

# GREENLIGHT GROWER MANAGEMENT

## WEB GUIDE

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## INTRODUCTION

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Greenlight Grower Management is Muddy Boots latest crop mapping and protection compliance software. With the evolution of the Agro-Food industry into a faster, more consumer and brand comfort driven business, Grower Management is designed to meet our clients' needs.

Grower Management aims to increase the ease in which growers, agronomists, contractors and food producers can convey product information more accurately and faster than ever before.

### WHAT IS IT?

Greenlight Grower Management is an easy-to-use system that allows agronomists, farmers and contractors to record and manage their crop records and, if required, share this information with other members of the agri-food community. It is made up of an online web application and an offline mobile app meaning it can be accessed and used from any location.

### HOW DOES IT WORK?

The software allows farmers, agronomists and contractors to quickly access, record and share field activity from any location using our easy-to-use web and mobile apps, avoiding unnecessary duplication of effort and speeding up operational processes. Automatic, wireless syncing means that your crop information is available at your fingertips, and because your data is stored in the cloud, it is safe, secure and backed up regularly.

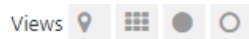
### WHO USES IT?

This product has been adopted by farmers, leading agri-service companies (including Agrovista, Frontier and Agrii), and many independent agronomists who enjoy the freedom it gives them and the time they save in a typical working day.

## USER HELP

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### VIEWS



When viewing your GLGM sites, there are different ways to view the page information. Within Fields, Crops and Inspections, you can adopt the map view (first symbol next to 'Views') and this displays the relevant information within a map. The other option is tiled view, which can be used on all pages, excluding the dashboard. The tile view can be viewed in either black text on grey background or vice versa; this is selected using the two options at the end (the circles).

### USER VOICE



Situated on the bottom left of every page of GLGM, users can post their suggestions for system enhancements and functionality.

### INTERCOM



Users will receive notifications when changes or maintenance takes place. There will be a red 'badge' and the number inside it will show how many new messages you have. Intercom can be found at the bottom right hand corner, on all pages of GLGM. This could be as simple as text explaining the dates and times maintenance will take place or it could be a notification of new functionality introduced, which will include details of the new function and a link to an online tutorial to educate users how to benefit.

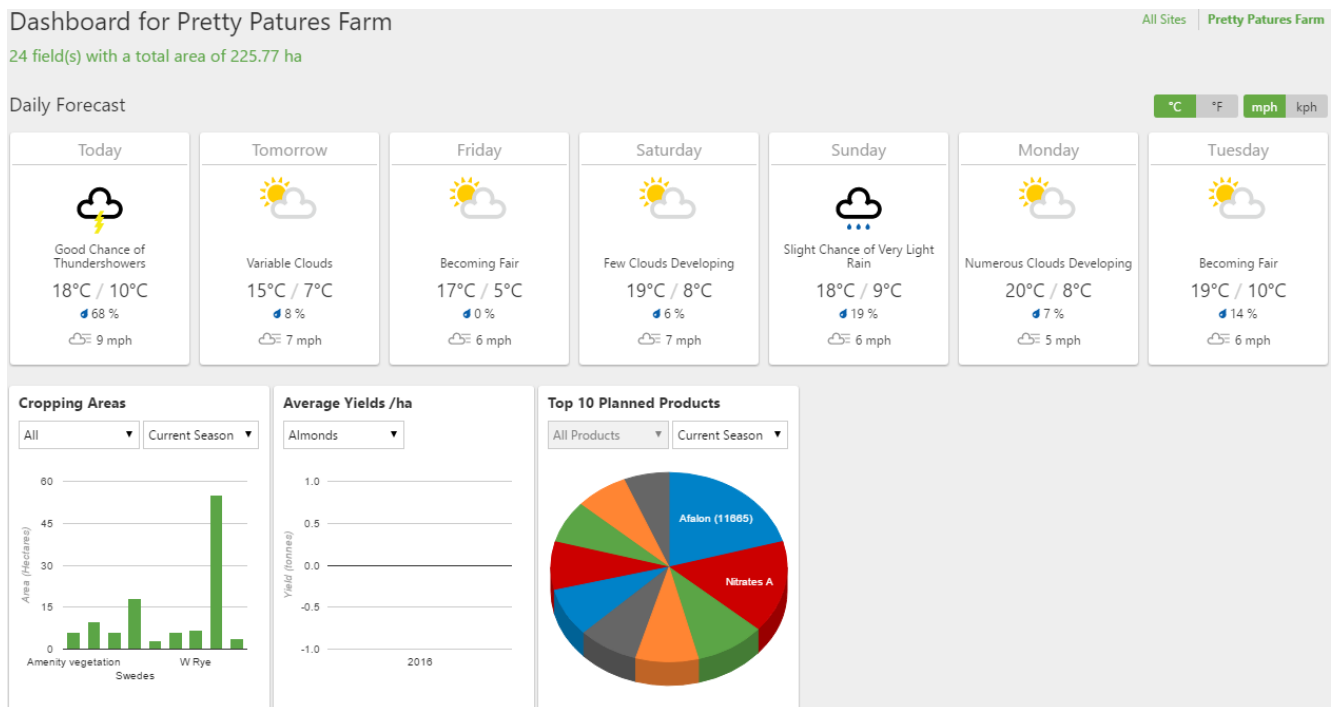
## DASHBOARD

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The dashboard is the main overview screen for the Grower Management web program and displays a general overview of all sites. Select the **All Sites** tab to display a list of the currently connected sites. Select a specific site to view the associated information for that site.

<div> <input type="text" value="All Sites"/> <div>▼</div> </div> <div>Dashboard</div>	
All Sites	
Hilly Farm	PHFARM
Home Farm	1
PRETTY PATURES FARM	000

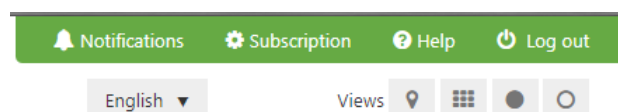
In the centre of the dashboard are widgets. These display area by acre/hectare, average yield by crop and the proportion of products used by litres/kg.



Widgets can be turned on or off using the right hand task bar, apart from the Daily Forecast.



In the top right hand of the screen is the toolbar; this is displayed on every screen. From here, you can select:



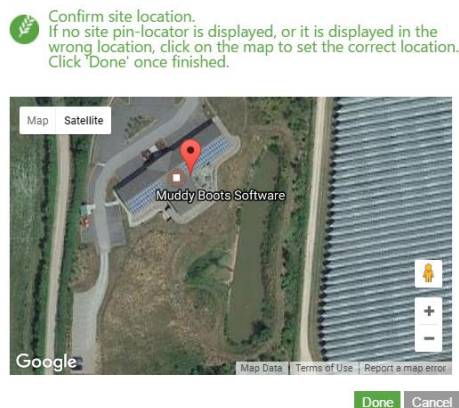
- **Notifications:** As well as receiving an email when a user is invited to see a new site, a notification will appear in this page and a red 'badge' will show to highlight it.
- **Subscription:** Selecting this option will open another tab on a user's web browser. The list of options within this page depends on the level of subscription. As a minimum, a user will have **Profile** where they can manage their personal details, such as password and contact details.
- **Help:** This provides access to the GLGM user guides and links to the online tutorials.
- **Log out:** Select this if you want to exit the program.
- **Views:** See **Views** within **User Help**.

## ADDING A SITE

- To create your first site, click the **Add Site** button (note: if you have previously used Cropwalker, your sites should automatically synchronize to your Grower Management account).
- Enter the **Site Name**, **Address**, **Postcode** (with space), **Country**, **Currency**, **Account Code** (this is your designation) and **Account Name**. If applicable, enter the **Soil Type**, **Default Area Unit** and any further contact details you wish to add.

<p><b>Site Name *</b></p> <input type="text" value="Muddy Boots Training Farm"/> <p><b>Address (1)</b></p> <input type="text" value="The 1st line of the address"/> <p><b>Address (2)</b></p> <input type="text" value="The 2nd line of the address"/> <p><b>Town/City</b></p> <input type="text"/> <p><b>County/State</b></p> <input type="text"/> <p><b>Postcode/ZIP</b></p> <input type="text" value="HR9 7XU"/> <p><b>Country *</b></p> <input type="text" value="United Kingdom"/> <p><b>Region</b></p> <input type="text" value="England"/> <p><b>Currency *</b></p> <input type="text" value="GBP (£)"/> <p><b>Price List</b></p> <input type="text" value="Muddyboots Demo Price List"/> <p><b>Notes</b></p> <input type="text" value="Enter any additional information about the site here"/>	<p><b>Account Code *</b></p> <input type="text" value="MBT001"/> <p><b>Account Name</b></p> <input type="text" value="Muddy Boots Training"/> <p><b>Default Soil Type</b></p> <input type="text" value="Select the soil type"/> <p><b>Default Area Unit</b></p> <input type="text" value="Hectares"/> <p><b>Primary Contact</b></p> <div> <input type="text" value="Martin"/> <input type="text" value="Scrivens"/> </div> <p><b>Telephone Number</b></p> <input type="text" value="01989780540"/> <p><b>Mobile Number</b></p> <input type="text"/> <p><b>Email Address</b></p> <input type="text"/> <p><b>Nitrate Vulnerable Zone</b></p> <input type="text" value="Within NVZ"/> <p><b>Default Distribution Depot</b></p> <input type="text" value="Phocle Green"/>
--	---

- Click **Save** and locate the site area on the pop up map and click to place the pin-locator on the appropriate area. This is often easier to do if you select the **Satellite** view within the map. If the pin locator is not in the area you expect it to be, it can be dragged to the correct location. Select **Done** when you have pinned the location.



- Once you have saved this, you will be in the **Site Settings** page that allows you to manage other aspects relating to the site.

## SITE SETTINGS

You can access this page from the Actions column of your site's dashboard, while you are also navigated here when you first create a new site. There are various actions you can take from here, such as managing the site's details, addresses and privacy, as well as its machinery, operators, nutrients and users.

⊖ Muddy Boots Training Farm

Total area of 190.07 ha across 20 field(s)

**i Details**

✉ Addresses

🔒 Privacy

Actions

Delete this Site  
Machinery  
Operators  
Nutrients

People

Share this Site

Save

Site Name \*

Account Code \*

## DETAILS

This part of the page allows you to manage the details for the account:

**i Details**

✉ Addresses

🔒 Privacy

**Site Name \***

Muddy Boots Training Farm

**Address (1)**

The 1st line of the address

**Address (2)**

The 2nd line of the address

**Town/City**

**County/State**

**Postcode/ZIP**

HR9 7XU

**Country \***

United Kingdom ▼

**Region**

England ▼

**Currency \***

GBP (£) ▼

**Price List**

Muddyboots Demo Price List ▼

**Account Code \***

MBT001

**Account Name**

Muddy Boots Training

**Default Soil Type**

Select the soil type ▼

**Default Area Unit**

Hectares ▼

**Primary Contact**

Martin

Scrivens

**Telephone Number**

01989780540

**Mobile Number**

**Email Address**

**Nitrate Vulnerable Zone**

Within NVZ ▼

**Default Distribution Depot**

Phocle Green ▼

**Notes**

Enter any additional information about the site here



## ADDRESSES

- Within **Addresses**, you can edit the existing details or add further locations.

Details
**Addresses**
Privacy

Additional Addresses Add Address

Edit

Martin Scrivens

Muddy Boots Training Farm  
Phocle Green  
Ross On Wye  
Herefordshire  
HR9 7XU  
United Kingdom

01989 780540

- When adding a new address, as well as the usual data fields, you are able to choose if it will be the **Default Delivery Address** and **Default Invoice Address**.

