



Nutrient Advantage Pro User Guide 2019

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WELCOME

Nutrient Advantage Pro (NA Pro) is a NEW online decision support system designed to assist in the interpretation and reporting of soil, plant tissue and water test information.

NA Pro also assists in the collection, management, sending and receiving of soil, tissue and water analytical information between customers and the Nutrient Advantage Laboratory that is accessible anywhere, anytime from any device with internet service.

The new paperless system operates through a browser and is suitable for laptops, tablets, smartphones or desktop computers.

NA Pro, has the capability of data sharing between agronomists working for the same business.

For further support, Customers should contact Customer Support on 1800 803 453 or email lab.feedback@incitecpivot.com.au

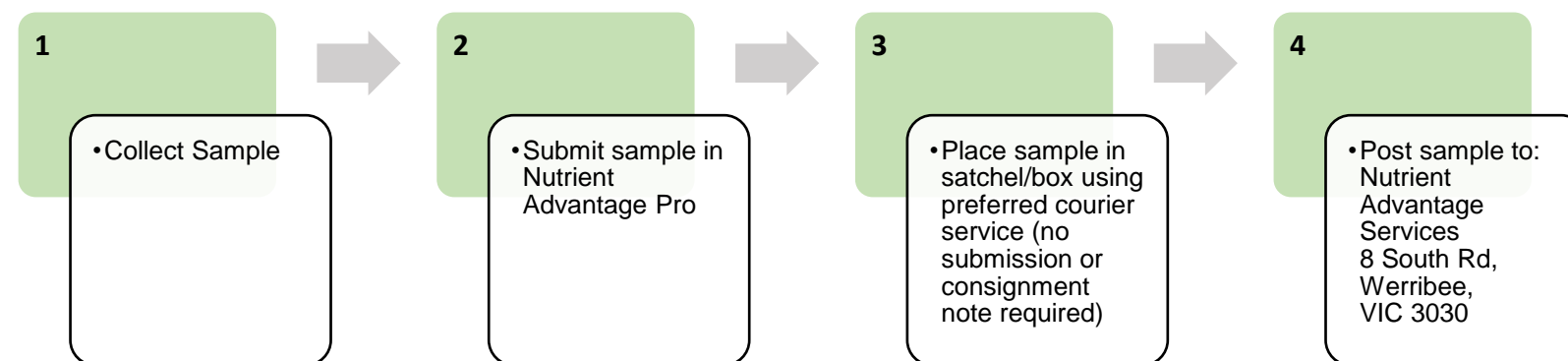
User Type

NA Pro has been designed for all types of User levels, depending on the accreditation level achieved.

This status can only be activated by Help Desk at the time of registration and on completion of the accreditation course.


USER	DESCRIPTION
Sales L2	An L2 User is tailored to suit fertiliser sales personnel and staff with limited agronomy knowledge. It enables entry of sample information into NA Pro on behalf of other L2 staff members or L3 Adviser. An L2 User can nominate a more senior L3 Adviser to complete fertiliser recommendations on their behalf.
Adviser L3	Designed for accredited Agronomists to provide nutrient advice to customers, tailoring a nutrient solution to best meet the individual needs of customers.
Fertcare Accredited Advisor (FAA L4)	Designed for accredited Agronomists that are Fertcare C accredited

Sampling Process



ACCESSING NUTRIENT ADVANTAGE PRO

To access NA Pro you will require the web link, email address and password. These details have been included in your Welcome email.



Knowledge | Productivity | Responsibility

Email

Password

Login

☒ Remember login

Log in with IPL Single Sign-On

The use of NUTRIENT ADVANTAGE® Pro Software is governed by the ([User Licence Agreement](#)). By using the Software, You are deemed to have accepted the User Licence Agreement and agree to be bound by its terms.

Incitec Pivot collects, stores and uses personal information in accordance with its ([Privacy Policy](#)). By using the Software or submitting Your personal information, You consent to Incitec Pivot collecting, storing and using Your personal information in the manner set out in the policy.

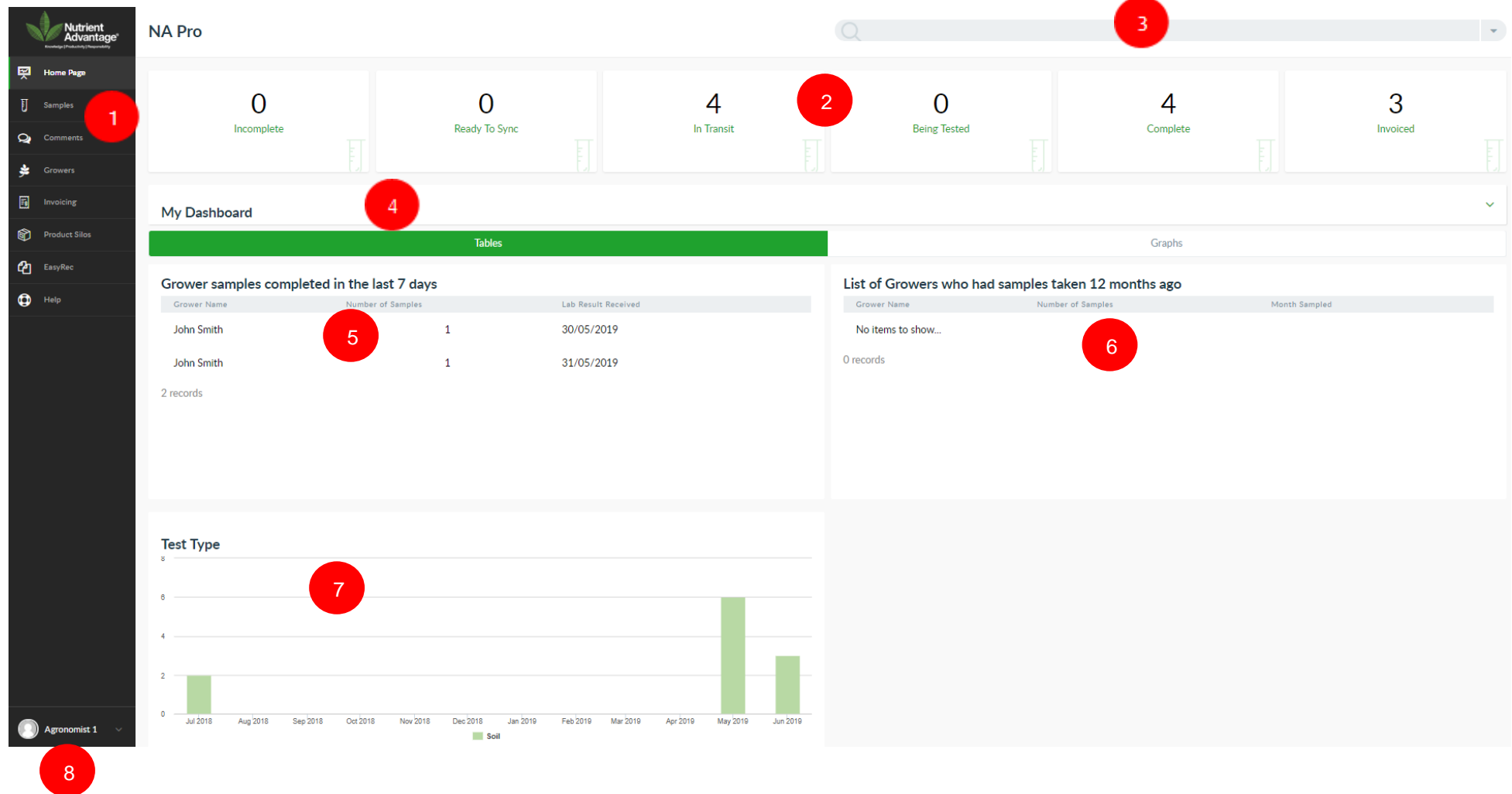
Customer Support 1800 803 453



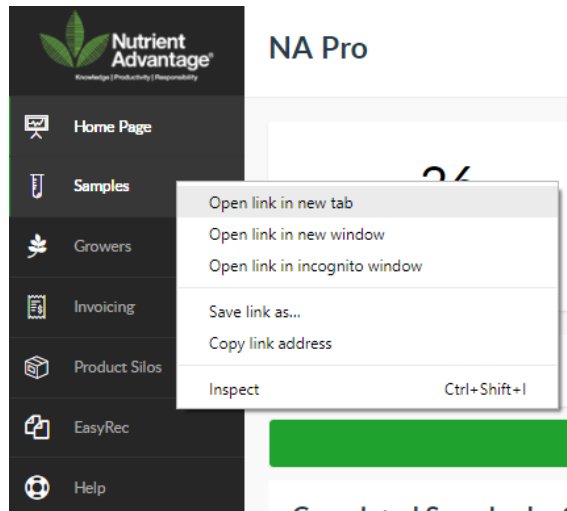
Enter your email address and password and click '**Login**'. You will then be directed to the Home Page. If you are having trouble logging in, please contact Customer Support 1800 803 453.

HOME PAGE / DASHBOARD MENU

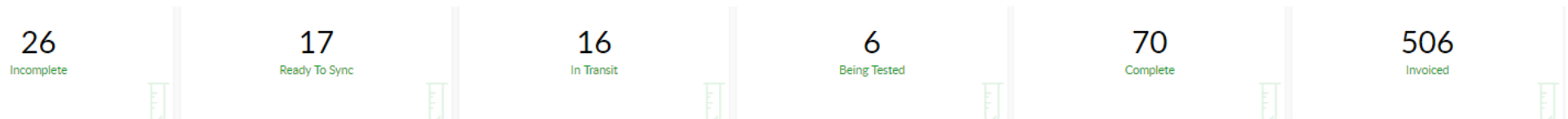
Once login is successful the **Home Page** screen will be displayed. The home page is also known as the user dashboard. The dashboard is an interactive tool that organizes and presents data in a way that it is easy to understand.



- 1 Menu:** A quick access to the different functionalities within the program. The user has the ability to open multiple windows by left clicking on the menu i.e. Samples, select new tab or new window



- 2 Sample Status:** Gives an outlook of all samples that have been sampled and the stage the sample is at.



Incomplete: holding dock for samples that have been saved but not submitted. Samples can be deleted or edited when incomplete

Ready To Sync: Sample has been submitted in NA Pro waiting transmission to Lab system

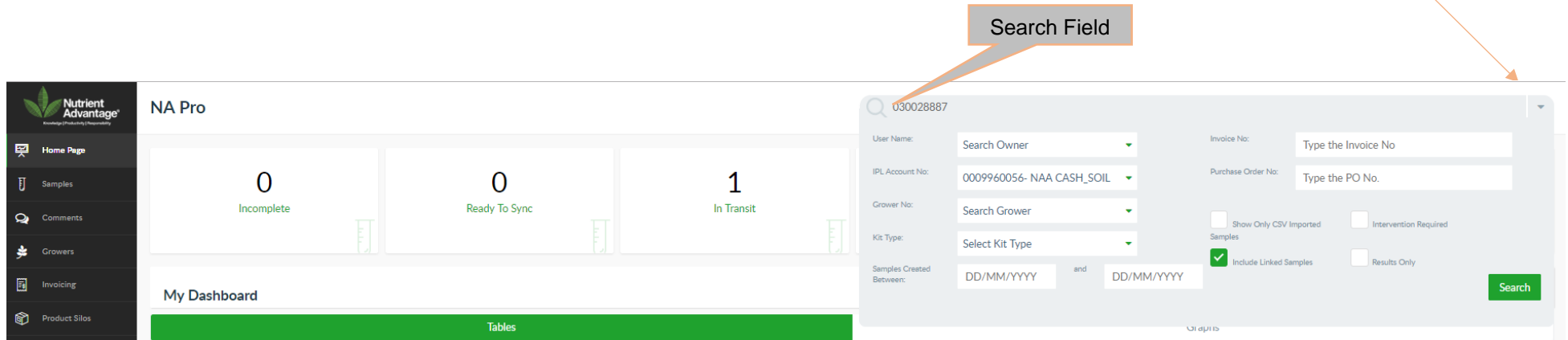
In Transit: Sample has been received in Labware waiting physical soil sample

Being Tested: Physical samples has arrived in Laboratory and logged for testing.

Complete: Lab Results are available, waiting recommendation from IPL agronomist

Invoiced: Samples has been completed and invoice generated.

- 3 **Search field:** Search sample by entering sample number and hit enter on keyboard or expand search filters by clicking on the drop-down arrow. Once you are happy with the search criteria click **Search**. This will take you straight to the Samples screen



The screenshot shows the Nutrient Advantage Pro dashboard. On the left is a sidebar with navigation links: Home Page, Samples, Comments, Growers, Invoicing, and Product Silos. The main area is titled 'NA Pro' and contains three summary cards: '0 Incomplete', '0 Ready To Sync', and '1 In Transit'. Below these is a 'My Dashboard' section with a 'Tables' button. A search panel is open on the right, titled 'Search Field'. It contains a search bar with the value '030028887' and a dropdown arrow. Below the search bar are several filter fields: 'User Name' (Search Owner), 'IPL Account No' (0009960056- NAA CASH_SOIL), 'Invoice No' (Type the Invoice No), 'Purchase Order No' (Type the PO No.), 'Grower No' (Search Grower), 'Kit Type' (Select Kit Type), and 'Samples Created Between' (DD/MM/YYYY and DD/MM/YYYY). There are also checkboxes for 'Show Only CSV Imported Samples', 'Include Linked Samples' (checked), 'Intervention Required', and 'Results Only'. A green 'Search' button is at the bottom right of the panel.

If you do not wish to do a search you can close the panel by clicking the same drop-down arrow.



My Dashboard: Presents data in a table or Graph based on Soil/Tissue Kit Type can select all account or a single customer can have up to 4 analytes with **Date range**

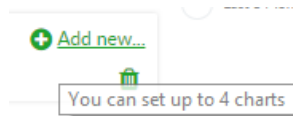
My Dashboard

User: Account:

Date Range: ☒ Last 12 Months ☐ Last 6 Months ☐ Last 3 Months ☐ Last Month

Graphic Charts: No charts set up for user...

