



Top Dogs System Migration User Guidelines

Dear Top Dogs Handler

Grab your glasses and your cuppa tea.
You will need to refer to these instructions
while you are accessing the new system.
So, either access the system on your phone
and look at the instructions on your laptop.

Or vice versa

Or if you only have a phone, then see if a
friend / family member can help.


Or perhaps print the instruction.

[Migration Link](#)

How to reset password



Login

 andreas.lemmerer@gmail.com





 Login

New or having troubles

 Register

Forgot Password

[Send email verification link](#)

Don't even try remembering your password from eons ago. We understand and we got you!!

On the login screen click

FORGOT PASSWORD



[Forgot Password](#)

[Continue](#)

[Want to log in instead?](#)

[Login to existing account?](#)

Now enter your EMAIL ADDRESS - it should be the same one you always use. You know, the email address you used for registering with App.

Make sure there are no spaces at the end of your email address.

Your email address is your new username.

Once done, click CONTINUE

If you have forgotten your email address then phone a friend - your Area Coordinator.



Forgot Password

A password reset link have been emailed to you. Please click this link in order to reset your password.

Please also look in your spam/junk folder in case your service provider is blocking the emails.

Want to log in?

[Login to existing account?](#)

We will let you know that you now have an email so hop on over to your email account where you will see an email from Top Dogs with the title header

“Password Reset”

Password Reset Inbox x



TopDogs App <TopDogsApp@technodezi.co.za>
to me ▾



Reset Your Password

Dear Andreas Lemmerer (wr)

You have requested a password reset for TherapyTopDogs. Please click the Reset Password button to reset your password.

If you did not request a password reset, please ignore this email.

[Reset Password](#)

We'd love to hear from you!

Click on

[Reset Password](#)



Now you have to concentrate.

Clicking on the blue information button will bring up the guidelines.

Set a brand new secret unique password following the password requirements.

Password Strength

Password must be: Minimum 8 characters in length. At least one uppercase English letter. At least one lowercase English letter. At least one digit. At least one special character (#?!@\$%^&*~).

Reset Password

 Enter Password 

Enter Password Again 

 Reset Password

Want to log in instead?

 Login to existing account?



Reset Password

[Reset Password](#)

Want to log in instead?

[Login to existing account?](#)

You will need to capture your new secret unique password twice. Once for luck and twice for coincidence.

You can write it down in your secret diary if you must, but make sure no one else reads it.



Password Strength

Password must be: Minimum 8 characters in length. At least one uppercase English letter. At least one lowercase English letter. At least one digit. At least one special character (#?!@\$%^&*~.).

Reset Password

 Reset Password

Want to log in instead?

 [Login to existing account?](#)

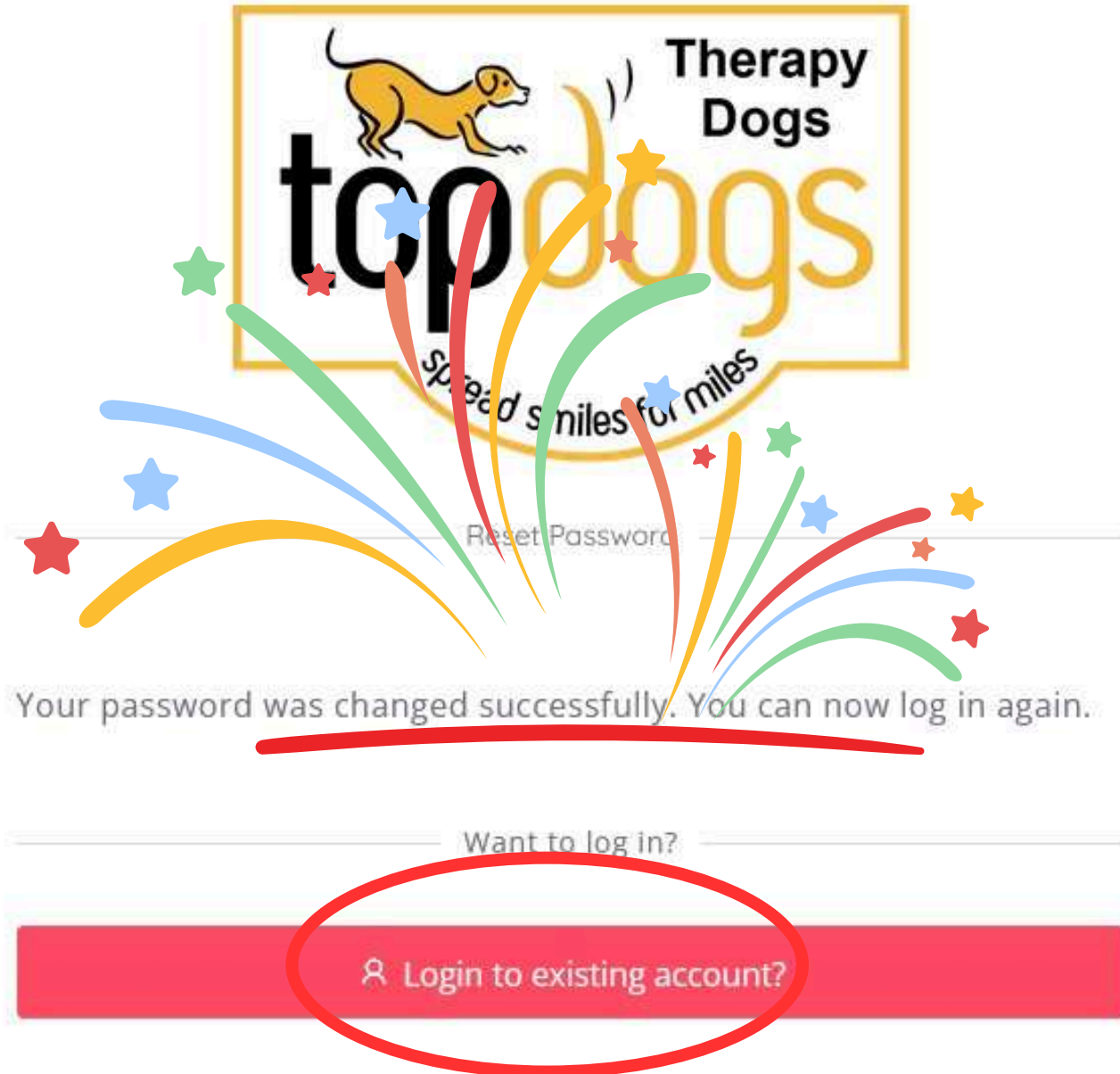
If you click on the eyeball show buttons you can see what passwords you have typed out to verify that they are identical.

Remember, make sure there are no spaces after the typed password.

(Please don't use Andreas' password as shown here. This is only an example / specimen / guide.)

Once done with your secret unique password, proceed by clicking

RESET PASSWORD



Well done!!

You have successfully reset your password and you have been picked up on the new System.

The old App can now retire to the digital netherland.




To test your success as well as that short term memory, please click

LOGIN TO EXISTING ACCOUNT.

How to login after reset



Login

   andreas.lemmerer@gmail.com

 Password1# 

  Login

New or having troubles

 Register

Forgot Password

Send email verification link

Go on, make us proud :-)

Type in your username email address and secret unique password and click

LOGIN

Introducing the new System.

The screenshot displays the 'Top Dogs' system dashboard. At the top left, the 'Top Dogs' logo is visible, featuring a dog icon and the text 'Therapy Dogs' and 'Spread smiles for miles'. The top right corner shows the user's name 'Andreas Lemmerer (wr)' and a notification bell icon with a red circle containing the number '0'. The dashboard is divided into several sections:

- To do Today:** A white box with the text 'No items on your to do list'.
- User Approval Required:** A white box showing '0' and a blue person icon.
- Documents Outstanding:** A white box showing '8' and a blue document icon.

