Dashboard

After your login, the dashboard is shown. There are different functions on the dashboard. These buttons are shown in the fields below.

The dashboard shows:

- The company/location you are logged in to. In the example, it is location 0217....
- The user you're logged in with
- The logo of the reader (orange part of the screen). The app only shows the logo when the reader is **not** connected.
- The other buttons you see will be explained below



Work lists

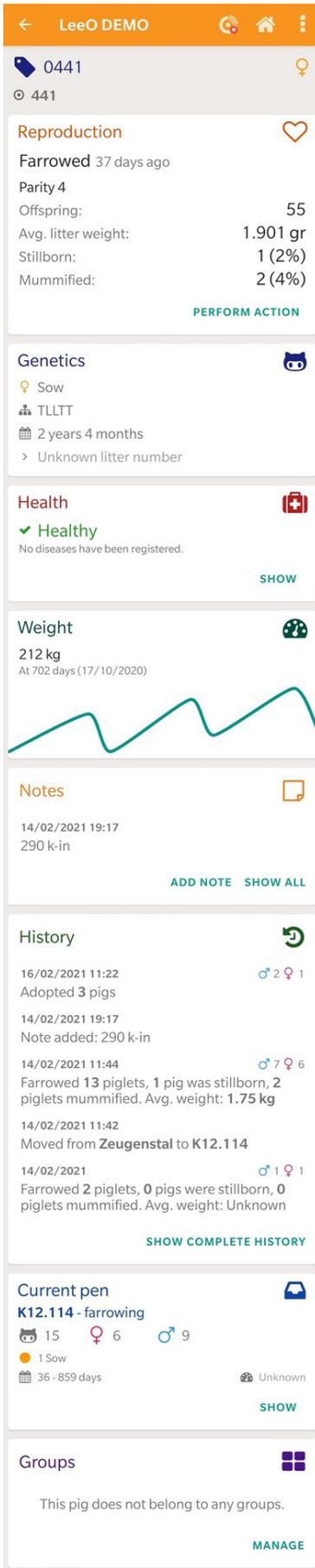
The LeeO app automatically generates worklists. These worklists work together with you and your company cycle. They give an overview of animals that need a specific action or that something is happening with the animals. In the example, three animals need treatment for an illness, two animals need to be inseminated, and thirty-three animals are on the point of giving birth. Select the action and the list shows which animals need for example the treatment, shows the location and the illness. You can also start the action from the worklist.

When you register a pig as ill and give it a treatment that requires multiple actions, the app gives you a notification that the pig needs treatment and how often it has to be treated.

When starting with LeeO, the standard worklists are turned on.

The worklist is fully customizable in the backoffice and will only show the actions that benefits you and your farm.

The animals which require the actions are shown in the worklists automatically. How to adjust the work lists is explained in the back office manual.

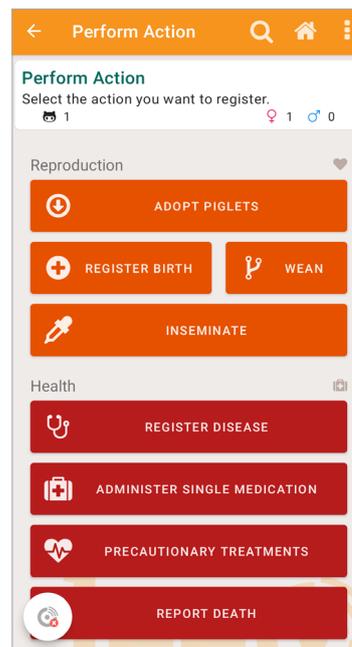


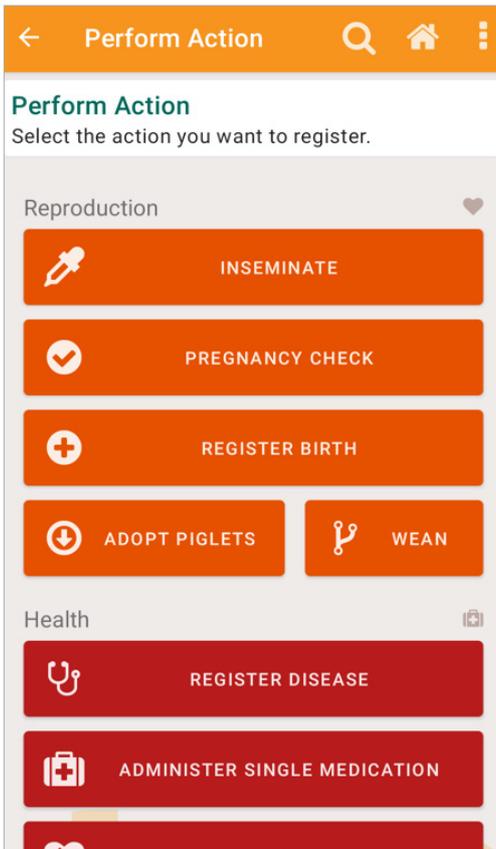
Get info

The 'Get info' button is mainly focused on providing information. Scan a pig or a pentag and find information on individual animal level such as:

- Reproduction
- Genetics
- Health
- History
- Location
- Sow passport

The button **perform action** brings you to the pig dashboard. With this dashboard, you can perform actions on the selected animal.



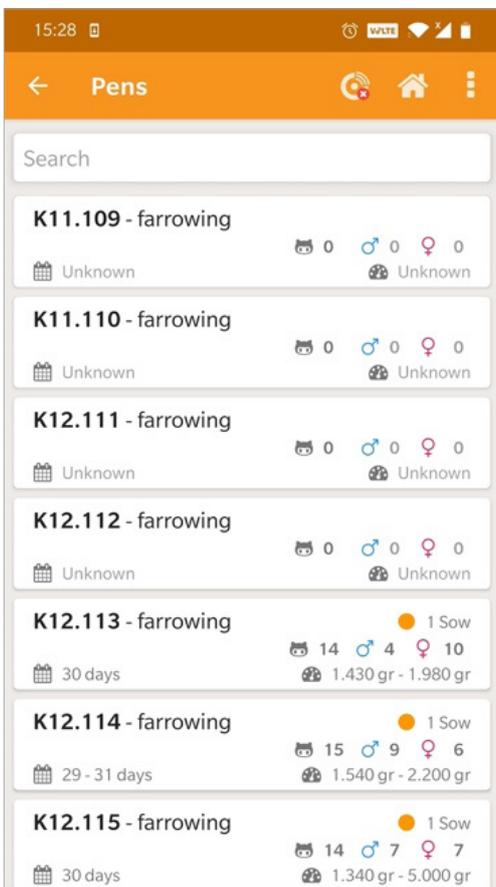


Perform action

To perform actions on one or more animals, select **perform action** on the homepage.

Performing actions is separated in 6 sub-categories:

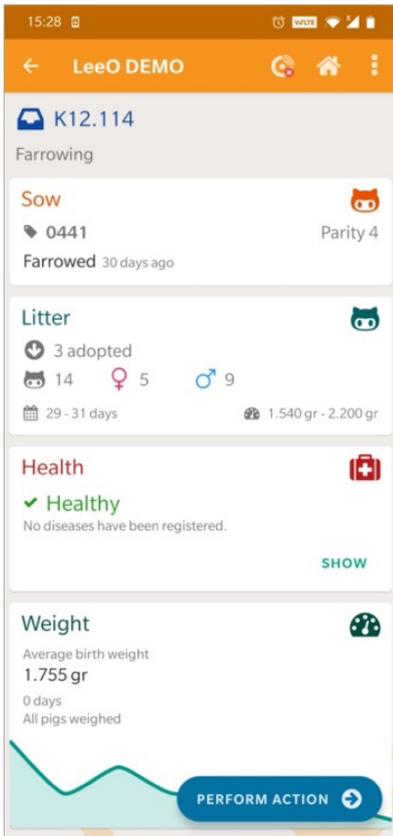
1. **Reproduction** (register inseminations, pregnancy checks, births, adoptions and wean piglets).
2. **Health** (register diseases, medicine administrations, precautionary treatments, and deaths).
3. **Registrations** (weigh pigs, add notes, neuter pigs, register heats and perform feed registrations).
4. **Movement** (register movements of pigs, add pigs to a transport or receive transports).
5. **Pig groups** (add pigs to a group).
6. **Miscellaneous** (change code or ear tags, register anomalies, cull pigs, mark gilts as breeding pig, add new pigs to the system, link slaughter tags, correct errors, etcetera..)



To pen

The app shows the animals in the pen, the health status, the average weight, and the history of the pen.

It is possible to perform actions from the pen. Select a pen and press **perform action**.



The app will show the animals in the pen, the health status, the average weight and the history of the pen. You can make registrations on this by selecting perform action.

