

2016

Reference Guide



COLLECT. CONTROL. CONNECT.

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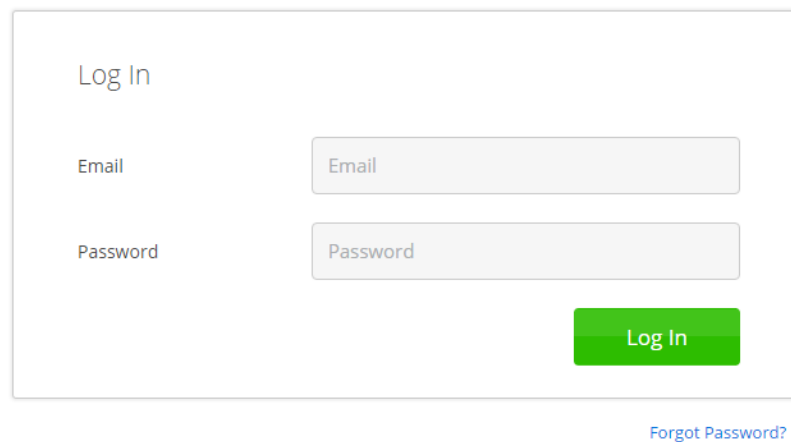
Introduction

MyAgCentral is software that utilizes vertical integration of agricultural technology to maximize yield and profit for each field it operates on. The software allows everyone to operate and exist within one system. Because of this, *MyAgCentral* makes sharing information and coordinating tasks among a large group of growers or other agricultural specialists easier than ever. In the following document, we will go over the basic functions of the software and how to use it to your benefit.

Chapter 1-Home

Home Page -The home page of the software offers a variety of widgets which can be moved and customized to make the home page more suitable to the users needs.

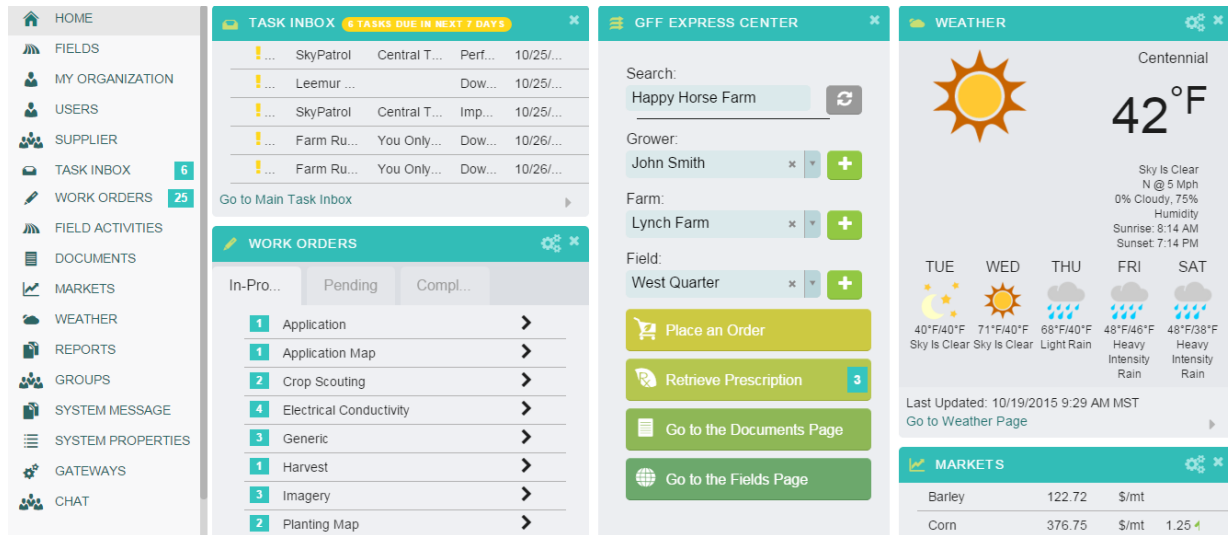
- To Log into an account
- Go to the website or application
- Enter the user name and password for your account
- Click on the log in button



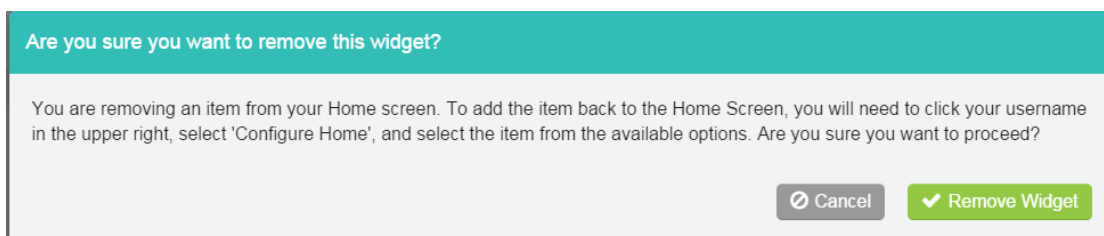
The image shows a login form with a light gray border. At the top left, the text "Log In" is displayed. Below it, there are two rows of input fields. The first row is labeled "Email" on the left and has a text input field with "Email" inside. The second row is labeled "Password" on the left and has a text input field with "Password" inside. To the right of these fields is a green button with the text "Log In" in white. Below the button, there is a blue link that says "Forgot Password?".









1.0 Managing Widgets

- Widgets can be expanded or shrunk by clicking on the little expansion arrow that appears on the sides or corners of the widget by your cursor
- Drag the window to your desired size
- The widgets can also be moved around the home page by clicking on the blue header and moving it to the desired location



- The little blue x at the top right of the widgets will allow you to delete the widget from the home page
- Clicking on it will produce a warning window making sure you want to delete the widget





- You can edit the widgets that show up on your home page by clicking on the house icon  at the top right of the screen, next to the user name
- Once clicked, the window below will open
- To remove a widget from the active widget list as well as the home page you will want to click on the widget
- Then click on the left facing gray arrow 
- This will move widgets from active to available
- Alternatively you can click on the green right facing arrow  to add items from available widgets back to active widgets.
- You can also click on the gray left pointing double arrow button  or the green right facing double arrow button  to add all or remove all widgets from the list
- You can restore the home page to its original settings by clicking on the gray restore default button 
- To cancel any changes you may have made to the default widget configuration, click the cancel button 
- To cancel any changes you may have made or to save your changes to the widgets on the homepage you can click on the green 'save settings' icon 



Configure Home

Add / Remove Home Items

You may customize your Home screen by adding or removing certain items. Once you return to the Home screen, you can drag-and-drop these items to place them in the desired location. Your preferences will be saved and these items will appear each time you visit your Home screen.

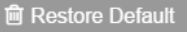
Available Widgets






* Active Widgets

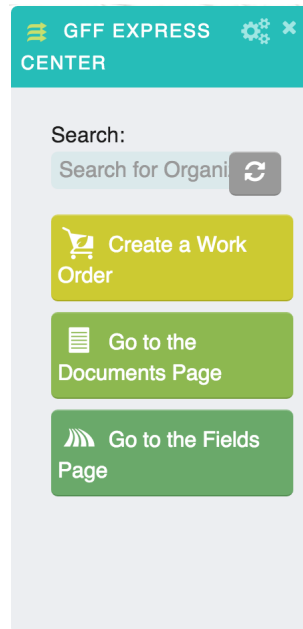
Documents
External Links
Field Activities
GFF Express
IFrame Viewer
Markets
Task Inbox
Weather
Web Orders



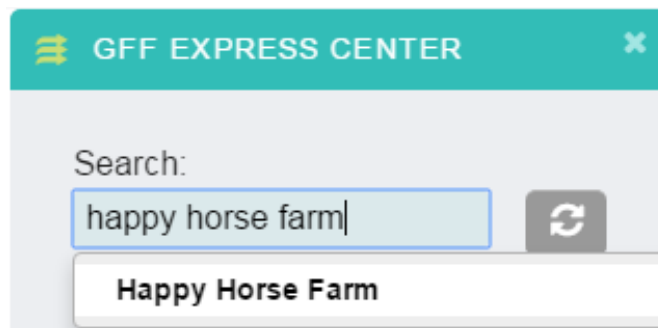
1.1 The Grower Farm Field (GFF) Express Center Widget

The 'GFF Express Center' allows you to perform some of the more common administrative functions such as placing a work order, viewing documents, and viewing the Fields page.

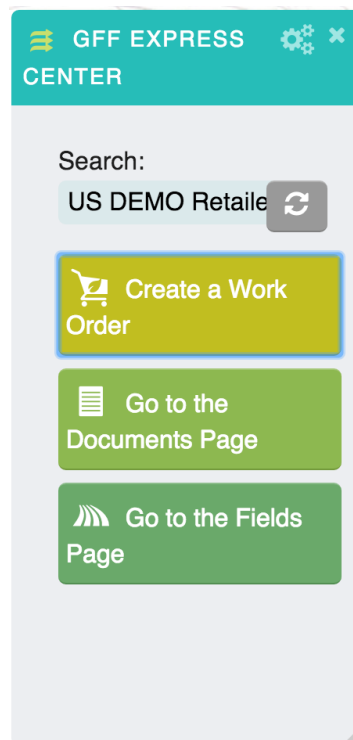


-Enter head of the organization you wish to access

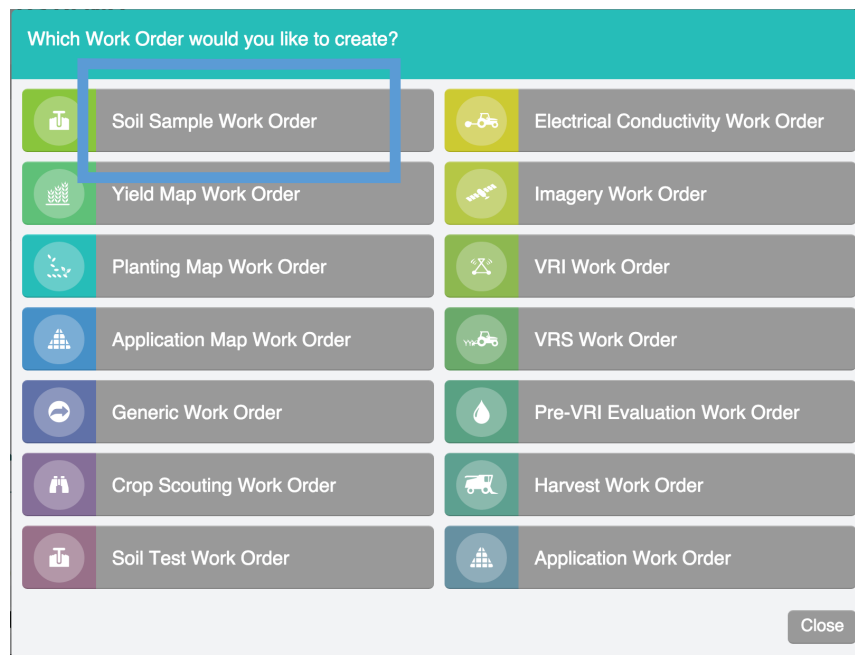
-Start typing the name of the service provider in the search bar, it will auto-populate the field with users that can be placed as the head of the organization in the GFF bar



- Once the organization is chosen, you can access some administrative functions for the organization entered
- Clicking on the 'Create a Work Order' tab will allow a work order to be assigned to a selected Grower, Farm and Field



- Click on the Soil Sample Work Order



-Fill the work order page with the information for your Grower, Farm and Field preference