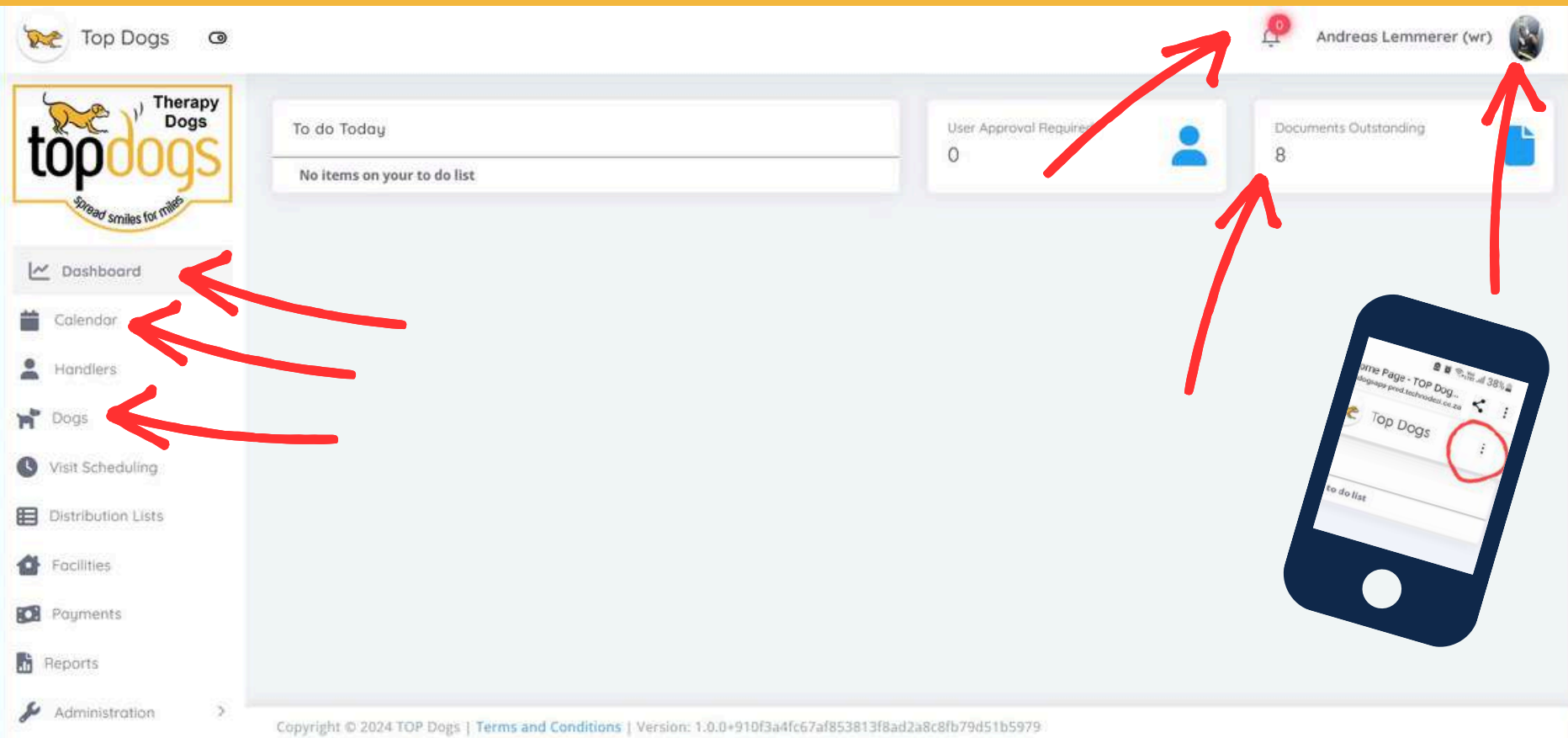
A large graphic of two hands, one yellow and one blue, is positioned in the center of the dashboard, surrounded by yellow starburst icons. The left sidebar contains a navigation menu with the following items: Dashboard, Calendar, Handlers, Dogs, Visit Scheduling, Distribution Lists, Facilities, Payments, Reports, and Administration. At the bottom of the page, a copyright notice reads: 'Copyright © 2024 TOP Dogs | Terms and Conditions | Version: 1.0.0+910f3a4fc67af853813f8ad2a8c8fb79d51b5979'.

Please notice the following: dashboard; dogs; calendar; documents outstanding; the bell; your profile picture.

For those on a mobile, you will have 3 dots on the far top right side corner to see your profile.

Depending on your user permissions, you may not see all the menu items shown here.

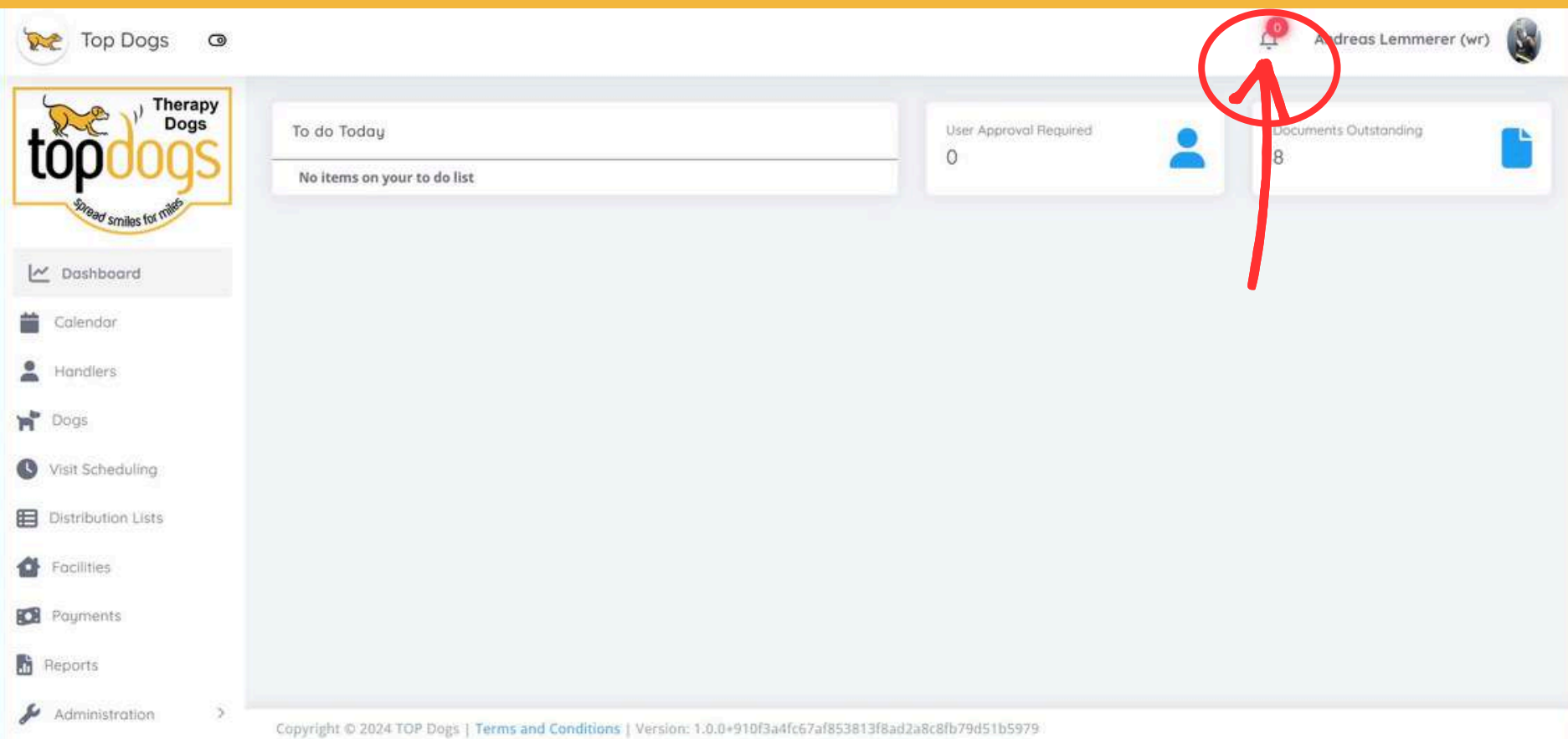
If you need a tot of sherry after your cup of tea before you go on, now is the time, but come back.