- To create a new chart, click on **Add new**
- Select Kit Type and then Select Nutrient graph.



Setup a Chart

Select Kit Type
- Select a kit type -
- Select a kit type -
All Soil
All Tissue
Soil Cropping (SC)
Sub Soil Cropping (SR)
Soil Horticulture (SH)
Sub Soil Horticulture (SO)
Soil Pasture (SP)
Sub Soil Pasture (SE)
Soil Nitrogen (SN)
Soil Sugar (SS)
Tissue Cropping (TC)
Tissue Horticulture (TH)
Tissue Pasture (TP)
Tissue Sugar (TS)

Select Nutrient Graph
- Select a Nutrient Graph -

Add Graphic

Setup a Chart

Select Kit Type
Soil Pasture (SP)

Select Nutrient Graph
Nitrate Nitrogen

Add Graphic

- Click **Add Graphic**. This will populate the data selected into the **Graphic Chart** field.

My Dashboard

User

Agronomist 1

Account

All Accounts

Date Range

☒ Last 12 Months
 ☐ Last 6 Months
 ☐ Last 3 Months
 ☐ Last Month

Graphic Charts

All Soil

All Soil

All Soil





All Soil

pH (Water)

Phosphorus (Colwell)

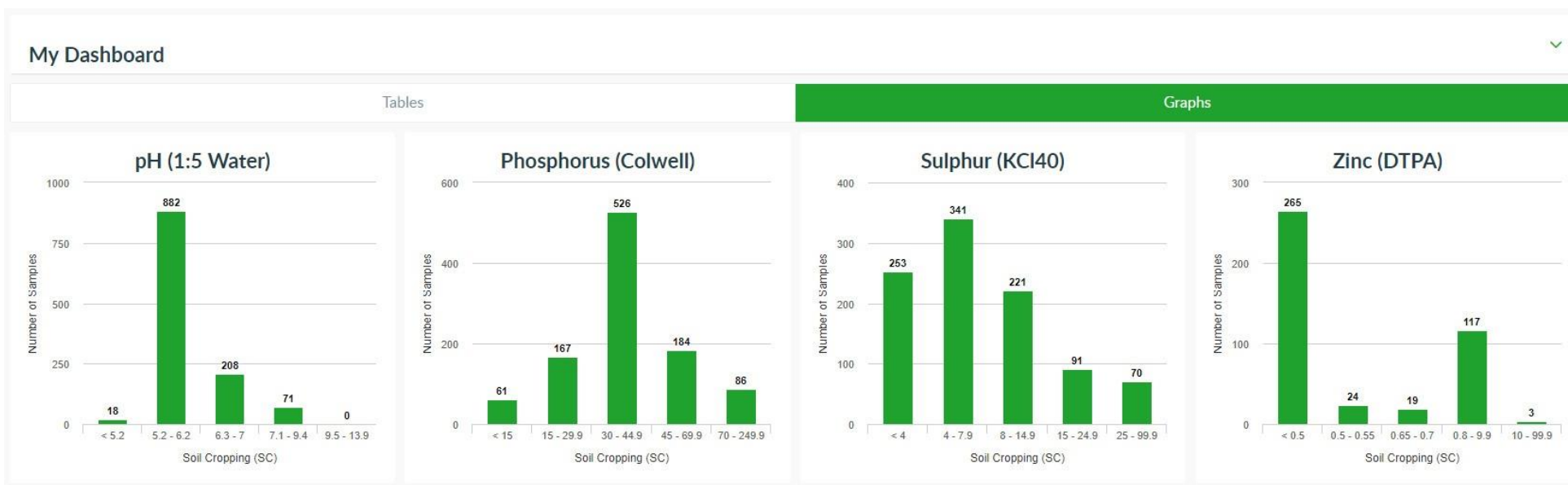
Sulphur (KCI40)


Zinc (DTPA)

Save My Dashboard

To view the Graph for the last 12 months. Click **Save My Dashboard**, data will be presented as follows;



To remove graph from the dashboard, click on the green bin  on the right-hand side of the nutrient listed and click **OK**

incitecpivotlimited-dev1.outsystemsenterprise.com says
Are you sure you want to remove this chart from your dashboard?

OK Cancel

5

Growers sample completed in last 7 days: A system generated overview that lists the number of samples that have been sampled by Growers in the last 7 days.

Grower samples completed in the last 7 days

Grower Name	Number of Samples	Lab Result Received
John Smith	1	30/05/2019
John Smith	1	31/05/2019

2 records

In this example John Smith has only had one sample completed in the last 7 days.

6

List of Growers who had samples taken 12 Months Ago: A system generated overview that lists the number of samples that have been taken by Growers 12 Months from now.

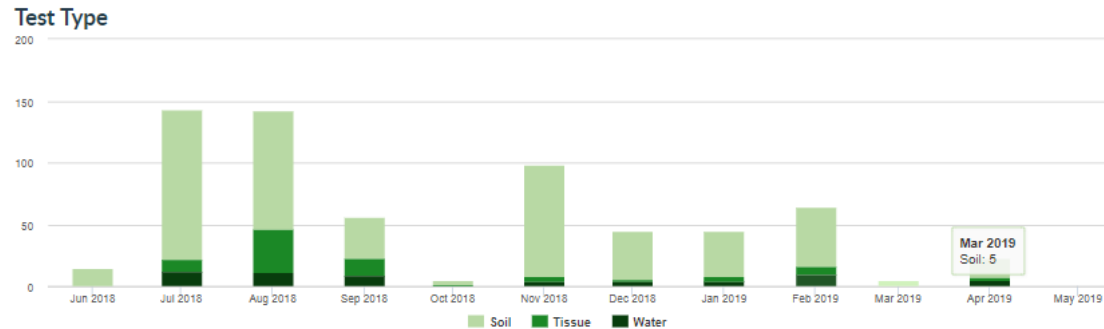
List of Growers who had samples taken 12 months ago

Grower Name	Number of Samples	Month Sampled
-------------	-------------------	---------------

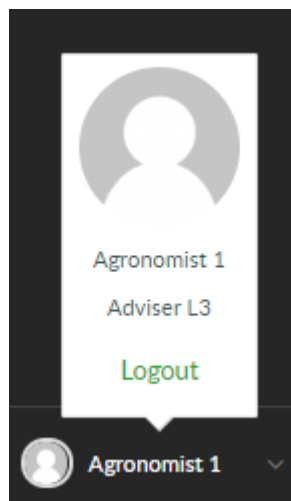
No items to show...

0 records

- 7 Test Type:** A system generated graph that presents data based on number of Samples x Sample Type (Water, Tissue and Soil) that has been sampled within 12 months.

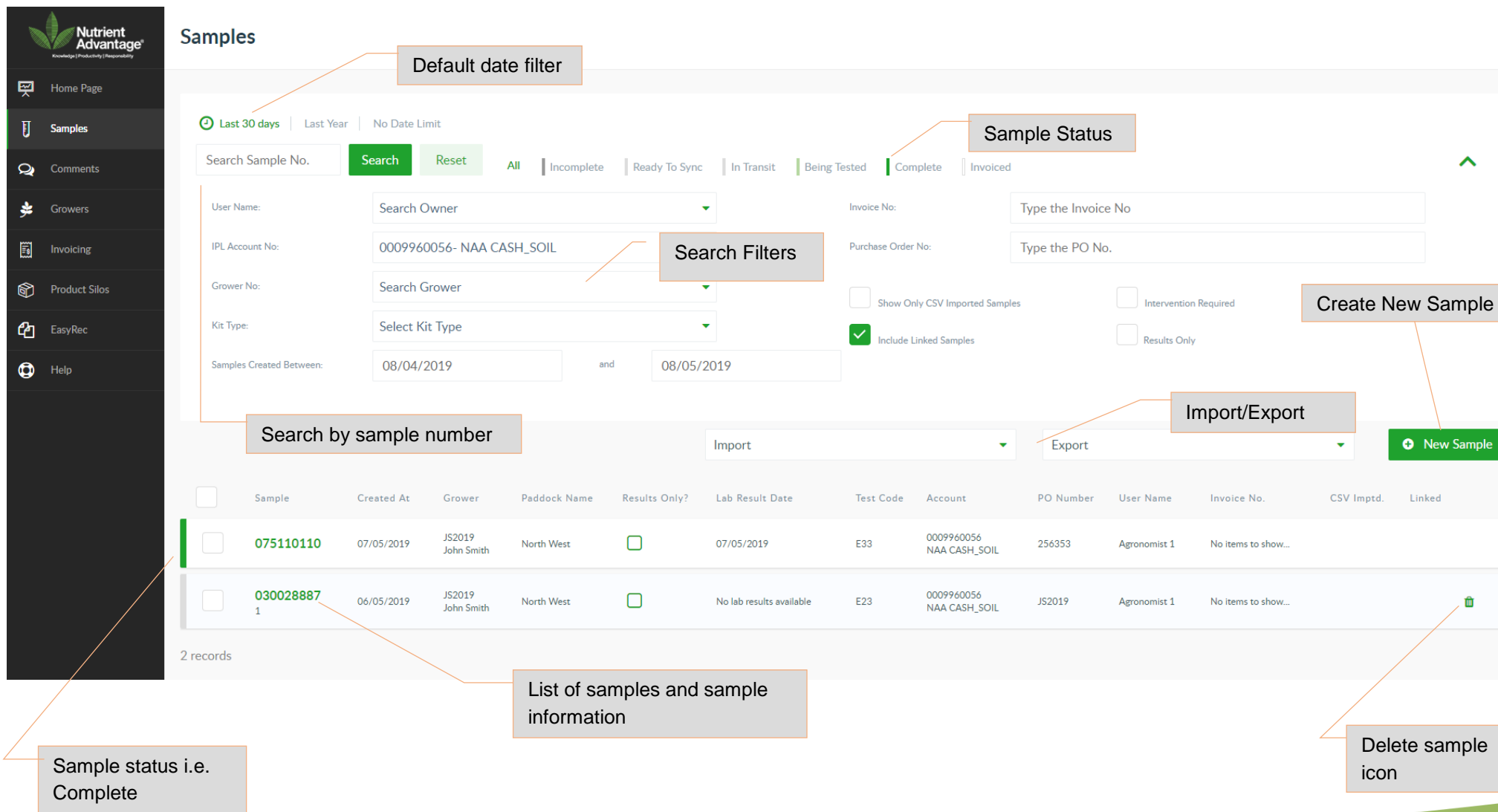


- 8 User Login:** Shows the name of user logged in and their User type. Depending on your User access level, functions on the Menu bar (left hand side) will be enabled or disabled.



SAMPLES MENU

The sample screen allows the sample owner to log samples and view all sample information in the database.



Samples

Default date filter: Last 30 days | Last Year | No Date Limit

Search Sample No. [Search] [Reset] All | Incomplete | Ready To Sync | In Transit | Being Tested | **Complete** | Invoiced

Search Filters

User Name: Search Owner Invoice No: Type the Invoice No

IPL Account No: 0009960056- NAA CASH_SOIL Purchase Order No: Type the PO No.

Grower No: Search Grower

Kit Type: Select Kit Type

Samples Created Between: 08/04/2019 and 08/05/2019


☐ Show Only CSV Imported Samples ☐ Intervention Required

☒ Include Linked Samples ☐ Results Only

Create New Sample [New Sample]

Import/Export [Import] [Export]

Search by sample number

<input type="checkbox"/>	Sample	Created At	Grower	Paddock Name	Results Only?	Lab Result Date	Test Code	Account	PO Number	User Name	Invoice No.	CSV Imptd.	Linked
<input type="checkbox"/>	075110110	07/05/2019	JS2019 John Smith	North West	<input type="checkbox"/>	07/05/2019	E33	0009960056 NAA CASH_SOIL	256353	Agronomist 1	No items to show...		
<input type="checkbox"/>	030028887 1	06/05/2019	JS2019 John Smith	North West	<input type="checkbox"/>	No lab results available	E23	0009960056 NAA CASH_SOIL	JS2019	Agronomist 1	No items to show...		

2 records


List of samples and sample information

Sample status i.e. Complete

Delete sample icon

Enter New Sample

In **Main Menu** select **Samples**



Knowledge | Productivity | Responsibility

- Home Page
- Samples**
- Comments
- Growers
- Invoicing
- Product Silos
- EasyRec
- Help

Samples

🕒 Last 30 days | Last Year | No Date Limit



<input type="checkbox"/>	Sample	Created At	Grower	Paddock Name	Results Only?	Lab Result Date	Test Code	Account	PO Number	User Name	Invoice No.	CSV Imptd.	Linked

- Click New Sample

Floating Panel

← Back to Samples

New Sample

Sample Details

Account

Owner *

Account *

Add a Grower

Intervener

Grower *



Nearest Town

Grower State

Agronomy Region

Purchase Order *



Paper Form



Waive Data Entry

Sample Summary


Sample Number	Sample Date
	06/05/2019
Purchase Order Number	Labware Project Number
	-
Grower	
-	
Industry	Test Code
-	-

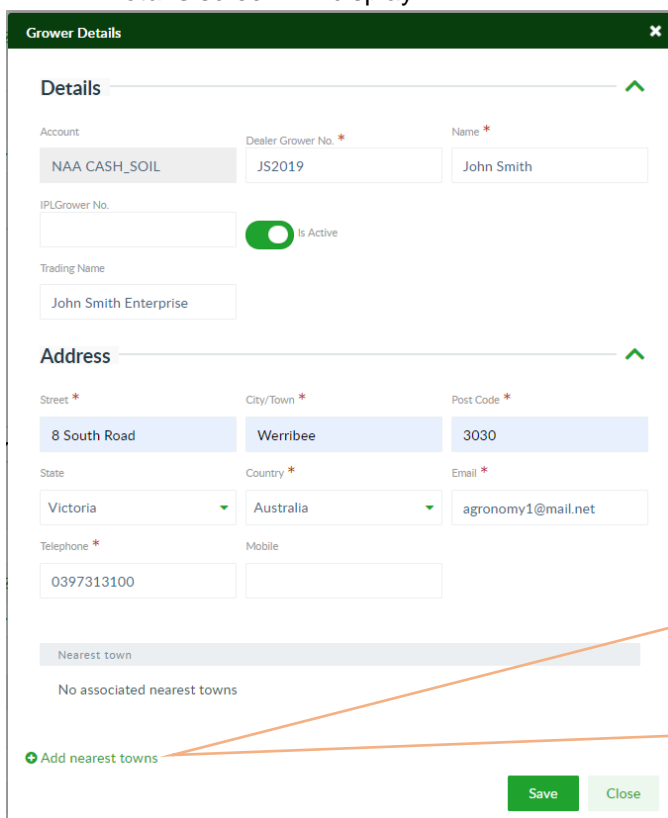
Account, Sample Details and Enterprise Details will be entered in this screen. Complete all required fields. Fields with red asterisk * are mandatory.