ADD NEW SOIL SAMPLE WORK ORDER

ORDER FORM

1. GENERAL INFO

Location * North Grower

Grower sheryl.denison+northgr

Email *

Additional Emails

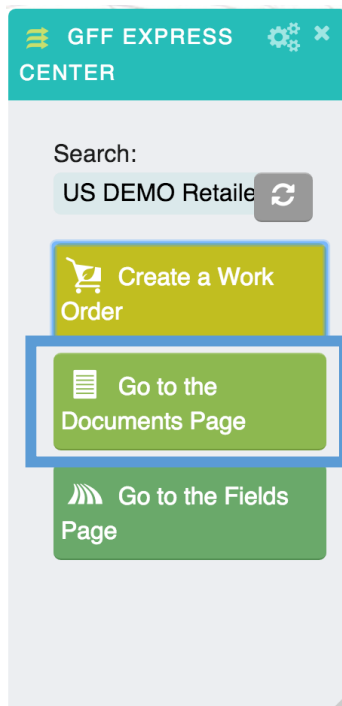
Start Date * 02/29/2016

Due Date * 03/10/2016

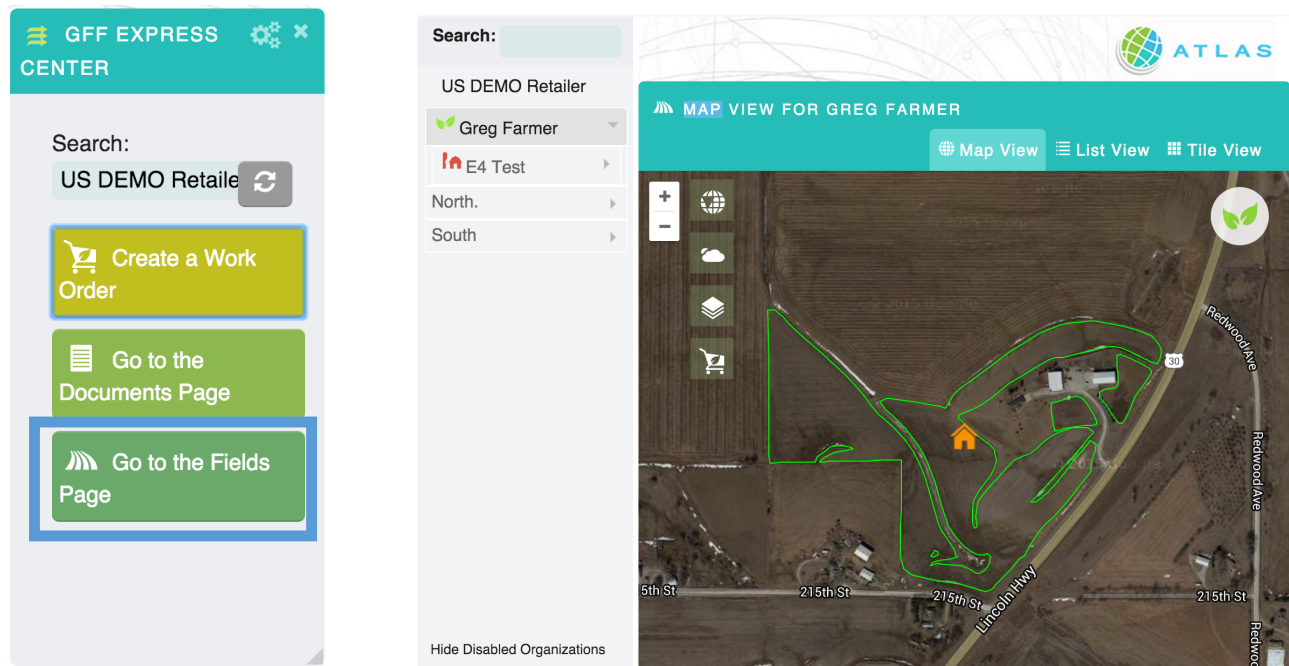
Work Order ☒ Normal ☐ High



Cancel Submit Work Order And Clone Submit Work Order

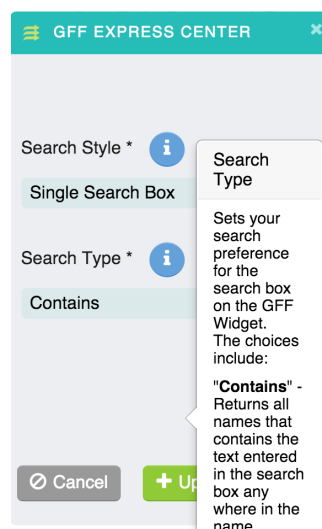
-Clicking on the 'go to documents page' button will take you to the documents page
-This will allow documents to be reviewed for the selected grower, farm and field



- Click the 'Go to the Fields Page'
- This brings you to the Fields page
- One can see visual representation of all your Dealers, Growers, Farms, and Fields



- The gray refresh button  on the right side of the search bar will clear out the entry in the GFF Express Center
- The little blue x  at the top right of the GFF widget will allow the widget to be deleted from the home page
- Clicking on it will produce a warning window to make sure you want to delete the GFF widget
- Clicking the gears icon at the top right corner of the widget will allow you to change the search style and type




1.2 Documents Widget

- The Documents Widget allows you to view your documents
- Documents are displayed by file name, the category the document falls into, and the date the document was uploaded.
- Clicking on a document will bring you to the details page of that document

The screenshot shows two parts of the application. On the left is the 'DOCUMENTS' widget, which is a table with columns 'File Name', 'Category', and 'Upload ...'. The first row, 'Plattestone (Fie...', is highlighted with a blue box. Below the table is a 'Go to Documents Page' button. On the right is the 'Detail' view for the selected document. It has a title bar with 'File Name: Plattestone (Field shape files)' and action buttons: 'Archive', 'Download', 'Delete', and 'Close'. The 'Detail' section contains a form with the following fields: 'Category' (dropdown set to 'Boundaries'), 'Organization' (text field with 'Plattestone'), 'Product' (text field), 'Seed Variety' (text field), 'Crop Zone' (text field), 'Archived' (radio buttons for 'Yes' and 'No', with 'No' selected), 'Description' (text field with 'Shape files'), 'Crop Year' (text field with '2016'), and 'Crop Type' (dropdown). At the bottom right of the detail view are 'Cancel' and 'Update' buttons.

- Click on the 'Go to Documents Page' located at the bottom of the Widget
- This will bring up the document page

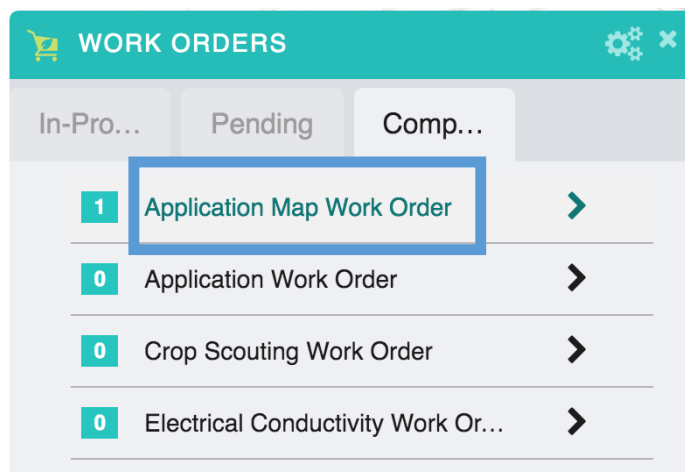
The screenshot shows two parts of the application. On the left is the 'DOCUMENTS' widget, which is a table with columns 'File Name', 'Category', and 'Upload ...'. The first row, 'Plattestone (Fie...', is highlighted. Below the table is a 'Go to Documents Page' button. On the right is the 'DOCUMENTS' page, which displays a grid of document categories and their counts. The categories are: 'Application Data' (3), 'Configurations' (0), 'Cover Crop' (0), 'Imagery' (0), 'Crop Scouting' (0), 'Boundaries' (12), 'Soil Sample' (0), 'Finance' (0), 'Guidance Lines' (0), 'Irrigation' (0), 'Lab Results' (1), 'Miscellaneous' (1), 'Operations' (0), 'Planting Data' (1), 'Prescription' (4), 'Reports' (4), 'Sensor Data' (0), and 'Yield Data' (2). At the bottom of the page are buttons for 'Bulk Update', 'Download', 'Transfer', 'Upload', 'Delete', and 'Share'.

- The little blue x  at the top right of the Documents widget will allow the widget to be deleted from the home page
- Clicking on it will produce a warning window to make sure you want to delete the Documents widget

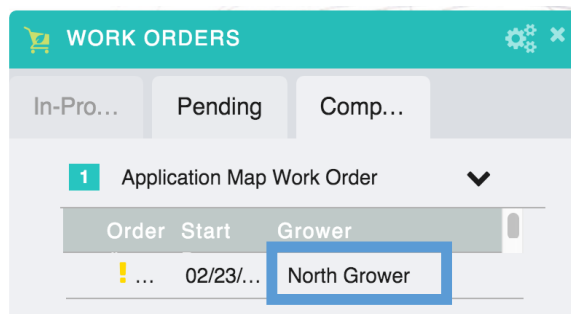
1.3 Work Order Widget

The Work Order Widget displays all work orders the user has access to. It is like the WORK ORDERS page, but is condensed into a widget on the home page.

- Click on the 'In-Progress' tab to see work orders that are currently being worked
- Click on the 'Pending' tab to see work orders that are currently pending
- Click on the 'Complete' tab to see work orders that have been completed
- Once in the 'Complete' tab, click on 'Application Map Work Order'



- This will bring up all application map work orders that are open
- Click on 'North Grower' to view that application map work order



-From here, the work order functions like the work order page


WORK ORDER - APPLICATION MAP - AM-362

Close

ORDER FORM SUMMARY

GROWER
North Grower

FARM
Crimson Fields

FIELD(S)


START
02/23/2016

DUE
03/04/2016

ORDER FORM ACTIONS

PDF

VIEW

WORK ORDER PRIORITY
-

WORK ORDER TASKS

✓

Download Data

Completed by Exchange 123 on 02/23/2016

✓

Upload Processed

Completed by Exchange 123 on 02/23/2016

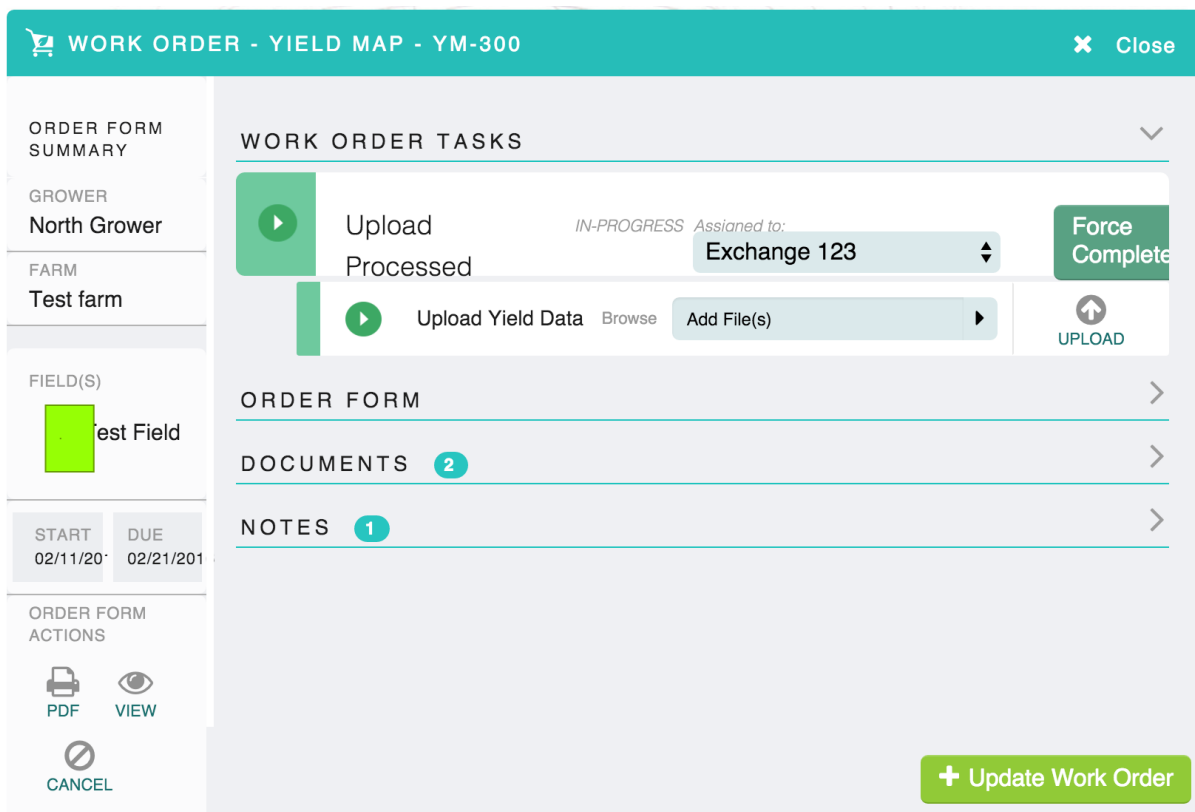
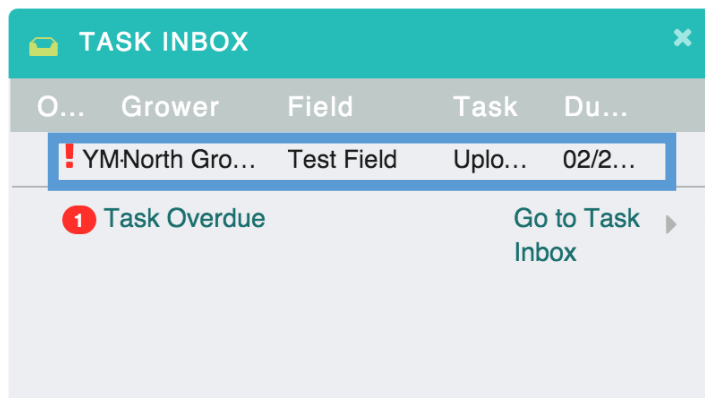
ORDER FORM