For whom the bell tolls?

For handlers, the bell will show the number of confirmed visits to be attended today. It will also show notices requiring your attention.

For visit leaders and area coordinators, the bell will show notifications or actions needing attention.



The screenshot displays the Top Dogs dashboard interface. At the top left, the logo for 'topdogs' is visible with the tagline 'Spread smiles for miles'. The main navigation menu on the left includes: Dashboard, Calendar, Handlers, Dogs, Visit Scheduling, Distribution Lists, Facilities, Payments, Reports, and Administration. The top right corner shows the user profile for 'Andreas Lemmerer (wr)'. A notification bell icon is circled in red, with a red arrow pointing to it. Below the bell icon, three summary cards are displayed: 'To do Today' (No items on your to do list), 'User Approval Required' (0), and 'Documents Outstanding' (8). The footer contains copyright information: 'Copyright © 2024 TOP Dogs | Terms and Conditions | Version: 1.0.0+910f3a4fc67af853813f8ad2a8c8fb79d51b5979'.

How to edit account details

Click on your profile picture and then click on the EDIT PROFILE gear button.

You will be directed to the page with 3 tabs.

The screenshot displays the user interface for 'Top Dogs'. At the top left, the 'Top Dogs' logo is visible. The main header area shows the user's name 'Andreas Lemmerer (wr)' and a profile picture. A dropdown menu is open, listing 'Edit Profile', 'Change Password', and 'Logout'. A red circle highlights the 'Edit Profile' option, and a red arrow points to it from the top right. The left sidebar contains navigation links for Dashboard, Calendar, Handlers, Dogs, Visit Scheduling, Distribution Lists, Facilities, Payments, Reports, and Administration. The main content area includes a 'To do Today' section with 'No items on your to do list', a 'User Approval Required' section with '0', and a 'Documents Outstar' section with '8'. The footer contains copyright information and a version number.

Top Dogs

Andreas Lemmerer (wr)

0

0

8

Edit Profile

Change Password

Logout

Dashboard

Calendar

Handlers

Dogs

Visit Scheduling

Distribution Lists

Facilities

Payments

Reports

Administration

To do Today

No items on your to do list

User Approval Required

0

Documents Outstar

8

Edit Profile

Change Password

Logout

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<https://topdogsapp-prod.technodezi.co.za/#>

The page with 3 tabs for Account Details, Dogs and Documents will show.

The screenshot shows the user profile page for 'Andreas Lemmerer (wr)' in the 'Top Dogs' system. The page features a navigation bar at the top with the 'Top Dogs' logo and user name. A sidebar on the left contains various menu items. The main content area is titled 'Profile' and includes a breadcrumb trail 'Home > Profile'. A red circle highlights the navigation tabs: 'Account Details', 'Dogs', and 'Documents'. Three red arrows point from the bottom of the circle to each of these tabs. The profile form contains the following fields:

Field Name	Value
Name	Andreas
Surname	Lemmerer
Email Address	andreas.lemmerer@gmail.com
Cellphone Number	072XXXXXX
Date of Birth	19EXXXXXX
Handler Qualified Date	2021/12/07
What would you like to be called	Andreas Lemmerer (wr)
Hobbies / Interests	xxx
Timezone	(UTC+02:00) South Africa Standard Time (Johannesburg)
Country	South Africa

Click on the ACCOUNT DETAILS tab.

The screenshot shows the user interface of the 'Top Dogs' website. At the top left, there is a logo for 'top dogs' with the tagline 'spread smiles for miles'. The top right corner shows the user's name 'Andreas Lemmerer (wr)' and a notification bell icon. The main content area is titled 'Profile' and includes a breadcrumb 'Home > Profile'. Below this, there are three tabs: 'Account Details', 'Dogs', and 'Documents'. A red arrow points to the 'Account Details' tab. The 'Account Details' section contains several form fields:

- First Name:** Andreas
- Email Address:** andreaXXXXXXXX@gmail.com
- Date of Birth:** 19XXXXXXXX
- What would you like to be called:** Andreas Lemmerer (wr)
- Timezone:** (UTC+02:00) South Africa Standard Time (Johannesburg)
- Operating Area:** (partially visible)
- Surname:** Lemmerer
- Cellphone Number:** 07XXXXXXXX
- Handler Qualified Date:** 2021/12/07
- Hobbies / Interests:** xxx
- Country:** South Africa

A sidebar on the left contains navigation links: Dashboard, Calendar, Handlers, Dogs, Visit Scheduling, Distribution Lists, Facilities, Payments, Reports, and Administration.

Complete all your personal details.


Your personal information should always be kept up to date.

The QUALIFIED DATE will be captured by the Visit Leader or the Area Coordinators.

Account Details Dogs Documents

First Name	Andreas	Surname	Lemmerer
Email Address	andreaXXXXXXXX@gmail.com	Cellphone Number	072XXXXXXXX
Date of Birth	19XXXXXXXX	Handler Qualified Date	2022/12/01
What would you like to be called	Andreas Lemmerer (wr)	Hobbies / Interests	xxx
Timezone	(UTC+02:00) South Africa Standard Time (Johannesburg)	Country	South Africa
Operating Area	West Rand	Street Number and Name	2331XXXXXXXXRoad,
Province	Gauteng	Unit Number	
Building or Place Name			

Dont forget to scroll down.

<p>Timezone</p> <input type="text" value="(UTC+02:00) South Africa Standard Time (Johannesburg)"/>	<p>Country</p> <input type="text" value="South Africa"/>
<p>Operating Area</p> <input type="text" value="West Rand"/>	<p>Street Number and Name</p> <input type="text" value="2332 Karibbise Road."/>
<p>Province</p> <input type="text" value="Gauteng"/>	<p>Unit Number</p> <input type="text"/>
<p>Building or Place Name</p> <input type="text"/>	<p>City</p> <input type="text" value="Johannesburg"/>
<p>Suburb</p> <input type="text" value="Randpark Ridge"/>	
<p>Profile Picture</p> <input type="text" value="Choose File No file chosen"/>	
	



Save Changes


To note:


Check and set your main operating area. If you feel this area name is incorrect please contact your Area Coordinator to assist.

Don't forget to upload the nicest picture of yourself. Your doggie picture is required on another tab called "Dog". This tab is only for those with two legs.

The screenshot displays the user profile page for 'Top Dogs'. The page features a sidebar with navigation options: Dashboard, Calendar, Dogs, Visit Scheduling, Distribution Lists, Facilities, Payments, and Administration. The main content area includes a profile header with the user's name 'Andreas Lemmerer (wr)' and a notification bell. Below this, there are several form fields: 'Timezone' (set to '(UTC+02:00) South Africa Standard Time (Johannesburg)'), 'Country' (set to 'South Africa'), 'Operating Area' (a dropdown menu with 'East Rand' selected), 'Suburb', 'Street Number and Name', 'Unit Number', and 'City'. A red arrow points to the 'Operating Area' dropdown menu. Below the 'Suburb' field, there is a 'Picture' section with a 'Choose File' button and a placeholder image of a man with a dog.

At the bottom of each page scroll right down and always click
SAVE CHANGES

Timezone (UTC+02:00) South Africa Standard Time (Johannesburg) ▼	Country South Africa ▼
Operating Area West Rand ▼	
Province Gauteng ▼	Street Number and Name 233XXXXXXXXX Road,
Building or Place Name 	Unit Number
Suburb Randpark XXXXXXXX	City Johannesburg
Profile Picture Choose File No file chosen 	

 [Save Changes](#)

How to edit dog details

Click on your profile picture and then click on the EDIT PROFILE gear button.

You will be directed to the page with 3 tabs again.