Address Details Save Cancel

Address Name

Address (1)

Address (2)

Town/City

County/State

Postcode/ZIP

Country \*

Select the country ▼

Contact First Name

Contact Last Name

Contact Telephone Number

Notes

Address Code

Default Delivery Address

☐

Default Invoice Address

☐

## PRIVACY

- When your site has other users (e.g. when a farmer shares the site with their agronomists), you can manage who is able to see specific parts of your site within **Privacy**. The default setting is **No** when another user invites someone else to your site.

Details
Addresses
**Privacy**

Who can see my Spray Plans?

Who can see my Orders?

Who can edit my Activity details and view my prices?

This is where you can control who can edit your Activities, and who can see the prices you have added to your Activities. The companies listed below all share this site. Control which companies can edit your Activity details and view the Activity prices by using the sliders.

Muddy Boots Software Ltd

Julian Knight, Apple Reviewer,

No

By default, all users outside of your subscription will be unable to edit your activities or view your activity prices.

## MACHINERY - ADDING A MACHINE TO A SITE

- Select **Machinery** from the actions list on the right.
- This page lists all machinery added for the site and you can also **Add a New Machine**.

⊕ Machines

Sprayer KRM Twin Disc	✕
Baler ACS32342	✕
Sprayer 230	✕

Help

Click on a machine to view or edit its details. To add a new machine, click Add Machine.

Actions

Add a New Machine

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Muddy Boots Software Limited  
Node-810 Live.72.4

- Enter data in all data fields and select **Save**; the data fields available will depend on the **Machine Type** selected.

Save

Machine Type

Select type ▼

Manufacturer

Select manufacturer ▼

Model \*

The model of the machine

VIN

Vehicle identification number

Description

A short description of the machine

## OPERATORS - ADDING AN OPERATOR

- Select **Operators** from the actions list on the right.
- This page lists all operators added for the site and you can **Add Operator**.

⊕ Operators

Farm Operator 1	✕
Farm Operator 2	✕

Add Operator

- Complete the data fields and select **Save**; the only mandatory data field is the **Operator Name**.

Save

Add Operator

Operator Name\*

Martin Scrivens

Email address

## NUTRIENTS – ADDING AND VIEWING NUTRIENTS

From **Site Settings**, you can also view all nutrients (fertilisers and organic manures) that are available to you. You can also add your own here; for example, if you were using manures that were produced on the farm.

- Select **Nutrients** from the **Actions** column.
- This will open the page displaying all **Fertiliser Products** available to you.
- It will also give you the options to **Add product** or switch to **Organic Manures**.

Muddy Boots Trainin x Dashboard Fields Crops Inspections Plans Programmes Orders Activities Reports

**Fertiliser Products** | Organic Manures

⬅ Fertiliser Products Add product

48 products selected, no preferred products

49 of 49 items All | Selected | Not Selected | Preferred

<b>0:24:24 (Product Code)</b> Manufacturer Nutrient Composition (%) P <sub>2</sub> O <sub>5</sub> 24 K <sub>2</sub> O 24	<b>11-16-30</b> Nutrient Composition (%) N 11 P <sub>2</sub> O <sub>5</sub> 16 K <sub>2</sub> O 30	<b>20:10:10</b> 123 Nutrient Composition (%) N 20 P <sub>2</sub> O <sub>5</sub> 10 K <sub>2</sub> O 10	<b>6/9 Test</b> Nutrient Composition (%) N 20 P <sub>2</sub> O <sub>5</sub> 20 K <sub>2</sub> O 10	<b>Anytime muck (N02043)</b> Nutrient Composition (%) N 37.5 P <sub>2</sub> O <sub>5</sub> 10 K <sub>2</sub> O 5 Zn 2
<b>asd + asd</b> Nutrient Composition (%)	<b>Barts 20:10:10 (74838)</b> Nutrient Composition (%) N 20 K <sub>2</sub> O 10 MgO 10	<b>Brimstone (Brim045)</b> Helpius Nutrient Composition (%) SO <sub>3</sub> 8 Ca 27	<b>CalMag (CAImag01)</b> albrite Nutrient Composition (%) MgO 4 Ca 10	<b>Chaux Duwa (HF3439)</b> AnyFert Nutrient Composition (%) MgO 55 Ca 40

- To create a new fertiliser or organic manure, select **Add product** while you are in the relevant page (e.g. when displaying fertiliser products and you select **add product**, you will be adding a fertiliser and not an organic manure).
- Complete all relevant information and select **Save** when you are ready to add the product, so that it is available for you to use in **Plans** and **Programmes**.

⬅ Please enter a Product Name Save

**Product Name \***

**Product Unit \***

**Product Code**

**Manufacturer**

**Nutrients (%)**

**Total Nutrient Content**

N	P <sub>2</sub> O <sub>5</sub>	K <sub>2</sub> O	MgO	Na <sub>2</sub> O	SO <sub>3</sub>	B	Mn	Cu	Zn	Ca	Fe	S	Mo	Se

**Product Incompatibilities**

Product Name	Incompatible	Please comment why this product cannot be used
Add Incompatible Product	Incompatible Incompatible Special Precaution	

**Note:** When adding an organic manure, you can use a “standard manure” as its basis, such as “biosolids, digested cake”.

## SHARING A SITE

- You can share a site with someone by pressing **Share this Site**.
- Enter the new user's email address and choose their role; each role has a different level of authority.

Invite a New Person to PRETTY PATURES FARM Invite Cancel

**Email \***

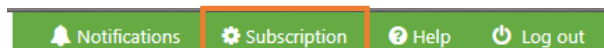
**Select a Role \***

Standard ▼

**Standard**  
Recommended for agronomists and farmers

- ✗ Ability to Remove the Site
- ✓ Edit Site Details
- ✓ Ability to Edit Privacy Options
- ✓ Add/Edit/Delete Fields
- ✓ Add/Edit/Delete Cropping
- ✓ Ability to Publish Plans
- ✓ Ability to Publish Programmes
- ✓ Ability to Create Draft Programmes
- ✓ Add/Edit/Delete Soil Test Results
- ✓ Add/Edit/Delete Inspections
- ✓ Add/Edit/Delete Activities
- ✓ Add/Edit/Delete Operators
- ✓ Add/Edit/Delete Machinery
- ✓ Access to Dashboard and Reporting areas
- ✓ Invite other users to share Site, Fields or Cropping
- ✓ Disconnect a shared User from a Site

- However, if the person you want to share the site with is within the same subscription (e.g. a farmer's operator or agronomy colleagues), it is better to use the option in **Subscription**. You can only perform this function if you are an Administrator for your organisation.



**Note: The Dashboard also has the option of sharing your site.**

## FIELDS

### TASKBAR

The taskbar on the right side of the fields' page allows you to filter through the field tools and to arrange the fields displayed.

#### Add a New Field

**Add a New Soil Test Result:** A soil test template must be created first - see relevant section in this guide or watch our tutorial video on Vimeo/YouTube.

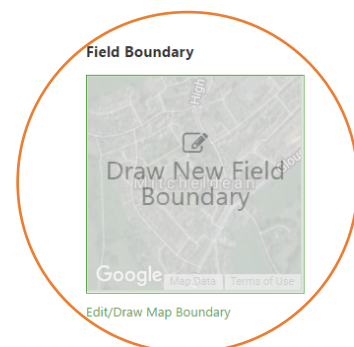
**Sort by:** Arrange the displayed fields by **Field Name**, **Area** and **Reference** (if entered when creating a field).

#### CREATING NEW FIELDS

- Upon selecting **Add a New Field**, a form will load.
- Fill in the boxes marked **Field Name**, **Field Reference**, **Field Block** and **Soil Type**.

Please enter a field name

<p><b>Field Name *</b></p> <input type="text" value="The name of the field"/>	<p><b>Official Area (ha) *</b></p> <input type="text" value="The field's official area"/>
<p><b>Field Reference</b></p> <input type="text" value="E.g. a grid reference"/>	<p><b>Working Area (ha) *</b></p> <input type="text" value="The field's typical working area"/>
<p><b>Field Block</b></p> <input type="text" value="Can be used to group fields"/>	<p><b>Ditches</b></p> <p><input type="checkbox"/> Dry</p> <p><input type="checkbox"/> Less than 3m</p> <p><input type="checkbox"/> Between 3m and 6m</p> <p><input type="checkbox"/> More than 6m</p> <p><small>The ditches within the field. Tick all that apply.</small></p>
<p><b>Soil Type</b></p> <input type="text" value="Select a soil type"/>	



#### Notes

Enter any additional information about a field here

- The **Official Area** will automatically calculate once you have mapped your field (see 'Mapping a Field').
- If the size used for planting is less than the total area of the field, enter the **Working Area** in the named box.
- If there are any notable ditches in the field, select the most appropriate tick box option.

## MAPPING A FIELD

- To map a field, select Draw New Field Boundary in the map on the right hand side of the page.
- On the map screen, click and drag to the location of the field.
- To map the field, click on the outside boundary to add a waypoint and continue adding waypoints until the boundary is complete. Complete the boundary by clicking on the first waypoint you made.
- The field area will be filled in white.



If you are happy with the automatically filled area, click **Save**. You can edit this any time, if amendments are required. However, if you make a mistake while mapping your field, you can select the **Reset** button.

## ADDING A SOIL TEST

- To submit a soil test result, go to **Fields** and select **Add a New Soil Test Result** from the options in the right hand bar.

Actions

[Add a New Crop](#)

[Remove this Field](#)

[Add a New Soil Test Result](#)

- Fill in the soil analysis with the relevant information.

⬅️ Soil Analysis

Save

Analysis Reference \*

Enter a reference

Result Date \*

DD MMM YYYY

Lab Number

Enter a number

Season \*

Select season

Add Field > \*

Drive Field

5.58 ha

Test Items

Soil Test \*

Select a test template

Notes

- Once the form has been completed, select **Save**.
- The soil analysis will now be visible under the field's history.

## FIELD HISTORY

- At the bottom of a selected field's page, its history will be visible, displaying all previous crops and soil analysis recorded.

### Notes

Enter any additional information about a field here

### Big Field History

2015	Soil Analysis	97865457	14 May 2015
2015	Spr Wheat	28.24 ac	19 Feb 2015 - 31 Aug 2015

## CROPS

### TASKBAR

From the right hand task bar, there are options to help you utilise/navigate the crops section.

#### Add Crop

**Add a New Field:** In case you have not added them already.

**Filter/Sort By:** Sort the crops displayed by **season, Field Name, Crop** and **Drill Number**.

Add Crop

Cropped Fields

Uncropped Fields

Poppy	2.61 ha
W Wheat KWS Leeds	0.29 ha 01 Sep 2016 31 Aug 2017

Actions

Add a New Field

Search ?

Type to search crop list

Filter By ?

Current Season

Sort By ?

Field Name ▲

Crop




Drill Number



## ADDING A CROP

- Select **Add Crop** from the top of the page.
- The screen below will appear. You can select a field you have previously made from the drop down menu.
- Fill in the **Crop** and **Variety**; a drop down menu will appear while you type, select the correct option once it appears.
- If the variety is not available, email [Support@MuddyBoots.com](mailto:Support@MuddyBoots.com) to request it. In the meantime, you can enter it in **Description**.