DOCUMENTS 1

NOTES 4


1.4 Task Inbox Widget

- The 'Task Inbox Widget' allows you to quickly review tasks assigned to a user through the software
- Each entry will show the order number, the grower it is assigned to, the field, the type of task, and the due date
- Clicking on the task will bring up to the work order page for the listed task and allow the user to process a task



-Clicking on 'Go to Task Inbox' will take you to the task inbox page



TASK INBOX

	ORDER #	TYPE	GROWER	FIELD	ACRES	TASK	ASSIGNEE	DUE DATE
!	YM-300		North Grower	Test Field	164.54	Upload Processed Files	Exchange 123	02/21/2016

20 ⌵ Showing 1 to 1 of 1 entries

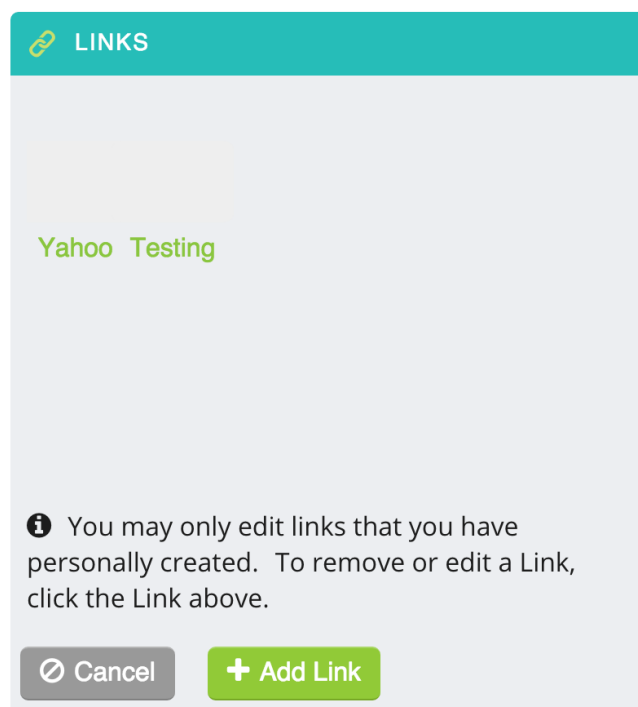
Previous 1 Next

1.5 Links Widget

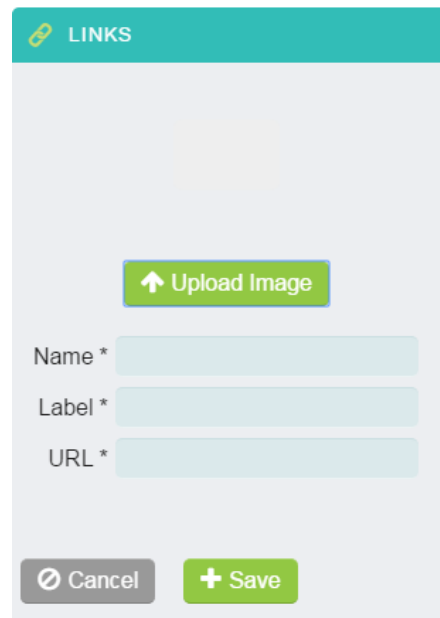
- The Links Widget allows a variety of commonly used links to be created and accessed while using the Application.
- Clicking on the settings icon  will open up the settings for the link widget
- The little blue x  at the top right of the Links widget will allow the widget to be deleted from the home page
- Clicking on the x will produce a warning window to make sure you want to delete the Links widget



- To add a link, click on the add link icon

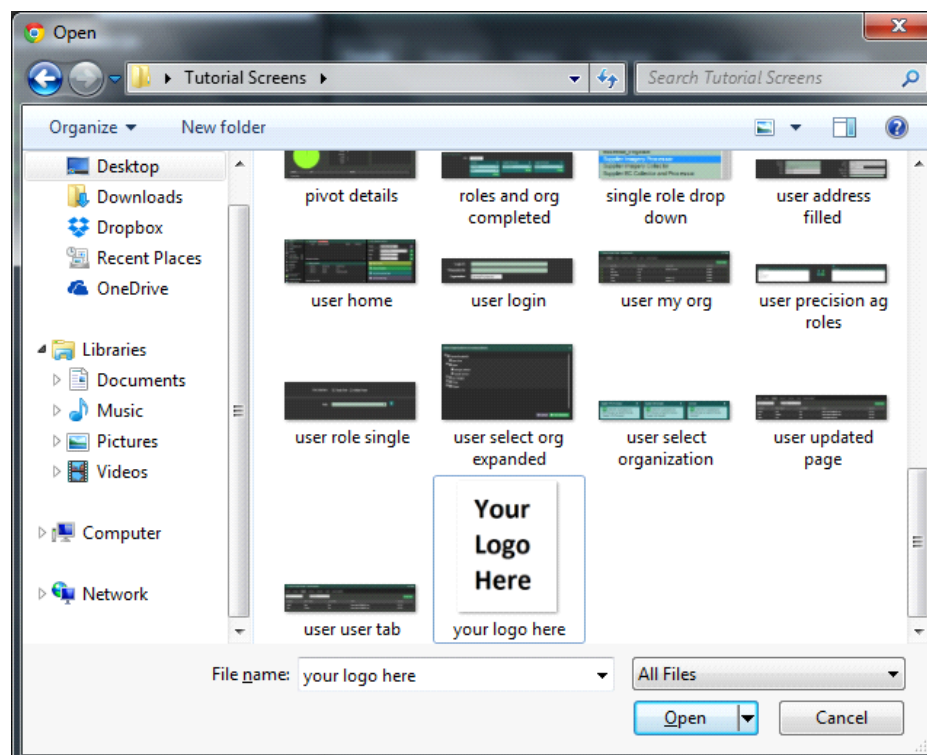


-Click on the **↑ Upload Image** button to open a list of files you can load as an image for the new link

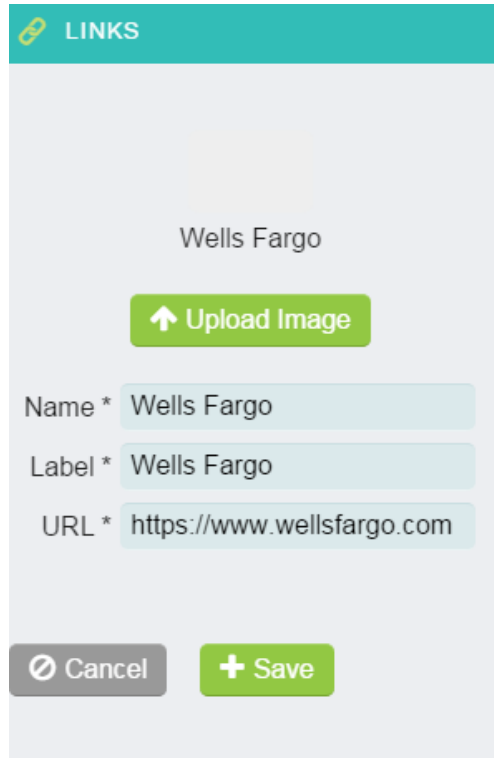


The screenshot shows a form titled "LINKS" with a teal header. Inside the form, a green button with an upward arrow and the text "Upload Image" is highlighted with a blue border. Below this button are three text input fields labeled "Name *", "Label *", and "URL *". At the bottom of the form are two buttons: a grey "Cancel" button and a green "+ Save" button.

-Hit the open button once you have the icon you want to represent the new link



- Fill out the name, label, and URL fields
 - The name is the name of the link that will show up in the link's details
 - The label field will be the text displayed under the link icon in the link widget
 - The URL is the actual web address of the link, make sure you include http:// or https:// before the web address
- Click the save button **+ Save** to save the link to your links widget, or click the cancel button **Cancel** if you no longer wish to create the link
- The link should appear on the links widget



LINKS

Wells Fargo

↑ Upload Image

Name * Wells Fargo

Label * Wells Fargo

URL * https://www.wellsfargo.com


Cancel **+ Save**

1.6 Market Widget








The software features a Markets Widget that allows you to keep track of current market prices of various commodities and view them right on the home page.


- The first set of numbers is the current price of each commodity per unit
- The third column is the change in unit price for the day. A green arrow represents a positive change and a red arrow represents a negative change

- Clicking on the 'Go to Markets Page' or the arrow on the bottom of the Market widget will bring you to the main markets page

- The little blue x  at the top right of Market widget will allow the widget to be deleted from the home page

- Clicking on the x will produce a warning window to make sure you want to delete the Market widget

MARKETS  			
Name	Price	Units	Change
Barley	117.95	\$/mt	
Corn	354.50	cts/bu	-1.00 
Cotton	58.11	cts/bu	-0.24 
Oats	171.00	cts/bu	-1.00 
Peanuts	1,806.89	\$/mt	
Rice	10.39	\$/mt	-0.06 
Go to Markets Page 			

-Clicking on the gear  icon will reveal a drop down menu from which a list of commodities can be customized to your preferences

-Click on the drop down menu

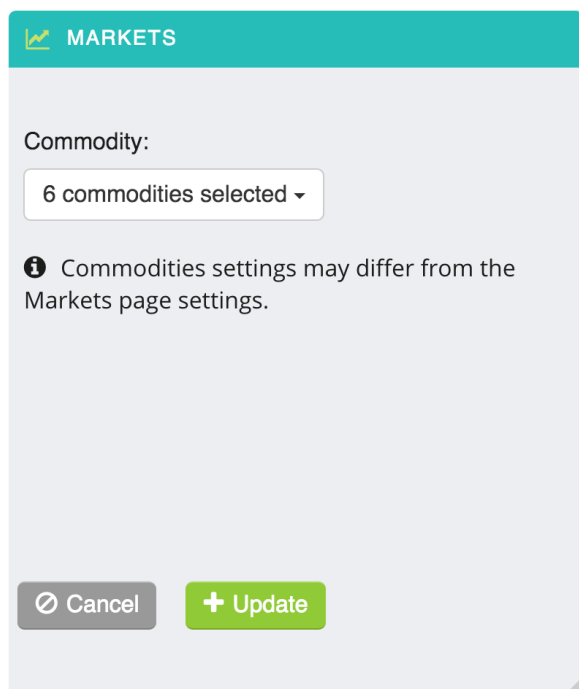
- The 'check all' option will select all the commodities in the list and place a check mark next to them indicating that they have been selected to be displayed