The screenshot displays the user interface for 'Top Dogs'. At the top left, the 'Top Dogs' logo is visible. The main header shows the user's name 'Andreas Lemmerer (wr)' and a notification bell icon. Below the header, there are several dashboard widgets: 'To do Today' (No items on your to do list), 'User Approval Required' (0), and 'Documents Outstanding' (8). A red circle highlights the user profile menu, which is open and shows three options: 'Edit Profile' (with a gear icon), 'Change Password' (with a key icon), and 'Logout' (with a power icon). A red arrow points from the profile picture to the 'Edit Profile' option. The left sidebar contains a navigation menu with items: Dashboard, Calendar, Handlers, Dogs, Visit Scheduling, Distribution Lists, Facilities, Payments, Reports, and Administration. The footer contains copyright information: 'Copyright © 2024 TOP Dogs | Terms and Conditions | Version: 1.0.0+910f3a4fc67af853813f8ad2a8c8fb79d51b5979'.

The page with 3 tabs for Account Details, Dogs and Documents will show.

The screenshot shows the user profile page for 'Andreas Lemmerer (wr)' on the 'Top Dogs' platform. The page features a navigation sidebar on the left with options like Dashboard, Calendar, Handlers, Dogs, Visit Scheduling, Distribution Lists, Facilities, Payments, Reports, and Administration. The main content area is titled 'Profile' and includes a breadcrumb 'Home > Profile'. At the top of the profile section, there are three tabs: 'Account Details', 'Dogs', and 'Documents'. These tabs are circled in red, and three red arrows point to each of them. Below the tabs, the profile information is organized into two columns. The left column contains fields for First Name (Andreas), Email Address (andreas.1xxxxxxxrer@gmail.co), Date of Birth (19|xxxxxxx), What would you like to be called (Andreas Lemmerer (wr)), and Timezone ((UTC+02:00) South-Africa Standard Time (Johannesburg)). The right column contains fields for Surname (Lemmerer), Cellphone Number (071xxxxxxx), Handler Qualified Date (2021/12/07), Hobbies / Interests (xxx), and Country (South Africa). The 'Operating Area' field is partially visible at the bottom.

Top Dogs

Therapy Dogs
topdogs
Spread smiles for miles

Profile Home > Profile

Account Details Dogs Documents

First Name: Andreas

Email Address: andreas.1xxxxxxxrer@gmail.co

Date of Birth: 19|xxxxxxx

What would you like to be called: Andreas Lemmerer (wr)

Timezone: (UTC+02:00) South-Africa Standard Time (Johannesburg)

Operating Area

Surname: Lemmerer

Cellphone Number: 071xxxxxxx

Handler Qualified Date: 2021/12/07

Hobbies / Interests: xxx

Country: South Africa

Now click on the DOGS tab.

And then click on the blue cogwheel and EDIT DOG.

The screenshot displays the 'Top Dogs' web application interface. The top navigation bar includes the 'Top Dogs' logo and the user's name 'Andreas Lemmerer (wr)'. The main content area is titled 'Profile' and contains a navigation menu with 'Account Details', 'Dogs', and 'Documents'. The 'Dogs' tab is selected, showing a table of dog records. A red arrow points to the 'Dogs' tab, and another red arrow points to a blue cogwheel icon in the 'Actions' column of the table. A red circle highlights the 'Edit Dog' button that appears in a dropdown menu when the cogwheel is clicked. The table contains one record for a dog named 'Plazie', a German Shepherd Dog, male, and qualified. A 'Save Changes' button is located at the bottom right of the table.

Top Dogs


Andreas Lemmerer (wr)

Therapy Dogs
topdogs
Spread smiles for miles

Profile Home > Profile

Account Details Dogs Documents

Search

Actions	Name	Breed	Sex	Dog Status
 Edit Dog	Plazie	German Shepherd Dog	Male	Qualified

Showing results 1 to 1 of 1

Save Changes

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You will see two additional tabs show up - Dog Details and Handler Details

The screenshot displays the 'Top Dogs' application interface. The top navigation bar includes the 'Top Dogs' logo and the user's name 'Andreas Lemmerer (wr)'. The main content area is titled 'Dog Details' and shows a breadcrumb trail 'Dog > Dog List > Details'. Below the title, there are two tabs: 'Dog Details' (active) and 'Handler Details'. Two red arrows point to these tabs. The 'Dog Details' tab shows a form with the following fields:

- Dog Name: Blazie
- Dog Breed: German Shepherd Dog
- Date of Birth: 2019-08-10
- Date of Adoption: [empty]
- Dog Profile Image: [Image of a German Shepherd Dog]
- Dog Sex: Male
- Date Dog Passed Evaluation: 2021-05-23
- Date of Last Vaccination: 2023-01-14

The 'Handler Details' tab is currently inactive. The left sidebar contains navigation links for Dashboard, Calendar, Handlers, Dogs, Visit Scheduling, Distribution Lists, Facilities, and Payments.

On the Dog Details tab please note:

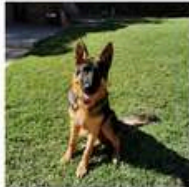
Enter the dates for the last and next vaccination.

Inform your area coordinator of your dog's evaluation date. This date should be in your file.

The dog status and evaluation date can only be changed by a VL or AC.

Don't forget to scroll to the bottom of the page and SAVE after each edit.

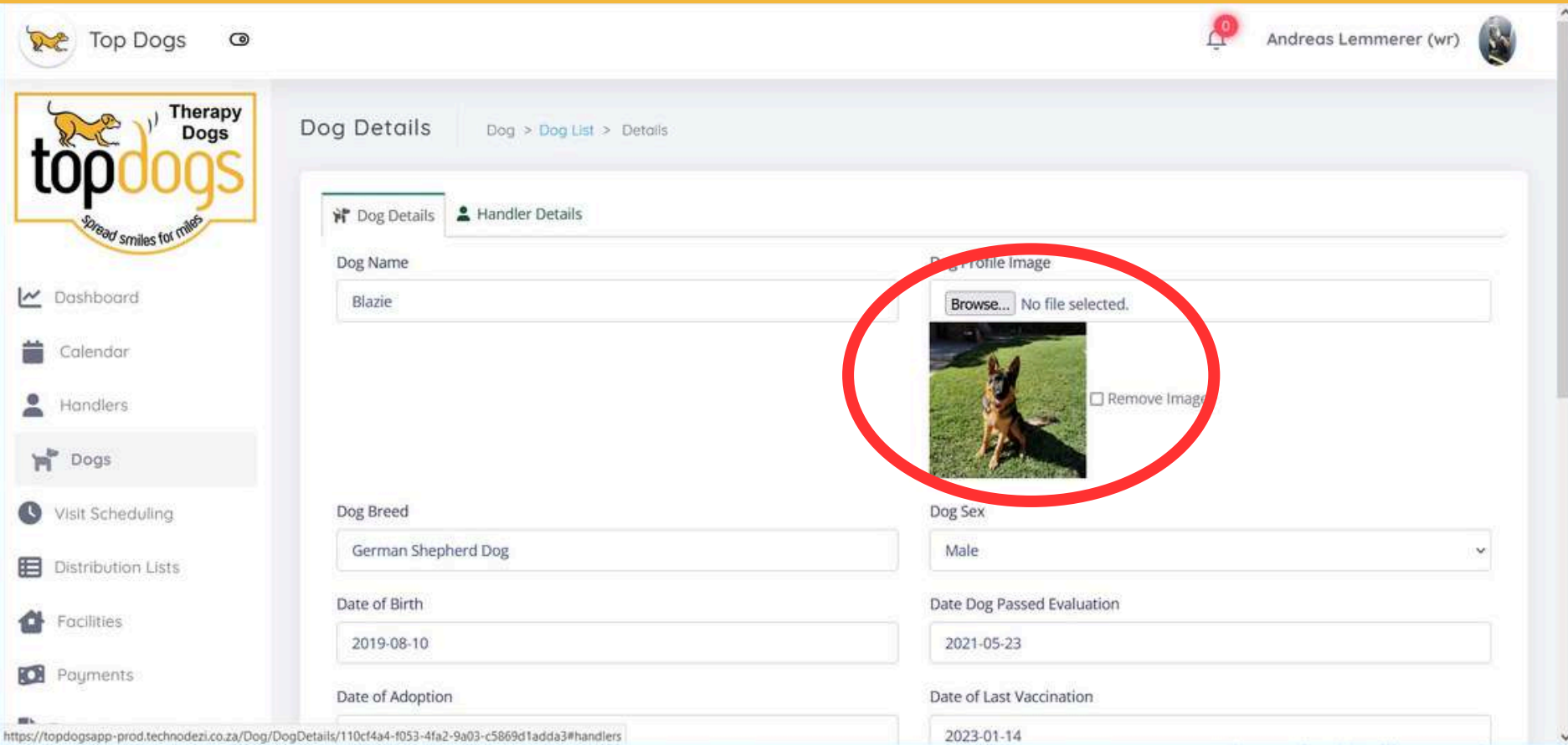
The screenshot displays the 'Top Dogs' web application interface. On the left is a navigation sidebar with icons for Dashboard, Calendar, Handlers, Dogs (highlighted), Visit Scheduling, Distribution Lists, Facilities, and Payments. The top right shows the user 'Andreas Lemmerer (wr)'. The main content area is titled 'Dog Details' and contains a breadcrumb 'Dog > Dog List > Details'. Below this are two tabs: 'Dog Details' (circled in red) and 'Handler Details'. The form fields are as follows:

Field	Value
Dog Name	Blazie
Dog Breed	German Shepherd Dog
Date of Birth	2019-08-10
Date of Adoption	
Dog Profile Image	
Dog Sex	Male
Date Dog Passed Evaluation	2021-05-23
Date of Last Vaccination	2023-01-14

Upload a profile picture of your dog.

You can upload PDF, JPEG, and PNG images.

Don't forget to scroll to the bottom of the page and SAVE after each edit.



The screenshot displays the 'Top Dogs' application interface. On the left is a navigation sidebar with icons for Dashboard, Calendar, Handlers, Dogs, Visit Scheduling, Distribution Lists, Facilities, and Payments. The main content area is titled 'Dog Details' and contains a form for editing a dog's profile. The form includes fields for Dog Name (Blazie), Dog Breed (German Shepherd Dog), Dog Sex (Male), Date of Birth (2019-08-10), Date Dog Passed Evaluation (2021-05-23), Date of Adoption, and Date of Last Vaccination (2023-01-14). A red circle highlights the 'Dog Profile Image' section, which features a 'Browse...' button, the text 'No file selected.', a preview image of a German Shepherd dog, and a 'Remove Image' checkbox.

Top Dogs

Andreas Lemmerer (wr)

Therapy Dogs
topdogs
Spread smiles for miles

Dog Details

Dog > Dog List > Details

Dog Details

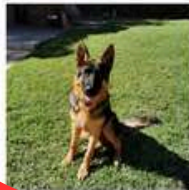
Handler Details

Dog Name

Blazie

Dog Profile Image

Browse... No file selected.



Remove Image

Dog Breed

German Shepherd Dog

Dog Sex

Male

Date of Birth

2019-08-10

Date Dog Passed Evaluation

2021-05-23

Date of Adoption

Date of Last Vaccination

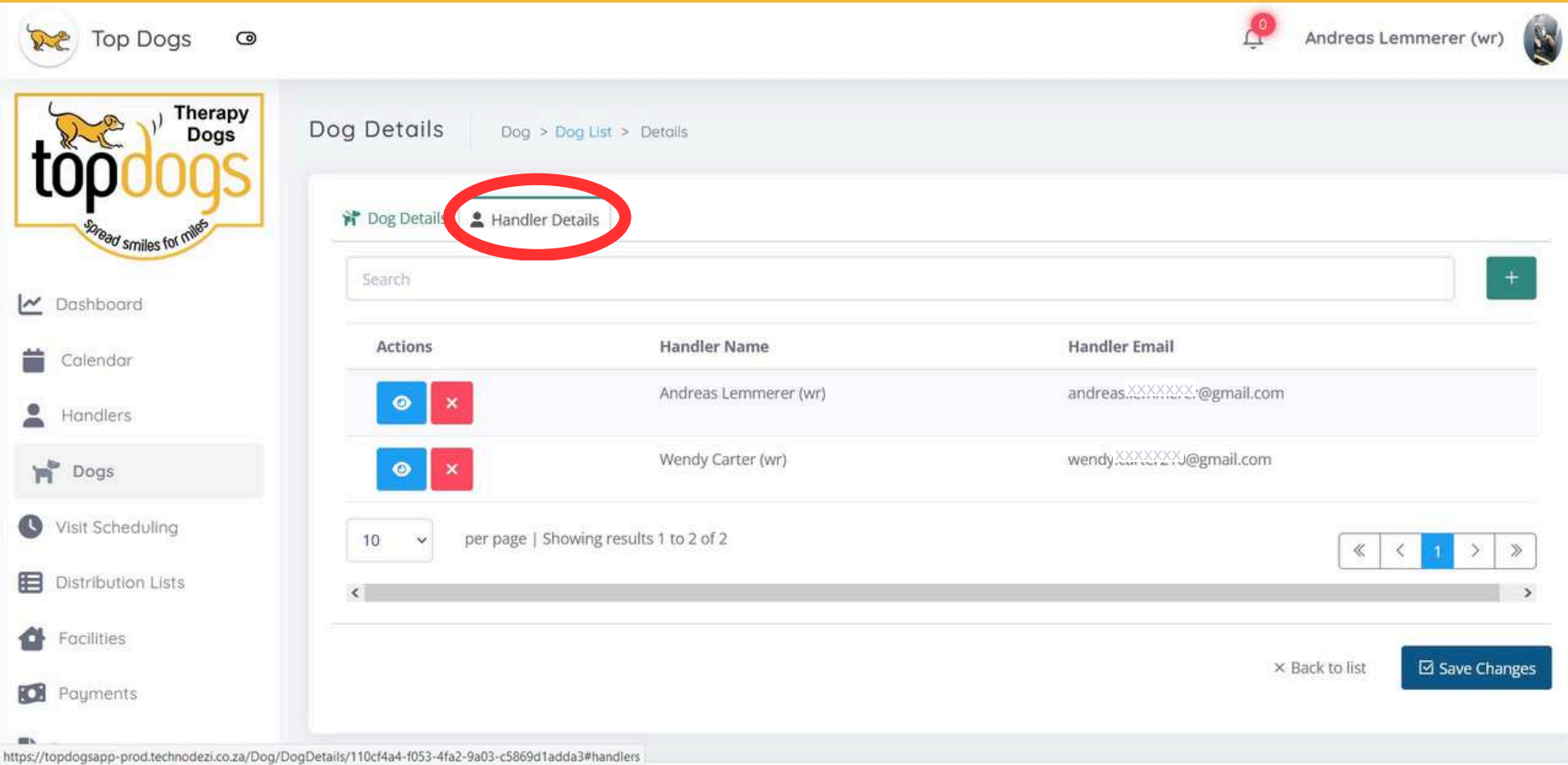
2023-01-14

<https://topdogsapp-prod.technodezi.co.za/Dog/DogDetails/110c14a4-f053-4fa2-9a03-c5869d1adda3#handlers>

How to list shared dog details

If your dog is popular and more than one person has qualified from an evaluation with said popular pooch, you can capture this on the HANDLER DETAILS tab.

This is for dogs who are shared out to a non owner handler.



The screenshot shows the 'Top Dogs' app interface. The top navigation bar includes the 'Top Dogs' logo and the user's name 'Andreas Lemmerer (wr)'. The main content area is titled 'Dog Details' and shows a breadcrumb trail 'Dog > Dog List > Details'. Below this, there are two tabs: 'Dog Details' and 'Handler Details', with the latter being highlighted by a red circle. A search bar is present above a table of handlers. The table has columns for 'Actions', 'Handler Name', and 'Handler Email'. Two handlers are listed: Andreas Lemmerer (wr) and Wendy Carter (wr). At the bottom, there is a pagination control showing '10 per page | Showing results 1 to 2 of 2' and a 'Save Changes' button.