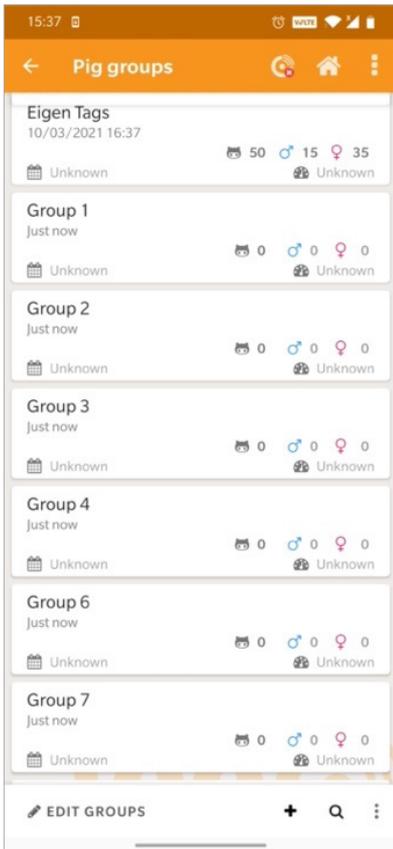
Actions performed from the pen are:

- Transfer pigs from one pen to another
- Add or remove pigs from the pen
- Weigh animals
- Put animals on transport

Go to **perform action** and select the action you want to perform.

Through pens you can register:

- Inseminations, pregnancy check, birth registrations, adopt piglets and register weaning
- Move or add animals
- Add notes of fill in a survey
- Weigh animals in the pen
- Make health registrations
- Transport animals

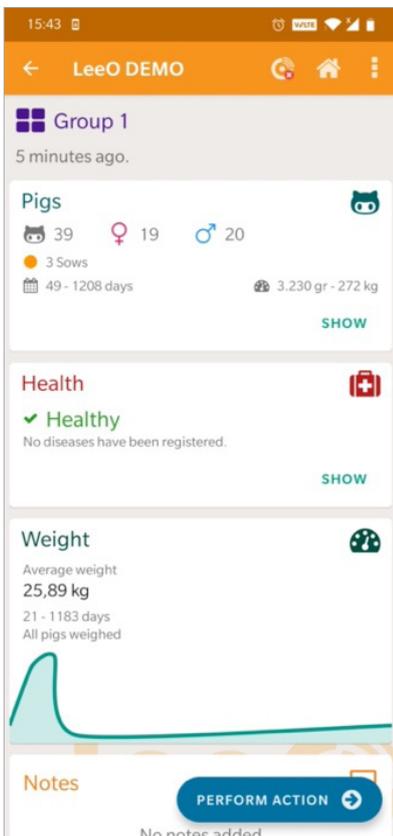


To group

To facilitate group registrations, the function group is added to the homepage. Making a **group** can be useful when you want to perform an action with multiple animals. For example, by feeding a group with a different kind of feed, or the cure multiple pigs with the same medicine. This way, the pigs don't have to be scanned individually and the activity can be assigned to the whole group.

Select the button **to group** at the homepage and find your groups.

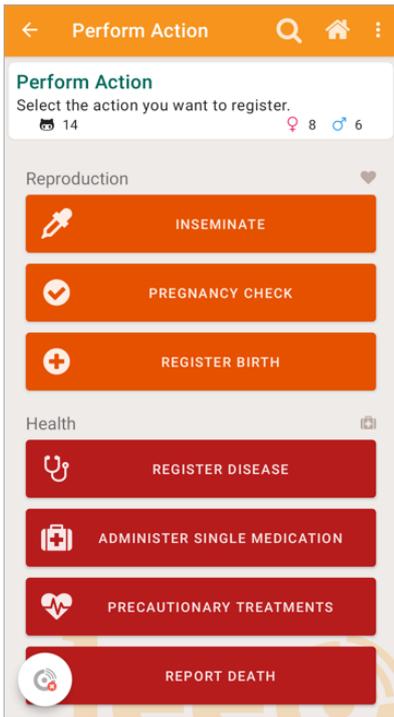
To create a **new group** select the black plus at the right bottom of the screen. To delete groups select **edit groups**.



Select a group and find information about:

- The pigs in the group.
- The health status in the group.
- Information about weights.
- The history of this group.

Select **perform action** to perform an action in the group.



In **groups** you can perform the following actions:

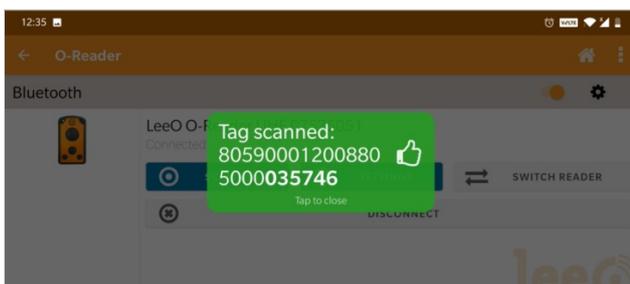
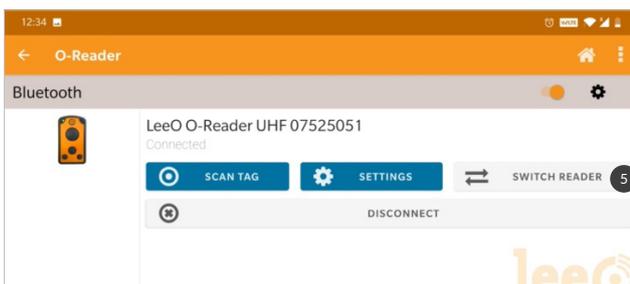
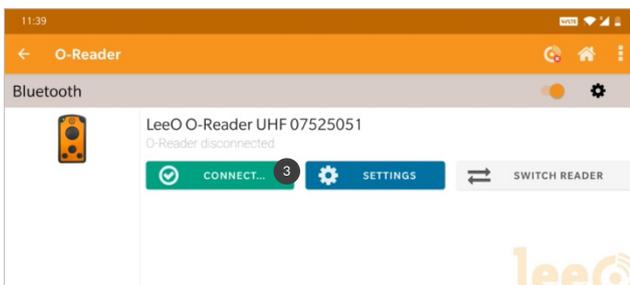
- Registrare (group-)weights.
- Registrare diseases and drug administrations.
- Give the group a (precautionary) treatment.
- Report deaths on multiple animals at once.
- Put pigs on transport
- Add or delete pigs from the group or change the name of the group.

Managing groups can also be done in the back office at your computer.

1. Log in at the back office on your computer
2. Select more.
3. Select groups.
4. Press the button **show** to find all relevant information about the group.
This list can also be exported to Excel.

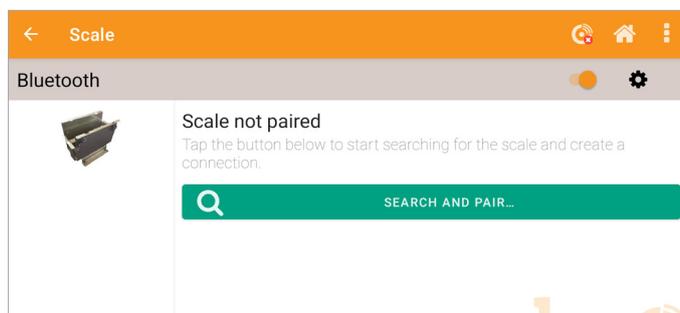
12

Connect your reader



1. Turn on the reader with the button on the right bottom of the reader. An enabled reader shows a green light at the left upper corner of the reader.
2. Enable Bluetooth on your phone. In the app, you can switch the orange button (1). LeeO supports group readers and LeeO readers.
3. To connect your reader to the phone, press the LeeO sign (2).
4. With the button **connect** (3), the phone searches the reader.
5. The screen shows the reader your phone wants to connect with. Are you connecting the reader for the first time? The app will ask you to save the device (4). Is this not the right reader or do you have multiple readers? Select **switch reader** (5) and your phone will search for the right reader.
6. The reader is connected to your phone. Are you not sure you have connected the right reader to your phone? The number on the backside of the UHF reader has the same number as the number on your phone screen.
7. Do you want to check if the reader is connected properly? Press **scan tag** and scan an ear tag. If the reader is connected the app will give a green confirmation.

Connect your scale



1. Make sure your reader is connected to your phone as shown in the above chapter.
2. Turn on the scale.
3. Select **configuration** and select the **scale**.
4. Select **search and pair** in the app. The app will now look for your scale.
5. The scale will process the connection and ask you to connect and name the scale. Press **save**.
6. Select weigh to test if the scale works properly.

Scale settings

The settings of the scale can help you to personalize the scale. This will make it easier to work with the scale. If you have any questions after reading the settings below, please contact your farmcoach.

1. Do you not have or use a scale? The scale pop up screens can be turned off.
Select **configuration** → **more settings** → **always skip weighing**
2. Does it take to long before the scale sets a weight? There are two ways to proces this
 - a. Go to **configuration** → **more settings** → **weigh confirmation delay**. You can select the amount of time to set the weigh while stabilizing.
 - b. Go to **configuration** → **the scale** → **settings** → **stabilization settings**.
The standard settings are set to 30 grams weight difference and 1000 milliseconds of movements.
3. Does your scale has problems connecting? There are several ways to fix connection problems:
 - a. Make sure location services are turned on during app usage. The scale and reader are using Bluetooth and need your location for that. You can check
 - b. Charge your reader, when a device is connected to power it might be easier to generate a stable connection sometimes.
 - c. Select **configuration** → **scale** → **settings** → **forget this device**.
This way you can search for the scale again and generate a new connection.
 - d. Select the Bluetooth menu on your mobile phone, delete the scale from the memory list.
 - e. Restart your phone and try to connect again.