### Add a New Crop

<p><b>Field *</b></p> <div>Select the field ▼</div> <p><b>Crop *</b></p> <div>Select the crop</div> <p><b>Variety</b></p> <div>Select the variety</div> <p><b>Description</b></p> <div>Variety Description</div> <p><b>Date From *</b></p> <div>01 Sep 2016 </div> <p><b>Date To *</b></p> <div>31 Aug 2017 </div> <p><b>Notes</b></p> <div>Enter any additional information about the crop here</div>	<p><b>Area (ha) *</b></p> <div></div> <p><b>Crop Block</b></p> <div>Can be used to group crops</div> <p><b>Drill Number</b></p> <div>Enter a planting or bed no.</div> <p><b>Projected Yield /ha</b></p> <div><div></div> Tonnes ▼</div>	<p><b>Crop Boundary</b></p> 
--	--	---

### Nutrient Requirement

	N	P	K	Mg	S	Na	Ca	Lime	
Total	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	kgs/ha

- If the field you select has a larger boundary than the planted crop area, you can add an internal crop area by selecting **Edit/Draw Map boundary**.
- You can draw a separate inner boundary (the same as 'Mapping a Field') or you can select **Use Field Boundary** at the top of the map and drag a boundary in from the existing field edges.



- At the bottom of the new crop page is **nutrient requirements**; enter the required/advised nutrients for the crop.

#### Nutrient Requirement

	N	P	K	Na	Mg	Ca	S	Lime	
Total	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	kgs/ac

- Select **Save** to add the crops to the site.

## ADDING A CROP TO MULTIPLE FIELDS

- Select **Uncropped Fields**.
- All fields without crops will display; to choose more than one field, click on **Select**.

Muddy Boots Trainin

Dashboard
Fields
**Crops**
Inspections
Plans
Programmes
Orders
Activities
Reports

Crops

Add Crop

Total cropped area is 0.00 ha

Select

Cropped Fields

Uncropped Fields

MBT34.20 ha	test78.00 ha	test 217.10 ha
No Crop	No Crop	No Crop
Add a new crop to this field	Add a new crop to this field	Add a new crop to this field

- It is possible to select all of the uncropped fields by clicking on **Select All** above the field tiles.
- Alternatively, fields can be manually selected by clicking the green check box to the left of the field name.

- When all the relevant fields are selected, click **Add Crop to Selected (#)**.

⊞ Crops

Total cropped area is 0.00 ha

☒ Cancel ☐ Select All ☐ Clear All

[Add Crop to Selected \(2\)](#)

Cropped Fields | **Uncropped Fields**

<input checked="" type="checkbox"/> MBT3 4.20 ha <b>No Crop</b> <input checked="" type="checkbox"/> Add a new crop to this field	<input type="checkbox"/> test 78.00 ha <b>No Crop</b> <input checked="" type="checkbox"/> Add a new crop to this field	<input checked="" type="checkbox"/> test 2 17.10 ha <b>No Crop</b> <input checked="" type="checkbox"/> Add a new crop to this field
--	--	---

- A pop-up box will appear and you can enter the information the same as when adding a crop to one field.
- As the crop is being added to multiple fields, mapping is not undertaken at this stage and the crop area will default to the remaining working area of each field.
- When all information is entered, click on **Save**.

⊞ Crops

Total cropped area is 0.00 ha

☒ Cancel ☐ Select All ☐ Clear All

[Add Crop to Selected \(2\)](#)

Cropped Fields | **Uncropped Fields**

**Add Crop**

You are adding cropping to 2 selected fields.

**Crop \***  
Select the crop

**Variety**  
Select the variety

**Description**  
Variety Description

**Date From \***  
01 Sep 2016

**Date To \***  
31 Aug 2017

**Notes**  
Enter any additional information about the crop here

**Area (ha)**  
The crop area will default to the available working area in the selected fields.

**Crop Block**  
Can be used to group crops

**Drill Number**  
Enter a planting or bed no.

**Projected Yield /ha**  
tonnes

**Save** **Cancel**

## CROP HISTORY

- At the top of a selected crop's page, you can choose to view the crop's details or its history.

🔍 Muddy Boots Trainin x ▾

Dashboard Fields **Crops** Inspections Plans Programmes Orders Activities Reports

### Crop Details | Crop History

- Select **Crop History** and it displays any activity relating to your crop.
- If desired, you can filter the history by listing **All, Inspections, Sprays, Planting, Fertilising, Other Field Work** and **Harvesting**).

### Crop Details | **Crop History**

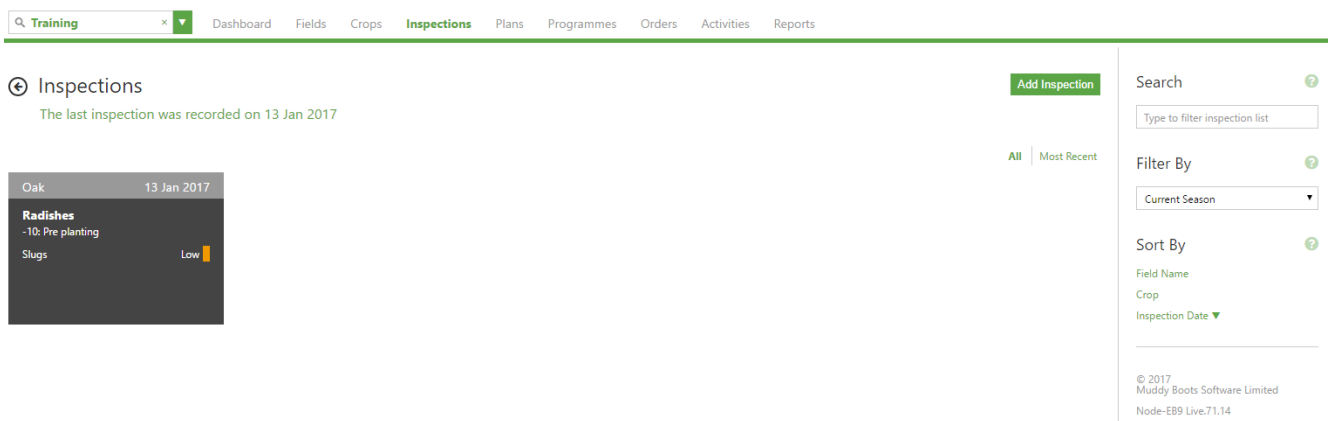
Crop History		All	Inspections	Sprays	Planting	Fertilising	Other Field Work	Harvesting
Harvesting	06 Dec 2018	W Barley		2.50 Tonnes/ha				
Spraying #28	06 Dec 2018	Applied		Elatus Plus (17841) Ortiva Opti (17839) Avadex Excel 15G (17872)		1.21 lts/ha 1.21 lts/ha 0.61 kgs/ha		
Inspection	05 Dec 2018	Nettles Blackgrass		Low Medium				

## INSPECTIONS

### TASKBAR

Inspections allow users to log crop inspections and list any pest, weed or diseases found within the crop, as well as the specific area affected and any notes. This allows an accurate record to be available in the crop's history and through an inspection report. Other users can see this data and make plans to rectify the problems noted in an inspection.

- Log a new inspection




The screenshot displays the 'Inspections' page in the Muddy Boots Software. The top navigation bar includes links for Dashboard, Fields, Crops, **Inspections**, Plans, Programmes, Orders, Activities, and Reports. A search bar on the left shows 'Training' with a dropdown arrow. Below the navigation bar, the 'Inspections' section is active, showing a sub-header 'Inspections' and a note 'The last inspection was recorded on 13 Jan 2017'. A sidebar on the left displays a list of inspections for 'Oak' on '13 Jan 2017', with 'Radishes' and 'Slugs' listed. The main area features a green 'Add Inspection' button, a search bar with the placeholder 'Type to filter inspection list', a filter dropdown set to 'Current Season', and a sort dropdown set to 'Inspection Date'. The footer includes copyright information: '© 2017 Muddy Boots Software Limited Node-EB9 Live.71.14'.

- Select a previously made inspection to make any alterations or comments.
- Filter through previous inspections by **Season, Field Name, Crop** and **Inspection Date**.

## CREATING A NEW INSPECTION

- Select **Add Inspection**.
- Fill in the **Inspection Date**.
- Select a **Field** for the inspection and its **Growth Stage**. Then you need to **Add an Observation**, allowing you to enter the:
  - **Problem:** Start typing the name of the problem and select from the automated drop down list. For every additional problem within the field, click **Add Problem** and this will generate an extra line.
  - **Severity:** Select the severity of the problem (from very low - very high), dependent on the risk the problem poses to the crop.
  - **Area:** The area of the field affected by the problem.

 Crop Inspection
 

Save

Inspection Type \*

Crop Inspection

Inspection Date \*

27 Jan 2017

Field \*

Barley

W Barley

1.00 ha

Set Growth Stage >

Remove

OK

Cancel

Problem

Aphids

Severity \*

Medium


Area (ha)

1


Comment

Add a short observation

Photo



Add Photo



General Comments

- If you have a photo of the problem, select **Add Photo**, where you can upload it to provide evidence and a caption can be added.
- Where multiple photos are available, you must add them individually.
- If the inspection was carried out on the iPad app and a photo was added at the time, this will appear in the Web version once the iPad “synchronise” button is selected.

## PLANS & PROGRAMMES

---

### STATUS

Once a plan is created, it will be displayed in the plans page; each one has a coloured circle with a letter attached, representing its status:



**Draft:** Has not been published and cannot be seen or altered, except by the creator.



**Published:** Has been published and can be seen by all users added to the site.



**Applied:** Has been published and carried out.



**Not Applied:** Has been published and subsequently abandoned, as the recommendation is not accepted/actioned.



**In Progress:** Is currently in action but not completed.

### PLANS

This page allows you to create plans for courses of sprays to be assigned to fields or crop groups.

Any Greenlight Grower Management user can view published plans, providing the site has been shared with them. This fast transfer of data allow plans to be created and sent to the farmer or contractor (usually within seconds), and a detailed sheet/pdf to be produced for them, aiding in speed and accuracy of spray operations and documentation.

## CREATING A PLAN (SPRAY & FERTILISER)

- Once you are in the plans page, select **Add Plan**.

- You need to select **Spray** (it should automatically default to this type) or **Fertiliser**.

Enter all relevant details; those with an asterisk (\*) are mandatory.

Field	Crop	Area	Total Area
Poppy	W Wheat	2.61 ha	2.61 ha

Product	Rate	Unit	Cost	Reason
Avadex Excel 15G (17872)	0.7663	kgs / ha	£ 0 /kgs	2 kgs
Ametros (MBS590)	0.9575	lts / ha	£ 0.00 /lts	2.5001 lts
Optica (14373)	0.1916	lts / ha	£ 0 /lts	0.500 lts

- Choose the **Field Target Area** (whole field, headland only, non-headland or band application).
- Create a **Plan Name**, **Plan Date** (this will default to today's) and enter a proposed application date (**Prop App Date**).
- Select the field(s) the plan is for and click **OK**; these will populate your plan.
- (Spray plan only)** Next to the field names, there will be the text, "**Set Growth Stage>**"; click on the green bar to select the crop's growth stage at the time of creating the plan.
- It is necessary to **Add Product (\*)**; enter the product(s) to be used, rate per hectare and for spray plans, the reason for use. Multiple products can be added to a plan.

- **(Spray plan only)** In the remaining data fields, enter the water volume to dilute the chemical with, machine to be used and operator (if applicable).
  - The water volume, operator and machine can be used for future plans by selecting the preferences and selecting “set as default”; all subsequent plans will automatically use the user’s default option, although this can be amended, if required.
  - The default choice of a plan will override an activity’s default choice.