*Paper form  and Waive Data Entry  toggle is only active for Customer Service.

*Sample Information will be visible on the **Floating Panel** on the right-hand side. This panel will always be visible when scrolling up or down.

Account: Owner, Account and Intervener fields will be automatically populated. This information is derived from the User Profile.

- Click twice on **Grower** field to show existing growers, if no growers exist you will need to **Add a Grower** by clicking on . The following **Grower Details** screen will display



Grower Details

Details

Account: NAA CASH_SOIL

Dealer Grower No. *: JS2019

Name *: John Smith

IPLGrower No.:

Is Active: ☒

Trading Name: John Smith Enterprise

Address

Street *: 8 South Road

City/Town *: Werribee

Post Code *: 3030

State: Victoria

Country *: Australia

Email *: agronomy1@mail.net


Telephone *: 0397313100

Mobile:

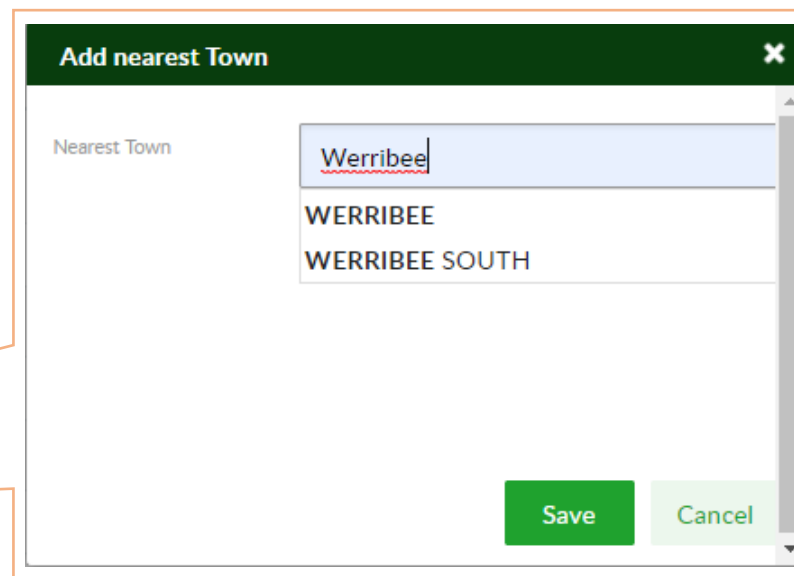
Nearest town: No associated nearest towns

+ Add nearest towns

Save Close

 A grower can also be created from the main menu under Growers [\(pg.58\)](#)

Before saving the grower a nearest town needs to be added by clicking on 'Add nearest towns' (multiple towns for the same grower can be added)




Add nearest Town

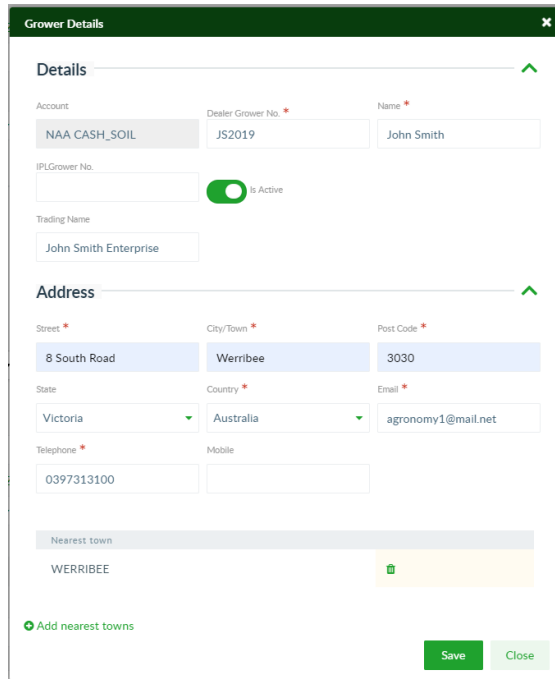
Nearest Town: Werribee

WERRIBEE

WERRIBEE SOUTH

Save Cancel

- Click **Save** and the town will now be displayed in the **Nearest Town** field. You can add more than one town for the same grower. If you have entered the incorrect town you can delete by pressing the green bin icon  on the right-hand side.



Grower Details

Details

Account: NAA CASH_SOIL Dealer Grower No. *: JS2019 Name *: John Smith

IPLGrower No.: ☒ Active


Trading Name: John Smith Enterprise

Address

Street *: 8 South Road City/Town *: Werribee Post Code *: 3030

State: Victoria Country *: Australia Email *: agronomy1@mail.net


Telephone *: 0397313100 Mobile:

Nearest town: WERRIBEE 

[Add nearest towns](#)

Save **Close**

- Click **Save** to save Grower. The following message will be displayed at the top of the screen

 **New Grower successfully saved**

- Click **Grower** field, enter text. This will list all Growers available that are linked to that account.

← [Back to Samples](#)


0009960056-NAA CASH_SOIL
JS2019-John Smith

Sample Version: [Send Report](#)

[Sample Details](#) [Lab Results](#) [Recommendation](#) [Comments](#) [Finance](#) [History](#) [Documents](#) [Reports](#)

Account

Owner * Account * Intervener

Grower *  Nearest Town Grower State

Agronomy Region Purchase Order * ☐ Paper Form ☐ Waive Data Entry


Sample Summary In Transit

Sample Number	Sample Date
030028887	06/05/2019
Purchase Order Number	Labware Project Number
JS2019	-
Grower	
JS2019 John Smith	
Industry	Test Code
Pasture	E23

[Cancel](#) [Save Draft](#)

- Select Grower - this will automatically populate fields Nearest Town and Agronomy Region.
- Enter Purchase Order and continue to **Sample Details** by scrolling on scroll bar on the right-hand side


Sample Details: All sample information will be entered in this field. All fields with red asterisk * are mandatory. Fields that are not required will be greyed out.





Knowledge | Productivity | Responsibility

- Home Page
- Samples**
- Comments
- Growers
- Invoicing
- Product Silos
- EasyRec
- Help

Sample Details


Soil


Tissue


Water

Results Only

Recommendation

EasyRec

Select EasyRec

Industry *

Pasture

Kit Type *

Soil Pasture - Topsoil

Sample Number *

030028887

Sampling Date *

05/2019

Paddock Name *

Select Paddock

Sample Name

Depth From (cm) *

0

Depth To (cm) *

Test Code

Select Test Code

Comments To Lab

GPS Northing

GPS Easting

Add On Test	Description
No items to show...	
+ Add Add-On Test	

Sample Summary

Sample Number	Sample Date
030028887	06/05/2019
Purchase Order Number	Labware Project Number
JS2019	-
Grower	
JS2019 John Smith	
Industry	Test Code
Pasture	-

[Cancel](#)
[Save Draft](#)
[Submit](#)


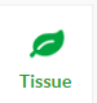
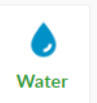
Tab across or select each field and enter or select relevant information pertaining to the sample.

For further information on how to add a [Paddock Name](#) and [Add On Test](#) please click on hyperlink.

- **Sample Type:** Select Soil, Tissue or Water depending on sample being submitted.
- **Results Only/Recommendation:** Select results only if you do not wish to have a recommendation generated. Please note that you will not get any optimal ranges for the analytes tested if you select Results Only.
- **EasyRec:** Select a standard EasyRec or a custom EasyRec based on the industry that sample has been taken. For further information on EasyRecs please go to [page 65](#)

Sample Details

Sample Type

Results Only

Recommendation

Industry *

Pasture

Kit Type *

Soil Pasture - Topsoil

Sample Number *

030028887

Sampling Date *

06/05/2019

Paddock Name *

North West

Sample Name

1

Depth From (cm) *

0

Depth To (cm) *

10

Test Code

EasyRec

Select EasyRec

Standard - Pasture Dairy5


Standard - SP_UNKNOWN_Details

Standard - Pasture Beef/Sheep1

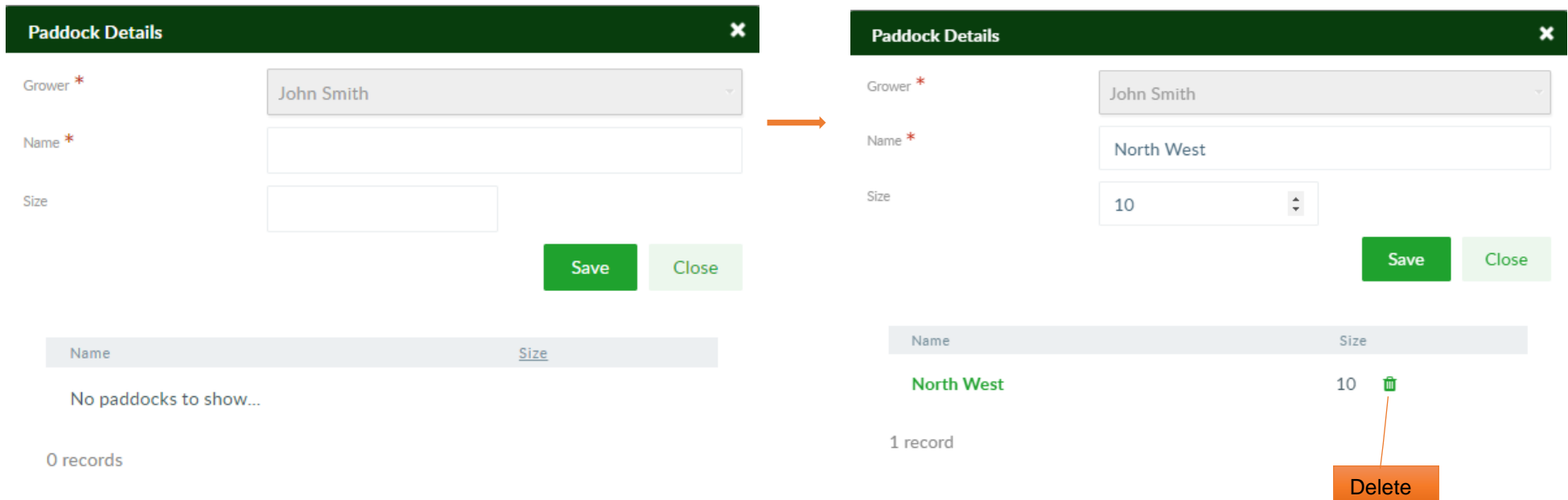
Standard - Pasture Beef/Sheep3

Standard - Pasture Dairy1

Standard - Pasture Dairy2

- *** Industry, Kit Type:** Select from the drop-down list
- *** Sample Number:** Enter 9-digit barcode number from soil bag.
- *** Sampling Date:** Select date when sample was taken.
- *** Paddock Name:** By clicking on the Paddock Name field, this will populate a list of paddocks associated with the Grower. If no paddock exists, you will need to create a New Paddock by clicking  **Add Paddock**.

Example: Paddock Screen



The diagram illustrates the Paddock Details screen in two states. On the left, the form is empty. On the right, after clicking the Paddock Name field, a list of paddocks is displayed. An orange arrow points from the empty form to the populated one.


Left Panel (Empty Form):

- Paddock Details** (Header with close button)
- Grower ***: John Smith (dropdown)
- Name ***: (empty text field)
- Size**: (empty text field)
- Buttons**: Save (green), Close (light green)
- Table**:


Name	Size
No paddocks to show...	
- Footer**: 0 records

Right Panel (Populated Form):

- Paddock Details** (Header with close button)
- Grower ***: John Smith (dropdown)
- Name ***: North West (text field)
- Size**: 10 (dropdown)
- Buttons**: Save (green), Close (light green)
- Table**:

Name	Size
North West	10 
- Footer**: 1 record

An orange arrow points from the 'Delete' button (labeled 'Delete' in an orange box) to the delete icon in the table row.

To delete paddock, click the green  bin icon on the right-hand side of paddock name. Return to Paddock Name field and select Paddock.

- **Test Code:** Analysis to be tested

Test Code

Select Test Code

E61 QLD Pasture (Topsoil - Basic)

E62 QLD Pasture (Topsoil - Standard)

E63 QLD Pasture (Topsoil - Comp)

E64 QLD Pasture (Subsoil - Basic)

E65 QLD Pasture (Subsoil - Standard)

E66 QLD Pasture (Subsoil - Comp)

E51 - SA Topsoil (Basic)

Add On Test Description

- **Comments to lab:** This is field is free text (250 characters) advising the lab of any information you would like them to be aware of.