Usage of the scale

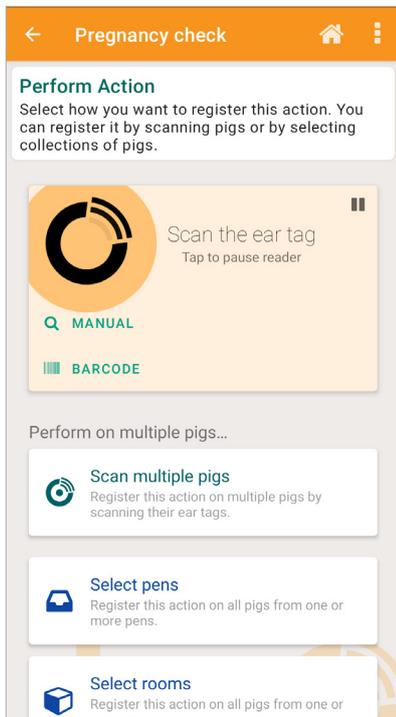
The LeeO scale is used for collecting birth and weaning weights. During birth registration you can place the piglets into the steel cray. For collecting weaning weights, take off the steel cray and place the piglets on with their belly on the middle part of the scale. This way the piglets will lay on the middle part of the scale with the legs on the side.

Calibrate your scale

If you're not sure the scale is taking the right weight you can calibrate the scale. When connecting a new scale always calibrate it before usage. It can be helpful to recalibrate the scale after a certain amount of time.

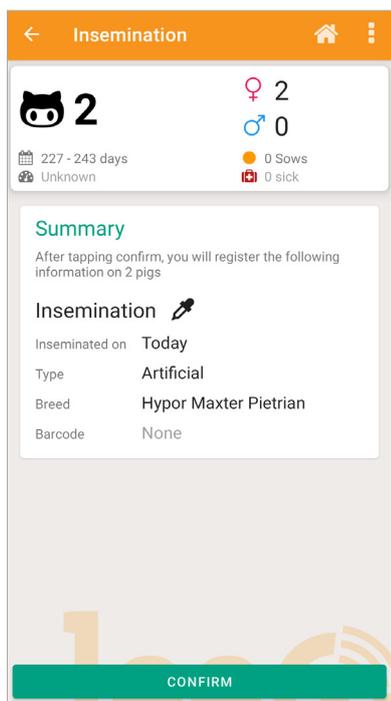
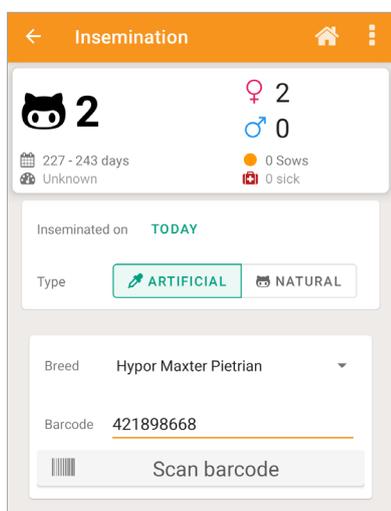
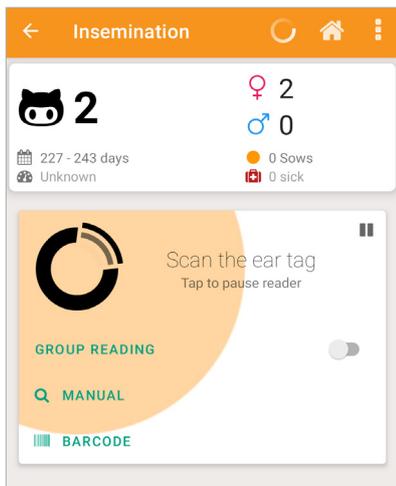
1. Go to **configuration**
2. Select **scale**
3. Select **settings**
4. Select **calibrate scale**
5. Make sure the scale is empty and has a stable position not surrounding or touching any other objects while working on the calibration.
6. When everything is set select **next**.
7. Place an object with a minimum amount of 15kg on the scale. Make sure you know the weight of the object so you can fill in the calibration weight in grams.
8. Select **done**.
9. The scale is calibrated.
10. You can test the if the weight is right by following **configuration -> scale -> weight**.

Perform action



To perform actions on one or multiple animals, go to **perform action**. This screen is the base of all of your registrations. The information about the homepage contains some of these actions. In this chapter, we explain is each category.

Reproduction



Inseminate sows

If you would like to inseminate one or multiple sows.

1. Go to **perform action**.
2. Choose to **inseminate**.

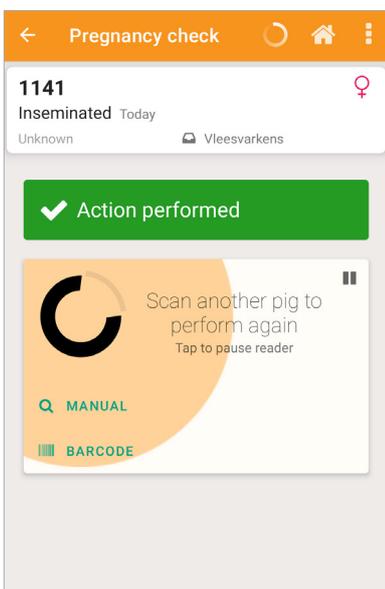
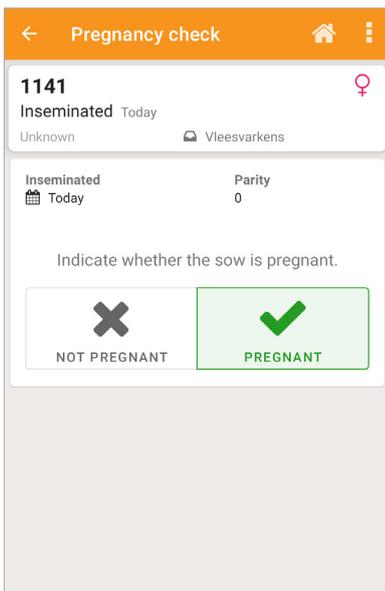
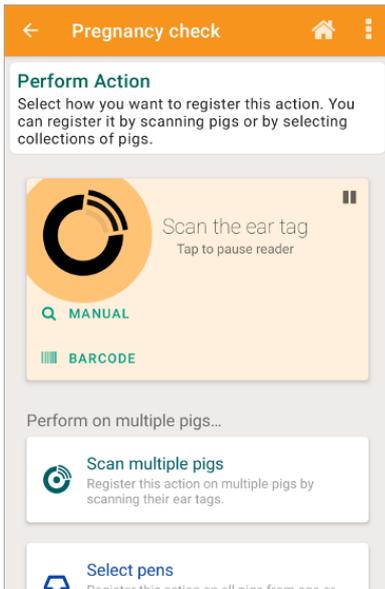
To inseminating one sow:

1. Scan the sow or fill in the number manually.
2. Select the insemination date
3. Fill in the way you inseminated the sow: choose between artificial or farm boar.
4. When choosing artificial insemination: select the breed of the boar and scan the barcode on the package.
5. When choosing a boar of your farm: scan the ear tag of the boar or fill in the number of the boar manually.

When inseminating multiple sows:

1. Choose scan **multiple pigs**.
2. Scan the pigs you want to inseminate or fill in the numbers manually.
3. Select **next**.
4. Follow the same steps as described above to inseminate one sow.
5. Select **next** and scan the pigs you want to inseminate with the next batch or select **finish** to end the registration.

Would you like to inseminate a pen, or all animals in a group, select the option select **pens/rooms** or select **pig groups** and follow the steps as described above to inseminate a sow.



Pregnancy check

If you like to register a pregnancy check:

1. Go to **perform action**.
2. Select **pregnancy check**.

Scan a single pig

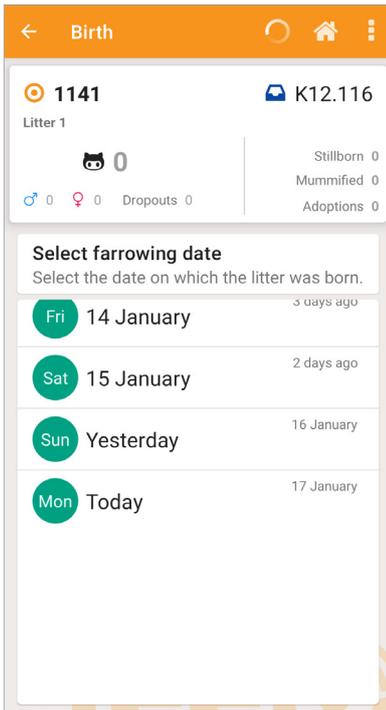
1. Scan the sows ear tag or fill in manually.
2. Select if the sow is pregnant or not.
3. Scan the next animal or fill in manually, or finish the action if you like to stop registering pregnancies.