- Similarly the 'uncheck all' option would clear all the commodities listed

- Individual Commodities may also be selected by clicking on them

-If the wrong commodity is selected, just click on it again to remove it from being selected

-Once all have been selected, click Update to save changes or cancel to undo any changes made





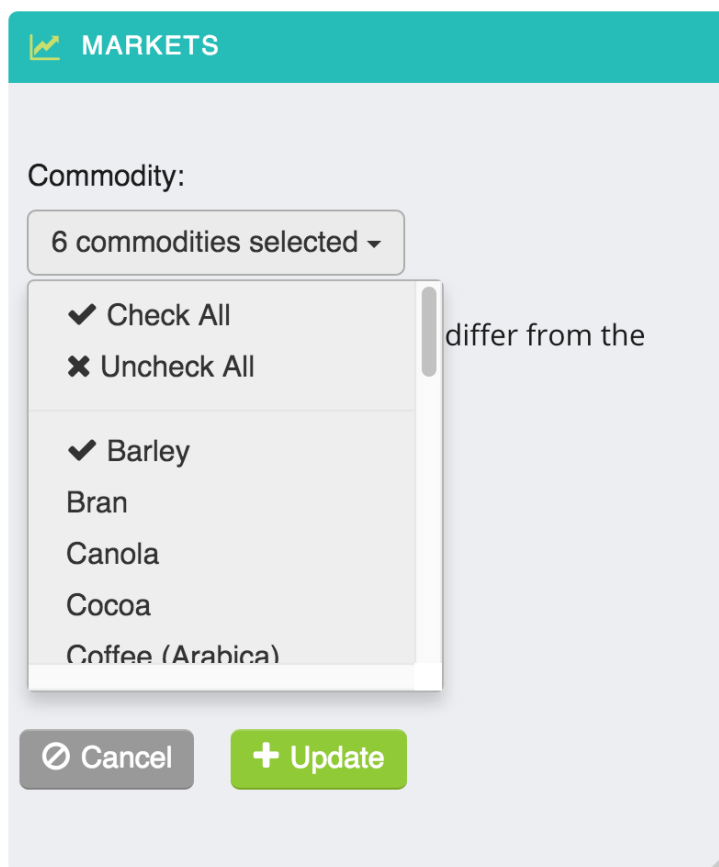
MARKETS

Commodity:

6 commodities selected ▾

i Commodities settings may differ from the Markets page settings.

 Cancel  Update



MARKETS



Commodity:

6 commodities selected ▾

- ✓ Check All
- ✗ Uncheck All


- ✓ Barley
- Bran
- Canola
- Cocoa
- Coffee (Arabica)

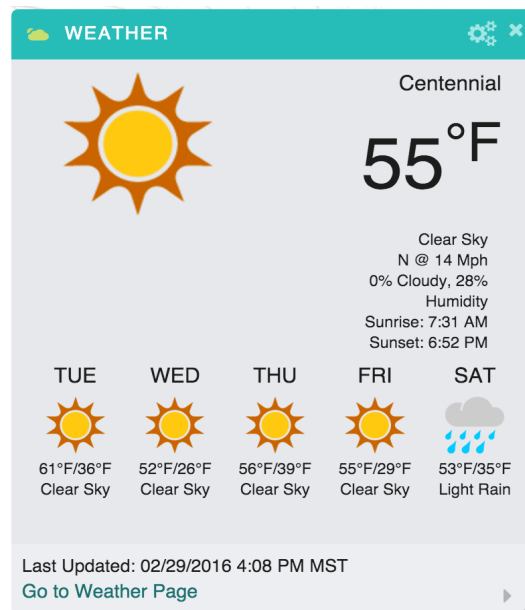
differ from the




 Cancel  Update

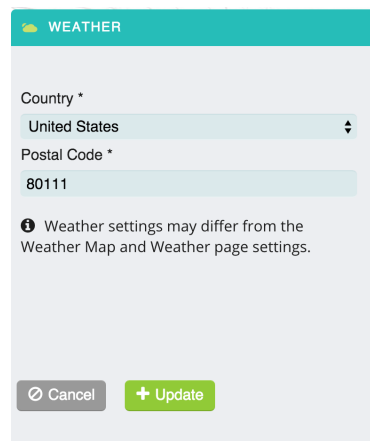
1.7 Weather Widget

The Weather Widget is a feature of the software that provides the weather report for the day, along with the five-day forecast for a specific area code. It also shows temperature, weather conditions, wind speed, humidity, sunrise and sunset.

- The little blue x  at the top right of Weather widget will allow the widget to be deleted from the home page
- Clicking on the x will produce a warning window to make sure you want to delete the Weather widget



- To change the location displayed on the widget, click the  icon
- Click the drop down box if a different country needs to be displayed
- Enter the zip code of the location you wished to be displayed
- Click the Update  button if changes are correct
- Click Cancel  if you do not wish to make the changes

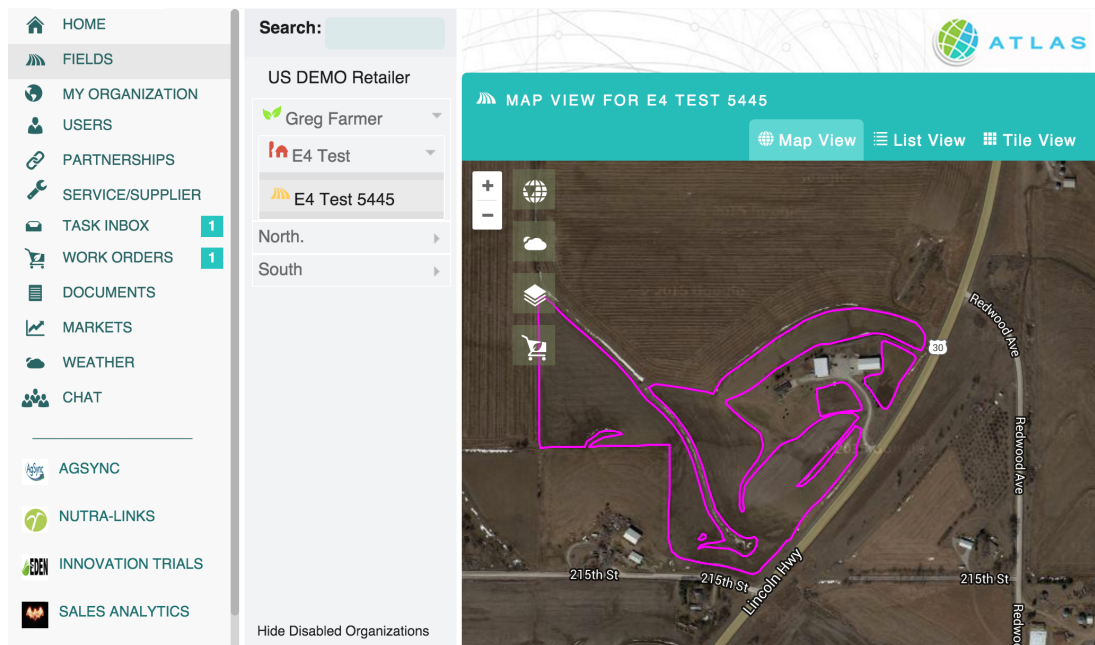


Chapter 2-Fields

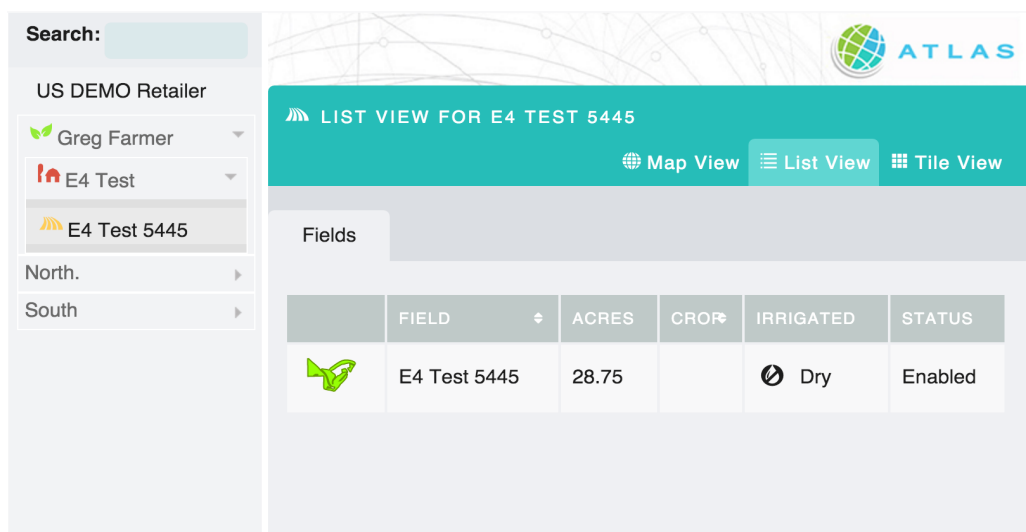
The fields tab allows you to view all current fields that you have uploaded to the program.