Comments To Lab

030028887

- **GPS Northing & Easting:** GPS coordinates

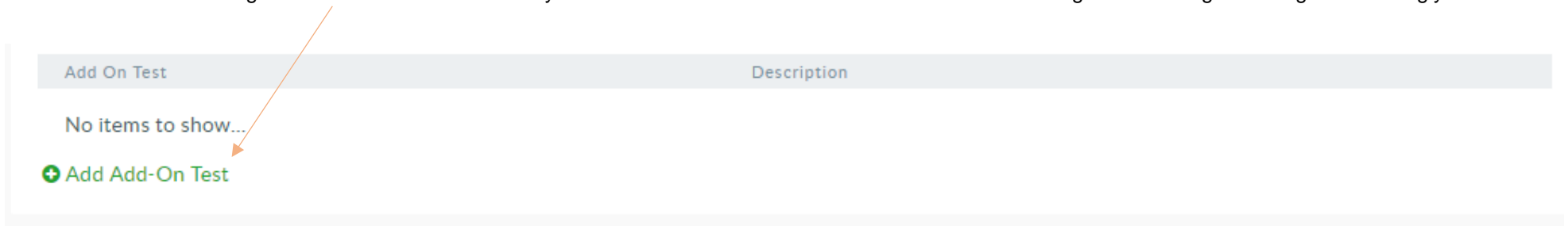
GPS Northing

3022222

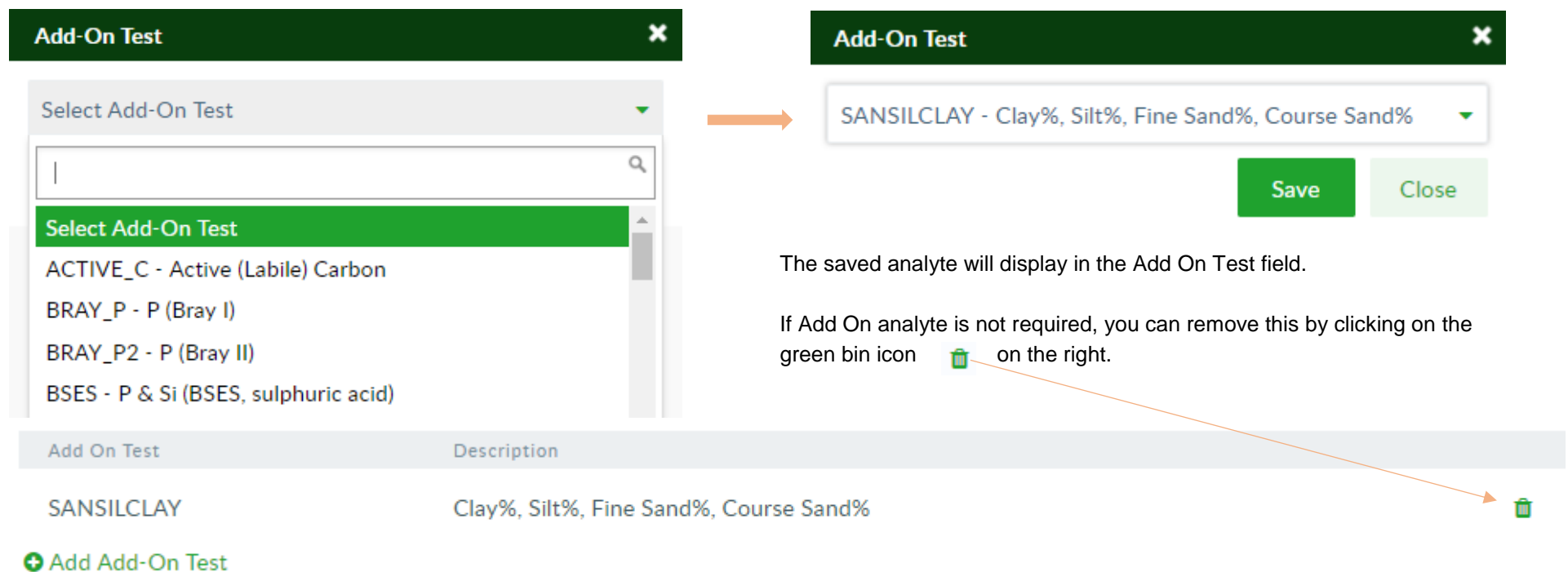
GPS Easting

3855444

- **Add on Test:** If the test code you have selected does not have a specific analyte that you would like tested. You can add the analyte/analytes by selecting **+Add Add-On Test**. The analyte will then be added to the selected test code for testing and invoicing will be charged accordingly.



The Add-On Test screen will populate. Select analyte and click **Save**




The saved analyte will display in the Add On Test field.









If Add On analyte is not required, you can remove this by clicking on the green bin icon on the right.

Add On Test	Description
SANSILCLAY	Clay%, Silt%, Fine Sand%, Course Sand%

Enterprise Details: Enterprise details are required for a system to generate an auto recommendation. This form contains the details of a sample for Enterprise Details, Soil Pasture (SP). All fields with red asterisk* are mandatory.



Knowledge | Productivity | Responsibility

-  Home Page
-  Samples
-  Comments
-  Growers
-  Invoicing
-  Product Silos
-  EasyRec
-  Help

Enterprise

Enterprise *
BEEF-SHEEP

Pasture Activity | Lucerne Activity

Pasture Activity: Sow New
Lucerne Activity: Select Lucerne

Proposed Sowing Method * Minimum Tillage
Time of Sowing * Autumn
Main Legume Species to be Sown * Sub Clover

Main Grass Species To Be Sown * Perennial Ryegrass
Major Legume Species * Sub Clover / Medic
Percentage of Major Legume (%) 0

Pasture Production Quality * Average
Cuts Per Year 0
Yield Per Cut (t/ha) 0

Average Annual Rainfall (mm) 750

Seed Production Type ☒ Seed Production
Select Method of Fertiliser App.

☐ Irrigation

Fodder: Select Fodder
Fodder Crop Type: Select Crop
Fodder Sowing Time: Select Timing

Dairy Cows Stocking Rate (cows/ha) 0
Dairy Cow Weights (kg) Select Dairy Cow Weight
Milk Production (Lts/cow/yr) 0


Total Milk Solids (kg/ha) 0
Brought In Hay/Silage (t/cow/yr) 0
Brought In Grain/Pellets (t/cow/yr) 0


Beef/Sheep Stocking Rate (dse/ha) * 12
☐ Hay/Grain Supplements


Other Stock Type
Other Stocking Rate (dse/ha) 0

Field Observations

If sample is irrigated slide toggle to the right

 Some fields may be enabled or disabled depending on sample enterprise.

 **Field Observation**
Field enables the User to enter text about the paddock or sample

 If the User does not know all the sample information at the time of sampling, they can leave the non-mandatory fields as unknown or 0 and return at later time to update the information. The User must not submit the if this is the case.

Save Sample - Sample Summary Floating Panel

Once all sample information has been entered the sample can be saved in two ways;

- **Save Draft:** By clicking 'Save Draft' the sample will be saved as a draft. This way the User has the ability to return to the sample at later date to make further updates or changes to their sample information. The sample will not transmit for testing.



Sample status will be incomplete

- **Submit:** By clicking 'Submit' the sample is saved and ready to sync to central server.



Sample status will be Ready To Sync

When sample is saved the following message will appear;

Sample Group

×

Add another Sample to the Group?

Yes

No

The User should only click **YES** if they have more samples to enter and wish for the samples to be grouped. Grouped samples will follow the process together and results will be released when all grouped samples are completed.

Sample Summary


Sample Number	Sample Date
030028887	06/05/2019
Purchase Order Number	Labware Project Number
JS2019	-
Grower	
JS2019 John Smith	
Industry	Test Code
Pasture	E23

Cancel

Save Draft

Submit

Example: Incomplete sample in Samples Screen.



- Home Page
- Samples**
- Comments
- Growers
- Invoicing
- Product Silos
- EasyRec
- Help

Samples


🕒 Last 30 days | Last Year | No Date Limit

Search
Reset
All
Incomplete
Ready To Sync
In Transit
Being Tested
Complete
Invoiced

Import

Export

New Sample

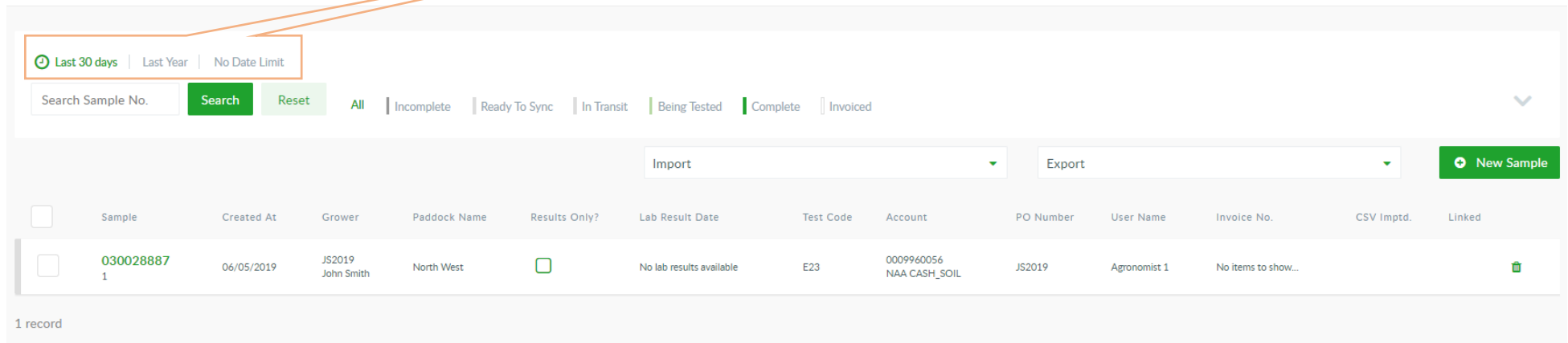
<input type="checkbox"/>	Sample	Created At	Grower	Paddock Name	Results Only?	Lab Result Date	Test Code	Account	PO Number	User Name	Invoice No.	CSV Imptd.	Linked
<input type="checkbox"/>	030028887 1	06/05/2019	JS2019 John Smith	North West	<input type="checkbox"/>	No lab results available	E23	0009960056 NAA CASH_SOIL	JS2019	Agronomist 1	No items to show...		

1 record

View/Edit Sample

Go to **Main Menu > Samples**. Select one of the following; **Last 30 days**, **Last Year**, **No Date limit** and click **Search**.

Samples

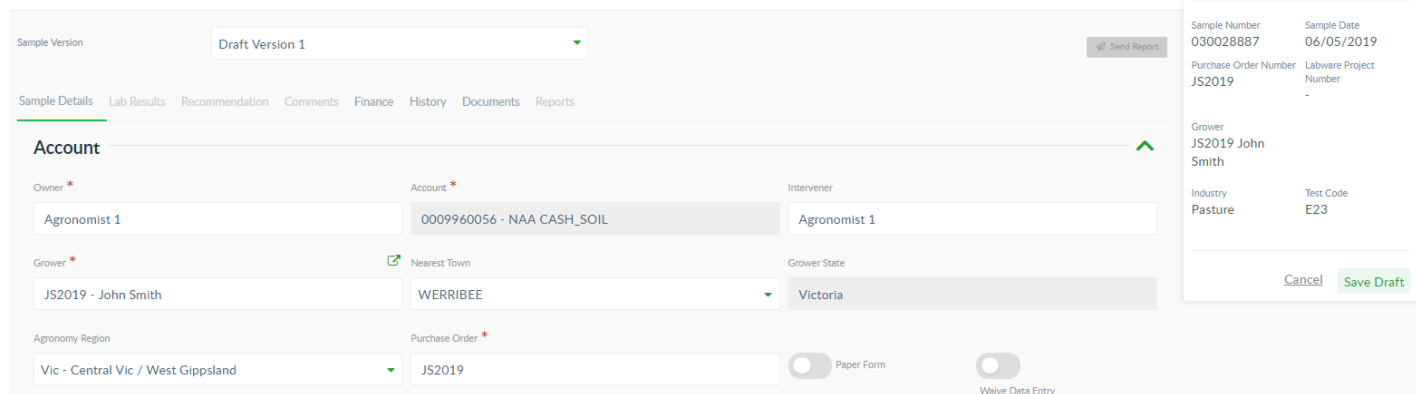


Select sample by clicking sample number. The Sample Details page will display.

[← Back to SamplesSearch](#)

0009960056-NAA CASH_SOIL

JS2019-John Smith





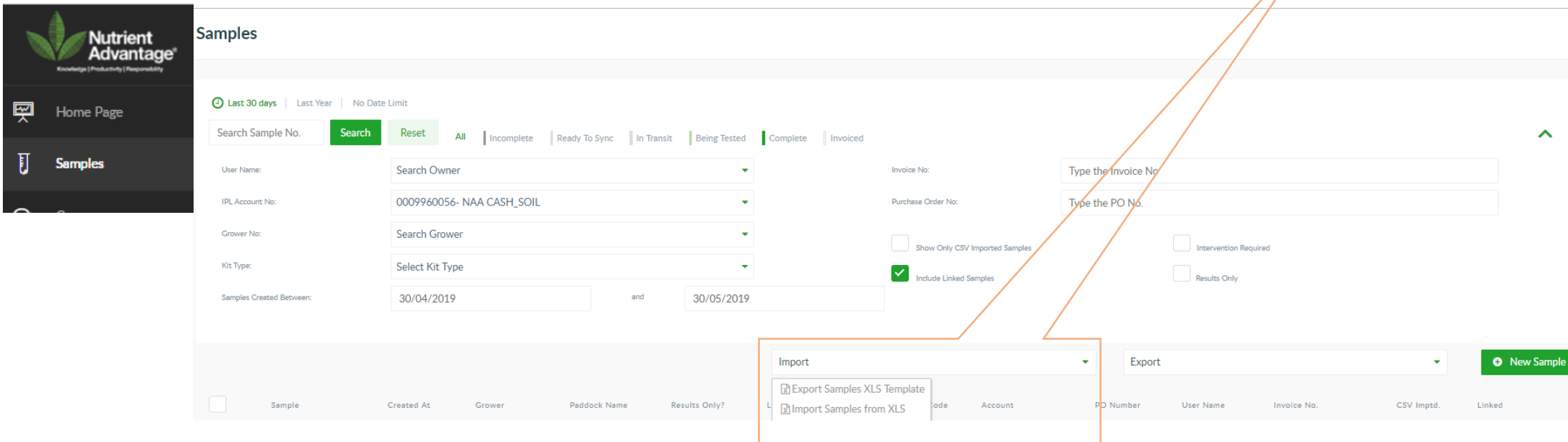
Pages will be enabled or disabled, depending on sample status i.e incomplete, complete, invoiced

1. **Lab results Page** – is enabled once the analysis results are received from the lab
2. **Recommendation page** – is enabled once results are received and system has auto generated a recommendation Final Version 1. The User is then able create a recommendation
3. **Comments page** – is enabled once results are received and system has auto generated a recommendation. The User is then able create comments that will display on the recommendation
4. **Finance page** – Invoicing information that can only be viewed once the system has generated an order
5. **History page** – record of sample stages and updates made
6. **Document page** – to be available at a later date

The following will be explained in more detail (page 34).