Scanning multiple piglets

1. Select **scan multiple pigs**.
2. Scan the ear tag of the pig or fill in manually.
3. Select pregnant or not pregnant.
4. Select **confirm** to save the action and scan the next group of sows or finish the registration.
5. Scan the sows ear tag or fill in manually.
6. Select if the sow is pregnant or not.
7. Press **next** to scan the next sow or press **send** if you are finished.

The sows who are pregnant will appear on the worklist by the time they need to go to the farrowing rooms.

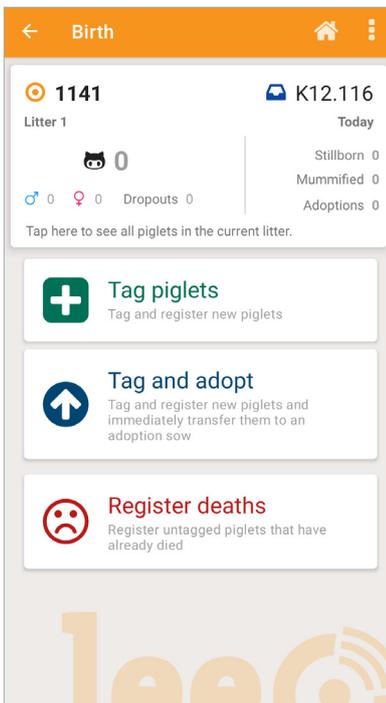
The sows who are not pregnant will appear on the insemination worklist. You can also do pregnancy checks by scanning pens or locations.



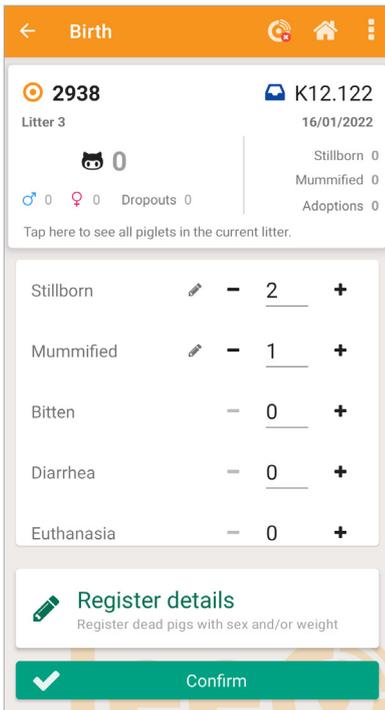
Birth registration

A sow gave birth and you like to register her birth.

1. Go to **get info**.
2. Select **register birth**.
3. Scan the sow or fill in the number manually.
If the sow isn't in a farrowing pen yet, the app will request you to move the sow before you continue. In this case, move the sow to the right pens first. If the sow's already in a farrowing pen the birth registration will start.
4. Select the date of birth.
5. [optional] If you weigh your piglets at birth, scan the eartag, put it in, bring the piglet in the scale and wait until the weight is set. Put the piglet back in the pen again and proceed with the next piglet.



6. The app will lead you to the birth screen:
 - Register dead piglets
 - Tag the alive piglets
 - Tag the piglets who are going for adoption



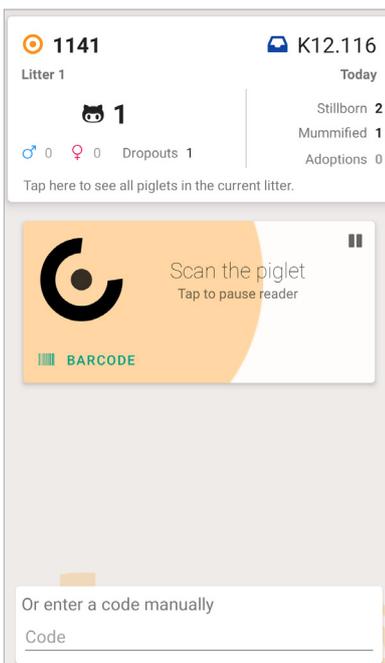
Registration of dead piglets (while registering birth)

1. Select: **register deads**.
2. Fill in the number of piglets who died and specify per reason of dead.
3. Select confirm if you've filled in the right number of piglets.
4. [Optional] Would you like to register the sex of dead piglets, select **register details**.



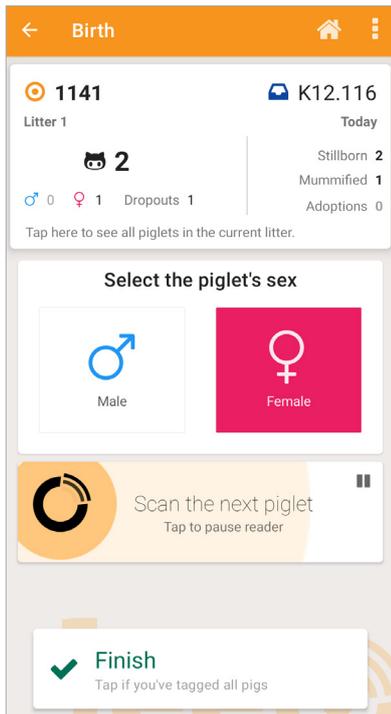
Tagging of liveborn piglets

Tag placement in a piglet is a big deal, and it takes practice! The ideal location for tagging a piglet is shown on the Left.



1. Select **Tag piglets**.
2. Select the sex of the piglet.
3. Scan the eartag.
4. Put the eartag in the ear of the piglet.
5. [Optional] Register birth weights, bring the piglet into the connected scale to register the birth weight.
6. The app will automatically continue to the next registration.

The app will automatically use the same sex as the last piglet you registered. Select the right sex if you wish to change to female or male. Made a mistake? Don't worry, most mistakes are easy to solve by yourself.



If you did not finish the birth registration yet:

1. At the top of the screen a summary of the litter registration is shown. It shows, the sow number, parity, the number of piglets registered and so on. If you select this screen all piglets are shown individually.
2. Select the animal whose registration isn't right; the following options are given:
 - a. Change the sex of the animal
 - b. Delete the piglet if it doesn't belong to this registration
 - c. Register anomalies (you can turn on/off this possibility on the backoffice)

Did you already finish the registration? You can adjust within three days after you made the registration. For more information go to page 39 of this manual.

After you finished a registration a summary with the number of animals and weights in the pen are shown.

7. Press **finish** if you're done making registrations for this litter.
8. Scan the next sow or pen you like to register births for or select finish if you're done making birth registrations.

Tip: separate the male and female piglets before tagging, this makes the process much quicker.

Adopt piglets

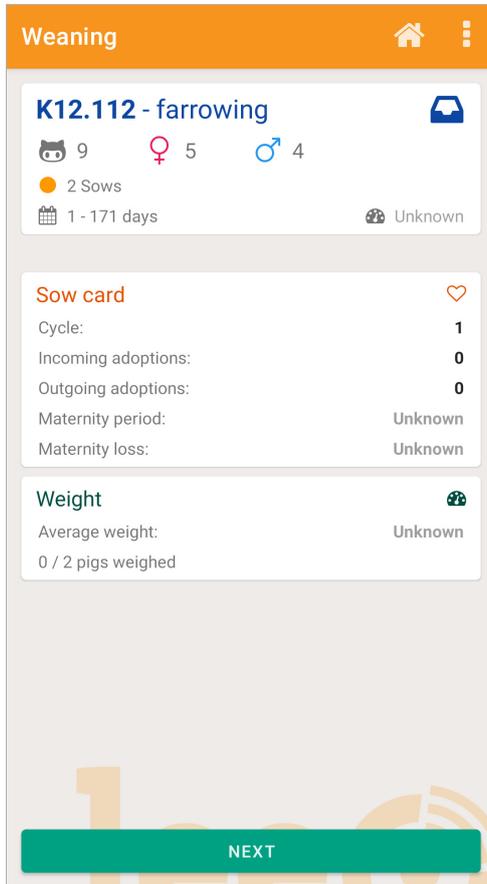
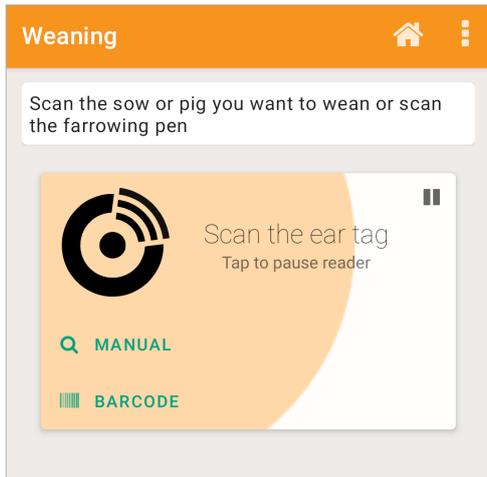
You like to bring a piglet from one mother to another. While doing this, the new mother sow has to adopt the piglet. This is done at birth or in a later stage by scanning the pen or the new mother sow. After both choices, the same steps have to be followed:

Tagging of adoption piglets (during birth registration)

If you like to adopt a piglet to another sow, you can make a registration as well.

1. Select **perform action**.
2. Select the **sex of the animal**.
3. Scan the piglet you like to get adopted.
4. Scan the pentag or sowtag you like to move the piglet to.
5. Press yes if you like to save this adoption.

