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
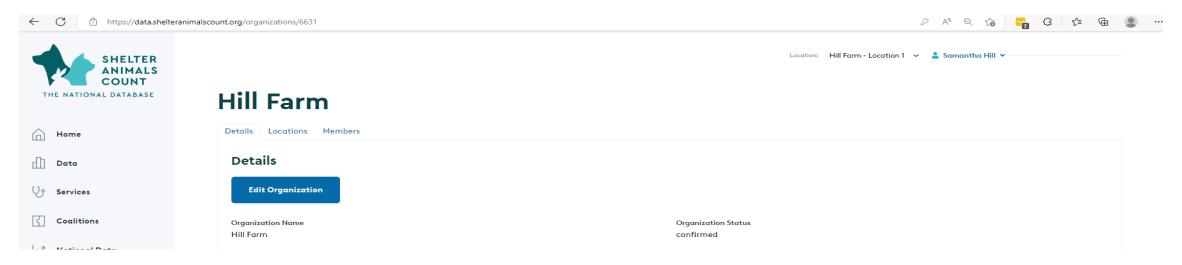
Opt-In on your Shelter Animals Count Portal

AND

Turn the API on in your Animal Shelter Manager Account

STEP 1: Login to Shelter Animals Count Data Portal, https://data.shelteranimalscount.org/
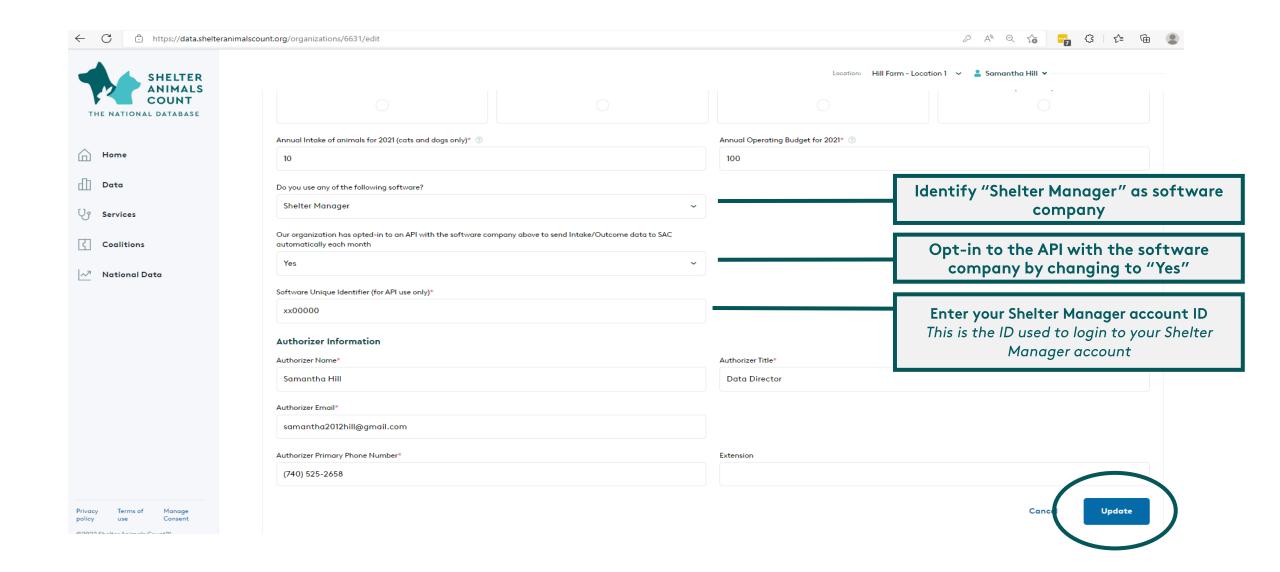
STEP 2: On Profile drop-down, click **Organization**
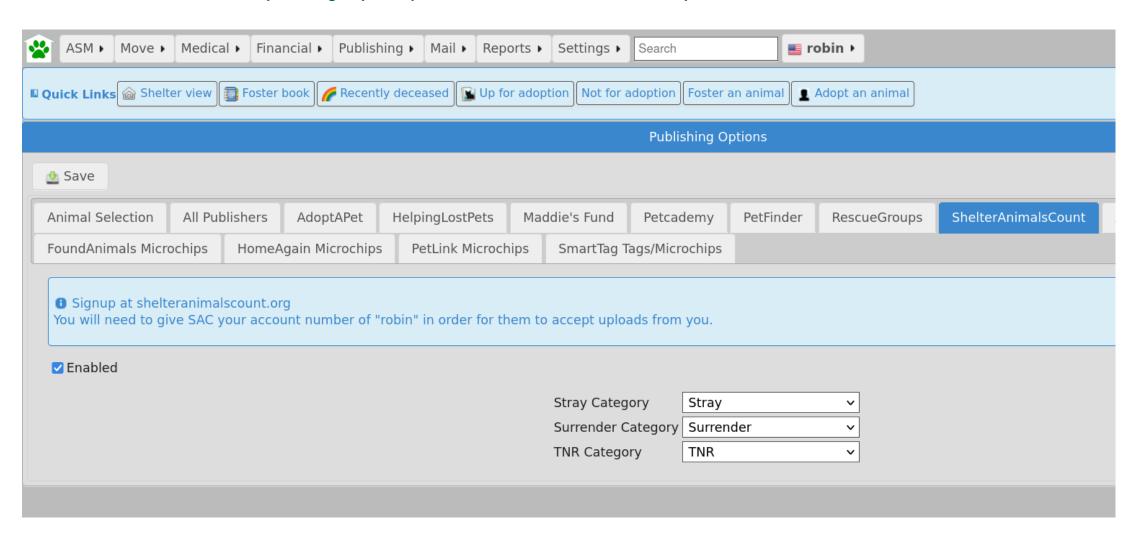

STEP 3: Click **Edit Organization**

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

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

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

NOTES REGARDING API:

- You <u>MUST</u> 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

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