Enter Sample Using CSV Import

Nutrient Advantage Pro now has the functionality to import multiple sample details from an excel spreadsheet. The CSV Import Excel spreadsheet allows a user to capture sample data and import it into NA Pro. The excel spreadsheet can be located in the **Samples Menu > Import > Export Samples XLS Template**



Samples

🕒 Last 30 days | Last Year | No Date Limit

Search Sample No. **Search** **Reset** **All** | Incomplete | Ready To Sync | In Transit | Being Tested | Complete | Invoiced

User Name: Invoice No:

IPL Account No: Purchase Order No:

Grower No:

Kit Type:

Samples Created Between: and

☐ Show Only CSV Imported Samples ☐ Intervention Required

☒ Include Linked Samples ☐ Results Only

Import **Export** **+ New Sample**

Export Samples XLS Template

Import Samples from XLS

Sample	Created At	Grower	Paddock Name	Results Only?	L	Code	Account	PO Number	User Name	Invoice No.	CSV Imptd.	Linked
--------	------------	--------	--------------	---------------	---	------	---------	-----------	-----------	-------------	------------	--------

To begin the User will need to create an export template.

[← Back to Samples](#)
Export Samples Template to XLS

Owner *	Agronomist 1		Account *	NAA CASH_SOIL	
Grower Code *	JS2019 - John Smith		Nearest Town *	WERRIBEE	
Kit Type *	Soil Pasture - Topsoil		PONumber		
Sample Number *	021447777		Sampling Date *	30/05/2019	
Sample Name	West		Paddock Name	House	
Depth From (cm)	0		Depth To (cm)	10	
Test Code *	E23 - S Pasture Topsoil (Comp)		Easy Rec Name	Select EasyRec	
GPSNorthing			GPSEasting		
			Number of Samples *	3	
<div>GenerateFile</div> <div>Cancel</div>					

Complete all mandatory fields and desired information. Then click **Generate File**. Select **Enable Editing**. Make changes if required.

Save template to your computer

File

Home

Insert

Page Layout

Formulas

Data

Review

View

Developer

Help

Nitro Pro

Search

PROTECTED VIEW

Be careful—files from the Internet can contain viruses. Unless you need to edit, it's safer to stay in Protected View.

Enable Editing

B1

Customer Number

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	Username	Customer Number	Grower Code	Nearest Town Code	PONumber	Barcode Number	Sample Name	Sampling Date	Easy Rec Name	Kit Type Code	Test Code	Paddock Name	Paddock Size	Depth From	Depth To	GPSNorthing	GPSEasting	Results Only
2	agronomist 0009960056		207			021447777	West	30/05/2019		SP	E23	House	20	0	10			FALSE
3	agronomist 0009960056		207			021447778	West	30/05/2019		SP	E23	House	20	0	10			FALSE
4	agronomist 0009960056		207			021447779	West	30/05/2019		SP	E23	House	20	0	10			FALSE
5																		
5																		

Go back to Samples screen and select **Import Samples from XLS**.

Samples

🕒 Last 30 days | Last Year | No Date Limit

All | Incomplete | Ready To Sync | In Transit | Being Tested | Complete | Invoiced

User Name:

IPL Account No:

Grower No:

Kit Type:

Samples Created Between: and

Invoice No:

Purchase Order No:

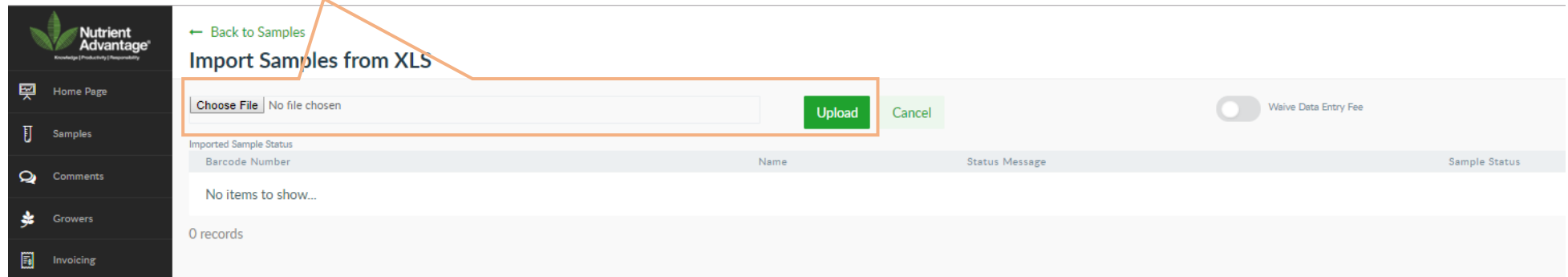
☐ Show Only CSV Imported Samples

☒ Include Linked Samples

☐

Sample	Created At	Grower	Paddock Name	Results Only?	Code	Account	Pl
<div> <input type="button" value="Import"/> <div> Export Samples XLS Template </div> Import Samples from XLS </div>							

Select **Choose File** and click **Upload**



← Back to Samples

Import Samples from XLS

Choose File No file chosen **Upload** Cancel

☐ Waive Data Entry Fee

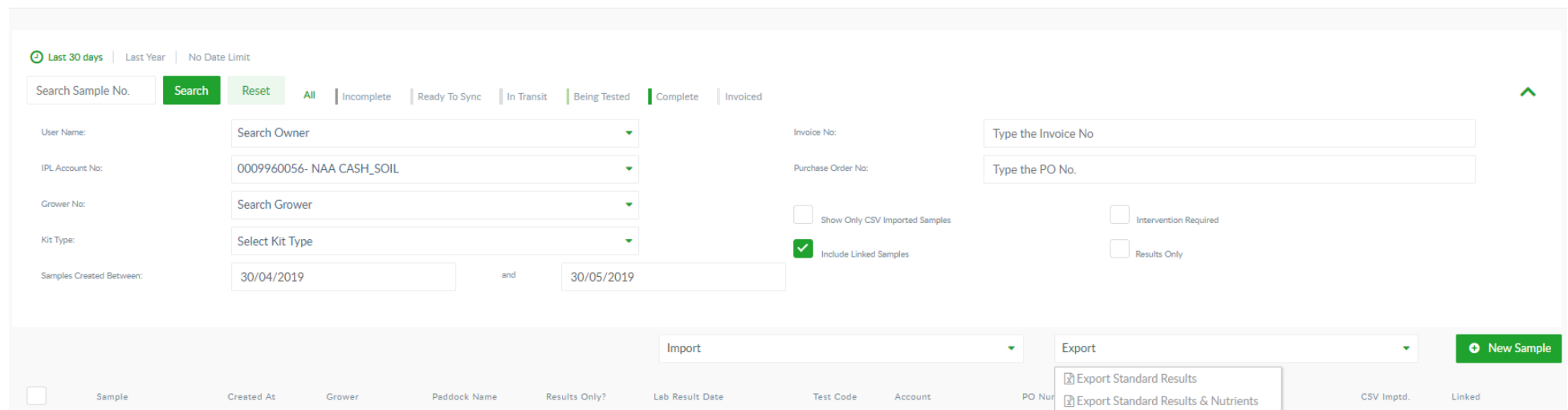
Imported Sample Status			
Barcode Number	Name	Status Message	Sample Status
No items to show...			
0 records			

Export Sample Results To CSV File

This additional functionality allows the NA Pro user to export sample results to a CSV file format allowing the flexibility to extract data for analysis and/or presentation in third party applications such as Excel.

From the main menu select Samples screen.

Samples



The screenshot shows the 'Samples' screen with the following elements:


- Filters:** Last 30 days (selected), Last Year, No Date Limit.
- Search:** Search Sample No. (input), Search (button), Reset (button).
- Status Tabs:** All (selected), Incomplete, Ready To Sync, In Transit, Being Tested, Complete, Invoiced.
- Form Fields:**
 - User Name: Search Owner (dropdown)
 - IPL Account No: 0009960056- NAA CASH_SOIL (dropdown)
 - Grower No: Search Grower (dropdown)
 - Kit Type: Select Kit Type (dropdown)
 - Samples Created Between: 30/04/2019 and 30/05/2019 (date range)
 - Invoice No: Type the Invoice No (input)
 - Purchase Order No: Type the PO No. (input)
 - ☐ Show Only CSV Imported Samples
 - ☒ Include Linked Samples
 - ☐ Intervention Required
 - ☐ Results Only
- Buttons:** Import (dropdown), Export (dropdown), New Sample (button).
- Export Options:**
 - Export Standard Results
 - Export Standard Results & Nutrients
- Table Headers:** Sample, Created At, Grower, Paddock Name, Results Only?, Lab Result Date, Test Code, Account, PO Num, CSV Imptd., Linked.

Select Export Standard Results or Export Standard Results & Nutrients.

At the bottom of the screen open CSV file.

Lab Results Page

When the sample has completed in the lab the analysis results will transmit in to NA Pro. The analysis will be listed with the Test results, Optimal ranges and Interpretation status. Samples will only show the lab results once they have been completed at the Nutrient Advantage Laboratory

 *Optimal ranges and interpretation status will be only be available if the sample was entered as a recommendation and not results only.*

[← Back to Dashboard](#)

0009960056-NAA CASH_SOIL

1212-Joe Brown

Sample Version
Final Version 5

Deep Soil Nitrogen Report
Nutrient Report
Nutrient Status Report
Summary Report
Send Report

Sample Details
Lab Results
Recommendation
Comments
Finance
History
Documents
Reports

Sample No	Depth From	Depth To	Depth (cm)	Est. Bulk Density	Soil Nitrate (mg/kg)	Soil Amonium (mg/kg)	Soil Profile N (Kg/Ha)
075201501	0	60	60	1.2	3	1	21.6

Report Name
075201501
Status 1

Soil Colour
Brown

Soil Texture
Clay

Moisture - %
70

pH (1:5 Water)
5.6

Sample Summary
Invoiced

Sample Number
075201501
Sample Date
29/04/2019

Purchase Order Number
e2e
Labware Project Number
-

Grower
1212 Joe Brown

Industry
Cropping
Test Code
E16

Cancel
Save Draft
Finalize

PRINT REPORT

The User has the ability to print four different types of reports

1. Select which report you wish to print
2. A pdf file will open

Send Report



To print or email a report to a customer click 'Send Report'

Send and Print Report

1. Select the 'Send To' person that you wish to email the report i.e Grower or Owner of sample
2. Select which report you would like to send to the owner or grower
3. Enter email address and message that you would like to appear on the email.
4. Press Send Report
5. The customer will then receive an email with a pdf attachment

Send Report

Send to
☐ Owner
☐ Grower

Reports
☐ Deep soil Nitrogen
☐ Recomendations
☐ Nutrient
☐ Nutrient Status

Other emails:

Custom Message

Cancel

Send Report

- **Deep Soil Nitrogen** – Nitrogen Report are often three deep-soil samples linked to a top-soil samples to give a detailed history of a paddock. These reports look different from other reports
- **Recommendations** – Shows Interpretation status and optimal ranges
- **Nutrient** – solely the analytical

Recommendation Page

Sample > Sample Number > Recommendation: The recommendation page is only accessed by an L3/L4 Advisors.

← Back to Samples

0009960056-NAA CASH_SOIL
JS2019-John Smith

Various versions of the saved sample can be viewed

Sample Version: Draft Version 6

Send Report

Sample Details | Lab Results | **Recommendation** | Comments | Finance | History | Documents | Reports

Sample Details

Nearest Town: WERRIBEE | Enterprise: BEEF COWS | Other Stocking Type (dse/ha): 0

Proposed Sowing Method: Select Sowing Method | Dairy Cows Stocking Rate (cow/ha): 0 | Beef/Sheep Stocking Rate (dse/ha): 20

Average Annual Rainfall (mm): 900

Order products

Products recommended can be replaced or deleted

Save the recommendation as a draft or Finalize a final version.

Product Name	Application Rate	Application Method	Timing Description
Lime (t/ha)	2	Spread and if prsdgwdgfractical withhold stock from grazing until z	Apply when pefwefractal
N 0 0 P 0 0 K 0 0 S 0 0 Ca 500 0 Mg 0 0 Zn 0 0 Cu 0 0 B 0 0 Mo 0			
SuPerfect Pot 3&1	200	Broadcast	Spring
N 0 0 P 13.1 0 K 25.4 0 S 16.4 0 Ca 28.3 0 Mg 0 0 Zn 0 0 Cu 0 0 B 0 0 Mo 0			
Total			
N 0 0 P 13.1 0 K 25.4 0 S 16.4 0 Ca 528.3 0 Mg 0 0 Zn 0 0 Cu 0 0 B 0 0 Mo 0 Fe 0			

Re-Run Recommendation | Add Recommendation Product | Report Sent

Click to Re-run rec.

Add products to your recommendation

Slide to the right if report has been sent

Sample Summary

Complete

Sample Number: 075110110 | Sample Date: 07/05/2019

Purchase Order Number: 256353 | Labware Project Number: -

Grower: JS2019 John Smith

Industry: Pasture | Test Code: E33

Cancel | Save Draft | Finalize

The advisor has the ability to create personalised fertiliser recommendations based on crop nutrient requirements and production targets.