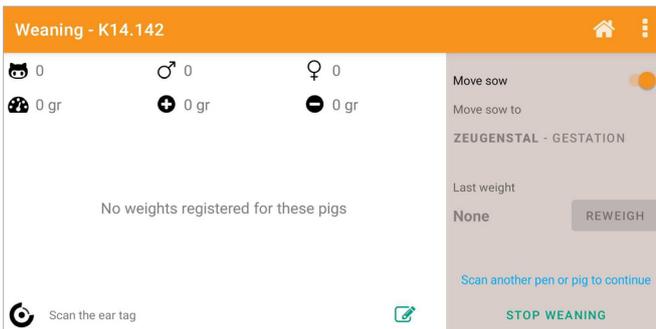
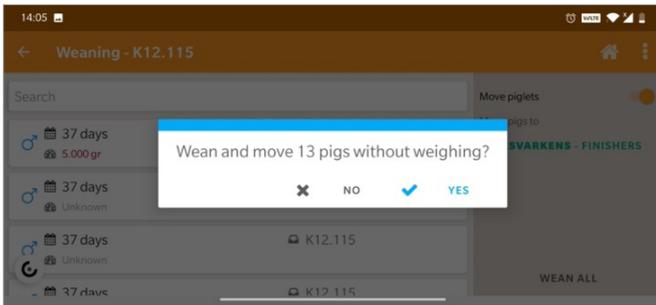
1. Select **perform action**.
2. Select **adopt piglets**.
3. Select the adoption pens.
4. Scan the piglet you want the sow to adopt. The app counts the number of piglets scanned.
5. Press done when you are done registering adoptions.



Weaning

You want to wean piglets. Weaning of piglets can be done individually per sow, per pen, and per individual piglet.

1. Go to **perform action**.
2. Select **weaning**.
3. Scan or select the sow or pen you like to wean piglets of.
4. Check the summary and press **next**.

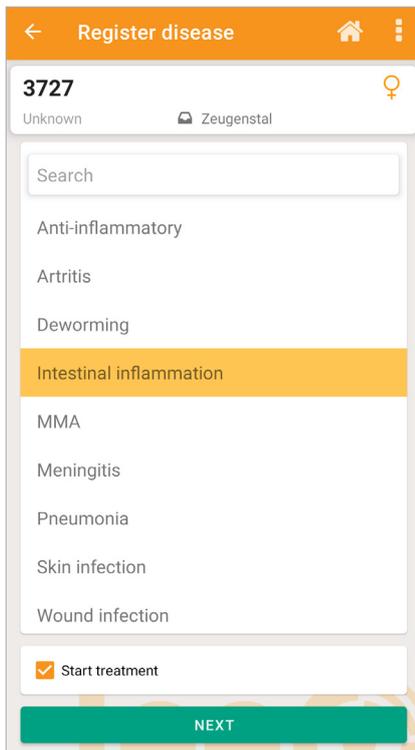
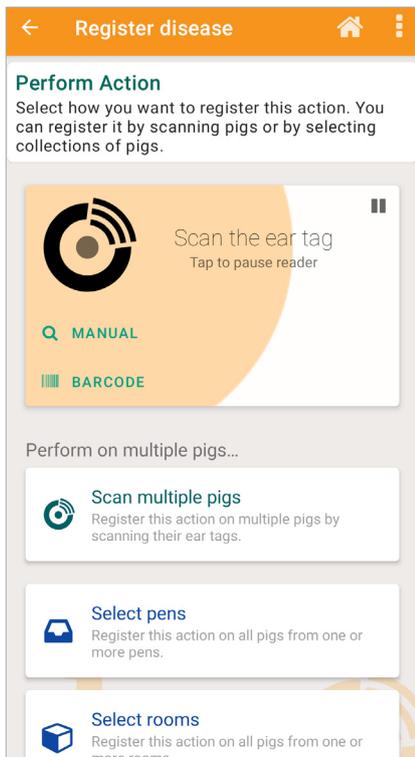


5. Select if the piglet needs to move to another pen by pressing the switch button in the right corner. Select the location you like to move them to.
6. Select **wean all** to wean and move all piglets or select individual piglets you like to wean.

7. Select **yes** to confirm the weaning.

8. The app will summarize the weaned piglets and their weights and requests if you like to move the sow, if yes, which location you like to move the sow to.
9. Scan the next pen or pig to continue weaning. Press **stop weaning** to stop weaning.

Healthcare



Register a disease

If you register a disease for one animal:

1. Select **perform action**.
2. Select **register disease**.
3. Scan the animal you like to register the disease for.
4. Select a **disease**.
5. Select if you like to start a treatment or just like to register the disease by clicking on **start treatment**.
6. Select **next**.
7. If you have chosen not to register a treatment the disease registration is complete. (take care: by completing this action you haven't registered a treatment). If you chose to start a treatment, the app will automatically continue a standard treatment for the selected disease.

Register disease

3727
Unknown Zeugenstal ♀

Engemycine 10%
Step 1 of 5
Dosage: 11ml per 100kg

Drug Engemycine 10%

Quantity - 3 ml +

Barcode 8856553789

Scan barcode

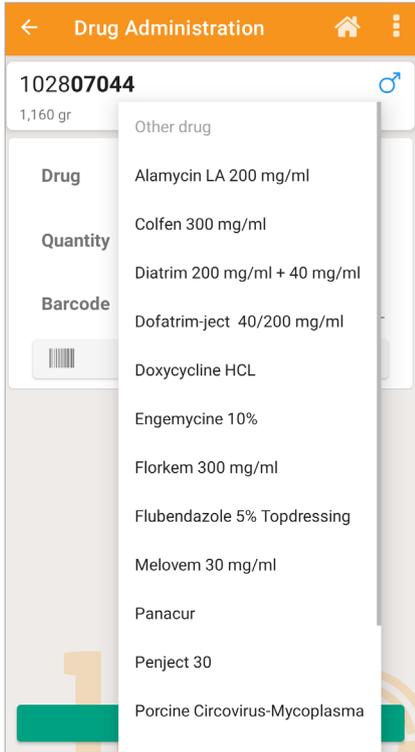
CONFIRM

8. Select the amount of drug [optional] scan the barcode of the drug.
9. Select **confirm** to complete the registration and select finish to leave the registration screen.

Registration of diseases for multiple animals

1. Select **perform action**
2. Select **register disease**
3. Select **scan multiple animals**
4. Scan all animals you like to register the disease for
5. Press **next**
6. Select the disease (take care: the disease you've selected will be assigned to all animals you've just scanned).
7. Would you like to register a disease without a treatment turn off this option by clicking on **start treatment**.
8. Select the drug and amount and confirm the treatment
9. Select finish to end the disease registration

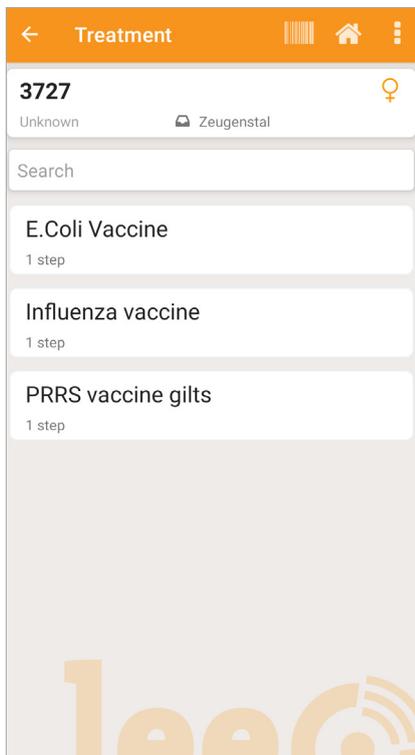
Registration of a disease is also possible by pen-/room-/ and group level.



Single registration

Registration of a single administer without registering a disease or drug is possible trough administer single medication

1. Select **perform action**
2. Select **administer single medication**
3. Scan the animal or select scan multiple animals/pens/ rooms or groups
4. Select the drug you're treating the animals with
5. Fill in the amount of drug you'll treat the animals with
6. Select **finish** to end the single registration



Precautionary treatment

1. Select **perform action**
2. Select **precautionary treatment**
 - a. Will you perform a precautionary treatment for a single animal, scan the animal or fill in manually.
 - b. Will you perform a precautionary treatment to multiple animals, select **multiple animals?**
 - c. Will you perform a precautionary treatment per pen, room, or group, select one of those.
3. Select the precautionary treatment you like to do
4. Select the amount of drug [optional] scan the barcode of the drug.
5. Confirm the treatment selecting **confirm**.
6. Select **finish** to end registering precautionary treatments.

The screenshot shows the 'Report death' screen in an app. At the top, there is a back arrow, the title 'Report death', and three icons: a signal strength indicator, a home icon, and a menu icon. Below the title, the animal ID '102797044' is displayed in large text, with a female symbol to its right. Underneath, the weight '1,210 gr' and a location code 'K14.136' are shown. A list of causes of death is presented as a scrollable menu, with 'Euthanasia' highlighted in orange. Other options include Arthritis, Coli, Diarrhea, Fight, Meningitis, Pneumonia, Spraddle Leg, Straggler, and Unknown. At the bottom of the list is a checkbox labeled 'Weigh pig'. A green 'CONFIRM' button is positioned at the very bottom of the screen.