<b>Water Volume (lts/ha)</b> <input type="text" value="150"/> <small>Set as default</small>	<b>Operator</b> <input type="text" value="Jane Doe"/> <small>Set as default</small>
<b>Spray Quality</b> <input type="text" value="Coarse"/>	<b>Machine</b> <input type="text" value="888"/> <small>Set as default</small>

- The plan can be saved as a draft (for later amendments) or published.
- **(Spray plan only)** Users with a Pro, Enterprise, Premium and Agri-Service license can audit their plans to verify whether it conforms to standards. This process applies when selecting Publish.
- **(Spray plan only)** When creating a plan, you can also **Save as New Template** for use on future plans with the same crop type. This option is in the **Actions** column.
- Once a plan has been audited, you can choose to amend or publish.

**Note:** Only the creator of a draft can see, edit or publish it.

\* For spray plans, you can select a template from the Actions column.

## AUDITING A SPRAY PLAN

There are several auditing alerts that, if applicable, will appear when auditing a plan:

- Products not approved for the crops in the plan.
- Products that are no longer in the **Crop Protection Products**.
- A product has been applied too many times on the field or crop.
- Maximum mix rate has been exceeded.
- Maximum amount of product has been applied to the crop.
- Time between planned harvest date and application of product is greater than recommended application to harvest time.

To undertake an audit, open the relevant **Plan** and select **Audit Plan**; the system will perform an audit and display whether any of the alerts are relevant to the proposed plan. After this, the user can choose to **Amend Plan** or **Publish Plan**.

Audit Results

[Amend Plan](#) [Publish Plan](#)

Product Warnings (2)	A 10784 A (17172) Red Cabbage	Not approved for use
	A 10784 A (17172) Baby Cos Lettuce	Not approved for use



## APPLYING A PLAN

- Within the plans page, select the one you need to record your activity against; it should be in a published or in progress status.

<b>Spray #11</b> <span>Published</span> <b>W Wheat</b> 21 Apr 2017  Atlantis WG (12478) 0.5 kgs/ha Afalon (14187) 1 lts/ha	<b>Spray #10</b> <span>Not Applied</span> <b>Red Cabbage</b> 21 Apr 2017  Option (16959) 5 kgs/ha	<b>Spray #9</b> <span>Applied</span> <b>W Wheat</b> 21 Apr 2017 1 field  Avadex Excel 15G (169... 3.449 kgs/ha	<b>Spray #8</b> <span>Published</span> <b>W Wheat</b> 12 Apr 2017  Ceratavo Plus (17865) 3.449 lts/ha Daconil (17778) 0.5 lts/ha Option (16959) 5 kgs/ha	<b>Spray #7</b> <span>Applied</span> <b>Spr Wheat</b> 05 Apr 2017 1 field <i>'April test'</i>  Tor (17777) 50 lts/ha
<b>Spray #6</b> <span>In Progress</span> <b>Mixed Crops</b> 13 Feb 2017 <i>'test'</i>  Avadex Excel 15G (169... 15 kgs/ha	<b>Spray #5</b> <span>Applied</span> <b>Spr Wheat</b> 13 Feb 2017 1 field <i>'Driffield'</i>  Avadex Excel 15G (169... 15 kgs/ha Option (16959) 6 kgs/ha	<b>Spray #4</b> <span>Applied</span> <b>Red Cabbage</b> 10 Feb 2017 1 field <i>'Martin'</i>  <del>Option (16959) 3 kgs/ha</del> Avadex Excel 15G (169... 4 kgs/ha <del>Acets 20-5G (16919) 5 kgs/ha</del>	<b>Spray #3</b> <span>Not Applied</span> <b>W Wheat</b> 10 Feb 2017 <i>'Sandra'</i>  Avadex Excel 15G (169... 10 kgs/ha	<b>Spray #2</b> <span>Applied</span> <b>Red Cabbage</b> 10 Feb 2017 1 field <i>'JIT'</i>  Ilex Magnesium (MBS4... 3 lts/ha Nutrel Refined Manga... 5 kgs/ha
<b>Spray #1</b> <span>Not Applied</span> <b>W Wheat</b> 27 Jan 2017 <i>'Spray 1'</i>  Cropsure Magnesium ... 5 kgs/ha Afalon (14187) 2 lts/ha Aphox (17401) 3 kgs/ha Avadex Excel 15G (178... 10 kgs/ha				

- To provide an update, users must select **Apply Plan**. This action can also be undertaken in **Activities**.

**NOTE: Where red text appears against your plans, the Operator has recorded an application, which differs from your recommendations, such as the use of an additional product or a different application rate. If the text is struck through, the product has not been applied.**

Spray Plan # 28 Published  
 Created by: Martin Scrivens

Field Target Area

Whole Field

Plan Name

Start typing

Plan Date\*

10 Oct 2018

Prop App Date

Fields \*

Poppy	W Wheat	KWS Croft	2.61	ha	Set Growth Stage >
-------	---------	-----------	------	----	--------------------

Select Fields

Total Area 2.61 ha

Spray Products

Show Costs

Ceratavo Plus (17865)	1	lts / ha	£ 0/lts	2.61 lts	Weed control	x
Daconil (17778)	0.5	lts / ha	£ 0/lts	1.305 lts	Weed control	x

Add Product

Actions

Machinery

Remove this Plan

Templates

Save as New Template

Please select a template

- Select the field(s) you have conducted activity on and select **Continue**.

## ⬅ Spraying Activity

Select plan or leave blank to create a new direct application

373 - 18 Oct 2016 - W Wheat

### Fields

Arbroath 23	W Wheat	Zebedee	6.5	ha	
Bank Piece	W Wheat	X19	2nd Wheat	9.29	ha <b>SELECTED ✓</b>
Barn field	W Wheat	X19		15.1	ha <b>SELECTED ✓</b>
Alpha	W Wheat	Zebedee	2nd Wheat	2.28	ha

+ Select Fields

Total Area 33.17 ha

Abandon

Continue

- The field(s) selected will be in black and their status will be **In Progress**.
- Within this page, you can change and add data in the various data fields to reflect the activity undertaken.
- (Spray plan only)** You can change the order the products are in too, by hovering over the three vertical dots, pressing the mouse and dragging up or down.
- The mandatory (\*) details to be added are **Operation, Start Date & Time** and **End Date & Time**, although it is always recommended to enter all relevant information, such as **Operator** and **App Growth Stage**.
- Operation Cost per hectare** can be added at this stage to feed into the Cost Analysis Report.

### Spray Products

☑ Show Costs

⋮	Ceratavo Plus (17865)	3.4483	lts /ha	£ 0.00 /lts	1	lts	Weed control	✕
⋮	Daconil (17778)	0.5	lts /ha	£ 0.00 /lts	0.145	lts	Weed control	✕
⋮	Option (16959)	5	kgs /ha	£ 36.52 /kgs	1.45	kgs	Reason	✕

+ Add Product

### Water Volume

757.082336 lts/ha

Set as default

### Spray Quality

Medium/Coarse

### Operation Details

These details apply to the fields selected above.

<b>Operation *</b> Spraying	<b>Start Date &amp; Time *</b> <input type="text"/>	<b>Wind Speed (kph)</b> <input type="text"/>
<b>Operator</b> Select an Operator	<b>End Date &amp; Time *</b> <input type="text"/>	<b>Direction</b> Select
<b>Primary Machine</b> Select Machine	<b>Duration (hr:min)</b> <input type="text"/>	<b>Temperature (°C)</b> <input type="text"/>
<b>Secondary Machine</b> Select Machine	<b>App Growth Stage</b> 16: 6 leaves unfolded	<b>Humidity (%)</b> <input type="text"/>
<b>Operation Cost per ha</b> £ 20.00		

- Once you have updated all information, select **Save**.

**Note:** Any data field with a blue line at the bottom means the data is editable.

## REMOVING A PLAN

Should you realise a published plan is not going to be applied and should be deleted, as there is no reason for it to remain on the system, you can **Remove this Plan**. This option is in the actions column of the plan:

⊕ Spray Plan # 28 Published Audit Plan Apply Plan

Created by: Martin Scrivens

Field Target Area: Whole Field Plan Name:  Plan Date\*:  Prop App Date:

Fields \*

Field	Crop	Area	Set Growth Stage
Poppy	W Wheat	2.61 ha	<a href="#">Set Growth Stage</a>

Total Area: 2.61 ha

Spray Products

Product	Rate	Area	Cost	Notes
Ceratavo Plus (17865)	1 lts / ha	2.61 lts	£ 0.00	Weed control
Daconil (17778)	0.5 lts / ha	1.305 lts	£ 0.00	Weed control

Actions: Machinery **Remove this Plan**

Templates: Save as New Template Please select a template

## ABANDONING A PLAN

Should you realise a published plan is not going to be applied and should be marked as not applied, you can **Abandon** the plan. This means Greenlight Grower Management will still have a record of the spray plan for audit purposes but it will show as **Not Applied**.

- Select the relevant published plan from the Plans page.

<p>Spray #11 <span>Published</span></p> <p><b>W Wheat</b> 21 Apr 2017</p> <p>Atlantis WG (12478) 0.5 kgs/ha Afalon (14187) 1 lts/ha</p>	<p>Spray #10 <span>Not Applied</span></p> <p><b>Red Cabbage</b> 21 Apr 2017</p> <p>Option (16959) 5 kgs/ha</p>	<p>Spray #9 <span>Applied</span></p> <p><b>W Wheat</b> 21 Apr 2017</p> <p>1 field</p> <p>Avadex Excel 15G (16959) 3.449 kgs/ha</p>	<p>Spray #8 <span>Published</span></p> <p><b>W Wheat</b> 12 Apr 2017</p> <p>Ceratavo Plus (17865) 3.449 lts/ha Daconil (17778) 0.5 lts/ha Option (16959) 5 kgs/ha</p>	<p>Spray #7 <span>Applied</span></p> <p><b>Spr Wheat</b> 05 Apr 2017</p> <p>1 field <i>'April test'</i></p> <p>Tor (17777) 50 lts/ha</p>
<p>Spray #6 <span>In Progress</span></p> <p><b>Mixed Crops</b> 13 Feb 2017</p> <p><i>'test'</i></p> <p>Avadex Excel 15G (16959) 15 kgs/ha</p>	<p>Spray #5 <span>Applied</span></p> <p><b>Spr Wheat</b> 13 Feb 2017</p> <p>1 field <i>'Druffield'</i></p> <p>Avadex Excel 15G (16959) 15 kgs/ha Option (16959) 6 kgs/ha</p>	<p>Spray #4 <span>Applied</span></p> <p><b>Red Cabbage</b> 10 Feb 2017</p> <p>1 field <i>'Martin'</i></p> <p>Option (16959) 3 kgs/ha Avadex Excel 15G (16959) 4 kgs/ha Acetate 20-5G (16919) 5 kgs/ha</p>	<p>Spray #3 <span>Not Applied</span></p> <p><b>W Wheat</b> 10 Feb 2017</p> <p><i>'Sandra'</i></p> <p>Avadex Excel 15G (16959) 10 kgs/ha</p>	<p>Spray #2 <span>Applied</span></p> <p><b>Red Cabbage</b> 10 Feb 2017</p> <p>1 field <i>'DJT'</i></p> <p>Ilex Magnesium (MBS4...) 3 lts/ha Nutrel Refined Manga... 5 kgs/ha</p>
<p>Spray #1 <span>Not Applied</span></p> <p><b>W Wheat</b> 27 Jan 2017</p> <p><i>'Spray 1'</i></p> <p>Cropsure Magnesium ... 5 kgs/ha Afalon (14187) 2 lts/ha Aphox (17401) 3 kgs/ha Avadex Excel 15G (17865) 10 kgs/ha</p>				

- Select **Apply Plan**.