-There are three views to which the fields can be viewed

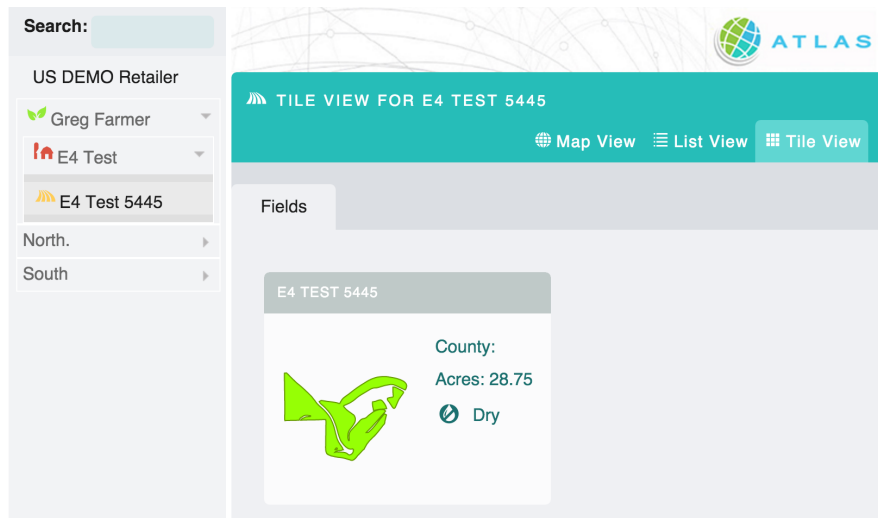
-As a Map View



-As a List View



-As a Tile View

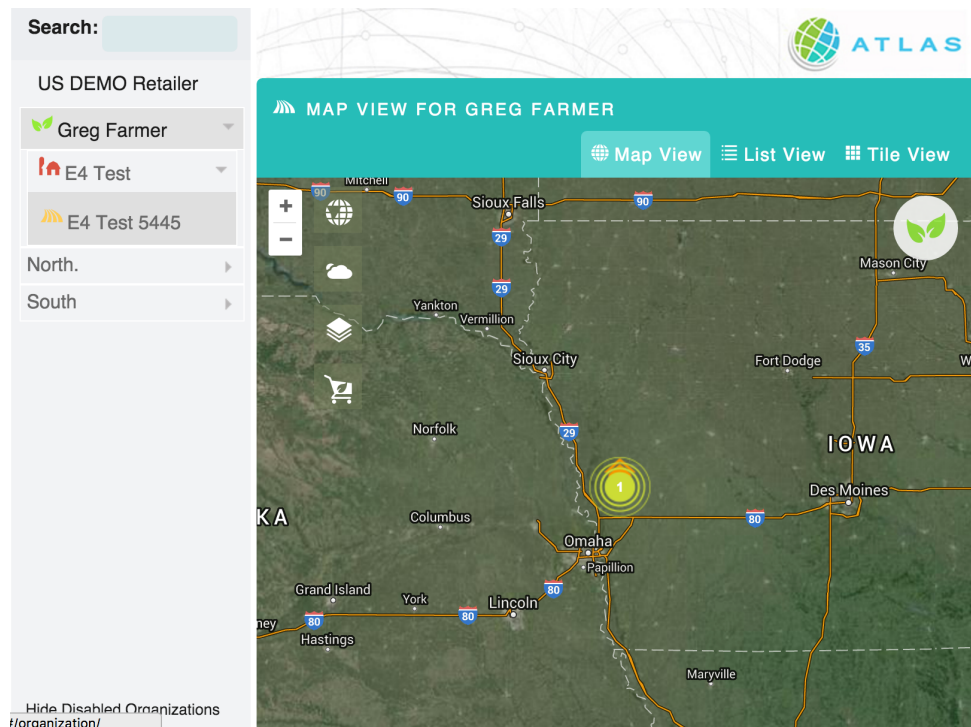


-In the upper left hand corner of the map there are some viewing tools

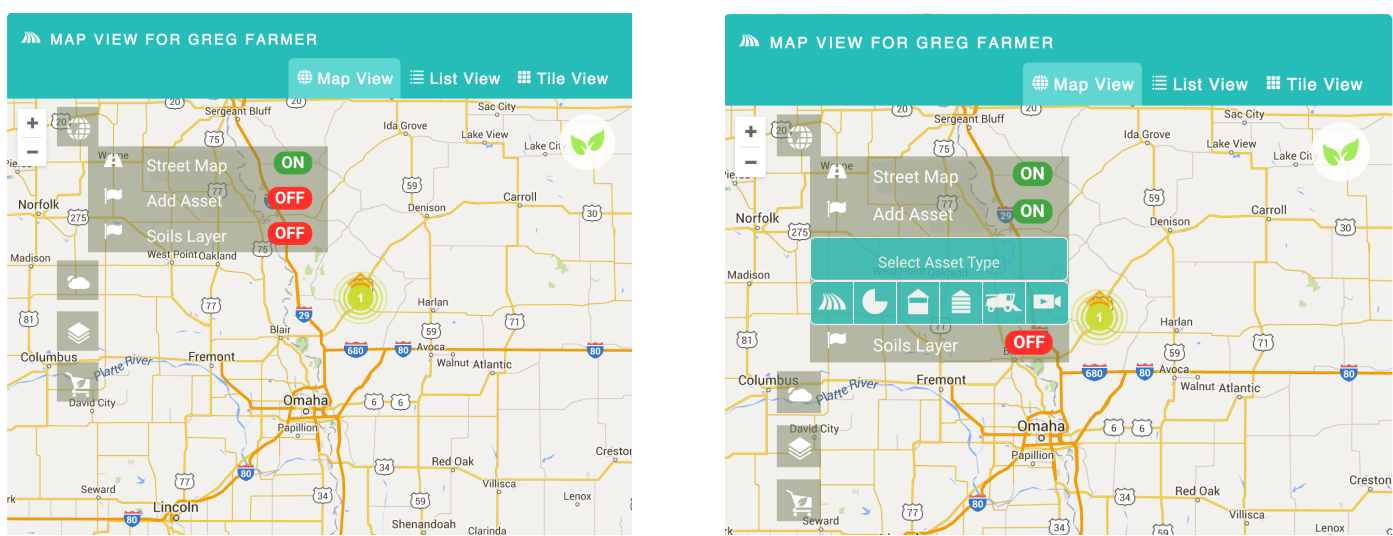
-If the 'plus' icon is clicked, the map will zoom in



-If the 'minus' icon is clicked, the map will zoom out

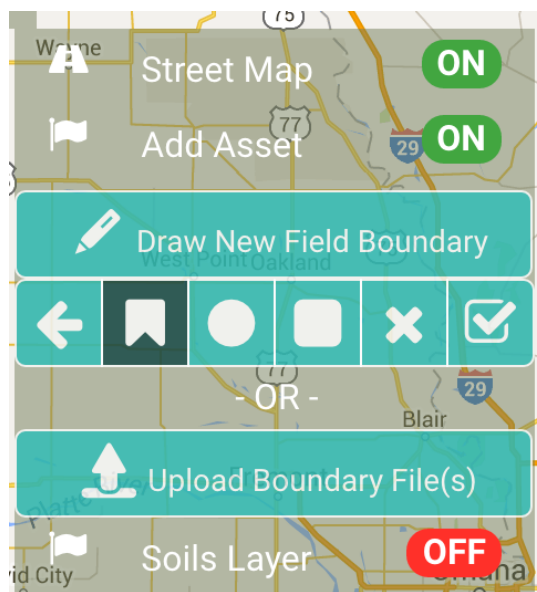
-If you click on the globe, it will reveal a drop down of different features for the map



- Street map is a map that displays streets in which the satellite view of the landscape is removed
- When 'Add Asset' is turned on, this will allow a field, pivot, tank, bin, machine, or video feed to be added to the map

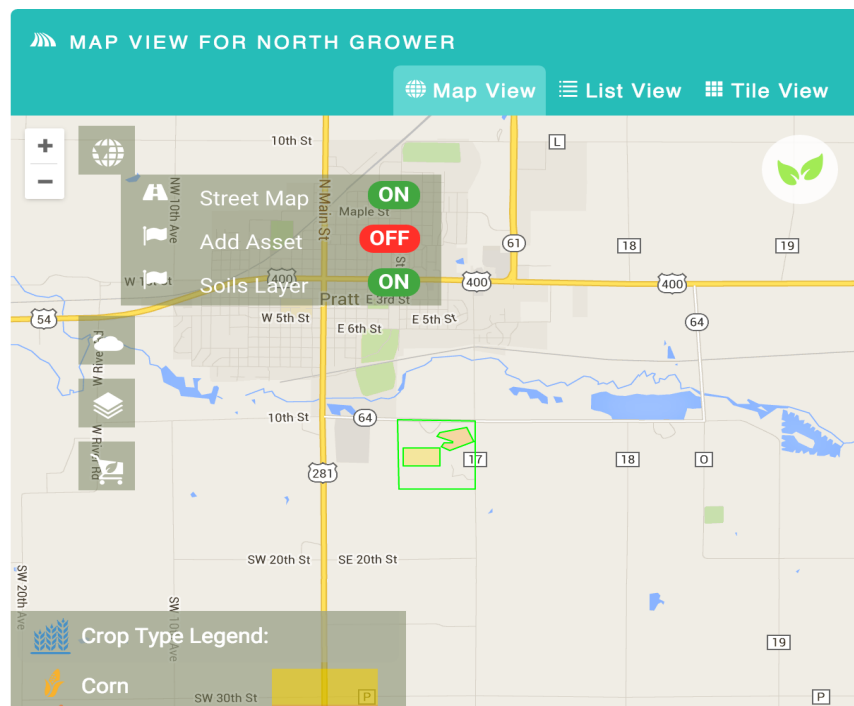


- When the 'Add a Field, Pivot, tank, etc.' is clicked a message will pop up on how to use the tool to draw a field or how to add the correct Asset
- With each Asset, once the shape is drawn, click the  to clear the Asset off of the field or the  to submit the Asset to the field
- If the asset is added, it will then appear on the FIELDS page

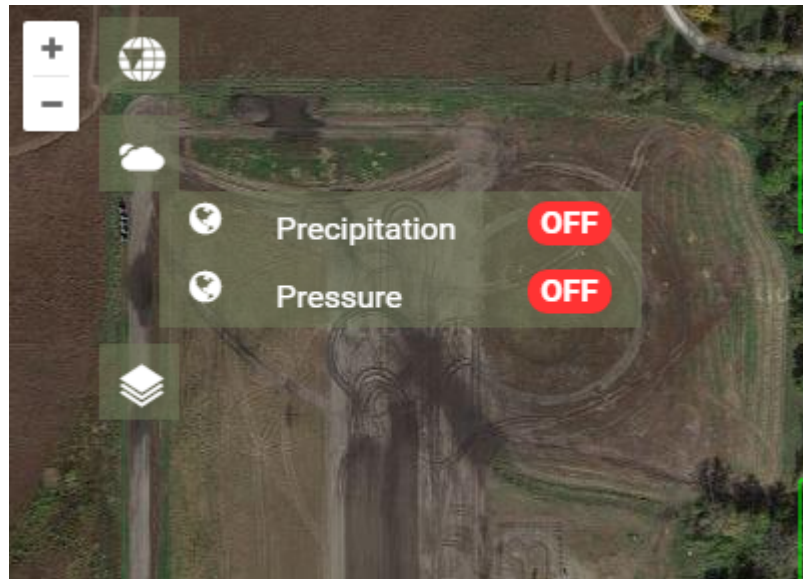


- There is also an option to 'Upload Boundary Files' in order to add a field
- Once clicked, fill out the field information and click add file to find the appropriate computer file
- Click cancel to discard
- Click add field to add the file

- 'Soils Layer' is a heat map layer that can be turned on and viewed from here



-Not active, future feature

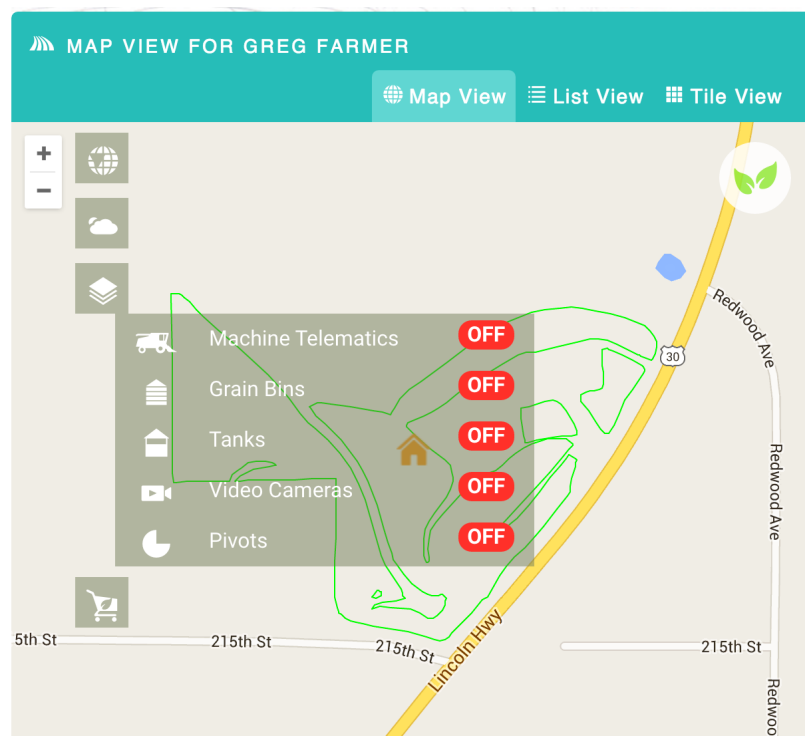


-Click on the  icon

-This will show if the assets are active and on the map

-Clicking the off button will turn it to on

-This will show the assets on the map and where the assets are located



- Click on the shopping cart icon to create a work order
- Select which type of work order
- Fill in the work order page with the information for the Grower, Farm and Field preference

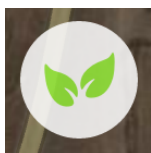


Which Work Order would you like to create?

Soil Sample Work Order	Electrical Conductivity Work Order
Yield Map Work Order	Imagery Work Order
Planting Map Work Order	VRI Work Order
Application Map Work Order	VRS Work Order
Generic Work Order	Pre-VRI Evaluation Work Order
Crop Scouting Work Order	Harvest Work Order
Soil Test Work Order	Application Work Order

Close

-If the leafs symbol in the upper right hand corner of the map is clicked, it will bring up the details page of the Organization for which the map was open under



GROWER - US DEMO Retailer > Greg Farmer ✕ Close

D... F... W... D... Pr... U... Li... S... Al...