Report death

To report a single animal:

1. Press the button **perform action**
2. Select **report death**
3. Select the animal or fill in manually
4. Select the cause of death
5. [optional] If you like to weigh the animal, press on weigh pig.
6. Select **confirm** to save the cause of death.
7. Select **finish** end the registration or scan the next piglet to continue.

Register multiple animals with the same cause of death

1. Press the button **perform action**
2. Select **report death**
3. Select scan **multiple animals**
4. Scan the animals with the same cause of death
5. Select **next**
6. Select the **cause of death**
7. The app shows a summary of the registration. Press **confirm** to complete the registration.

Registrations

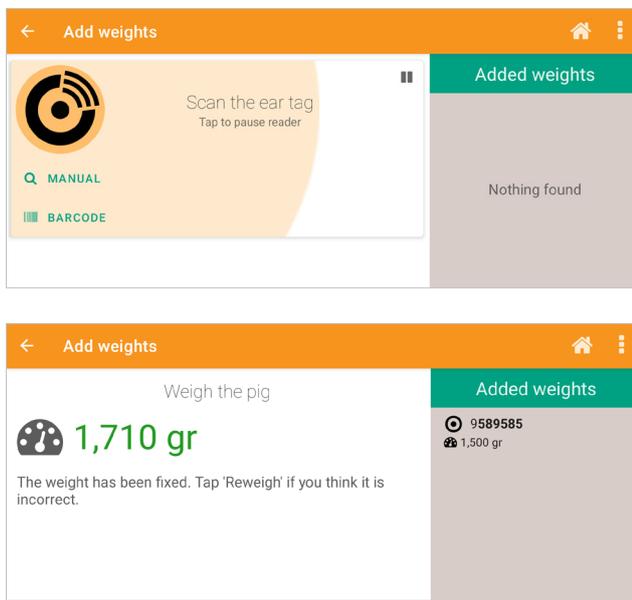
Weigh pigs

Do you have a Bluetooth scale, or do you like to register weights manually?

With LeeO you can easily register the weight of your animals. You can add weights during birth registration or at any other stage. Adding weights (apart from birth weights) is explained below.

If the reader and scale are connected with your phone you're ready to start weighing pigs.

For more information about connecting the reader and/or scale to your device, please view the chapter, "Connect your scale" and "Connect your device" in the beginning of this manual.



1. Select **perform action**
2. Select **weigh pigs**
3. The app will prepare the weighing.
Make sure the scale is empty and does not touch anything in the surrounding.
4. Press done if you and the scale are ready to weigh animals.
5. Scan an ear tag and place the animal in the scale.
6. The scale will search for a stable weight. When the weight stabilized the weight will turn from black to green and you're able to scan the next ear tag.
7. If you're not sure the scale is functioning well, select **reweigh** to weigh the animal again.
8. Did you finish weighing animals?
Press **send**.

Do you not have a LeeO scale but still like to add weights? Choose **I don't have a LeeO scale** and register weights manually.

1. Scan the eartag of the pig.
2. Register the weight.
(be aware to the system differentiates grams and kilograms).
3. Select **confirm** after you've filled in the weight correctly.
4. If all animals are weighed press **send**.

Add notes

Within the app, it is possible to add notes.

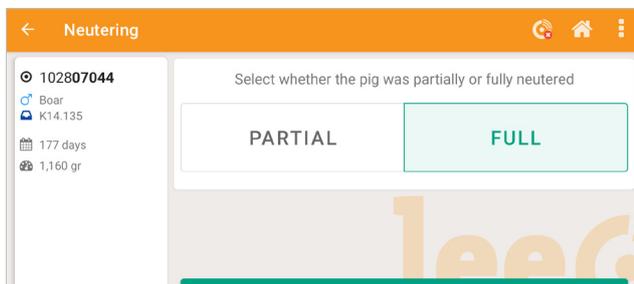
Add a note to a single pig:

1. Select **perform action**.
2. Select **add note**.
3. Scan the animal you like to add a note to or fill in manually.
4. Write down your note in the textbox.
5. To highlight the note move turn the important button on.
6. Press **confirm** to save the note.

Add notes to multiple pigs:

1. Select **perform action**.
2. Select **add note**.
3. Select scan multiple pigs.
4. Scan the pigs you like to add notes to or fill in manually.
5. Write down your note in the textbox.
6. To highlight the note move turn the important button on.
7. Press **confirm** to save the note.

Adding notes is also possible on pen, room and group level.



Neutering

You've neutered piglets and you like to registration the neutering.

1. Select **perform action**.
2. Select **neuter pigs**.
3. To scan multiple animals, select scan multiple animals, to neuter a single animal scan the individual animal.
4. Select **full** for a full neuter and partial for a partly neuter.
5. Select **send** if you finished neutering pig(s).

To speed up the process it's possible to make the registration per pen/room or group. Select the pens or rooms you've neutered animals, select full or partial neutering press next and confirm the action. All male animals in the pen/room are now saved as neutered.

Register heat

To collect more information about the fertility of your gilts, you can register the heat of your animals.

1. Select **perform action**
2. Select **register heat**
3. To scan multiple animals, select scan multiple animals, to register the heat of a single animal scan the individual animal
4. Select if the animals are in heat and/or mark the pig as a breeding pig
5. Select **next** if you're done registering heat.

Movements

Move pigs to a pen

You like to move certain pigs to a pen.

1. Select **perform action**
2. Select **move pigs to pen**
3. Select the pen you like to move the pigs to
4. Scan the pigs you like to move to this pen
5. Select **done** to save the action

Through this function you can move all animals to another pen at the same time. Take care: you will move all piglets in the entire pens not some of them.

Transports

Your animals are ready to go on transport, or you are receiving animals off a transport. Within LeeO, you can divide two kinds of transports: **outgoing transports** and **incoming transports**.

To receive a transport:

1. Select in the activity screen **perform action**
2. Select **receive transport**
- 3 **Scan** an ear tag of an animal you just received
4. The app will search for known transports. The sender of the transport has assigned the animals to transport by scanning the ear tags of all animals.
5. Select the location you like to place the received pigs.
6. The animals are now added to your herd

Attention! To do transports, your phone has to be connected to the internet. The app will search for the right transport by using internet.

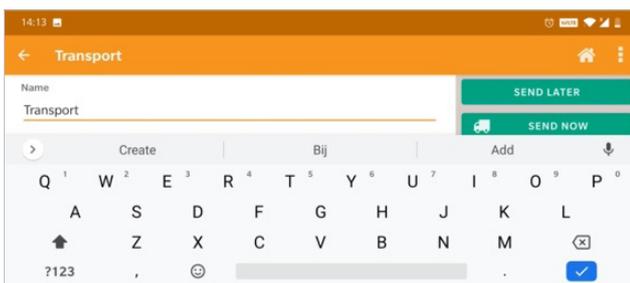
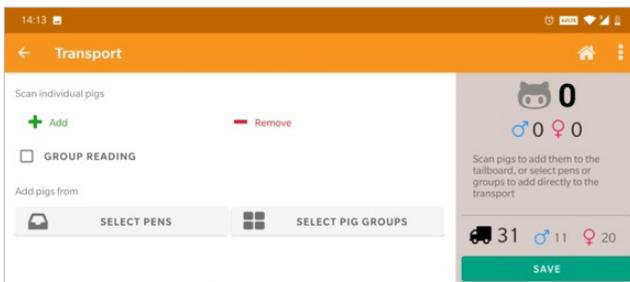
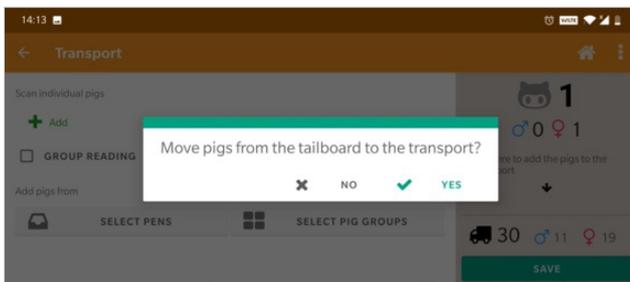
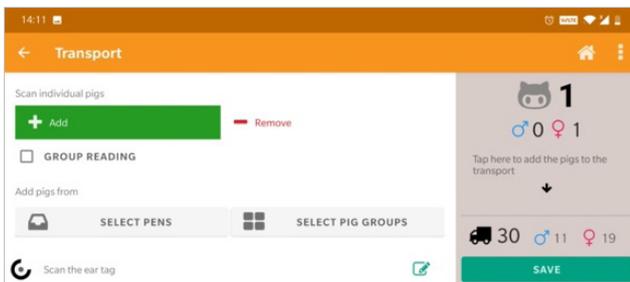
Assign pigs to transport

1. Go to **perform action**
2. Select **send transport**

With this function, a digital transport file is created for the animals that go on transport. This information will be sent to the server at the slaughterhouse, they'll receive the information digitally

3. Click on the black plus at the bottom of your screen to create a new transport
4. To scan with a small reader select **add**. For group scanning select **add** and select **group reading**. Scan the animals who are being transported.