⌂ Spray Plan # 28 Published  
Created by: Martin Scrivens

**Field Target Area**  
Whole Field

**Plan Name**  
Start typing

**Plan Date\***  
10 Oct 2018

**Prop App Date**

**Fields \***

Field	Crop	Area	ha	Set Growth Stage
Poppy	W Wheat	KWS Croft	2.61	ha
<b>Total Area</b>			2.61	ha

**Spray Products** Show Costs

Product	Rate	Unit	Cost	Area	ha	Notes
Ceravio Plus (17865)	1	lts / ha	£ 0 / lts	2.61	lts	Weed control
Daconil (17778)	0.5	lts / ha	£ 0 / lts	1.305	lts	Weed control

**Actions**  
Machinery  
Remove this Plan

**Templates**  
Save as New Template  
Please select a template

- Select the field(s) the plan is not going to be applied to, press **Back** and then press **Abandon**.

⌂ Spraying Activity

Select plan or leave blank to create a new direct application  
373 - 18 Oct 2016 - W Wheat

**Fields**

Field	Crop	Area	ha	Status
Arbroath 23	W Wheat	Zebedee	6.5	ha
Bank Piece	W Wheat	XG19	9.29	ha
Barn field	W Wheat	XG19	15.1	ha
Alpha	W Wheat	Zebedee	2.28	ha
<b>Total Area</b>			33.17	ha

**Abandon** **Continue**

- A pop-up box will ask you to confirm, press **Abandon**.



Are you sure you want to abandon the plan on the selected field(s)?  
If you continue, no activity will be logged for the selected field(s).

**Abandon** **Cancel**

## PROGRAMMES

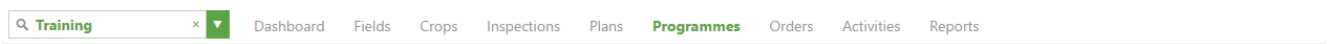
Before a programme can be created, the nutrient(s) must be added to the site (see 'Adding a Nutrient').

Programmes are intended to show what fertiliser plans are needed; from this, specific fertiliser plans would be created.

- Select **Programmes** from the tool bar.



- On this page, any existing programmes are displayed and you are able to **Add Programme**.



### Programmes

[Add Programme](#)


- Enter all mandatory information (\*), ensuring the rate in kgs/ac, the application date and the crop growth stage are included when you **Add a Product**.

### Programme

[Save Draft](#) [Publish Programme](#)

Programme No. (Generated on Save)

Programme Name\*

Programme Date\*

Fields \*

+ Select Fields

Products \*

+ Add a Product

Notes

- **Save Draft** for later alteration or **Publish Programme** to be enable it to be implemented.

## ACTIVITIES

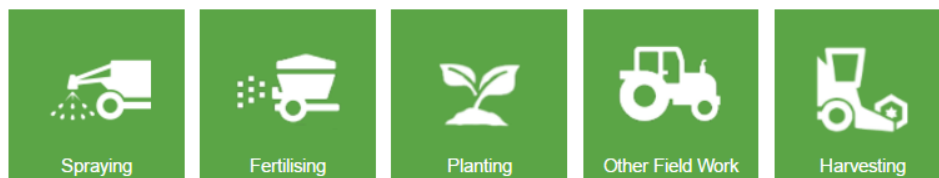
### UNDERTAKING AN ACTIVITY

In the activities section, users can record various tasks and contribute towards detailed reports of the activity. The user (farmer or contractor) can save details of the activity undertaken, at which point they will appear as an Activity Report in the reports page.

- Firstly, users must select the type of activity completed.



#### Select an Activity Type



- **Spraying:** Applying crop protection products to a field's crop.
- **Fertilising:** Applying nutrients to a field's crop.
- **Planting:** You need to add the product planted, as well as the Operation (drilling, planting or seeding).
- **Other Field Work:** There is a drop-down list where the user can choose from a wide variety of activities undertaken on a farm.
- **Harvesting:** The actual yield must be entered, along with the price the farmer achieves. After this, an operation needs to be selected and the options are Baling, Combining, Cutting and Harvesting. The default option is **Harvesting**.

Whichever activity is being recorded, users need to select the field(s) it relates to. For **Spraying** and **Fertilising**, if it relates to a published plan, select it on this page as well. The generic entry requirements for the data fields are displayed below. An exception exists for **Harvesting**, where it is possible to confirm whether the harvest is complete. Changing this to **Yes** will update the crop's end date.

**Spraying Activity**

Select plan or leave blank to create a new direct application

Select plan

Fields

Select Fields

Start typing to filter fields	All Crops	Current Season	OK	Cancel
abba	W Wheat	Skyfall	4.75 ha	
Adam	Sugar Beet	KWS Sabatina	3.86 ha	
Alpha	W Wheat	Zebedee	2nd Wheat	2.28 ha
Alpha	W Triticale		10.00 ha	
Alpha	Carrots		2.00 ha	
Angus 001	W Wheat	2nd Wheat	3.00 ha	
Angus 001	W Oilseed Rape	ES Mambo	1.61 ha	
Arbroath 23	W Wheat	Zebedee	6.50 ha	
Arbroath 23	Sugar Beet	Mandella	18.74 ha	
Bains field	W Wheat	Revelation	2.39 ha	
Balmalcolm	Sugar Beet	Mandella	14.26 ha	
Bank Piece	W Wheat	Xi19	2nd Wheat	9.29 ha
Barn field	W Wheat	Xi19	15.10 ha	

- Once the completed fields have been selected, click the **OK** button.
- The selected fields will now be marked as **In Progress**.

## Harvesting Activity

Save

### Fields

Oak	Potatoes	Maris Piper	0.48 ha	IN PROGRESS
Back				

### Harvest Product \*

Potatoes	Yield	Tonnes	/ha	£	/Tonnes	Total	Tonnes

### Operation Details

These details apply to the fields selected above.

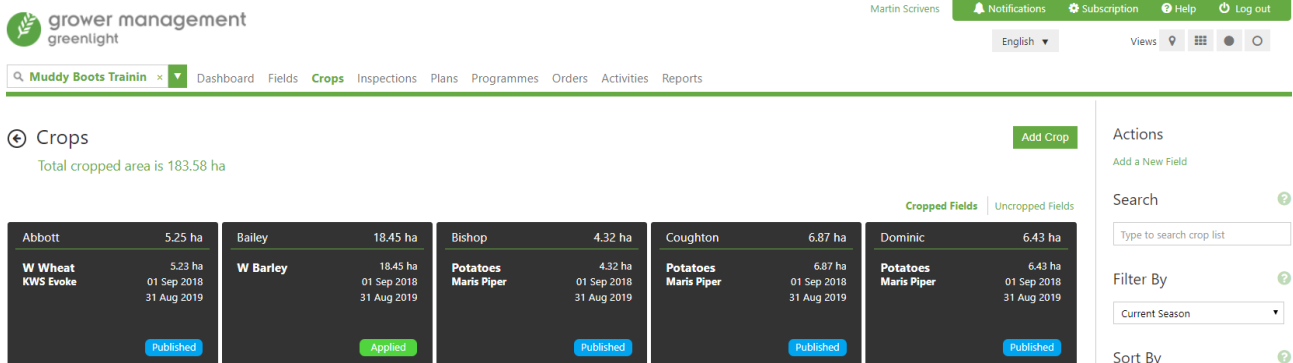
<b>Operation *</b> Harvesting	<b>Start Date &amp; Time *</b> <input type="text"/>	<b>Wind Speed (kph)</b> <input type="text"/>
<b>Operator</b> Select an Operator	<b>End Date &amp; Time *</b> <input type="text"/>	<b>Direction</b> Select
<b>Primary Machine</b> Select Machine	<b>Duration (hr:min)</b> 00:00	<b>Temperature (°C)</b> <input type="text"/>
<b>Secondary Machine</b> Select Machine	<b>App Growth Stage</b> Select Growth Stage	<b>Humidity (%)</b> <input type="text"/>
<b>Operation Cost per ha</b> £ 0.00	<b>Harvest Complete?</b> Yes No	

- Fill in the required fields:
  - Operation:** Choose the one relevant to the activity undertaken.
  - Start/End Date and Time:** Enter the start and end date/time of the activity, which calculates the duration.
  - App Growth Stage:** The average state of growth of the crop at the time of activity.
  - Primary/Secondary Machine:** Select machine/sprayer from your premade list.
  - Operation Cost per hectare:** The user can enter the cost per hectare and this will filter through to the Cost Analysis Report. It is important to capture the **Operation Cost per ha**. Once this has been chosen, it will appear automatically in future activities of the same type; however, it can always be manually amended.
- Once the activity details have been completed, click **Save** at the top right of the form to complete the activity. Completed activities will be visible in the reports area.

## EDITING AN ACTIVITY

Once an activity has been undertaken and saved on Greenlight Grower Management, it is still possible to edit its details:

- Navigate to the **Crops** page.
- Locate the crop the activity was applied to and click on its tile.



**grower management greenlight**

Martin Scrivens | Notifications | Subscription | Help | Log out

English | Views | Grid | List | Map

Muddy Boots Trainin x Dashboard Fields **Crops** Inspections Plans Programmes Orders Activities Reports

⊕ Crops Add Crop

Total cropped area is 183.58 ha

**Cropped Fields** | Uncropped Fields

Crop Name	Area (ha)	Status
Abbott	5.25 ha	Published
Bailey	18.45 ha	Applied
Bishop	4.32 ha	Published
Coughton	6.87 ha	Published
Dominic	6.43 ha	Published

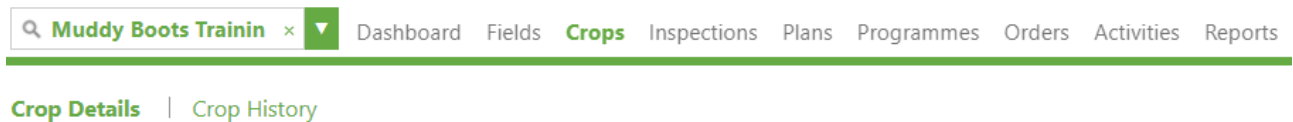
**Actions**  
Add a New Field

**Search**  
Type to search crop list

**Filter By**  
Current Season

**Sort By**

- Select **Crop History**.



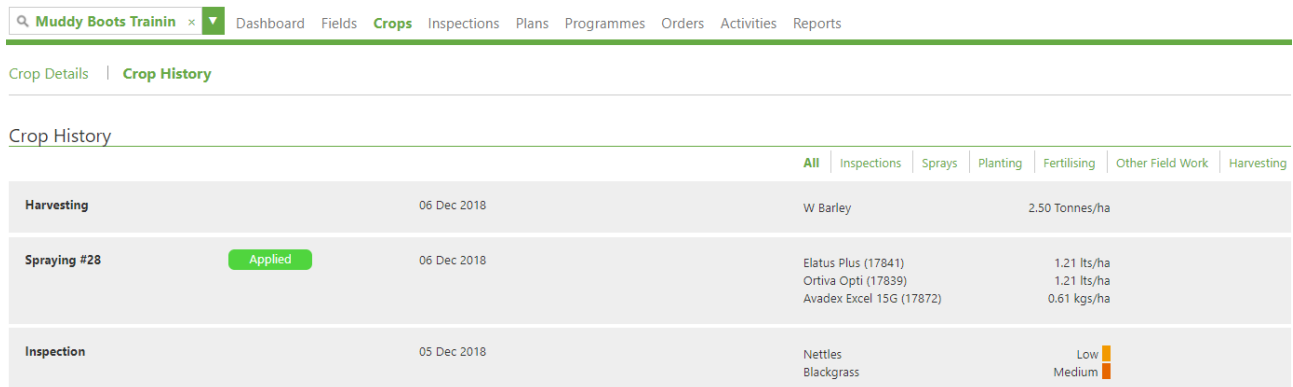
Muddy Boots Trainin x Dashboard Fields **Crops** Inspections Plans Programmes Orders Activities Reports

**Crop Details** | Crop History

⊕ Bailey

W Barley, 18.45 ha Actual Yield: 2.50 Tonnes/

- A list of all activities will be displayed; select the one you need to edit.