Name *	Greg Farmer	Country *	USA
Contact	Greg Farmer	Address *	123
Name *		Address 2	
Contact	555	City *	Ames
Phone *		State/Province	IA
Contact	usatadm3@gmail.co	Postal	50010
Email *		Code *	
Parent	US DEMO Retailer	County	
Organization			

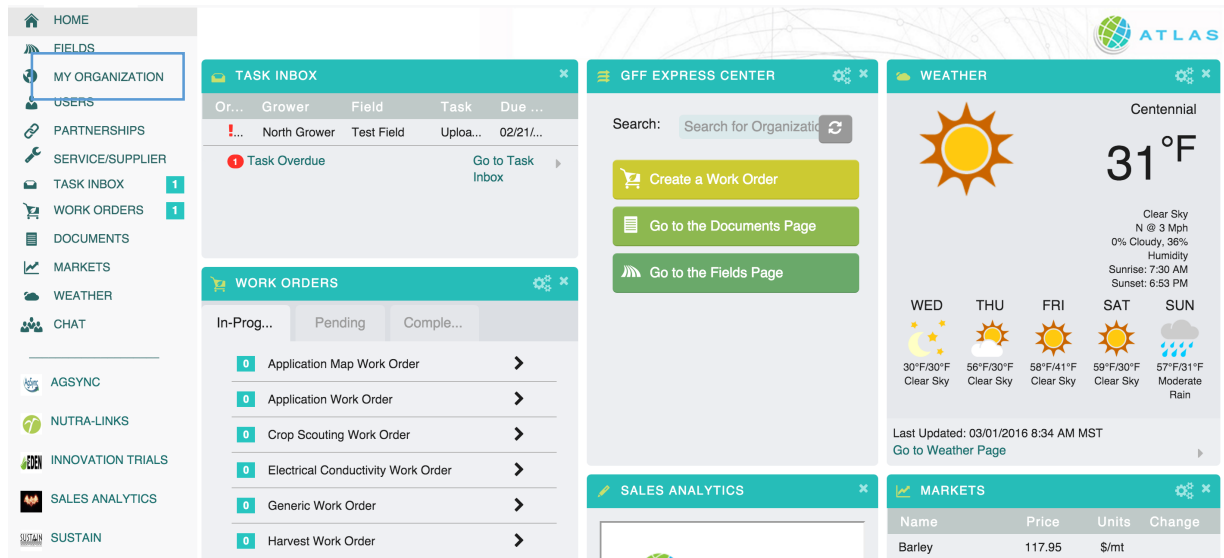
Cancel Update

Chapter 3 - My Organization

The 'My Organization' tab is a feature that will allow you to view, add, and edit the details of users within your organization. To access the My Organization page simply click on the 'My Organization' tab on the navigation bar on the far left of the software. In this section we will discuss how to add an Organization, Grower, Farm and Field to your program.

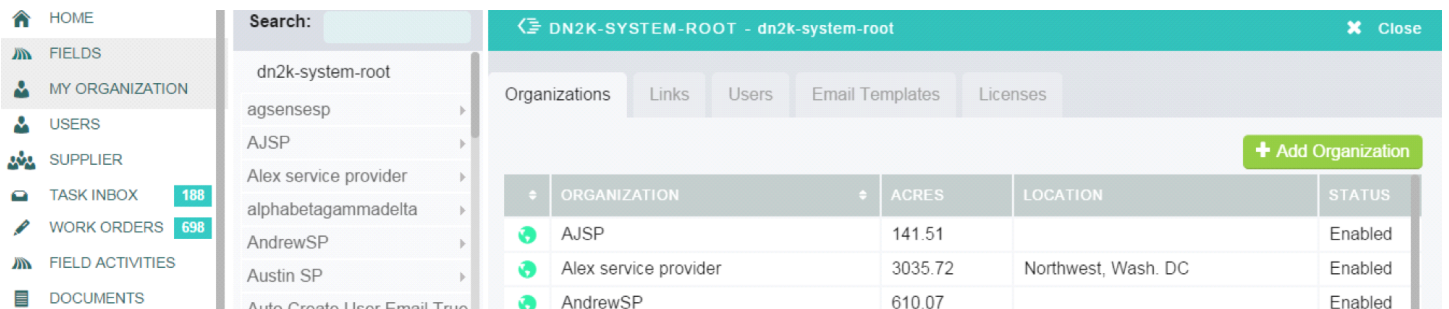
3.0 Add an Organization

-From the home page, click on the 'My Organization' tab



-Once on the My Organization page

-Click on the green 'Add Organization' button at the top right



- Here you will want to enter the information for your new Organization
- Fields marked by a * denote required information
- All other information is optional
- Organization field will be the business name of the organization
- The Contact Email listed in the details will be the email address the system will send work orders and other emails to
- 'Requested By' field is asking for who requested the Organization be added (this can be yourself)
- Status: **'Pending'** will allow you to set up an organization without officially enabling and licensing the organization in the system
 - 'Enabled'** makes the organization active in the system
- After being enabled, the license type (trial, express, or exchange) will determine which version of the license the Organization will be using
 - 'Trial'** will allow you to create an Organization for a specific period of time, at no cost and expires 45 days after the selected start date
 - 'Advisor'** enables full privileges
- If an Organizations' status is 'enabled' one must choose to auto-create a user or not
 - 'Auto-Create'** User will automatically create a login and be emailed to the contact email
 - No to Auto-Create**-one can select not to Auto-create an Organization in which you will manually have to create the user profile for the Organization profile
- Once all information is filled out, click on green button at bottom of screen

ADD ORGANIZATION

✕ Close

Organization Name *	<input type="text"/>	Country *	USA ▼
Organization Type *	<input type="text"/>	Address	<input type="text"/>
Contact Name *	<input type="text"/>	Address 2	<input type="text"/>
Contact Phone	<input type="text"/>	City	<input type="text"/>
Contact Email *	<input type="text"/>	State/Province	<input type="text"/>
		Postal Code	<input type="text"/>

3.1 Detail Tab

- Click on the detail tab
- Allows user to change or add information regarding the Organization
- Once information is updated, click the Update button
- To add a custom logo for the Organization, which will show at the top left corner of the page
- Click on the add file button at the bottom left of that section, search files on your computer for logo, click on logo and hit ok
- Logo will be added to app, this is optional

Search:

- US DEMO Retailer
- Greg Farmer
- North.
- Smith Farm
- South

GROWER - US DEMO Retailer > Smith Farms Close

Details Farms Work ... Docum... Precisi... Users Links Systems Aliases

Name * Smith Farm

Contact Name * Joe Smith

Contact Phone * 515-460-8888

Contact Email * joe@hotmail.com

Parent Organization US DEMO Retailer

Country * USA

Address * 3412 46th

Address 2

City * Farmdale

State/Province * Kansas

Postal Code * 99999

County

Acres (calculated)


Account # 01001222

Cancel Update

☐ Hide Disabled Organizations

3.2 Add a Grower

- Go to My Organizations and under the Organizations tab
- The Organizations you created should be listed
- To access the Organization's page click on the Organization name
- The Organization will also be displayed underneath the organization tree on the left side of the screen
- This is where you can also add a grower
- Click on Add Grower

 COOP - US DEMO Retailer ✕ Close

Details

Orga...

Work ...

Docu...

Users


Servi...





Syste...

Links

Email...

Aliases

 Add Grower

	ORGANIZATION	ACRES	LOCATION	STATUS
	Greg Farmer	28.75	Ames, IA	Enabled
	North.	9738.61	1, Ne	Enabled
	Smith Farm		Farmdale, Kansas	Enabled
	South	685.49		Enabled

- Here you will want to enter the information for the new Grower
- Fields marked by a * denote required information
- Source** refers to where the Grower imports will be imported from
- Click on drop down, select the appropriate on-loading system
- 'Requested By' field is asking for who requested the Organization be added, can be yourself
- Status: **'Pending'** will allow you to set up an organization without officially enabling and licensing the organization in the system
 - 'Enabled'** makes the organization active in the system
 - 'Disabled'** are not accessible. Work orders and users can't be created under disabled organizations
- The license type, None, Trial, Express, or Essential determines which version of the license the Organization will be using
 - 'None'**
 - 'Trial'** license will allow you to create an Organization for a specific period of time, at no cost and expires 45 days after the selected start date.
 - 'Express'** license users are basically view only. They can see everything but can't complete any work order tasks.
- Express users can only be created under express organizations. Additional users added under an express organizations cost an extra fee.
- 'Exchange'** license users can complete work order tasks and other types of actions specific to the user type. All other types of users can be created under essential organizations.
- If an Organizations' status is 'enabled' one must choose to auto-create a user or not
 - 'Auto-Create'** User will automatically create a login and be emailed to the contact email.
 - No to Auto-Create**-one can select not to Auto-create an Organization in which you will manually have to create the user profile for the Organization profile.
- If Trial is selected, select start date of trial period
- To add a custom logo for the Organization, which will show at the top right corner of the app
 - click on the add file button at the bottom left of that section, search files on your computer for logo, click on logo and hit ok. A logo will be added to app; this is optional
- Once all information is filled out, click on green Add Grower button at bottom of screen

- Once you click Add Grower, the grower created will be listed under the Organization
- The Grower will also be displayed underneath the Organization in the organization tree on the left side of the screen

3.3 Add a Farm

-Click on the Grower's name to access and add a Farm

COOP - US DEMO Retailer

Close

Det...Org...Wor...Doc...UsersSer...Sys...LinksEm...Alia...

+ Add Grower

	ORGANIZATION	ACRES	LOCATION	STATUS
	Greg Farmer	28.75	Ames, IA	Enabled
	North.	9738.61	1, Ne	Enabled
	Smith Farm		Farmdale, Kansas	Enabled
	South	685.49		Enabled

-click on add Farm

DetailsFarmsWork...Docu...Preci...UsersLinksSyst...Aliases

+ Add Farm

	FARM	ACRES	LOCATION	STATUS
	E4 Test	28.75		Enabled

- Once you click on Add Farm
 - Information from the Grower tab will auto populate into appropriate fields
 - Fields marked by a * denote required information.
 - Once all information is added, click Add Farm.
- Once that is complete, the farm that was just added will appear under the Farms tab.

ADD FARM

✕
Close

Farm Name *

Contact Name *

Contact Phone

Contact Email *

Greg Farmer

555

usatadm3@gmail.com

Country *

Address

Address 2

City

State/Province

Postal Code

County

USA

⌕ Cancel

+ Add Farm

3.4 Add a Field

- Click on the Farm name that was just entered to have access to Add a Field or if you are just entering the program
- Click on my Organization on the left navigation bar
- Enter Organization's name in the search bar or click the name in the list on the right in the Organization tab
- Click on the Grower's name under the Organization on the drop down list or click the Grower's name on the right in the Organization tab
- Click on the Farm name under Grower name or click on Farm name on the Farm tab
- Now click on Add a Field

The screenshot shows the 'COOP - US DEMO Retailer' interface. On the left, a sidebar lists 'US DEMO Retailer' with a search bar and a list of organizations: 'Greg Farmer', 'North.', 'Smith Farm', and 'South'. The main panel has a teal header with a close button. Below the header is a navigation bar with tabs: 'Det...', 'Org...', 'Wor...', 'Doc...', 'Users', 'Ser...', 'Sys...', 'Links', 'Em...', and 'Alia...'. The 'Org...' tab is active. A table lists organizations with columns: ORGANIZATION, ACRES, LOCATION, and STATUS. The first row is 'Greg Farmer' with 28.75 acres, located in 'Ames, IA', and is 'Enabled'. The second row is 'North.' with 9738.61 acres, located in '1, Ne', and is 'Enabled'. A green '+ Add Grower' button is in the top right of the table area.