The easiest way to do that is in front of the truck. If a pig does not have an ear tag when scanning, the animal must be named as an unknown animal. LeeO knows the location of this unknown animal, the history of the animal is not known.



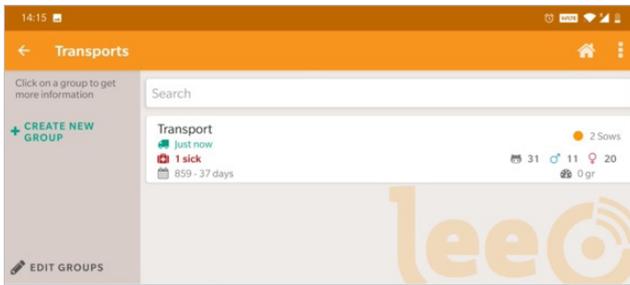
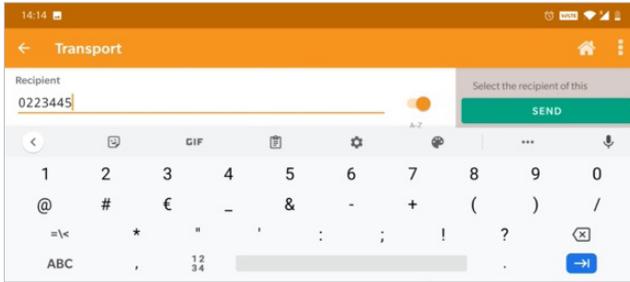
5. When all animals are on the tailboard of the truck, press the black arrow on the screen to load the pigs into the truck.

6. Agree to move the pigs to transport by clicking yes. When you load the next tailboard, the animals in the truck will not be counted again.

The tailboard is empty again and the animals are in the truck.

7. Repeat the process until all animals are loaded and press save.

8. Name the transport so you'll recognize it. For example, use the date and origin. This is needed to create a good overview in the backoffice.

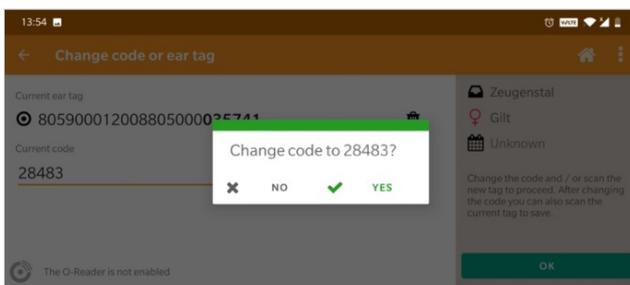
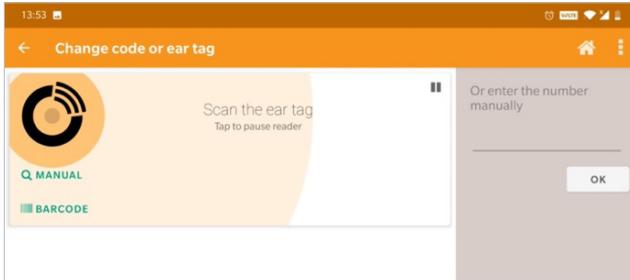


9. LeeO will ask for a governmental code to send the transport to. Fill in the Government code of the receiver/ slaughterhouse or choose "Other".

10. [optional] Register the transport document number This number must be the same as the paper document of the truck driver.

11. After you've succeeded to send the transport, LeeO will show you.

Miscellaneous



Change ear tag/current_code

If an animal lost its ear tag and you find the tag, you can replace the ear tag with a new ear tag. You must know which pig has lost the tag. If you like to add a code or ear tag to an existing animal, you follow the instructions below too.

1. Go to **perform action**
2. Select **change code or ear tag**
3. Scan the old tag
4. Scan the new tag
5. The app will ask you to confirm the change
6. Did you do the change well, select **yes**

Register anomalies

If you report an anomaly and you like to register this:

1. Select **perform action**
2. Select **register anomaly**
 - a. Register a single animal by scanning the ear tag of the animal
 - b. Register anomalies for multiple animals? Select **scan multiple pigs**
3. Select the anomaly
4. Select finish to stop making registrations.

You can also register anomalies on pen, room and group level.

Cull pigs

If you like to take an animal out of production, you can cull the animal.

1. Select **perform action**.
2. Select **cull pig**
 - a. Register a single cull by scanning the ear tag of the animal
 - b. Register culling for multiple animals? Select **scan multiple pigs**
3. Select the **cull reason**
4. Select the **cull date**
5. Add a remark and/or weigh the pig
6. Select **confirm** to save the registration.
7. The app suggest you the following options:
 - a. Move the pig to another pen: you can move the pig to a new location on your farm
 - b. Remove from farm: by removing the animal from your farm the pig will be removed from your farm
 - c. Don't move: If you don't move the animal, it will stay where it's currently located.

You can also register culling on pen, room and group level.

Mark breeding pigs

You like to mark a pig or multiple pigs as a breeding pig.

1. Select to **perform action**
2. Select mark as **breeding pig**
 - a. Register a single breeding pig by scanning the ear tag of the animal
 - b. Register multiple breeding pigs? Select **scan multiple pigs**
3. The pig will be registered as a breeding pig.
4. To move the pig to another pen, select move pig and press **next** to move the pig to another location (the action will be saved after you selected a location)
5. Select **confirm** to save the registration
6. Select **finish** if you're done registering breeding pigs

You can also mark breedings pigs on pen, room and group level.

Register abortion

A sow aborted and you like to make a registration of the abortion.

1. Select to **perform action**
2. Select **abortion**
 - a. Register a single abortion by scanning the ear tag of the animal
 - b. Register multiple abortions? Select scan **multiple pigs**
3. The app show information about the animal, you can also add remarks
4. Select **confirm** to save the registration

Add new pigs to the pig stack

There are different ways to add pigs to your pig stack. Do you like to register a birth? Refer to chapter birth registration. Are you receiving a transport with LeeO tagged pigs? Refer to chapter transports. Did you receive new gilts from a non-LeeO user? You can add them in add pigs. Are there too many gilts to add manually, or do you like to add history into LeeO. The best option is to add the animals through an import file in the backoffice.

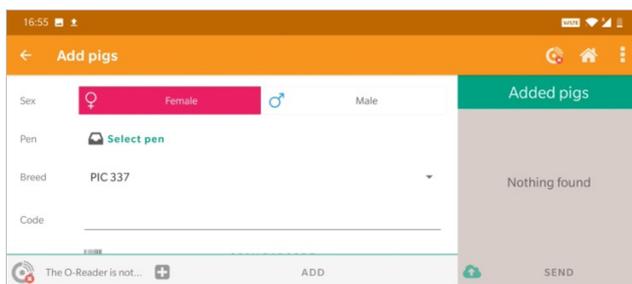
If you like to add new pigs to your stack by the app:

1. Select **perform action**
2. Select **add new pigs**
3. The app will ask if you are receiving the pigs from a transport



Are you buying pigs from a LeeO user?

- a. Choose **yes**
- b. Scan an ear tag of pig you just received with the transport
- c. The app will find the right transport (make sure you are connected to the internet)
- d. Assign the pigs to the right pen or location
- e. The animals are now registered on your farm



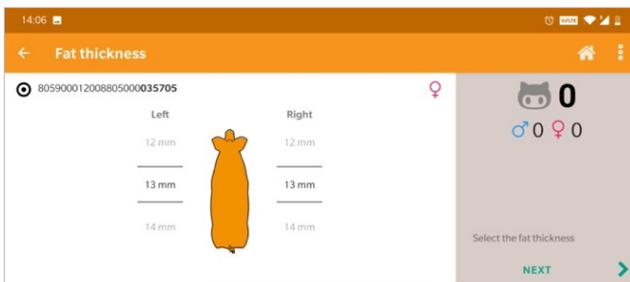
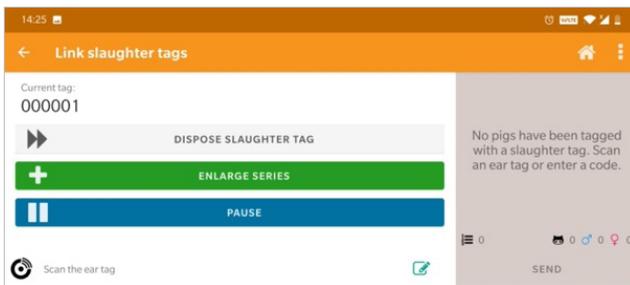
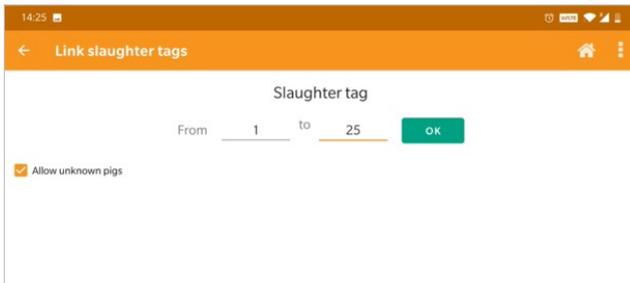
Are you buying pigs from a non-LeeO user?

Is the supplier **not** working with LeeO?