Top Dogs





Andreas Lemmerer (wr)

Therapy Dogs
topdogs
spread smiles for miles

Dog Details Dog > Dog List > Details

Dog Details Handler Details

Search

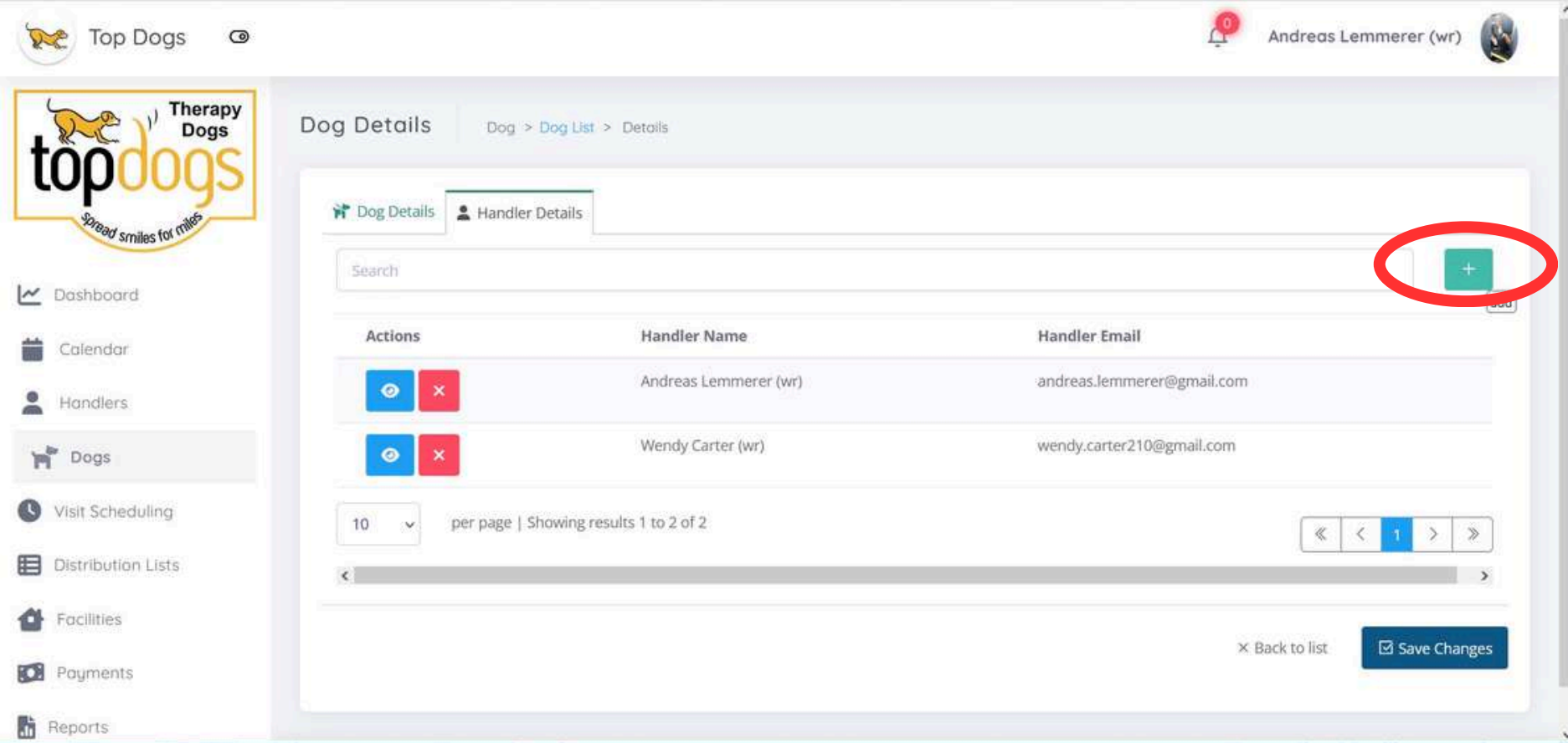
Actions	Handler Name	Handler Email
 	Andreas Lemmerer (wr)	andreas.XXXXXXXXXX@gmail.com
 	Wendy Carter (wr)	wendy.XXXXXXXXXXJ@gmail.com

10 per page | Showing results 1 to 2 of 2

Back to list Save Changes

https://topdogsapp-prod.technodezi.co.za/Dog/DogDetails/110cf4a4-f053-4fa2-9a03-c5869d1adda3#handlers

Click on the green plus sign and an ADD HANDLER popup screen will appear.



The screenshot displays the 'Top Dogs' web application interface. The top navigation bar includes the 'Top Dogs' logo and the user's name 'Andreas Lemmerer (wr)'. The main content area is titled 'Dog Details' and contains a sub-section for 'Handler Details'. A search bar is located above a table of handlers. The table has three columns: 'Actions', 'Handler Name', and 'Handler Email'. Two handlers are listed: Andreas Lemmerer (wr) and Wendy Carter (wr). A red circle highlights a green plus sign button in the top right corner of the table, which is used to add a new handler. Below the table, there is a pagination control showing '10 per page | Showing results 1 to 2 of 2'. At the bottom right, there are buttons for 'Back to list' and 'Save Changes'.

Top Dogs

Andreas Lemmerer (wr)

Therapy Dogs
topdogs
Spread smiles for miles





Dog Details

Dog > Dog List > Details

Dog Details

Handler Details

Search

Actions	Handler Name	Handler Email
 	Andreas Lemmerer (wr)	andreas.lemmerer@gmail.com
 	Wendy Carter (wr)	wendy.carter210@gmail.com

10 per page | Showing results 1 to 2 of 2

« < 1 > »

× Back to list

Save Changes

On the ADD HANDLER popup, enter the registered email address of the shared handler which they will need to provide you.

Once done, click the blue tick box if this is permanent arrangement.

Leave the box blank if it is a temporary arrangement.

One done, click on the green ADD button

The screenshot displays the 'Top Dogs' web application interface. A modal window titled 'Add Handler' is centered on the screen. The modal contains the following elements:

- A close button (X) in the top right corner.
- A label: 'Please Enter Handler Email Address'.
- A text input field containing the email address: 'karen.manikus@gmail.com'.
- A label: 'Please if Handler is Temporary'.
- A blue checkmark icon in a square box, indicating that the handler is permanent.
- Two buttons at the bottom: a green 'Add' button and a grey 'Cancel' button.

The background shows the 'Dog Details' page with a table of handlers:

Handler Name	Handler Email
Andreas Lemmerer (wr)	andreas.lemmerer@gmail.com
Wendy Carter (wr)	wendy.carter210@gmail.com

At the bottom right of the page, there are two buttons: 'Back to list' and 'Save Changes'.

You will see the shared handler details appear.

Don't forget to scroll to the bottom and SAVE CHANGES.

The screenshot displays the 'Top Dogs' web application interface. The top navigation bar includes the 'Top Dogs' logo and the user's name 'Andreas Lemmerer (wr)'. The main content area is titled 'Dog Details' and contains a sub-section for 'Handler Details'. A green notification banner at the top left of the handler list reads 'Handler Successfully Added'. Below this is a table with three rows of handler information. A red thumbs-up icon is drawn over the first row, and a red arrow points to the 'Save Changes' button at the bottom right. The table has columns for 'Actions', 'Handler Name', and 'Handler Email'. The first row shows 'Andreas Lemmerer (wr)' with email 'andreaXXXXXXXX:r@gmail.com'. The second row shows 'Wendy Carter (wr)' with email 'wendXXXXXXXX:0@gmail.com'. The third row shows 'Karen Manikus (wr)' with email 'kariXXXXXXXX:s@gmail.com'. At the bottom, there are pagination controls showing '10 per page | Showing results 1 to 3 of 3' and a 'Save Changes' button.

Top Dogs

Andreas Lemmerer (wr)

Therapy Dogs
topdogs
spread smiles for miles

Dog Details

Dog > Dog List > Details

Dog Details Handler Details

Handler Successfully Added Search +

Actions	Handler Name	Handler Email
	Andreas Lemmerer (wr)	andreaXXXXXXXX:r@gmail.com
	Wendy Carter (wr)	wendXXXXXXXX:0@gmail.com
	Karen Manikus (wr)	kariXXXXXXXX:s@gmail.com

10 per page | Showing results 1 to 3 of 3

« < 1 > »

× Back to list Save Changes

The green banner will tell you that you have done something right, so keep going!!