On this page the Sample Version will be displayed at the top of the page. The auto system generated recommendation defaults to Final Version 1. The Advisor then has the ability to create, edit, update and save the recommendations as different versions.

This feature allows the accredited User to have full control over the order of the recommendation products when developing fertiliser application strategy in more complex nutrient programs.

Re-Run Recommendation

By clicking Re-Run Recommendation this will re-run a recommendation again based on changes made to the input parameters i.e Enterprise Details creating a new version once saved.

Add Product to recommendation

Select **Add Recommendation Product** from recommendations page

+ Add Recommendation Product
×

Main Nutrients

☐ N

☐ P

☐ K

☐ S

Other Nutrients

+ Add Nutrient ▲

Search
Reset

	Product	Application Rate	Application Method	Timing Description	Nu
<input type="checkbox"/>	Compost (t/ha)	<input style="width: 50px;" type="text" value="0"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	Nu
<input type="checkbox"/>	BANANA PHOSKA	<input style="width: 50px;" type="text" value="0"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	N
<input checked="" type="checkbox"/>	CAL-GRAN®	<input style="width: 50px;" type="text" value="0"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	N
<input type="checkbox"/>	BANANA SPECIAL	<input style="width: 50px;" type="text" value="0"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	N

9 to 12 of 43 records

<
1
2
3
4
5
...
>

Add Product
Cancel


- Search Product in the **Search** field or scroll through the pages to find product.
- The Advisor can enter **Application Rate, Application Method, and Timing Description** (a maximum of 75 characters) can be entered.
- Tick required product/s and click **Add Product**
- This will automatically be added to your recommendation

Replace or Delete Product

A product that is no longer required can be replaced or deleted from the recommendation.

DELETE PRODUCT

Click, the green bin icon and the product will disappear

Product Name	Application Rate	Application Method	Timing Description	
SuPerfect Pot 1&1	150	Spread after rain	Autumn	<div>Replace Product</div> <div>  </div>

N	P	K	S	Ca	Mg	Zn	Cu
0	0	6.6	0	37.5	0	8.3	0
0	0	0	0	14.3	0	0	0

Replace Product

SuPerfect Pot 1&1

Product Information

P 4.4 K 25.0 S 5.5 Ca 9.5 Cd 12.700 Pb 52.500 Hg 2.400 F 1.250

Replace Product

Cancel

REPLACE PRODUCT

The User has the ability to select another product if the existing product is no longer required

1. Select product from the drop-down
2. click 'Replace Product'


Comments Page

As part of the Nutrient Advantage Pro the comments screen has been modified to ensure ease and flexibility when creating a recommendation. Only accredited users can view the comments related to that recommendation, change the sequence of the comments, and add or remove comments.

[illegible]

The Advisor now has the ability to save a comment when creating a recommendation. These comments can now be formatted before saving into the reports. Key comments can be emphasized by applying different Fonts, bold, italics, underlining and font colours to enhance the customer report. A Cut and Paste function also allows the User import comments from other word files and save them for recall at a later stage.

Add a comment

Comment Details














































New Comment
☐















































Existing Comment Code

Select Comment Code

Existing Description

Text

Source





























































































Styles
Format
Font
Size
A
A
?

Comments Field to add or edit comments. Comments can be formatted using the format options above.
Images can also be added within this field.

Add Ad Hoc Comment
Add Comment

To enter a new customized comment, slide the **New Comment** toggle to the right. Enter comments in the Text field and click **Add Comment** to save for future use or add Ad Hoc.

 Please note Ad Hoc comments will not be saved for future use

To enter an existing comment, select **Existing Comments Code** form drop-down arrow. This will populate comment information in comments field. These comments can be edited and saved as a New Comment (top of page) by sliding the toggle and changing the name of the Existing comment code. It could also be saved as Ad Hoc.

42

When comments are added they will populate into the Comments field

Comments

Comment



By

Guideline Consideration for Nitrogen Use on Pastures

- Grazing Management (mature pasture)** is critical in maintaining a good grass density - graze to a minimum of 1200kgDM/ha (or 50m in height) - over grazing will cause ryegrass decline, lax grazing will cause shading, tiller death, lower feed quality and density decline. The optimal time for nitrogen application is immediately following a grazing. Ryegrass should be grazed at 2.5-3 leaf stage (spring graze at 2.5 leaf stage) which corresponds with optimal white clover grazing. Phalaris grazing is set at 4-5 leaf stage.


Following a nitrogen application stock should be excluded from the paddock for a 3 week period to avoid nitrate poisoning.

Grazing Management (establishing pasture). Phosphorus should be applied close to the seed at sow, maximum nitrogen safe seed rate is 10kgN/ha with the seed. Lightly graze pasture 4-6 weeks post emergence (or when seedlings won't pull from soil) and then apply an application of nitrogen to encourage tillering.
- Pasture Composition** plays a part in determining nitrogen responses - generally pastures with a high composition of improved grasses ie ryegrass and low to moderate composition of clover (up to 30%) will provide the better pasture response, as will pastures with minimal weeds, disease and insect pest activity.
- Paddock fertility** is very important in supporting a healthy pasture - ensure major nutrients, trace elements and soil ameliorates are addressed to improve dry matter responses to nitrogen applications.

In this field customized comments can be deleted by clicking on the green bin icon  and ordered accordingly by clicking the up and down arrow 



The User has the ability to copy these comments and paste them into the text field to make any adjustments and then add as ad hoc or as a comment for future use

Remove comment from report

To delete a comment from the Comments Page the User will need to click on the green bin icon  next to the comments. This will then remove the comment from the report

Boron

Deficiency likely to occur on alkaline clay soils or near neutral, deep sandy soils, low in organic matter. Boron should be included in the fertilizer treatment if B deficiencies have been observed in the past. Foliar applications of Solubor at 100 g (plus Urea at 400 g) in 22 L of water/ha applied 4-5 times may be effective if applied shortly after the appearance of the deficiency. B deficiency may be intensified during drought periods. Low Ca and B combined with high N, P and K may indicate tissue sampled was too immature for effective interpretation of plant nutrient status.

Agronomist 1  

Order Comments

This process allows the advisor to prioritise comment in the sequence order the User would like comments to be presented.

Boron is very mobile in the soil and tests levels can vary widely with soil moisture, texture, pH, organic matter and depth of sampling. Plant requirements also vary significantly from high demand to low demand. It is suggested that plant status be confirmed through tissue testing before applying boron. It is important to follow sampling guidelines as plant growth stage and plant part are important for accurate tissue analysis interpretation and recommendations.

Auto



Order comments, by clicking the up and down arrow



Finance Page

The finance page shows the invoice number related to the sample.

[← Back to Dashboard](#)

0009960056-NAA CASH_SOIL

JS2019-John Smith

Sample Version
Draft Version 9
Send Report

Sample Details
Lab Results
Recommendation
Comments
Finance
History
Documents
Reports

Invoices

Invoice	Billing Date	Due Date	Invoice Value (\$ inc gst)
0093981394	07/05/2019	07/05/2019	109.45

1 record

Click on invoice number. This will populate pricing and sample number the invoice relates to.

Invoice 0093981394

Invoice Item	Description	Quantity	UOM	Unit Value (\$)	Unit Gst (\$)	Item Value (\$)	Sample No.
000010	E33 - N Crop&Hort Topsoil (Comp)	1	EA	99.50	9.95	109.45	075110110

1 record

Documents

[← Back to Samples](#)**0009960056-NAA CASH_SOIL**

JS2019-John Smith

Sample Version: Final Version 1

Nutrient Report

Summary Report

Send Report

[Sample Details](#) [Lab Results](#) [Recommendation](#) [Comments](#) [Finance](#) [History](#) [Documents](#) [Reports](#)

Sample Summary

Complete

Sample Number: 022025896 Sample Date: 22/05/2019

Purchase Order Number: Testing1011 Labware Project Number: -

Grower: JS2019 John Smith

Industry: Pasture Test Code: E23

This feature will be available at a later date.

History Page

This page gives the User a history and progress of the sample.

History		
09:12 31/05 2019		Last Update
09:12 31/05 2019		Re-Run Recommendation Made
09:11 31/05 2019		Version Created (Draft Version 2)
22:30 17/05 2019		Sample Invoiced
22:30 17/05 2019		Updates Made
17:04 17/05 2019		Nutrient Report Printed
16:00 17/05 2019		Sample Complete
16:00 17/05 2019		Auto-Recommendation Received
15:50 17/05 2019		Initial Lab Results Received
13:45 10/05 2019		Sample Being Tested
13:45 10/05 2019		Updates Made
13:40 09/05 2019		Sample In Transit
13:40 09/05 2019		Updates Made
11:45 09/05 2019		Sample Ready To Sync
11:45 09/05 2019		Creation

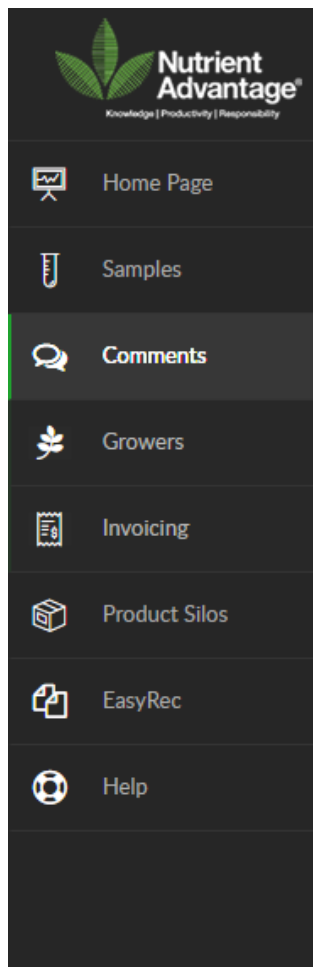


The User will see the sample histories for example;

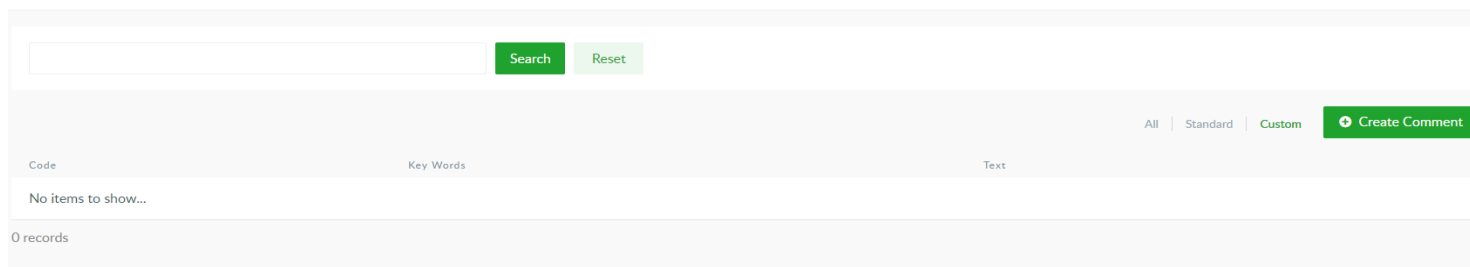
- when the sample was created,
- different stages the sample is at,
- any updates made to sample
- Lab Results Received
- Auto-Recommendation received
- When sample was invoiced.

COMMENTS MENU

Main Menu > Comments: This screen allows the User to view, edit and add or remove comments. Only accredited users can access this screen.



Comments



The Advisor has the ability to save a comment when creating a recommendation or creating comments within this screen. These comments can be formatted before saving it to a report. Key comments can be emphasized by applying different Fonts, bold, italics, underlining and font colours to enhance the customer report. A cut and paste function allows the User to import comments from other word files and save them for recall at a later stage.

The system will default to display **Custom** comments. If no comments have been saved by the User, no items will display.

If the User selects **All**. All comments, Standard and Custom will be displayed.

If the User selects **Standard**. All Standard (system generated) comments will displayed. These comments cannot be deleted or edited.