ORGANIZATION	ACRES	LOCATION	STATUS
Greg Farmer	28.75	Ames, IA	Enabled
North.	9738.61	1, Ne	Enabled

The screenshot shows the 'GROWER - US DEMO Retailer > Greg Farmer' interface. On the left, the sidebar is the same. The main panel has a teal header with a close button. Below the header is a navigation bar with tabs: 'Details', 'Farms', 'Work...', 'Docu...', 'Preci...', 'Users', 'Links', 'Syst...', and 'Aliases'. The 'Farms' tab is active. A table lists farms with columns: FARM, ACRES, LOCATION, and STATUS. The first row is 'E4 Test' with 28.75 acres, and is 'Enabled'. A green '+ Add Farm' button is in the top right of the table area.

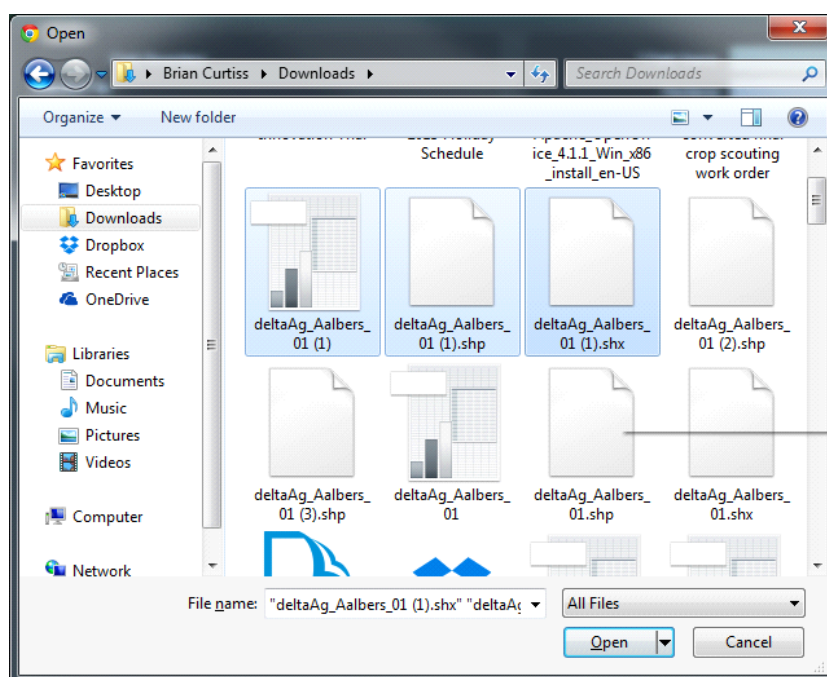
FARM	ACRES	LOCATION	STATUS
E4 Test	28.75		Enabled

The screenshot shows the 'FARM - US DEMO Retailer > Greg Farmer > E4 Test' interface. On the left, the sidebar is the same. The main panel has a teal header with a close button. Below the header is a navigation bar with tabs: 'Details', 'Fields', and 'Aliases'. The 'Fields' tab is active. A table lists fields with columns: FIELD NAME, ACRES, CROP, IRRIGATED, and STATUS. The first row is 'E4 Test 5445' with 28.75 acres, 'Dry' irrigation, and is 'Enabled'. A green '+ Add Field' button is in the top right of the table area.

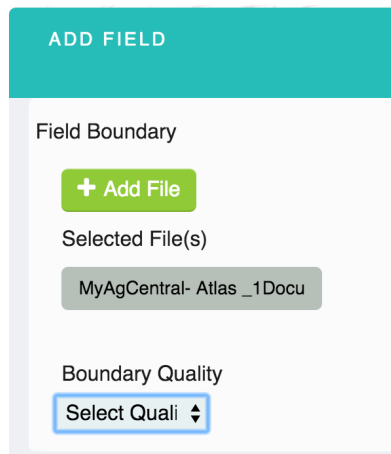
FIELD NAME	ACRES	CROP	IRRIGATED	STATUS
E4 Test 5445	28.75		Dry	Enabled

- Click the green 'Add File' button and selecting the proper field boundaries from your device
(The field boundaries are contained in a set of files which include a .dbf a .shp and a .shx file)

- Click on the files needed and click the 'Open' button to load the boundary files into the software



-Boundary Quality refers to the system the field boundaries were generated from

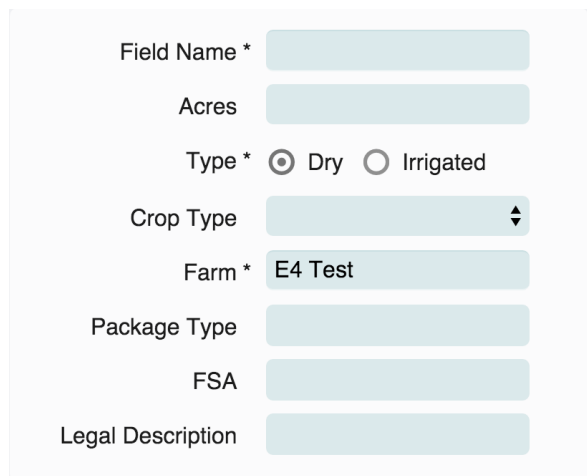


The screenshot shows a form titled "ADD FIELD". Under the "Field Boundary" section, there is a green button with a plus icon and the text "+ Add File". Below this, the "Selected File(s)" section shows a grey pill-shaped button with the text "MyAgCentral- Atlas _1Docu". The "Boundary Quality" section features a dropdown menu with the text "Select Quali" and a downward arrow icon.

-Entered requested information

-Fields marked by a * denote required information

-For Type, select dry or irrigated field. Selecting an irrigated field will then ask for Irrigated Acres



The screenshot shows the lower portion of the "ADD FIELD" form. It contains several input fields: "Field Name *" (a light blue text box), "Acres" (a light blue text box), "Type *" (radio buttons for "Dry" and "Irrigated", with "Dry" selected), "Crop Type" (a light blue dropdown menu with a downward arrow), "Farm *" (a light blue text box containing "E4 Test"), "Package Type" (a light blue text box), "FSA" (a light blue text box), and "Legal Description" (a light blue text box).

- Crop Type, click the drop down to select the crop that way grown on the field
- Once all information is added, click Add Field
- Once that is complete, the field that was just added will appear under the Fields tab

ADD FIELD

Close

Field Boundary

+ Add File

Selected File(s)

Boundary Quality

Field Name *

Acres

Type * ☒ Dry ☐ Irrigated

Crop Type

Package Type

Country * USA

County

Section

Township

Range

Legal Desc

Latitude

Cancel

+ Add Field

FARM - Happy Horse Farm > John Smith > Lynch Farm

Close

Details

Fields

Aliases

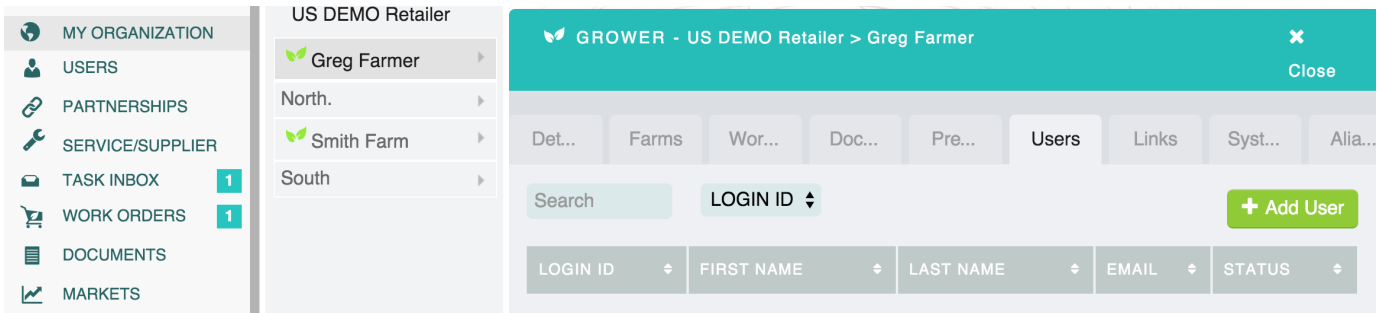
+ Add Field

	FIELD	ACRES	CROP	IRRIGATED	STATUS
	West Quarter	80.00	Corn	Dry	Enabled

3.5 Add User

To add a User to the 'Organization'

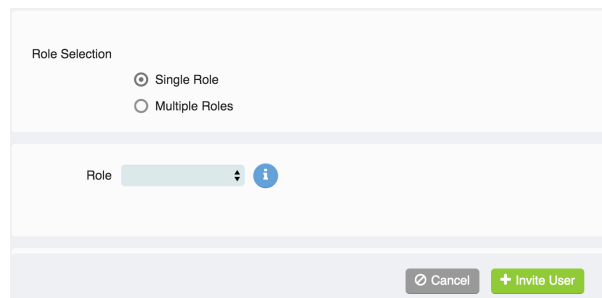
- Click on My Organization on the left navigation list
- Click on the correct Organization
- Click on the Users tab
- Click on the green Add User



- Login ID, this field must be unique to the specific Organization. No two users can share the same Login ID
- Requested By is the User that is setting up the new User
- Organization refers to the Organization that the new User is being created under. This can self-populate if opened under the specific Organization that the User is being added to
- Fields marked by a * denote required information

The screenshot shows a modal window titled 'ADD USER'. It contains several input fields: 'Login ID *', 'Requested By *', 'Organization' (pre-filled with 'Greg Farmer'), 'First Name *', 'Last Name *', 'Email *', 'Address', 'Address 2', and 'City'. There is also a radio button group for 'United Suppliers User' with 'Yes' and 'No' options. At the bottom right are 'Cancel' and 'Invite User' buttons.

-Role Selection refer to which work orders and tasks will be assigned to the new user

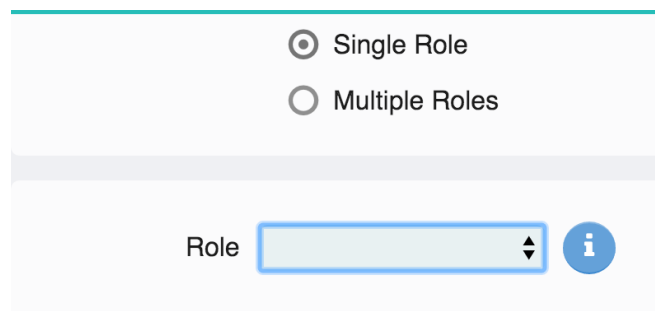


Role Selection

☒ Single Role
☐ Multiple Roles

Role ⓘ

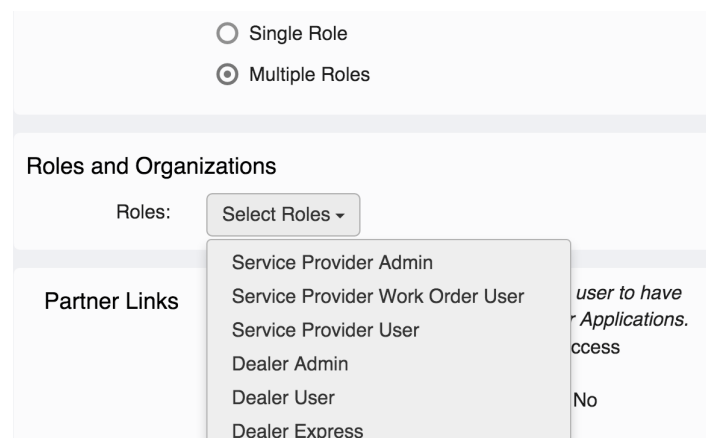
-Single role -click appropriate bubble, click drop down menu, choose a single entry from the list of entries



☒ Single Role
☐ Multiple Roles

Role ⓘ

-Multiple role -click multiple roles bubble, click drop down menu, click the multiple roles for the user, if the wrong role is click, click it again, once all roles have been selected, click on the drop down again to move on to the next step



☐ Single Role
☒ Multiple Roles

Roles and Organizations

Roles:

Partner Links

- Service Provider Admin
- Service Provider Work Order User
- Service Provider User
- Dealer Admin
- Dealer User
- Dealer Express

user to have Applications. access

No

- 'Partner Links' allow access to partner Applications without having to sign in elsewhere
- Click the bubble next to the applications you wish to have access to