The screenshot displays the 'Top Dogs' web application interface. At the top left, there is a logo for 'top dogs' with the tagline 'spread smiles for miles'. The top right shows the user's name 'Andreas Lemmerer (wr)' and a notification bell icon. The main content area is titled 'Dog Details' and includes a breadcrumb trail 'Dog > Dog List > Details'. A prominent green banner at the top of the form area displays the message 'Success! Details updated successfully'. Below this, there are two tabs: 'Dog Details' (active) and 'Handler Details'. The 'Dog Details' form contains several fields: 'Dog Name' with the value 'Blazie', 'Dog Breed' with 'German Shepherd Dog', 'Date of Birth' with '2019-08-10', 'Dog Profile Image' with a photo of a German Shepherd and a 'Remove Image?' checkbox, and 'Dog Sex' with 'Male'. The 'Date Dog Passed Evaluation' field is empty. A red arrow points from the 'Dog Name' field to the green success banner.

Top Dogs

Andreas Lemmerer (wr)


Therapy Dogs
top dogs
spread smiles for miles

Dog Details Dog > Dog List > Details

Success! Details updated successfully

Dog Details Handler Details

Dog Name
Blazie

Dog Profile Image
Browse... No file selected.
 Remove Image?

Dog Breed
German Shepherd Dog

Dog Sex
Male

Date of Birth
2019-08-10

Date Dog Passed Evaluation
2021-05-23

How to upload documents

Go to EDIT PROFILE and you will be directed to the 3 tabs page.

The screenshot displays the user interface for 'Top Dogs'. At the top left, the 'Top Dogs' logo and name are visible. The top right corner shows the user's name 'Andreas Lemmerer (wr)' and a profile picture. A notification bell icon is present. Below the header, there are several dashboard widgets: 'To do Today' (No items on your to do list), 'User Approval Required' (0), and 'Documents Outstanding' (8). A sidebar on the left contains navigation links: Dashboard, Calendar, Handlers, Dogs, Visit Scheduling, Distribution Lists, Facilities, Payments, Reports, and Administration. A user profile menu is open in the top right, listing 'Edit Profile', 'Change Password', and 'Logout'. A red circle highlights the 'Edit Profile' option, and a red arrow points from the top right of the menu to the 'Edit Profile' option.

Top Dogs

Andreas Lemmerer (wr)

To do Today

No items on your to do list

User Approval Required

0

Documents Outstanding

8

Edit Profile

Change Password

Logout

Dashboard

Calendar

Handlers

Dogs

Visit Scheduling

Distribution Lists

Facilities

Payments

Reports

Administration

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<https://topdogsapp-prod.technodezi.co.za/#>

The same page with 3 tabs for Account details, Dogs and Documents will show again.

The screenshot shows the 'Top Dogs' application interface. The top navigation bar includes the 'Top Dogs' logo and the user's name 'Andreas Lemmerer (wr)'. The main content area is titled 'Profile' and contains a form with various fields. A red circle highlights three tabs: 'Account Details', 'Dogs', and 'Documents'. Red arrows point from the 'Dogs' and 'Documents' tabs to the 'Dogs' and 'Documents' menu items in the sidebar respectively.

Top Dogs Therapy Dogs
Spread smiles for miles

Dashboard
Calendar
Handlers
Dogs
Visit Scheduling
Distribution Lists
Facilities
Payments
Reports
Administration

Profile
Home > Profile

Account Details | Dogs | Documents

First Name: Andreas
Email Address: andreas.liXXXXXXXXX@gmail.com
Date of Birth: 19XXXXXXXX
What would you like to be called: Andreas Lemmerer (wr)
Timezone: (UTC+02:00) South Africa Standard Time (Johannesburg)
Operating Area: [Empty]

Surname: Lemmerer
Cellphone Number: 07XXXXXXXX
Handler Qualified Date: 2021/12/07
Hobbies / Interests: xxx
Country: South Africa

On the DOCUMENTS tab get ready to upload everything.

All documents marked with an asterix * are mandatory**

**If you have qualified many years ago and misplaced the documents due to Covid brain fog or if the dog has since eaten the documents (it happens) then please ensure that the ANNUAL VET CHECKUP is uploaded as a bare minimum.

The screenshot shows the 'Top Dogs' app interface. The user is logged in as 'Andreas Lemmerer (wr)'. The 'Documents' tab is selected and circled in red. The 'Upload New Documents' section contains several fields, each with a 'Browse...' button and the text 'No file selected.'. The fields are: Affidavit, Annual Vet Checkup* (Annual or Biannual), F30 Form, ID Document, Observation Certificate*, Police Clearance, Probationer Certificate*, and Volunteer Application Form. Red asterisks are placed next to the 'Browse...' buttons for 'Annual Vet Checkup*', 'Observation Certificate*', and 'Probationer Certificate*'. The 'Uploaded Documents' section is partially visible at the bottom, showing columns for 'Document Type', 'File Name', and 'Remove'.

Top Dogs Therapy Dogs Spread smiles for miles

Profile Home > Profile

Account Details Docs Documents

Upload New Documents

Affidavit No file selected. No file selected. *

Annual Vet Checkup* (Annual or Biannual)

F30 Form No file selected. ID Document No file selected.

Observation Certificate* No file selected. * Police Clearance No file selected.

Probationer Certificate* No file selected. * Volunteer Application Form No file selected.

Uploaded Documents

Document Type	File Name	Remove
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https://topdogsapp-prod.technodezi.co.za/Account/Profile#doc

You can upload PDF, JPEG, and PNG images.

PDFs are preferable for document uploads.

You can also take clear pictures of the documents with your trusty mobile phone and upload those documents directly from your photo gallery.

Don't forget to scroll to the bottom of the page and SAVE after each document upload.

The image shows a web application interface with a file upload dialog box open. The dialog box is titled "File Upload" and shows the file explorer path: "Top Dogs > App Development > Documents". It lists four files:

Name	Status	Date modified	Type	Size
Blazie Annual Vet Checkup.docx	✓	21 Jun 2024 17:40	Microsoft Word D...	
Blazie Annual Vet Checkup.pdf	✓	21 Jun 2024 17:40	Adobe Acrobat D...	
Heidi Annual Vet Checkup.docx	🔄	21 Jun 2024 17:40	Microsoft Word D...	
Heidi Annual Vet Checkup.pdf	✓	21 Jun 2024 17:40	Adobe Acrobat D...	

The file name "Blazie Annual Vet Checkup.pdf" is selected, and the "All Files (*.*)" filter is applied. The "Open" button is highlighted.

The background shows a web form with the following sections:

- Annual Vet Checkup* (Annual or Biannual) - Browse... No file selected.
- ID Document - Browse... No file selected.
- Police Clearance - Browse... No file selected.
- Volunteer Application Form - Browse... No file selected.

At the bottom, there is a table for "Uploaded Documents" with columns: Document Type, File Name, and Remove.

This is Andreas clearly naming and uploading each document from his computer files in this case.

Be like Andreas.

If you have multiple dogs, ensure that the dog names are clearly indicated on the documents.

The image shows a screenshot of a web application interface for uploading documents. On the left, a Windows File Explorer window is open, displaying a folder named 'Documents' under 'Top Dogs > App Development'. The folder contains four files:

Name	Status	Date modified	Type	Size
Blazie Annual Vet Checkup.docx	✓	21 Jun 2024 17:40	Microsoft Word D...	
Blazie Annual Vet Checkup.pdf	✓	21 Jun 2024 17:40	Adobe Acrobat D...	
Heidi Annual Vet Checkup.docx	🔄	21 Jun 2024 17:40	Microsoft Word D...	
Heidi Annual Vet Checkup.pdf	✓	21 Jun 2024 17:40	Adobe Acrobat D...	

The File Explorer window shows the file name 'Blazie Annual Vet Checkup.pdf' selected, with 'All Files (*.*)' in the file type dropdown. The 'Open' button is highlighted.