A User can:

- **Search** comments
- View **All**, **Standard** or **Custom** comments.
- Edit **Custom** comments only
- Create a New Custom Comment

Search Comment

Comments

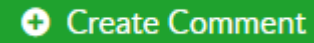
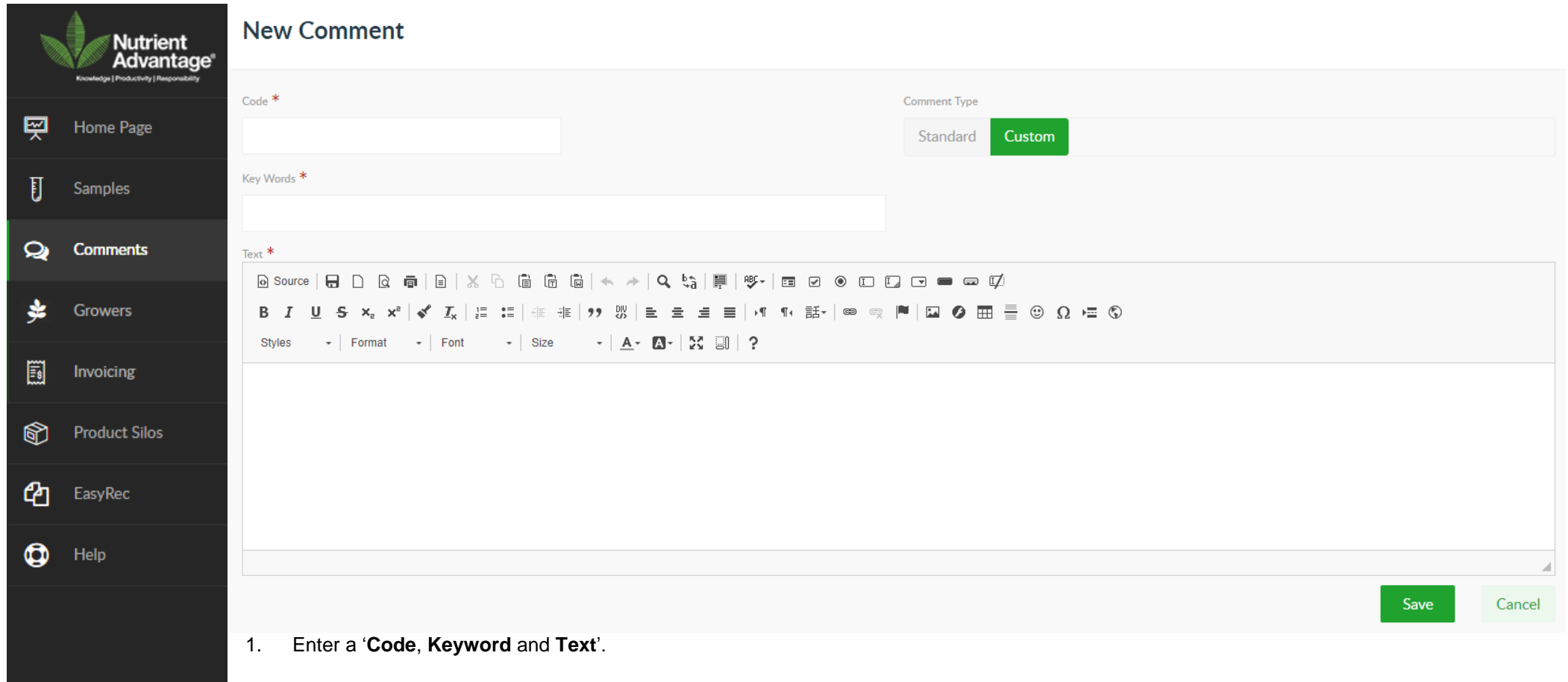
All | Standard | Custom

Code	Key Words	Text
AV8		Recommended phosphorus (P) rates meet total annual requirements, and may be applied in a single application over the row position, extending 1 metre outside the tree canopy. For convenience apply with the nitrogen (N) in Dec/Jan. Soil phosphorus levels (Colwell) of between 60-80 mg/kg require an application of phosphorus at rates ranging from 5 grams/tree (1 metre canopy) to 185 grams/tree (6 metre canopy).
AV7		Recommended phosphorus (P) rates meet total annual requirements, and may be applied in a single application over the row position, extending 1 metre outside the tree canopy. For convenience apply with the nitrogen (N) in Dec/Jan. Soil phosphorus levels (Colwell) of between 30-60 mg/kg require an application of phosphorus at rates ranging from 10 grams/tree (1 metre canopy) to 360 grams/tree (6 metre canopy).

1. In the Search field type a keyword or part of a keyword word and click **Search**.
2. A list of comments depending if which search criteria is selected (All, Standard or Custom) will be displayed. In the above example 'All' was selected.

Create Comment

To create a new custom comment, select Comments from the main menu. Select All fields with red asterisk * are mandatory.

New Comment

Code *

Key Words *

Comment Type

Standard Custom

Text *

1. Enter a 'Code, Keyword and Text'.



Use the formatting tools to highlight comments and add images.

New Comment

Code *

BO01

Comment Type

StandardCustom

Key Words *

Boron Soil

Text *

SourceSaveUndoRedoFindCopyPasteBoldItalicUnderlineStrikethroughSubscriptSuperscriptText ColorFont ColorList Numbered List Bulleted ListIndentDecrease IndentQuoteUnquoteLinkUnlinkImageVideoTableHorizontal RuleSmiley FaceOmegaRight-to-left directionGlobal

StylesNormalFontSizeAABlockQuoteHelp

Boron is very mobile in the soil and tests levels can vary widely with soil moisture, texture, pH, organic matter and depth of sampling. Plant requirements also vary significantly from high demand to low demand. It is suggested that plant status be confirmed through tissue testing before applying boron. It is important to follow sampling guidelines as plant growth stage and plant part are important for accurate tissue analysis interpretation and recommendations.

body p

SaveCancel


- When the User is happy with the way the comment looks and reads, click **Save**. If the User is not happy with the comment, click **Cancel** before saving and to return to main Comments page.

Delete Custom Comment

Select Comments in the main menu. Enter a comment code, Keyword or text in the Search field. All comments that have the word will display.

Comments

All | Standard | Custom

Code	Key Words	Text	
BO0101	Boron Soil	Boron is very mobile in the soil and tests levels can vary widely with soil moisture, texture, pH, organic matter and depth of sampling. Plant requirements also vary significantly from high demand to low demand. It is suggested that plant status be confirmed through tissue testing before applying boron. It is important to follow sampling guidelines as plant growth stage and plant part are important for accurate tissue analysis interpretation and recommendations.	

1 record

Click green bin icon on the right- hand side. The following message will be displayed. Click **OK** to continue

incitecpivotlimited-dev1.outsystemsenterprise.com says

Are you sure you want to deactivate this comment?

Or click **Cancel** if you wish to keep the comment.


Edit Custom Comment

Select Comments in the main menu. Enter a comment code, Keyword or text in the Search field. All comments that have that text will display.

Comments

All
Standard
Custom

+ Create Comment


Code	Key Words	Text
BO0101	Boron Soil	Boron is very mobile in the soil and tests levels can vary widely with soil moisture, texture, pH, organic matter and depth of sampling. Plant requirements also vary significantly from high demand to low demand. It is suggested that plant status be confirmed through tissue testing before applying boron. It is important to follow sampling guidelines as plant growth stage and plant part are important for accurate tissue analysis interpretation and recommendations. 

1 record

Click on comment code, in this example BO0101. The comment screen will display. The user can make changes to the comment they have created.

GROWERS MENU

Main menu > Growers: Search, Edit and Create Growers



- Home Page
- Samples
- Comments
- Growers**
- Invoicing
- Product Silos
- EasyRec
- Help

Growers

Grower

Select Grower

Agronomy Region

Select Agronomy Region

Account

Double click or Type to Select Accounts

Nearest Town

Select Nearest Town

Search

Reset

All | Active | Inactive

+ New Grower

Name	Dealer Grower Id	Account		
John Smith	JS2019	NAA CASH_SOIL		

1 record

The Growers screen allows the User to:

- create new growers,
- search grower information,
- edit growers
- delete growers
- make grower active and inactive

Search Grower

A grower can be located by selecting one or more of the following search criteria's in the Growers Screen;

- Grower
- Account
- Agronomy Region
- Nearest Town

Growers

Grower	<input type="text" value="Select Grower"/>	Account	<input type="text" value="Double click or Type to Select Accounts"/>
Agronomy Region	<input type="text" value="Select Agronomy Region"/>	Nearest Town	<input type="text" value="Select Nearest Town"/>
		<input type="button" value="Search"/> <input type="button" value="Reset"/>	

Once selected, click **Search**. The following Grower information will be visible: Grower Name, Dealer Grower Id, Account (Grower is linked to) and green dot identifying if grower is active or inactive and a green bin icon for deleting grower.

View/Edit Gower Information

From the list of Growers from the Growers screen, click on Grower Name i.e. John Smith

[← Back to Growers](#)

JS2019 - John Smith

[Grower Details](#) [Samples](#) [Grower Reports](#)

Details

Account *

NAA CASH_SOIL

Dealer Grower No. *

JS2019

Name *

John Smith

Trading Name

John Smith Enterprise

Is Active

Address

Street

8 South Road

City/Town

Werribee

Post Code

3030

State

Victoria

Country

Australia

Email

agronomy1@mail.net

Telephone

0397313100

Mobile

Nearest town

WERRIBEE

+

Add nearest towns

Save

Cancel

GROWER DETAILS PAGE

All information can be edited except for account details.

More than one Nearest Town can be added or deleted

Grower can be made active or inactive by sliding the green toggle to the left


SAMPLES PAGE

Shows all samples that belong to this Grower

GROWER REPORTS PAGE

Sample Test Reports that have been generated for this grower

Create New Grower



Knowledge | Productivity | Responsibility

- Home Page
- Samples
- Comments
- Growers**
- Invoicing
- Product Silos
- EasyRec
- Help

[← Back to Growers](#)

New Grower

[Grower Details](#) [Samples](#) [Grower Reports](#)

Details

Account *	Dealer Grower No. *	Name *
Double click or Type to Select Accounts		
IPLGrower No.	<input checked="" type="checkbox"/> Is Active	
Trading Name		

Address

Street *	City/Town *	Post Code *
State	Country *	Email *
Select State ▼	Australia ▼	
Telephone *	Mobile	

Nearest town

No associated nearest towns

[+ Add nearest towns](#)

Save

Cancel

DETAILS


- Account:** type or select the account that grower will be linked to
- Dealer Grower No.:** this number can be alpha, numerical or both
- Name:** Assign grower name

ADDRESS

- Street:** type street name
- City/Town.:** this number can be alpha, numerical or both
- Postcode:** type postcode
- State:** select from dropdown
- Country:** Select Australia
- Email:** type email if required
- Telephone:** type phone number
- Mobile:** enter mobile number
- Add Nearest Town:** refer to page 16

INVOICING MENU

Main Menu > Invoicing: This NEW feature allows the User to view invoice-related information. The below panel shows a list of all invoices for completed samples.



- Home Page
- Samples
- Comments
- Growers
- Invoicing**
- Product Silos
- EasyRec
- Help

Invoices

Search
Reset

Invoice	Samples	Owner	Account	NAAOrder	Invoice Type	Purchase Order #	Gross Invoice Value (\$)	Billing Date	Due Date
No invoices to show...									

0 records

The **Invoice Details** grid displays the details of the Invoice charged. To view itemised items related to the invoice, click on the invoice number and the following screen will be populated. A description, quantity number of samples, value, GST and sample number information will be displayed

Invoice 0093980697

Invoice Item	Description	Quantity	UOM	Unit Value (\$)	Unit Gst (\$)	Item Value (\$)	Sample No.
000010	Sample Testing - Laboratory Services	1	EA	13.00	1.30	14.30	084100504
000020	Sample Testing - Laboratory Services	1	EA	55.00	5.50	60.50	084100504
000030	Sample Testing - Laboratory Services	1	EA	55.00	5.50	60.50	084100504
000040	Sample Testing - Laboratory Services	1	EA	99.50	9.95	109.45	084100504

4 records

Sample number itemised

PRODUCT SILOS MENU

Main Menu > Product Silos: View, Edit, Add and Delete Products.

NA Pro 'Product Silo' is a function that allows the User to choose Incitec Pivot Fertilisers' products to use when creating a recommendation. The User can view all the products that exist in their user database.

With the addition of Industry Product Ports specific to Horticulture, Cropping, Pastures and Sugar, Users who only want products for the particular industry segments in which they work, for example Horticulture, can now select an Industry Port when setting up their User Silo.

1. Select **Product Silos** from the main menu, a list of system generated, and User Silo products will automatically populate.

Product Silo

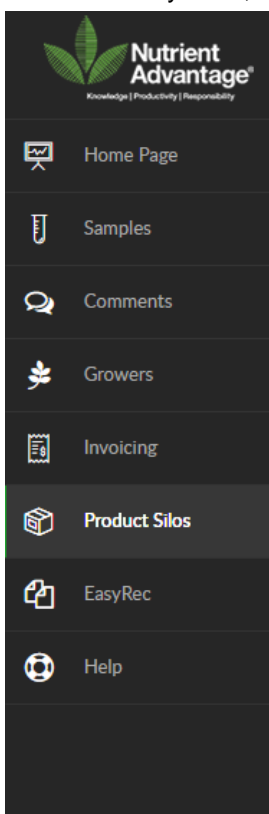
Material Group
Select Material Group

☐ Crop
☐ Pasture
☐ Horticulture
☐ Sugar
☒ All

Search
Reset

+ Manage Silo
⇅ Prioritisation

Product Code	Product Name	Material Group	Crop	Pasture	Horticulture	Sugar
12050	BANANA PHOSKA	Nitrophoska Blends			✓	
20330	BANANA SPECIAL	Urea Blends	✓	✓	✓	✓
22450	BANANA TROPIC	Urea Blends	✓	✓	✓	✓
50075	Cal-Am/Gran-am Sweepings	NPK Blends	✓	✓	✓	✓
13490	CAL-GRAN 50/50	CAN Blends		✓		



View Products

This screen allows the User to search for details of products in the User Product Silo. All Products are defaulted to be used across all industries. In this screen the User has the ability to edit the industry preferences and to set an order of Product Silo priorities.

1. Nutrient Code, Nutrient Name and Nutrient percentage will be listed

This screen allows the User to search for details of products in the User Product Silo. All Products are defaulted to be used across all industries. In this screen the User has the ability to edit the industry preferences.

CAL-GRAN®

Crop

Pasture

Horticulture

Sugar

Save

Cancel

Nutrient Code	Nutrient Name	Nutrient %	Nutrient mg/kg
N	Nitrogen	23.94	
S	Sulfur	10.8	
Ca	Calcium	4.4	
Cd	Cadmium		0.5
Pb	Lead		9.955

1 to 5 of 6 records

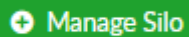
1
2

2. As all products are set automatically to all industries (Crop, Pasture, Horticulture, and/or Sugar), the User has the ability to select what industry that particular product will apply to by sliding the toggle to the left. The products will not appear when making recommendations for the industry that have the toggle off.