ADD USER × Close

Partner Links *Use the selections below to allow a user to have access to any of the ATLAS partner Applications.*

Allow Application Access

Sales Analytics	<input checked="" type="radio"/> Yes	<input type="radio"/> No
AgSync	<input type="radio"/> Yes	<input checked="" type="radio"/> No
DN2K - MyAgCentral	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Nutra-Links	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Sustain	<input type="radio"/> Yes	<input checked="" type="radio"/> No

Cancel + Invite User

- The new role will ask you to select an organization that the new User will perform the role for.
- Click on the green plus sign
- This brings up a list of Organizations

Supplier VRS Processor ×

Select the Organizations for which this user can perform the role "Supplier VRS Processor"

Supplier Soil Sampler ×

Select the Organizations for which this user can perform the role "Supplier Soil Sampler"

Lab User ×

Select the Organizations for which this user can perform the role "Lab User"

- From this list, the user can be assigned to the specific Organizations to whom they can function in as the selected role
- Once the Organization is selected, click on the green 'Add Selections' button

Select Organizations to be associated to

dn2k-system-root

Austin's Test SP

Beverly Hills Crop

Changed License Type

Firefly SP

Happy Horse Farm





Leemur Top

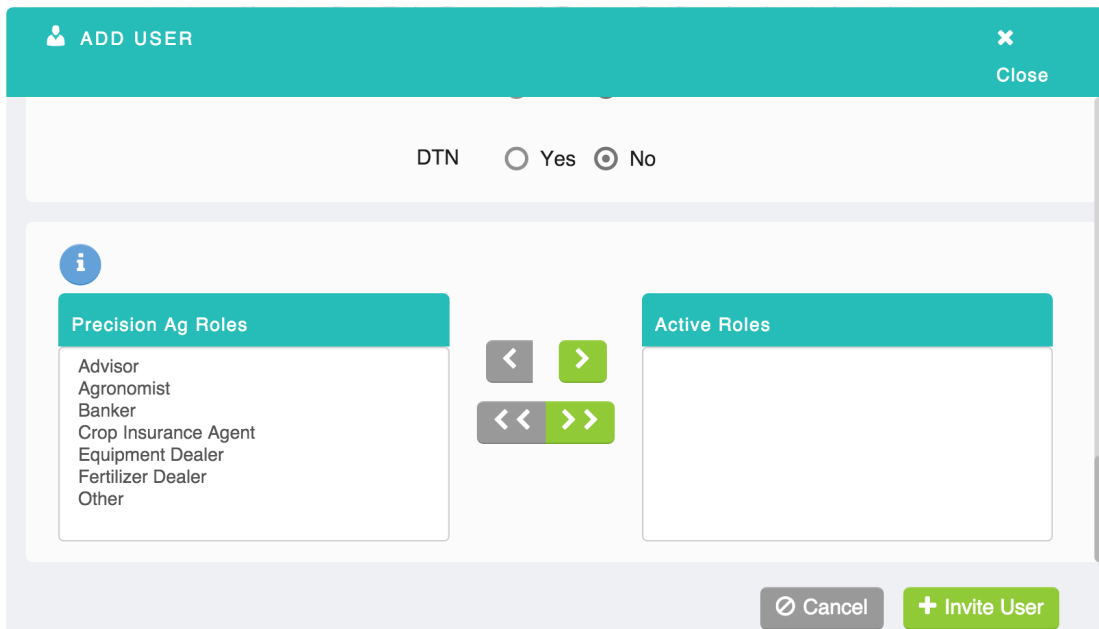
Lonestar SP

Skylex

Cancel

Add Selections

- Final step is to add Precision Ag roles
- Click on the Role and click the green right pointing arrow  to move them to the Active Roles
- To move all Roles, click on the double arrow 
- To remove a Precision Ag role click on the left facing blue arrow 
- To remove all the selected roles click on the double blue left pointing arrow 
- Once completed, click green Invite User button



- User will now receive a welcome email
- User can now be seen under 'Users' tab of the 'My Organization' page

Details	Farms	Work ...	Docu...	Preci...	Users	Links	Syste...	Aliases
Search		LOGIN ID				+ Add User		
LOGIN ID	FIRST NAME	LAST NAME	EMAIL	STATUS				
12345	Steve	Baker	steve@hotmail.com	ACTIVE				

3.6 Work Order tab





- All works orders for the selected organization are displayed on this tab
- There are no filters, but all types are displayed (In-Progress, Cancelled, Completed, and Pending)

REGION - US DEMO Retailer > North.

Close

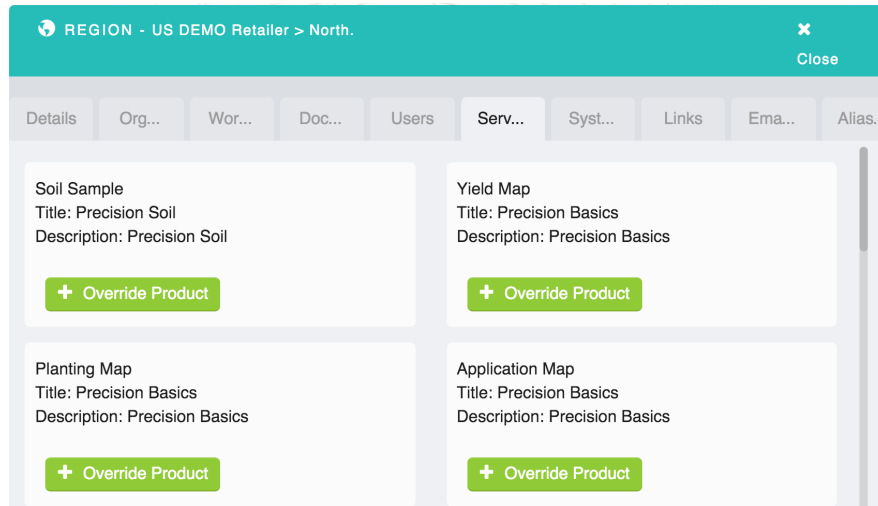
DetailsOrg...Wor...Doc...UsersServ...Syst...LinksEma...Alias...

Order #

	ORDER#	TYPE	GROWER	FIELD	TASK	STATUS	START DATE	DUE DATE	NOTES
!	AM-362		North Grower	Treadstone			02/23/2016	03/04/2016	4
!	YM-300		North Grower	Test Field	Upload Processed Files		02/11/2016	02/21/2016	1

3.7 Services

- This tab allows modification of certain work orders for the selected organization
- Click on the 'Override Product' button

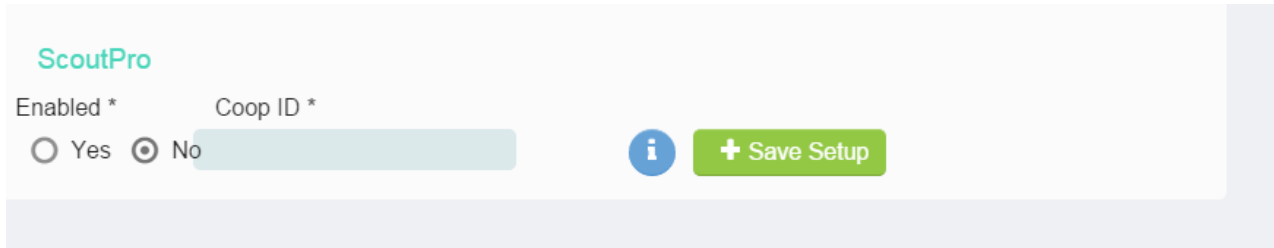


- Each work order type can be enabled or disabled, and the disabled ones will not appear as an option in the Add Work Order window

A screenshot of a dialog box titled 'Soil Sample (Overridden)'. It contains two radio buttons for 'Enabled' (selected) and 'Disabled'. Below these are two text input fields for 'Title' and 'Description', both containing the text 'Precision Soil'. At the bottom, there are two buttons: a green 'Change Product' button and a grey 'Delete Override' button.

3.8 System

- Credentials for external systems can be entered on this tab, and they can be enabled/ disabled
- Click the Yes radial button to add and then click 'Save Setup'
- External System are other applications that have been tied to this application to work together
 - Examples would be John Deere, Farmobile, Agsense, ScoutPro



The image shows a user interface for setting up an external system named "ScoutPro". The title "ScoutPro" is displayed in teal. Below the title, there are two labels: "Enabled *" and "Coop ID *". Under "Enabled *", there are two radio buttons: "Yes" and "No", with the "No" button selected. To the right of the radio buttons is a light blue text input field for "Coop ID *". Further right is a blue circular information icon with a white 'i'. To the right of the information icon is a green button with a white plus sign and the text "Save Setup".

3.9 Links

- Links to external sites can be created on this tab
- Click 'Add Link'

REGION - US DEMO Retailer > North.

Close

DetailsOrg...Wor...Doc...UsersServ...Syst...LinksEma...Alias...

+ Add Link

ICON	NAME	LABEL	URL	ACTIONS
------	------	-------	-----	---------

- The URL to the site is entered here, and the link can be selected to either open in the app or in a new window
- The link can also be added to the main left navigation tool bar

REGION - US DEMO Retailer > North.

Close

DetailsOrg...Wor...Doc...UsersServ...Syst...LinksEma...Alias...

ICON	NAME	LABEL	URL	ACTIONS
<div>+ Add File</div> <div>Selected File(s)</div> <div>MyAgCentral- Atlas _1Docu</div>			https://	<div><div></div><div></div></div>

3.10 Email Template

- The welcome emails sent to new users can now be custom edited by Service Providers and Admins
- For the editable templates, click on the 'Name'

NAME	DESCRIPTION	TYPE	LAST MODIFIED ON
Middle Users "Welcome to Application" email template	Customizable template of the "Welcome to Application" email sent to new users added under a top level organization. This includes new users created on the Add User page and the auto created middle organization primary contact user.	Default	
Default Users "Welcome to Application" email template	Customizable template of the "Welcome to Application" email sent to new users added to an organization. This includes new users created on the Add User page and the auto created organization primary contact user.	Default	
Grower Users "Welcome to Application" email template	Customizable template of the "Welcome to Application" email sent to new users added to a Grower organization. This includes new users created on the Add User page and the auto created Grower organization primary contact user.	Default	

- Who the email is sent from and the Subject of the emails can also be edited
- The Email Body comes with a full list of text editing options plus the ability to attach images via image URL.

Email Template

Template Name	Grower Trial Users "Welcome to Application" email temp
* Subject	New {{corpDisplayName}} User Setup
Email Body *	<div> </div> <p>Farming is difficult. Weather, markets and technology make for a full management plate. {{corpDisplayName}} may not be able to change the weather or move markets but it can make managing a modern farm simpler and easier.</p> <p>Your trusted {{Level1UserOrgName}} along with their</p>

Email Tags

User tags to personalize your emails. To add a tag to your email template, copy-and-paste or simply type the tag's value into the Email Body.

- User Tags**

Name: {{userName}} *Required
- Name Tags**

Corporate: {{corpDisplayName}}

Top Org
Type: {{TopUserOrgName}}

Grower: {{growerName}}

Level 1 Org
Type: {{Level1UserOrgName}}

Cancel Save

3.11 Aliases

- Admin and top level users can enter aliases on this tab
- These aliases are used to store information needed for interaction with the associated external system
- Click the 'Add Object Alias button'
- Enter the required information and then click 'Create'

The screenshot shows the 'Aliases' tab in a software interface. The tab is selected, and a form is displayed for adding a new object alias. The form includes the following fields:

- External System Type ***: A dropdown menu with the text 'Select a System Type' and a downward arrow.
- External Ref Id ***: A text input field.
- External Ref Type ***: A text input field.

At the bottom of the form, there are two buttons: a grey 'Cancel' button with a circular arrow icon, and a green '+ Create' button. In the top right corner of the 'Aliases' tab, there is a green button with a white plus sign and the text '+ Add Object Alias'.