

**SHELTER
ANIMALS
COUNT**

THE NATIONAL DATABASE



**ANIMAL SHELTER
MANAGER**

Animal Shelter Manager **API Instructions for Intake/Outcome Database**

Updated January 12, 2024

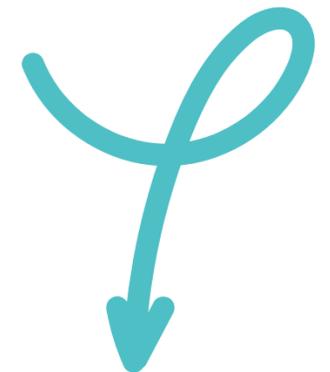
To Send your monthly intake and outcome data to Shelter Animals Count automatically each month there are two parts of the opt in process to complete

1. Opt-In on your Shelter Animals Count Portal

2. Turn the API on in your Animal Shelter Manager Account

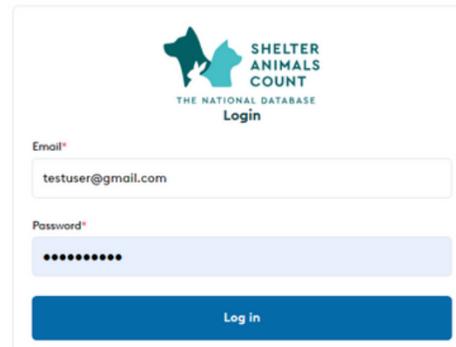
** If both parts are not completed the API will not work*

To get started use the instructions outlined pages 3 through 7!



Step 1: Login to Shelter Animals Count Data Portal

<https://data.shelteranimalscount.org/>



The login form features the Shelter Animals Count logo at the top, which includes a map of the United States and the text 'SHELTER ANIMALS COUNT THE NATIONAL DATABASE'. Below the logo is a 'Login' heading. The form contains two input fields: 'Email*' with the value 'testuser@gmail.com' and 'Password*' with a masked password of ten dots. A blue 'Log in' button is positioned at the bottom of the form.

Step 2: On profile drop-down click, Organization



The dashboard header includes the Shelter Animals Count logo on the left and navigation links for 'Home', 'Intake and Outcome Database (IOD)', and 'Community Services Database (CSD)'. On the right, the user profile 'Test User' is shown with a dropdown menu. The 'Organization' option in the dropdown is highlighted with a hand cursor icon.

Step 3: Click Edit Organization

Test Organization



The 'Test Organization' page has a navigation bar with tabs for 'Details', 'Locations', 'Members', 'Comparison Tableau', 'Analytics & Forecast', and 'Sharing Permissions'. The 'Details' tab is active. A blue 'Edit Organization' button is highlighted with a hand cursor icon.

Step 4: Near the bottom of the screen, complete the 3 fields for the API and click Update

* if this section is not complete, data will not be able to be received for your organization

Annual Intake of animals for 2023* ?

9949

Annual Operating Budget for 2023* ?

100000

Auto Calculate

Do you use any of the following software?*

Shelter Manager

Identify "Shelter Manager" as software company

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

Yes

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

Software Unique Identifier (for API use only)*

xx00000

Enter your Shelter Manager account ID
This is the ID used to log into your Shelter Manager account

Authorizer Information

Authorizer Name*

Michelle B

Authorizer Title*

TEST Account

Step 5: Login to **Animal Shelter Manager Account**

Step 6: Check **"Enabled"** box under Publishing > Set Publishing Options > Shelter Animals Count

Publishing Options

 Save

Animal Selection	All Publishers	AdoptAPet	HelpingLostPets	Maddie's Fund	Petcademy	PetFinder	RescueGroups	ShelterAnimalsCount	AKC Reunite Microchips
BuddyID Microchips	FoundAnimals/24Pet 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

Step 7: Never manually enter data *ever again!*



Notes Regarding the 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