Muddy Boots Trainin x Dashboard Fields **Crops** Inspections Plans Programmes Orders Activities Reports

Crop Details | **Crop History**







Crop History

Harvesting	06 Dec 2018	W Barley	2.50 Tonnes/ha			
Spraying #28	06 Dec 2018	Elatus Plus (17841) Ortiva Opti (17839) Avadex Excel 15G (17872)	1.21 lts/ha 1.21 lts/ha 0.61 kgs/ha			
Inspection	05 Dec 2018	Nettles Blackgrass	Low Medium			



- This will reopen the activity and you can amend the information.

Spray Products Show Costs

 <b>Elatus Plus (17841)</b>	1.2136	lts / ha	5	lts	Reason	
 <b>Ortiva Opti (17839)</b>	1.2136	lts / ha	5	lts	Reason	
 <b>Avadex Excel 15G (17872)</b>	0.6068	kgs / ha	2.5	kgs	Reason	

[Add Product](#)

Water Volume  lts/ha [Set as default](#)

Spray Quality

Operation Details

These details apply to the fields selected above.

**Operation \***  
  
 Select an Operation  
 Spraying  
 Spreading

**Start Date & Time \***

**Wind Speed (kph)**

**End Date & Time \***

**Direction**

**Primary Machine**

**Duration (hr:min)**

**Temperature (°C)**

**Secondary Machine**



**App Growth Stage**


**Humidity (%)**

**Notes**

Use notes to record information such as observations made, or buffer zones implemented during application

- When all appropriate changes have been made, select **Save**.


 **Muddy Boots Trainin**  [Dashboard](#) [Fields](#) [Crops](#) [Inspections](#) [Plans](#) [Programmes](#) [Orders](#) **[Activities](#)** [Reports](#)

 **Spraying Activity** [Save](#)

Created by: Martin Scrivens

Select plan or leave blank to create a new direct application

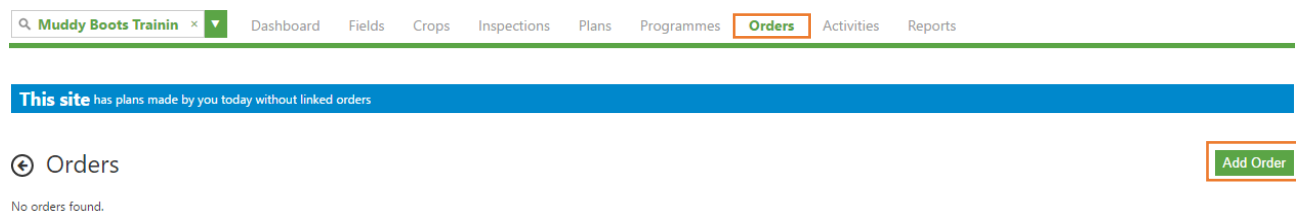
Fields

<b>Bailey</b>	W Barley	4.12	ha	
---------------	----------	------	----	---

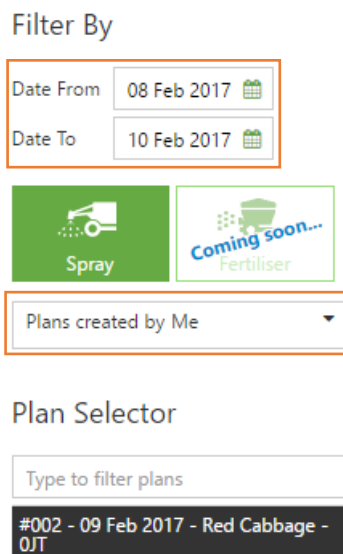
## ORDERS

It is possible to generate orders, ad hoc or directly from a plan, which will enable users to collate their requirements in a report. They can then e-mail or print this from the Reports page and provide it to their supplier.

- If you have created a spray plan and no orders have been created following your recommendations, when you navigate to the **Orders** page, you will see a reminder with a blue banner (as below).
- Select **Add Order**.



- Providing you are placing the order the same day as you created the spray plan, the products to be ordered will auto-populate.
- Should the order be added on a later date, to auto-populate the products, you need to use the date filter in the action column (to the right).



- In addition to the date filter, orders can also be created from plans made by other users; simply use the drop down box in the action column.
- Whether an order is being created from a spray plan or it is ad hoc, you can always add or amend the products required.
  - To order additional products, select **Add a Product**.
  - To amend a product, change the data in **Order Qty, Pack Size or Packs Required** (level of subscription will affect whether all of these data fields can be edited).
  - To remove a product, click on the **X** to the right of the product's **Total Price**.
- When all products have been added, if appropriate, you can complete the remaining data fields.

- Check all the information is correct and once satisfied, click on **Save Order**.

← Order New

Save Order

#### Order Items

Product	Planned Qty.	Order Qty.	Pack Size	Packs Required	Unit Price	Total Price
Ilex Magnesium (MBS455)	1.50 lts	<input type="text" value="1.5"/> lts			£ <input type="text"/>	£ 0.00 ✕
Nutrel Refined Manganese Sulphate (MBS679)	2.50 kgs	<input type="text" value="2.5"/> kgs			£ <input type="text"/>	£ 0.00 ✕
<a href="#">+ Add a Product</a>						£ 0.00

#### Order Details

Customer PO No.

Distribution Depot \*

Notes

#### Delivery Details

Delivery Date

Delivery Priority

- ☒ Anytime
- ☐ Morning Delivery
- ☐ Afternoon Delivery
- ☐ + 1 day
- ☐ + 2 days

#### Delivery Address

Martin Scrivens

Muddy Boots Training Farm  
Phode Green  
Ross On Wye  
Herefordshire  
HR9 7XU  
United Kingdom  
☎ 01989 780540

[Change Address](#)

#### Invoice Address

Martin Scrivens

Muddy Boots Training Farm (Office)  
Aspen Building  
Vantage Point Business Village  
Mitcheldean  
Gloucestershire  
GL17 0AF  
United Kingdom  
☎

[Change Address](#)

## REPORTS

There are 12 report types in Greenlight Grower Management:

Spray Plan Report	Fertiliser Plan Report	Inspection Report	Activity Report	Summary Programme Report
Detailed Programme Report	Order Report	Cost Analysis Report	Gross Margin Report	Product Use Report
Cropping Report	N-max Summary Report			

- 1) **Spray Plan:** Generates an accurate printable spray sheet, with compliances and data tables for the operator to fill in and sign off.
- 2) **Fertiliser Plan:** Generates a printable report of plans created.
- 3) **Inspection:** Generates a report of all or selected fields, inspections and notes for the selected period.
- 4) **Activity:** Generates an overview of all spray activities, chemicals/water used, operator and machines involved.
- 5) **Summary Programme:** Provides a printable report of all programmes published to your site.
- 6) **Detailed Programme:** Generates a report of any additional nutrients added to the selected crop.
- 7) **Order:** Provides a printable report of the orders made.
- 8) **Cost Analysis:** Users can create reports based on the financials relating to Plans and Activities, including products used and operational costs.
- 9) **Gross Margin:** A gross margin report can be created in order to display costs and incomes.
- 10) **Product Use:** An overview of the crop protection products applied to your site's crops.
- 11) **Cropping:** A report that enables you to review current and historical cropping on your site.
- 12) **N-max Summary:** Shows a summary of all planned and applied nitrogen applications, alongside N-max limits for each crop type.

## CUSTOMISING A REPORT

To generate your report, use the filters in the actions column. Each time you amend a filter, the report will automatically update and populate the screen (see below). We recommend users always check the drop-down boxes to ensure the appropriate settings are applied.

Activity Report Generator

Download Email Export CSV Print



Activity Report

For period 01/01/2018 to 11/04/2018  
Produced by: Martin Scrivens

Muddy Boots Training Farm, hr8 2nq, United Kingdom  
Primary Contact: Martin Scrivens Tel: 01989 780540

**DOMINIC W Barley 3.44 ha Projected Harvest Date: 31/08/2018 EHD: No Restriction**

Activity Date / Timing	Operation	Product	HI	Rate	Water	Area	Operator	Machine
10/01/2018	Chisel Ploughing					3.44 ha		
07/02/2018	Spraying #18	Ortiva Opti (17839)		1.000 lts/ha	200.00 lts/ha	3.44 ha		
		Elatus Plus (17841)		1.454 lts/ha				

**MARTIN W Wheat 2.37 ha Projected Harvest Date: 31/08/2018 EHD: No Restriction**

Activity Date / Timing	Operation	Product	HI	Rate	Water	Area	Operator	Machine
10/01/2018	Harvesting					2.37 ha		

**POPPY W Barley ABC | wk 6 1.05 ha Projected Harvest Date: 31/08/2018 EHD: No Restriction**

Activity Date / Timing	Operation	Product	HI	Rate	Water	Area	Operator	Machine
10/01/2018	Chisel Ploughing					1.05 ha		

**POPPY Agastache 2.61 ha Projected Harvest Date: 31/08/2018 EHD: No Restriction**

Activity Date / Timing	Operation	Product	HI	Rate	Water	Area	Operator	Machine
10/01/2018	Drilling	:kug (Agastache)		5.000 kgs/ha		2.61 ha		
10/01/2018	Chisel Ploughing					2.61 ha		

**ROSIE Apples 5.45 ha Projected Harvest Date: 31/08/2018 EHD: 15/02/2019**

Activity Date / Timing	Operation	Product	HI	Rate	Water	Area	Operator	Machine
15/02/2018	Spraying #23	Hallmark With Zeon Technology (12629)	EAMU: 2944/08 365 days	50.000 ml/ha	200.00 lts/ha	5.45 ha		
		Calypso (11257)	EAMU: 2831/08 365 days	0.250 lts/ha				
		Syllit 400 SC (13363)	60 days	2.000 lts/ha				

## SPRAY PLANS

Filter By

Date From 26 Apr 2017

Date To 26 Apr 2017

All Operators

All Crops

Plan Selector

Type to filter plans

Report Options


- ☐ Show Crop EHD
- ☐ Show Load Information
- ☐ Show Product Totals
- ☐ Show Precautions
- ☒ Show Timing Restrictions
- ☒ Show % of max dose
- ☐ Landscape Orientation


In Report Options, tick or untick the relevant selections for the report:


- **Show Crop EHD:** Earliest harvest date
- **Show Load Information:** Total and part loads
- **Show Product Totals:** Total of all sprays used in the report
- **Show Precautions:** Any safety precautions required of the operator.
- **Show Timing Restrictions:** Will document any timings (e.g. growth stage) when the crop protection products should be used before.
- **Show % of max dose:** Displays the percentage of product being recommended against the FERA database.
- **Landscape Orientation:** The default view when printing the report is portrait; selecting this allows it to become landscape.


## FERTILISER PLANS

**Filter By** ?

Date From  

Date To  

All Operators 

All Crops 

**Plan Selector** ?

**Product Nutrients**

Select up to 8 nutrients to show.

