



**SHELTER
ANIMALS
COUNT**



**ANIMAL SHELTER
MANAGER**

**ANIMAL SHELTER MANAGER
API Instructions for Intake/Outcome Database**

Updated
August 19, 2022

Send your monthly intake and outcome data to Shelter Animals Count automatically each month!

To get started use the following instructions to

Opt-In on your **Shelter Animals Count Portal**

AND

Turn the API on in your **Animal Shelter Manager Account**

STEP 1: Login to Shelter Animals Count Data Portal, <https://data.shelteranimalscount.org/>

STEP 2: On Profile drop-down, click **Organization**

← ↻ 🔒 https://data.shelteranimalscount.org

SHELTER ANIMALS COUNT
THE NATIONAL DATABASE

Location: Hill Farm - Location 1

Samantha Hill

- SAMANTHA HILL
- Organization
- Profile
- Logout

Welcome, Samantha Hill!

STEP 3: Click **Edit Organization**

← ↻ 🔒 https://data.shelteranimalscount.org/organizations/6631

SHELTER ANIMALS COUNT
THE NATIONAL DATABASE

Location: Hill Farm - Location 1

Samantha Hill

Hill Farm

Details Locations Members

Edit Organization

Organization Name
Hill Farm

Organization Status
confirmed

STEP 4: Near the bottom of the screen, complete the 3 fields for the API and click Update
****If this section is not completed, data will not be able to be received for your organization***

The screenshot shows the 'Edit Organization' page for 'Hill Farm - Location 1' on the Shelter Animals Count website. The page is filled with various data entry fields. Three callout boxes with arrows point to specific fields: 'Shelter Manager' in the software dropdown, 'Yes' in the API opt-in dropdown, and 'xx00000' in the Software Unique Identifier field. At the bottom right, the 'Update' button is circled in green. The browser's address bar shows the URL: https://data.shelteranimalscount.org/organizations/6631/edit. The left sidebar contains navigation links for Home, Data, Services, Coalitions, and National Data. The top right shows the user 'Samantha Hill' and the location 'Hill Farm - Location 1'.

Location: Hill Farm - Location 1 | Samantha Hill

Annual Intake of animals for 2021 (cats and dogs only)* 10

Annual Operating Budget for 2021* 100

Do you use any of the following software?
Shelter Manager

Our organization has opted-in to an API with the software company above to send Intake/Outcome data to SAC automatically each month
Yes

Software Unique Identifier (for API use only)*
xx00000

Authorizer Information

Authorizer Name*
Samantha Hill

Authorizer Title*
Data Director

Authorizer Email*
samantha2012hill@gmail.com

Authorizer Primary Phone Number*
(740) 525-2658

Extension

Cancel **Update**

Identify "Shelter Manager" as software company

Opt-in to the API with the software company by changing to "Yes"

**Enter your Shelter Manager account ID
This is the ID used to login to your Shelter Manager account**

STEP 5: Login to Animal Shelter Manager Account

STEP 6: Check the "Enabled" box under Publishing->Set Publishing Options->ShelterAnimalsCount

STEP 7: Confirm the entry category dropdowns are correct for Stray, Surrenders and TNR

The screenshot shows the Animal Shelter Manager (ASM) interface. At the top, there is a navigation bar with a paw print icon, a search bar, and a user profile for "robin". Below the navigation bar is a "Quick Links" section with buttons for "Shelter view", "Foster book", "Recently deceased", "Up for adoption", "Not for adoption", "Foster an animal", and "Adopt an animal". The main content area is titled "Publishing Options" and features a "Save" button. Below this is a grid of buttons representing different publishing options, with "ShelterAnimalsCount" highlighted in blue. A light blue information box contains the text: "Signup at shelteranimalscount.org. You will need to give SAC your account number of 'robin' in order for them to accept uploads from you." Below the information box, there is a checked "Enabled" checkbox. At the bottom, there are three dropdown menus for "Stray Category" (set to "Stray"), "Surrender Category" (set to "Surrender"), and "TNR Category" (set to "TNR").

ASM ▶ Move ▶ Medical ▶ Financial ▶ Publishing ▶ Mail ▶ Reports ▶ Settings ▶ Search [robin ▶]

Quick Links Shelter view Foster book Recently deceased Up for adoption Not for adoption Foster an animal Adopt an animal

Publishing Options

Save

Animal Selection All Publishers AdoptAPet HelpingLostPets Maddie's Fund Petcademy PetFinder RescueGroups **ShelterAnimalsCount**

FoundAnimals Microchips HomeAgain Microchips PetLink Microchips SmartTag Tags/Microchips

i Signup at shelteranimalscount.org
You will need to give SAC your account number of "robin" in order for them to accept uploads from you.

Enabled

Stray Category Stray ▼
Surrender Category Surrender ▼
TNR Category TNR ▼

STEP 8: No longer manually upload or enter your data again!

NOTES REGARDING API:

- You **MUST** complete the instructions for updating your SAC organization profile AND turn on the API in your Shelter Manager account for the API to correctly send data.
- Monthly data will be automatically uploaded to your data portal on the 1st of each month for the prior month (i.e. on August 1, July data will be uploaded).
 - *We recommend you confirm that the data came through correctly during the first month the API is active by viewing the data in your SAC portal.*
- Any updates to your data will be automatically uploaded to the data portal throughout the month.
- You will still have access to upload a CSV or manually change data if you need to.
- You can opt-out of the API at any time by turning off the API in your Animal Shelter Manager Account



INFO@SHELTERANIMALSCOUNT.ORG