On the right, a web browser window shows a form titled 'TOP Dogs Therapy' with the user 'Andreas Lemmerer (wr)'. The form has several sections, each with a 'Browse...' button and the text 'No file selected.':

- Annual Vet Checkup* (Annual or Biannual)
- ID Document
- Police Clearance
- Volunteer Application Form

At the bottom of the page, there is a table for 'Uploaded Documents' with columns for 'Document Type', 'File Name', and 'Remove'.

Once the document is uploaded, scroll down to the bottom and SAVE CHANGES.

You will be directed to the ACCOUNT DETAILS tab each time, but simply click back to the DOCUMENTS TAB to continue with your next upload.

The screenshot displays the 'Top Dogs' web application interface. The top navigation bar includes the 'Top Dogs' logo, a notification bell, and the user's name 'Andreas Lemmerer (wr)'. The main content area is divided into three tabs: 'Account Details', 'Dogs', and 'Documents', with 'Documents' being the active tab. A red arrow points to the 'Documents' tab. Below the tabs, there are several document upload sections, each with a 'Browse...' button and a file name or status. The sections are: 'Upload New Documents' (with a sub-section 'Affidavit'), 'F30 Form', 'Observation Certificate*', 'Probationer Certificate*', 'Annual Vet Checkup* (Annual or Biannual)', 'ID Document', 'Police Clearance', and 'Volunteer Application Form'. The 'Annual Vet Checkup*' and 'ID Document' sections show the file 'Blazie Annual Vet Checkup.pdf' is already uploaded. At the bottom right, there is a blue button labeled 'Save Changes' with a checkmark icon. A red arrow points to this button.

Top Dogs

Account Details Dogs Documents

Upload New Documents

Affidavit

Browse... No file selected.

F30 Form

Browse... No file selected.

Observation Certificate*

Browse... No file selected.

Probationer Certificate*

Browse... No file selected.

Annual Vet Checkup* (Annual or Biannual)

Browse... Blazie Annual Vet Checkup.pdf

ID Document

Blazie Annual Vet Checkup.pdf

Browse... No file selected.

Police Clearance

Browse... No file selected.

Volunteer Application Form

Browse... No file selected.

Uploaded Documents

Document Type	File Name	Remove
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Save Changes

After each save you will notice the uploaded documents being listed.

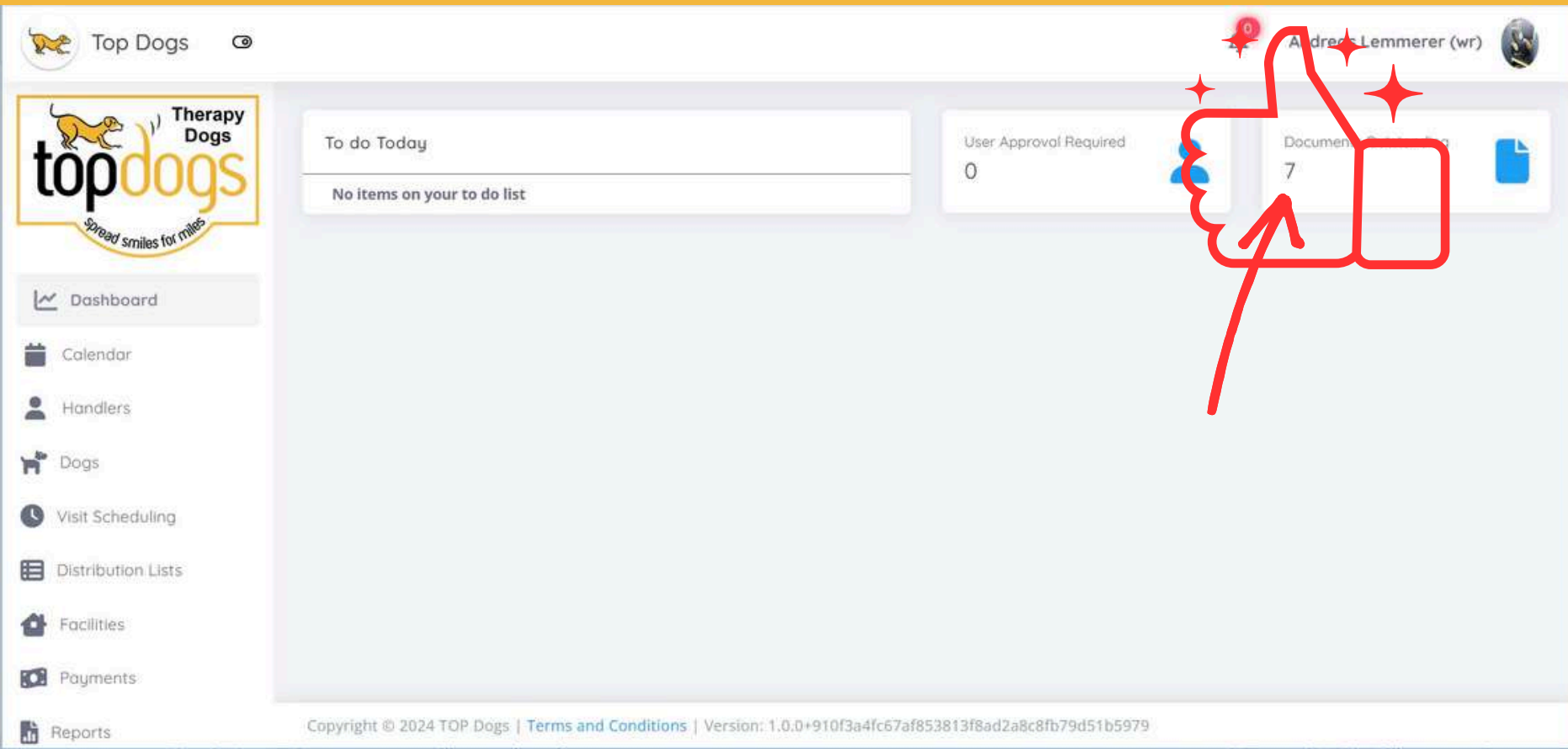
The screenshot displays the 'Top Dogs' management system interface. The top navigation bar includes the 'Top Dogs' logo, a notification bell with a red '0', and the user profile 'Andreas Lemmerer (wr)'. The left sidebar contains navigation links for Dashboard, Calendar, Handlers, Dogs, Visit Scheduling, Distribution Lists, Facilities, Payments, and Reports. The main content area features several document upload sections: 'F30 Form', 'ID Document', 'Observation Certificate*', 'Police Clearance', 'Probationer Certificate*', and 'Volunteer Application Form'. Each section has a 'Browse...' button and the text 'No file selected.'. Below these is the 'Uploaded Documents' section, which is circled in red. It contains a table with columns for 'Document Type', 'File Name', and 'Remove'. Two documents are listed: 'Annual Vet Checkup* (Annual or Biannual)' with file names 'Heidi Annual Vet Checkup.pdf' and 'Blazie Annual Vet Checkup.pdf'. Each row has a 'Remove Document' button. A 'Save Changes' button is located at the bottom right of the interface.

Document Type	File Name	Remove
Annual Vet Checkup* (Annual or Biannual)	Heidi Annual Vet Checkup.pdf	<input type="checkbox"/> Remove Document
Annual Vet Checkup* (Annual or Biannual)	Blazie Annual Vet Checkup.pdf	<input type="checkbox"/> Remove Document

Remember that document count?

Don't go there now but as you upload documents, the outstanding document count will reduce.

Nice work!!



The screenshot shows the Top Dogs dashboard. On the left is a navigation menu with items: Dashboard, Calendar, Handlers, Dogs, Visit Scheduling, Distribution Lists, Facilities, Payments, and Reports. The main content area has three cards: 'To do Today' (No items on your to do list), 'User Approval Required' (0), and 'Documents' (7). A red thumbs-up icon with a red outline and a red arrow pointing to the 'Documents' card is overlaid on the right side of the dashboard. The user's name 'Andreas Lemmerer (wr)' is visible in the top right corner. The footer contains copyright information: 'Copyright © 2024 TOP Dogs | Terms and Conditions | Version: 1.0.0+910f3a4fc67af853813f8ad2a8c8fb79d51b5979'.