N	P	K	Mg
Na	S	B	Mn
Cu	Zn	Ca	Fe
SO3	Mo	Se	Lime

Maximum 8 nutrients selected.  
Please deselect a nutrient before selecting another.

**Report Options**

☒ Show Product Totals


☐ Landscape Orientation


Within this report, as well as filtering by the generic options, you can select up to eight nutrients.


There are fewer **Report Options**, with the main one being **Show Product Totals**; the default is on, which means the bottom of the report will display the total product requirement.


## INSPECTIONS

**Filter By** ?

Date From  

Date To  

Current Season 

All Crops 

**Field Selector** ?

**Report Options**

☒ Show Images


☒ Most recent Inspections only


In **Report Options**, there are two options:

- **Show Images:** Display any images that were uploaded to the inspections included within your report parameters.
- **Most recent inspections only:** Selecting this option results in the report displaying the latest inspection report conducted on a field's crop.

## ACTIVITIES

**Filter By** ?

Date From  

Date To  

Current Season ▼

All Crops ▼

All Operators ▼

All Activity Types ▼

**Field Selector** ?

**Report Options**

☐ Show Start and End Times

☐ Show Active Ingredients

☒ Show Harvest Interval

☐ Show Weather Conditions

☒ Show Operator


☒ Show Machine


☒ Show Operator Notes

- **Times:** Allows the report to show the input date and time of the activity.
- **Active Ingredients:** Show any active ingredients from the sprays used on the crop.
- **Harvest Interval:** Time from the activity to the date harvested.
- **Weather Conditions:** Show conditions in wind speed, direction, temperature and humidity.
- **Operator:** Display the operator who carried out the task
- **Show Machine:** Display the machines used in the activities involved.
- **Operator Notes:** If any notes were added, these can be included on the report.

## SUMMARY PROGRAMME

**Filter By** ?

Date From  

Date To  

All Crops ▼

**Programme Selector** ?

**Product Nutrients**

Select up to 8 nutrients to show.

N	P	K	Mg
Na	S	B	Mn
Cu	Zn	Ca	Fe
SO3	Mo	Se	Lime

Maximum 8 nutrients selected.  
Please deselect a nutrient before selecting another.

**Report Options**

☒ Show Component Products

☐ Show Product Totals

Default Unit ▼

As well as the usual filters, it is possible to select up to eight nutrients.

Within **Report Options**, you can choose to show:


- **Component Products:** Shows the breakdown between the nutrients used when they are blended.
- **Products Totals:** Displays the total product requirement for the date range selected.

A drop-down box to switch between **Default Unit** and **Tonnes (Metric) Unit** is at the bottom of the filters; it is recommended to leave this at the default setting.

We recommend you use **Detailed Programme Report** and filter accordingly.

## DETAILED PROGRAMME

Filter By ?

Date From  

Date To  

All Crops 

Programme Selector ?

### Product Nutrients

Select up to 8 nutrients to show.

N	P	K	Mg
Na	S	B	Mn
Cu	Zn	Ca	Fe
SO3	Mo	Se	Lime

Maximum 8 nutrients selected.  
Please deselect a nutrient before  
selecting another.

### Report Options

- ☒ Show Soil Analysis
- ☒ Show Requirement
- ☒ Show Component Products
- ☒ Show Product Incompatibilities

A common feature for a number of reports is the ability to select up to eight nutrients; this feature is available in the **Detailed Programme report** too.

Within **Report Options**, you can choose to show:

- **Soil Analysis:** This will detail the results entered within the fields' page.
- **Requirement:** Including this allows you to compare the nutrient requirement of the field(s) against the nutrients applied.
- **Component Products:** Shows the breakdown between the nutrients used when they are blended.
- **Product Incompatibilities:** The report will display if any products cannot be used when using any of the products applied.

## ORDER

Filter By ?

Date From  

Date To  

Orders created by Me 

Order Selector ?

Once you have selected your date range, the other filter you will use is selecting whose orders you want to report.



## COST ANALYSIS

Field Selector

Bears Field - Swedes - Airlie

Cats Field - Swedes

Crocodile Field - W Wheat - 25W43

Fish Field - W Barley - Acute

Fly Field - W Barley - Amisk

Fly Field - W Wheat - Scout

Fly Field - Spr Wheat

Hippopotamus Field - Aloe - Polyphyla

Filter By

Date From

Date To

☒ Costs from Activities only  
☐ Costs from Plans only

Current Season

All crops

All cost types

Group By

☒ Crop  
☐ Field

Report Options

☒ Show Details

There are numerous options to choose from to tailor your financial report:

- **Dates:** These default to the harvest season but can be amended.
- **Costs from Activities only:** Specific to the actual work carried out.
- **Costs from Plans only:** Relates to the proposed work planned.
- **Season:** Choose the season the user needs to report on.
- **Crops:** Financial reports can be filtered by specific crop.
- **Cost Types:** This is split between inputs and operations.

Users can also adjust the format of the report to group by crop or field.

## GROSS MARGIN

Filter By

Date From

Date To

Current Season

All crops No crops available

Report Options

☒ Show Details  
☐ Show Summary Totals only

There are limited options to filter and sort this report:

- **Dates:** This defaults to the current harvest season but can easily be changed.
- **Season:** Select which season you want to report on using the drop-down list.
- **Crops:** Break the report down with crop specific data...
- **Show Details:** This option provides the income and expense against each activity.
- **Show Summary Totals:** A simple view of the report, detailing the income and expense only.

## PRODUCT USE

Filter By

Current Season ▼

Date From 01 Sep 2017 📅

Date To 31 Aug 2018 📅

☐ Products from **Programmes** only  
☒ Products from **Plans** only  
☐ Products from **Activities** only

Products selected: ▼

All crops ▼

Field Selector ?

Type to filter fields

Select All | Deselect All

Dominic - W Barley
Halloween - W Wheat
Poppy - W Barley
Poppy - Agastache

## CROPPING

Filter By

Current Season ▼

All crops ▼

Group By ?

Field Selector ?

Type to filter fields

Select All | Deselect All

Dominic - W Barley
Martin - W Wheat
Mortimer's - Apples

☒ Crop  
☐ Field

Report Options

☐ Show Dates  
☐ Show Uncropped Fields

## N-MAX SUMMARY

Filter By ?

Current Season ▼

All crops ▼

Report Options

☒ Show N Limits  
☒ Show N Applications

## REPORT OPTIONS

Once you are satisfied the report settings are correct, you can select **Download**, **Email** or **Print**:

- **Download** - This will generate a PDF, which you can open from the bottom of the web browser (figure 1) or in the downloads folder of your computer (figure 2).

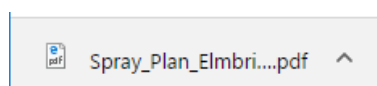


Figure 1

- **Season:** This defaults to the current season but can be adjusted by choosing from the drop-down options.
  - **Dates:** The system assumes this will be the harvest season but can be amended.
  - **Products:** By default, the report lists the products as recommended in Spray Plans; you can choose Programmes or Activities if this does not suit.
  - **Crops:** You can list all crops or manually select those you wish to display.
  - **Fields:** You can select and deselect all fields or manually select these from the list beneath.
- 
- **Season:** This defaults to the current season but can be amended by choosing from the drop-down options, such as a date range to allow for crop rotations to display.
  - **Crops:** You can list all crops or manually select those you wish to display.
  - **Field Selector:** Manually enter the name of a field OR type "uncropped" to generate a report to aid planning future crops.
  - **Fields:** You can select and deselect all fields or manually select these from the list beneath.
- 
- **Season:** This defaults to the current season but can be amended by choosing from the drop-down options.
  - **Crops:** You can list all crops or manually select those you wish to display.
  - **Show N Limits:** Select whether the report should display the nitrogen limits for your crops.
  - **Show N applications:** Toggle whether the amount of nitrogen applied to your crops is displayed.

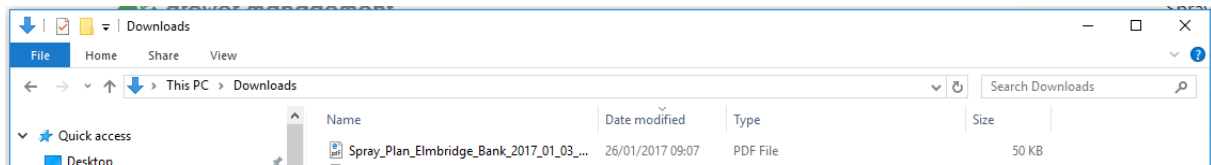


Figure 2

- **Email** – There are two ways to email a report:
  - 1) The easiest way to send an email is to use the email button on the report section itself. This will generate the report into an email and send from a non-reply Greenlight Grower Management address, not the email account associated with their subscription. The user should select **Email** and a pop-up box will appear; simply enter the email address(es) the report should be sent to and select **Send**. It is also possible to amend the subject title and content within the message box, if required.

New Email

**From**  
Martin Scrivens from Muddy Boots Software Ltd

**To**  
Multiple email addresses should be separated by a semi-colon (;) or a coma (,)

**Subject**  
A Spray Plan Report for MBS 4 April, 02/04/2017 to 30/05/2017

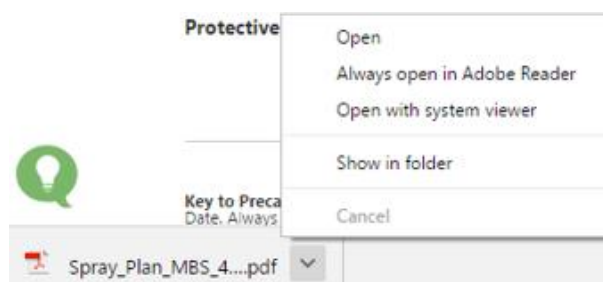
**Message (plain text)**  
Please find attached a Spray Plan Report produced by Martin Scrivens from Muddy Boots Software Ltd.

*This email was sent from Greenlight Grower Management.*

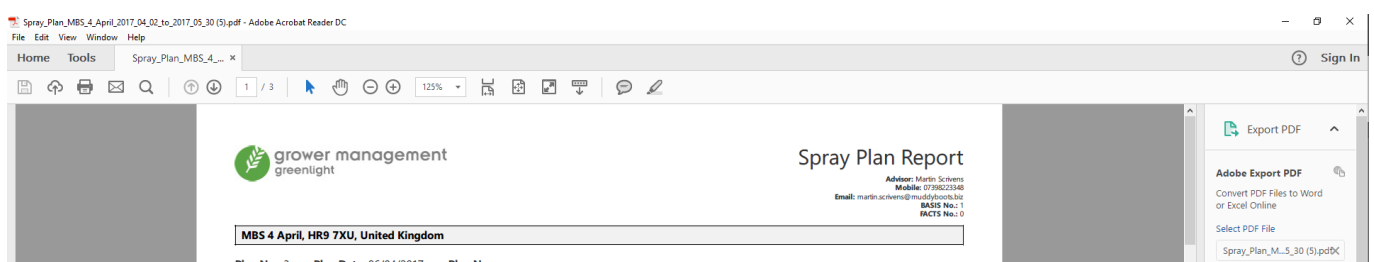
**Attachment**  
Spray\_Plan\_MBS\_4\_April\_2017...  
41.49KB

**Send** **Cancel**

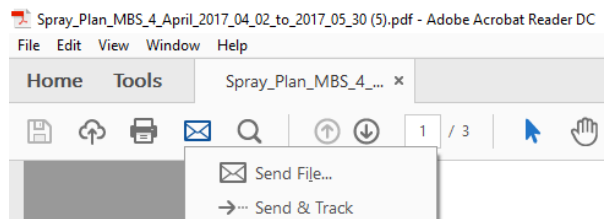
- 2) The alternate way uses the **Download** option and the user must have Adobe Acrobat PDF Reader installed on their computer to use the option most effectively. The first time, the download will appear at the bottom of the screen on Google Chrome, the user must click on the upward arrow next to the report name and choose **Always open in Adobe Reader** from the options listed.