3. Click **“Save”** to save changes or Cancel if changes are not required

Set Up Product Silo

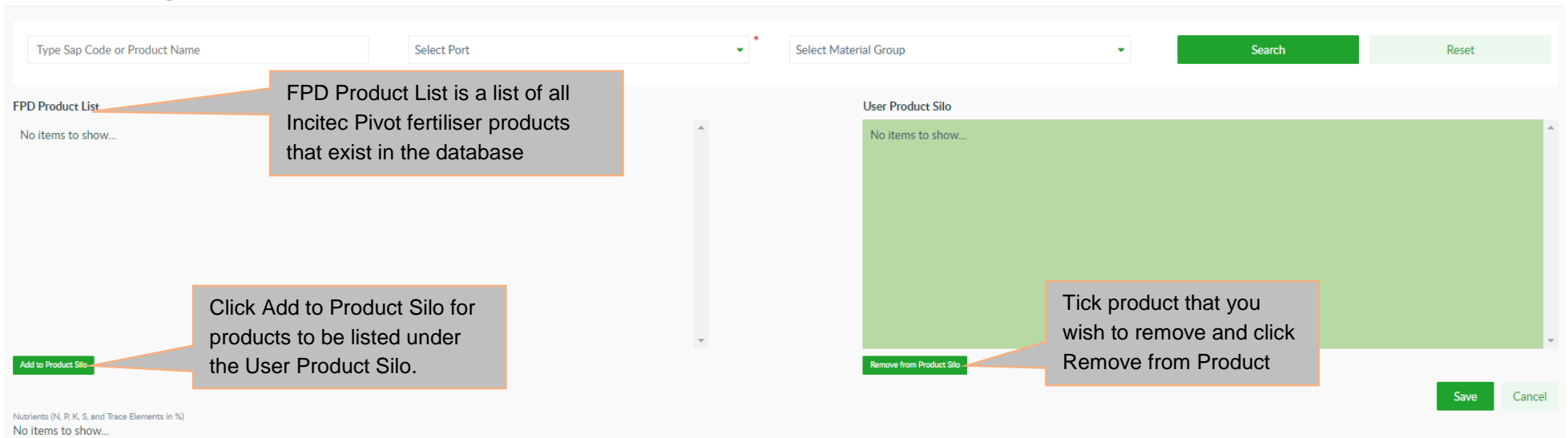
From the Product Silo Screen, select Manage Silo



This Screen allows the User to select products from Incitec Pivot Fertiliser's extensive range of fertilisers and move them from the **FPD Product List** to the **User Product Silo**.

[← Back to Product Silo](#)

Product Silo Management



The screenshot shows the 'Product Silo Management' interface. At the top, there are search filters: 'Type Sap Code or Product Name', 'Select Port' (with a dropdown arrow and a red asterisk indicating it is mandatory), and 'Select Material Group' (with a dropdown arrow). To the right of these filters are 'Search' and 'Reset' buttons. Below the filters, the interface is split into two main sections: 'FPD Product List' on the left and 'User Product Silo' on the right. Both sections currently display 'No items to show...'. A callout box points to the 'FPD Product List' header, stating: 'FPD Product List is a list of all Incitec Pivot fertiliser products that exist in the database'. Another callout box points to the 'Add to Product Silo' button at the bottom of the 'FPD Product List' section, stating: 'Click Add to Product Silo for products to be listed under the User Product Silo.' A third callout box points to the 'Remove from Product Silo' button at the bottom of the 'User Product Silo' section, stating: 'Tick product that you wish to remove and click Remove from Product'. At the bottom right of the 'User Product Silo' section, there are 'Save' and 'Cancel' buttons. At the bottom left, there is a small section for 'Nutrients (N, P, K, S, and Trace Elements in %)' which also displays 'No items to show...'.

1. The User must select the nearest **port or industry** by clicking on the drop-down arrow in the “**Select Port**” field. This field is mandatory.
 - For custom blend products, the **Custom Blends Port** must be selected.
 - **Industry Product Ports** are **Cropping, Horticulture, Pasture, Sugar, Straights** and **Easy Liquids**.

Click “**Search**”. The list of fertiliser products for that port will populate on the left-hand side of the screen under the **FPD Product List**.

- The User has the ability to select more than one product by ticking each product. Press the “**Add to Product Silo**”. The products will then be displayed on the right-hand side under the **User Product Silo**. Click **SAVE**

Product Silo Management

FPD Product List

- ☐ 81575 - Air Seeder SuPerfect®
- ☐ 13545 - CAL-AM® SWIFT
- ☐ 93480 - CAL-GRAN® 150
- ☐ 13490 - CAL-GRAN® 50/50

User Product Silo

- ☐ 13485 - CAL-GRAN®

To remove a product from the User Product Silo. Select the product and click ‘**Remove form Product Silo**’. The product will then be moved back to the FPD Product List.

Prioritisation of Products

All products in the User Silo list can be prioritised for To do this, click Prioritisation from the Product Silo screen



[← Back to Product Silo](#)

Product Silo Prioritisation


Industry All Products Industry							
Product Code	Product Name	Material Group	Crop	Pasture	Horticulture	Sugar	
12050	BANANA PHOSKA	Nitrophoska Blends			✓		↓
20330	BANANA SPECIAL	Urea Blends	✓	✓	✓	✓	↑ ↓
22450	BANANA TROPIC	Urea Blends	✓	✓	✓	✓	↑ ↓
50075	Cal-Am/Gran-am Sweepings	NPK Blends	✓	✓	✓	✓	↑ ↓
13485	CAL-GRAN®	CAN Blends	✓	✓	✓	✓	↑ ↓
13490	CAL-GRAN 50/50	CAN Blends		✓			↑ ↓









1. The products can be moved up and down the list to the preferred position.

Example: CAL-GRAN 50/50 can be moved from 6th position to first position.

EASYREC MENU

Main Menu > EasyRec: View, edit, delete and create a new EasyRec. The EasyRec tool gives Nutrient Advantage Pro Users the ability to store sample and enterprise information that can be recalled and applied when logging new samples or making recommendations. By using an EasyRec it makes these activities quick and efficient.


Nutrient Advantage®
Knowledge | Productivity | Responsibility

-  Home Page
-  Samples
-  Comments
-  Growers
-  Invoicing
-  Product Silos
-  **EasyRec**
-  Help

EasyRec Templates

EasyRec Name
 EasyRec Description
 EasyRec Created By

Sample Type
 Industry Type
 Kit Type

Search
Reset

+ New EasyRec Template

All
Standard
Custom

Easy Rec Name	EasyRec Description	Sample Type	Industry Type	Kit Type	Created By	
29112017a	test2	Water	Water Drinking	Water	Janie Cross	● 🗑
29112017b	testb	Water	Water Irrigation	Water	Janie Cross	● 🗑

An EasyRec can be;

1. Viewed by selecting **EasyRec** from main menu and selecting **All, Standard or Custom** and clicking on Easy Rec Name.
2. Created by selecting **New EasyRec Template**
3. Deleted from EasyRec Templates screen.
4. Made active/inactive by selecting the EasyRec name from EasyREc Templates.

Create New EasyRec Template

EasyRec Templates

EasyRec Name

Type EasyRec Name

Sample Type

Select Sample Type

EasyRec Description

Type EasyRec Description

Industry Type

Select Industry Type

EasyRec Created By

Kit Type

Select Kit Type

Search

Reset

New EasyRec Template

All | Standard | Custom

Easy Rec Name	EasyRec Description	Sample Type	Industry Type	Kit Type	Created By	
29112017a	test2	Water	Water Drinking	Water	Janie Cross	● 🗑️
29112017b	testb	Water	Water Irrigation	Water	Janie Cross	● 🗑️

- On the right hand side of the EasyRec Template, click **New EasyRec Template**. Enter details as per screen and click **SAVE**. The EasyRec will be saved as a Custom EasyRec

Easy Rec Details

EasyRec Name *

Pasture Beef/Sheep

EasyRec Description

Topsoil. 650mm Sub Clover 15% legume

Sample Details

Sample Type

Soil

Tissue

Water

Industry *

Cropping

Kit Type *

Soil Cropping - Topsoil

Depth From (cm)

0

Depth To (cm)

10

Test Code

E23 - S Pasture Topsoil (Comp)

Add On Test

SANSILCLAY

Clay%, Silt%, Fine Sand%, Course Sand%

Add Add-On Test

View / Edit EasyRec

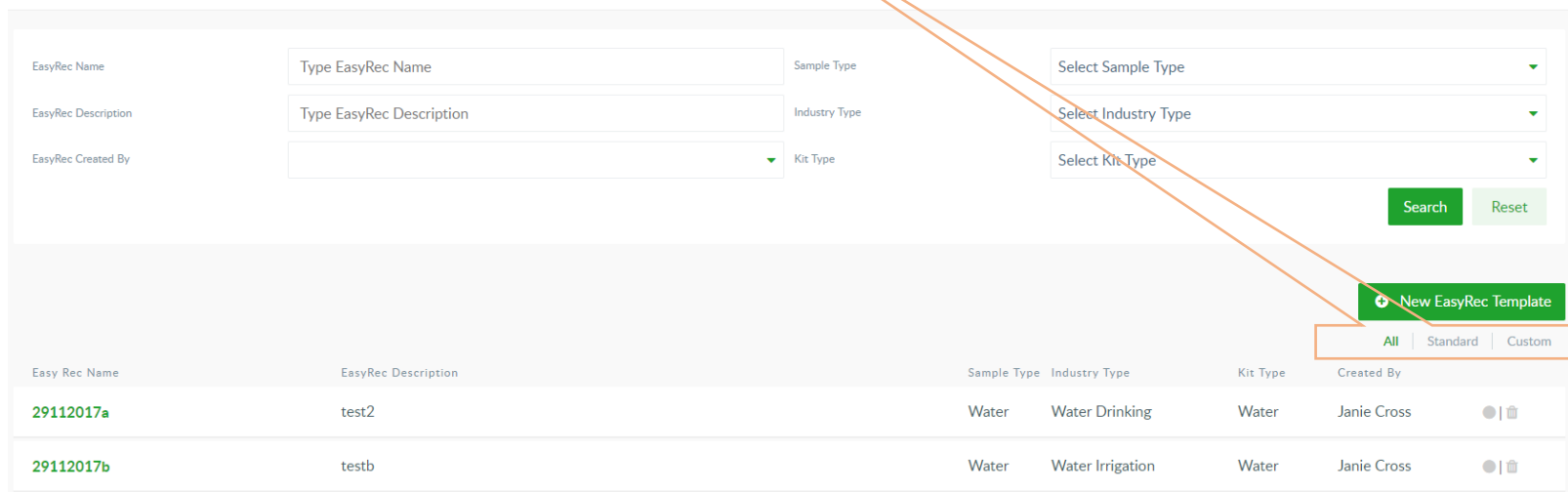
EasyRecs can be searched by using the search criteria

- EasyRec Name, EasyRec Description, EasyRec created by, Sample Type, Industry Type and Kit Type.

or by selecting to view by;

- **All** – Standard and Custom EasyRecs
- **Standard** – these are system developed EasyRecs. They cannot be edited or deleted
- **Custom** – EasyRecs created by the User that can be edited and deleted

EasyRec Templates



Easy Rec Name	EasyRec Description	Sample Type	Industry Type	Kit Type	Created By
29112017a	test2	Water	Water Drinking	Water	Janie Cross
29112017b	testb	Water	Water Irrigation	Water	Janie Cross

1. From the EasyRec Template screen select the EasyRec name that you wish to view or edit



Please note that only Custom EasyRecs can be edited by the User.

[← Back to EasyRec](#)

Easy Rec Details

EasyRec Name *

Pasture Beef/Sheep

EasyRec Description

Topsoil. 650mm Sub Clover 15% legume

Sample Details

Sample Type



Soil



Tissue



Water

Industry *

Pasture

Kit Type *

Soil Pasture - Topsoil

Depth From (cm)

0

Depth To (cm)

10

Test Code

E23 - S Pasture Topsoil (Comp)

Add On Test

Description

SANSILCLAY

Clay%, Silt%, Fine Sand%, Course Sand%

+ Add Add-On Test



By changing the details of an EasyRec the User runs the risk of losing previous EasyRec information.

To avoid this create the new edited version as a new easyrec by changing the EasyRec Name, this will then save it as a new EasyRec Template



Add on Test can be deleted



Only enabled fields can be edited.

Use EasyRec

Main menu > Samples > Add New Sample: An EasyRec can be used at the time of logging a sample into the system.

Sample Details

Sample Type

Soil Tissue Water

Results Only Recommendation

Industry * Pasture

Kit Type * Soil Pasture - Topsoil

Sample Number * 030028887

Sampling Date * 06/05/2019

Paddock Name * North West

Sample Name 1

Depth From (cm) * 0

Depth To (cm) * 10

Test Code

EasyRec

Select EasyRec

Select EasyRec

Standard - Pasture Dairy5

Standard - SP_UNKNOWN_Details

Standard - Pasture Beef/Sheep1

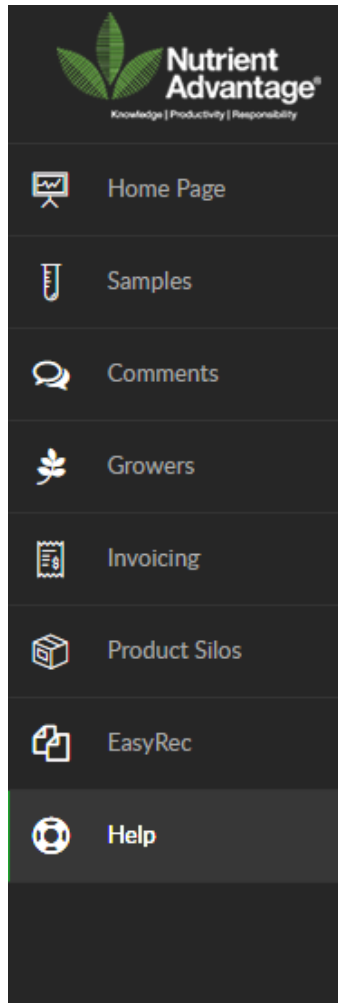
Standard - Pasture Beef/Sheep3

Standard - Pasture Dairy1

Standard - Pasture Dairy2

1. Select an EasyRec based on the industry of the sample taken.
2. The fields that were entered when the EasyRec was created will automatically populate
3. Save sample.

HELP MENU



The Help menu stores information and links for the User to easily access. The NA Pro User Guide is a helpful tool to help the User navigate through the system.



Nutrient Advantage Pro User Guide 2019