Choose **no** and add the animals manually.

Select:

- a. The sex (standard female)
- b. The pen (if you have 1 pen, the location is selected automatically)
- c. The breed (the last used breed is selected automatically)
- d. The ear tag or breed-code
- e. The parity (gilt parity = 0).
- f. The date of birth
- g. If the pig has an electronic ear tag, scan to assign it to the pig.
- h. Press **add** to add the pig.
- i. Press **send** to save the pigs.
- j. You have added the pigs to your pig stack.



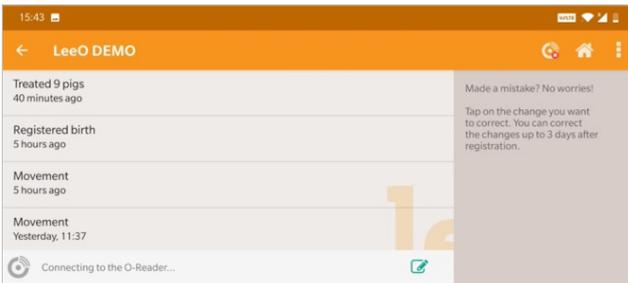
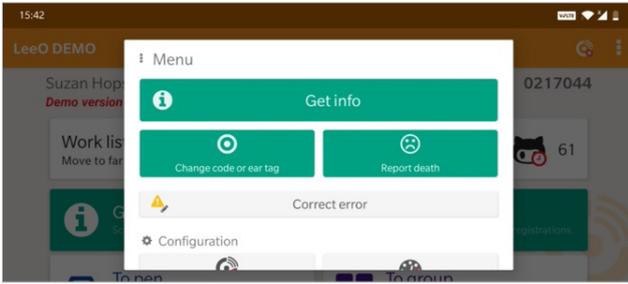
Connect slaughter tags

Do you use slaughter tags while transporting your animals? If yes, you can connect the slaughter tags to the electronic ear tags of the pigs that are going to be transported.

1. Select **perform action**
2. Select **link slaughter tags**.
3. Fill in the company code of the receiver
4. After connecting to the receiver you must fill in the number range of the slaughter tags
 - Are there pigs who lost their ear tags? Select allow unknown pigs
5. Select **ok**.
6. After tagging the pig with the slaughter tag, scan the pig to connect the ear tag and slaughter tag.
 - Did one slaughter tag fall? Select **dispose slaughter tag**. The tag cannot be used, and the app will count the next slaughter tag in the row.
7. After connecting the slaughter tags to the electronic ear tags, press send. The pigs are now ready to transport.

Fat thickness

1. Measuring fat thickness is possible in **activities**.
2. Select **perform action**
3. Select **measure fat thickness**
4. Scan the pig
5. Fill in the right values
6. Press **next**
7. Scan the next pig or press **send if** you are done registering.



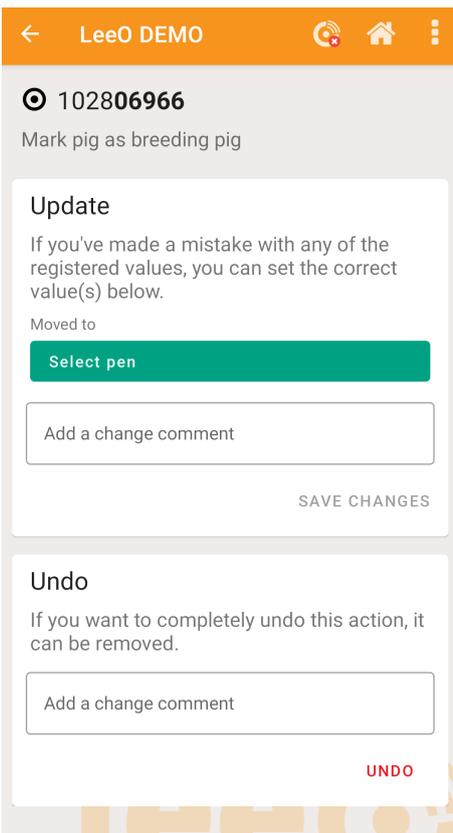
Correct an error

You have made a mistake and want to correct this. On this screen, you can correct the mistake or undo the action.

1. Select **configuration**
2. Select **correct error**

All registrations you've done in the last three days are visible in this list.

3. Search for the action you like to correct or scan the animal or pen you have made a mistake on. The app will show you all registrations in that pen or of the scanned animal.
4. Select the action and write down what went wrong.



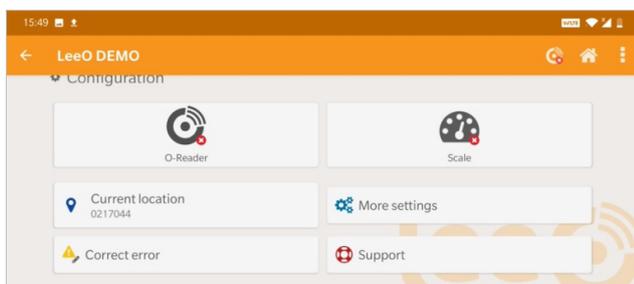
On this screen, you can correct the mistake, undo the action, or ask for help with the support button.

Extra options

In the app, it is possible to add options. This way you can implement the app in your management more easily. You can add these options on the web-portal. If you do not enable the options, then they will not be shown in your LeeO app. This way you can select what you want to see and what you want to stay hidden. Some of the options are shown below. LeeO is optimizing the app and the backoffice constantly so there will be new features frequently. For extra information about the backoffice, read the backoffice manual.

Create a support ticket

Do you have a question, or does something not work the way you expected? With our support system, you can send us a ticket, asking for support. Our team will help you will contact you to help you out.



1. Go to the home screen.
2. Select configuration.
3. Select support.
4. Fill in your name, email and describe your problem or question as clearly as possible.
5. Press send. Our team will contact you by mail.

Synchronization

The synchronization screen shows all data registered in the app and sends it to the backoffice system. The app automatically saves the data to store it before it sends it to the backoffice. When the internet connection is stable the app automatically sends the data every 15 minutes. If you work offline (without an internet connection) the app will automatically synchronize the data when possible. If the synchronization isn't done for too long, the app will send a push notification to synchronize your data before you can continue.

Manual synchronization can be done by selecting the three dots on the right top of the screen. You can also view when the last synchronization was done.

Assign pen tags to a location or pen

To work with LeeO more efficiently, LeeO has designed pen tags. Pen tags can be useful when moving pigs from one place to another or registering births and treatments.

Before you assign pen tags to the pens, make sure you have set the locations in your app properly.

The steps:

1. Go to **configuration**
2. Select **more settings**
3. Select **pen RFID tags**
4. Select a **location/pen**
5. Scan the **pen tag**.
6. You have now assigned the tag to the pen.

If you like to assign more pens, the app is automatically selecting the next pens. Scan the pen tag of your next pen and repeat until you're done.

Surveys

You can create surveys on the dashboard of your computer. These surveys can be used to do check-ups, for selecting animals, or as a research tool. Fill in the questions and save the survey. Select the animal and survey to register your questions easily

Feed registration

LeeO offers to register feed. You can set up this function on your PC as well. Import the feeders in your dashboard, assign the feeders to your pens and create the possibility to keep track on the amount and type of feed you feed to your animals. This makes it the ideal tool for research and trials, or to register your feed intake. Registering feed is possible on animal level and pen level. You can weigh the feed with buckets and a connected scale. By adding a feed plan, you can weigh the feed and register how much kilograms are left to give before feeding the next feed on the feed plan.

Locations

Create pens and rooms for your animals and keep track on where the animals are located. With pens, you can move pigs from one pen to another, and make pen related registrations. When you only have one pen in your location, you cannot move your pigs from one place to another. Also, pen or room-related registrations, such as diseases can only be shown when added have pens.

Transport documents

Assigning transport documents is offered in the LeeO app. Fill in the transport number in LeeO and the app automatically finds the right transport. This makes a paper document unnecessary in the future.

Allotments

For research, it is possible to make allotments for a group of pigs. Go to activities and select allotments, fill in the name of the allotment and select the pens you want to get animals from. Fill in the number of animals you like to have per group, select research requirements, and select the locations you want to put the animals in. LeeO automatically selects the animals that meet the requirements and makes uniform groups. Scan the animals and the app assigns the animals to the right pen.

Add treatment plan

You can import a treatment plan to keep track on the diseases at your farm. To create a treatment plan open the backoffice, select **more** and select **treatments**. Do you wish to adjust one of your treatment plans? Select **edit** and save the changes you made. Do you like to add a new treatment? Select **make treatment** and fill in the treatment steps. When you have made a treatment plan, LeeO will automatically generate notifications in your worklist once you treated the animal within this plan.

Authorization

LeeO considers the authorizations as a very important part of the program. We're aiming to create a transparent environment between multipliers and finisher farms; however, we understand not everyone likes to share his data. That's why LeeO created a data-authorization. This means a pig farmer can choose to share his data with different companies. Our authorization is currently limited in sharing data between different farms. You as a farmer are owner of you own data so you can select to share your data with multipliers or finisher farms. For more information about authorization view our handheld about the LeeO backoffice or contact your local farm coach.