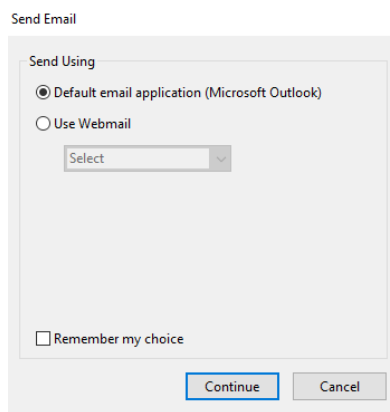
Selecting **Download** within a report will now automatically open the report in Adobe and not the web browser.



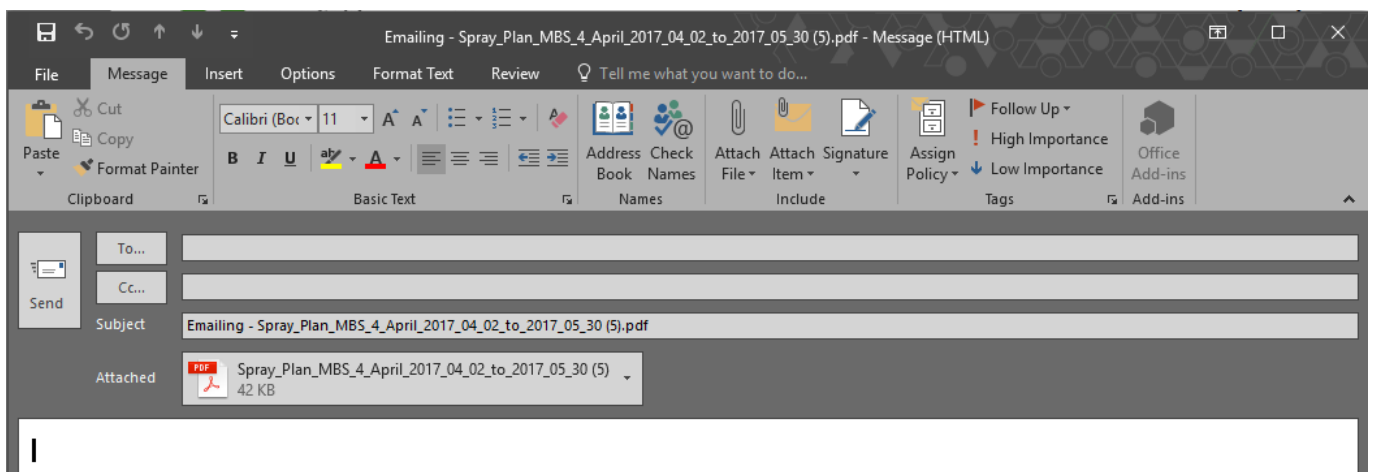
There is an envelope icon that allows the document to be emailed directly from Adobe, using the user's email account, therefore providing an audit trail. Click on the envelope and two options will be available; **Send File** should be selected.



The first time this option is chosen, the user will be presented with a pop-up to choose their preferred email account to be used. When this is selected, the user must select the check box next to "Remember my choice" (otherwise this will appear again), before clicking **Continue**.



This will automatically generate an email, allowing the user to enter the recipient's address and the message content.



All future instances of choosing **Download** in Grower Management will automatically open in Adobe and clicking on the envelope icon and **Send File** will create the email.

- **Print** – Selecting this will open a print screen page, where you can select the relevant printer and other functions (e.g. print double-sided), as well as displaying a print preview.

Print

Total: 6 sheets of paper

**Print** **Cancel**

Destination: \\mbprinters\SHARP MX... **Change...**

Pages: ☒ All  
☐ e.g. 1-5, 8, 11-13

Copies: 1

Layout: Landscape


Color: Color

Options: ☐ Two-sided

+ More settings

Print using system dialog... (Ctrl+Shift+P)

5/02/2017 Spray Plan Report | Greenlight Grower Management



**Spray Plan Report**  
Advisor: Martin Scrivens  
Mobile: 07398223348  
Email: martin.scrivens@muddyboots.biz  
BASIS No.: 1  
FACTS No.: 0

---

**MBS 4 April, HR9 7XU, United Kingdom**

Plan No.: 3    Plan Date: 06/04/2017    Plan Name:

Field	Crop	Variety	Area (ha)	Treat Area (ha)	Growth Stage	Water Courses
Otis	Sweet Potatoes	Hernandez	1.67	1.67	75: 20% ground cover	
			<b>Total</b>	<b>1.67</b>		

**Proposed App Date:**    EHD: No Restriction

**Apply aquatic protection zone. B**

**Plans do not normally take into account any reduction in spray-able area due to a protection zone being observed. Please check treatment areas. All protection zones should be respected.**

Product	Precautions	Rate/ha	Total	% Rate	Total Used	Reasons	Full	Part
Acetamex 20 SP (15888)	D B:B	10.000 kgs	16.70 kgs				0	
Acetamiprid								

Field	Date	Start	Finish	Speed	Direction	Temp.	H%	Buffer	Nozzle
Otis									

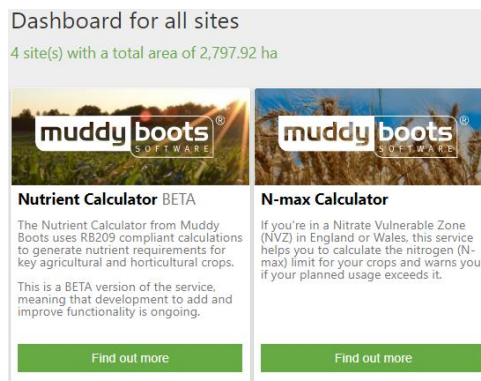
**Protective Equipment Worn:** ☐ Coveralls ☐ Apron ☐ Face Shield/Goggles ☐ Gauntlets ☐ Boots ☐ Respirator

Operator Name: \_\_\_\_\_ Signed: \_\_\_\_\_

For all types of report, you can filter by date range; the majority default to the day you are creating the report, so in most instances there will be no data to report. In addition to this, all filters also have a **Selector**, where you can select specific data, such as a plan, field or order.

## MANAGED SERVICES

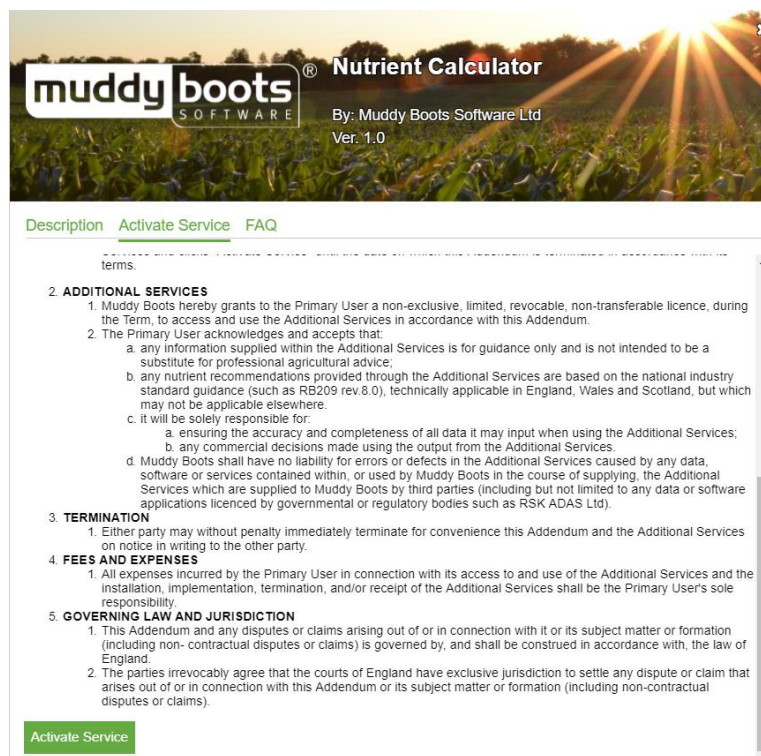
Greenlight has introduced a number of managed service options to our customers; these are shown as tiles on the Dashboard:



## NUTRIENT CALCULATOR

Greenlight Grower Management allows its UK users to generate nutrient requirements for most agricultural and horticultural crops.

1. To activate this, select the “find out more” on its tile and the press on “activate service”. Scroll to the bottom of the pop-up and press “Activate Service”.



2. Within Site Settings, please ensure the region is selected.

### Details

### Addresses

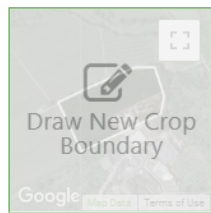
### Privacy

Save

<b>Site Name *</b> <input type="text" value="Muddy Boots Training Farm"/>	<b>Account Code *</b> <input type="text" value="MBT001"/>
<b>Address (1)</b> <input type="text" value="The 1st line of the address"/>	<b>Account Name</b> <input type="text" value="Muddy Boots Training"/>
<b>Address (2)</b> <input type="text" value="The 2nd line of the address"/>	<b>Default Soil Type</b> <input type="text" value="Select the soil type"/>
<b>Town/City</b> <input type="text"/>	<b>Default Area Unit</b> <input type="text" value="Hectares"/>
<b>County/State</b> <input type="text"/>	<b>Primary Contact</b> <input type="text" value="Martin"/> <input type="text" value="Scrivens"/>
<b>Postcode/ZIP</b> <input type="text" value="HR9 7XU"/>	<b>Telephone Number</b> <input type="text" value="01989780540"/>
<b>Country *</b> <input type="text" value="United Kingdom"/>	<b>Mobile Number</b> <input type="text"/>
<b>Region</b> <input type="text" value="England"/>	

3. Ensure your fields have a “soil type” selected.

4. To identify the nutrient requirements, navigate to a crop and press “calculate requirement”.

<b>Field</b> <input type="text" value="Bishop"/>	<b>Area (ha) *</b> <input type="text" value="4.32"/>	<b>Crop Boundary</b> 
<b>Crop *</b> <input checked="" type="checkbox"/> RB209_V8 only <input type="text" value="Potatoes"/>	<b>Crop Block</b> <input type="text" value="Can be used to group crops"/>	
<b>Variety</b> <input type="text" value="Maris Piper"/>	<b>Drill Number</b> <input type="text" value="Enter a planting or bed no."/>	
<b>Description</b> <input type="text" value="Variety Description"/>	<b>Projected Yield /ha</b> <input type="text"/> <input type="text" value="tonnes"/>	
<b>Date From *</b> <input type="text" value="01 Sep 2018"/>	<b>Mulch</b> <input type="text" value="No"/>	
<b>Date To *</b> <input type="text" value="31 Aug 2019"/>	<b>Potato Variety Groups</b> <input type="text" value="Potato Variety Group 1"/>	
	<b>Previous Grass Value</b> <input type="text" value="Not grass in previous 3 Harvest"/>	
	<b>Crop Descriptions</b> <input type="text" value="&lt;60 days"/>	

**Notes**  
 Enter any additional information about the crop here

### Nutrient Requirement

Generated by Martin Scrivens at 15 Nov 2018 10:24 am using RB209\_V8

Calculate Requirement

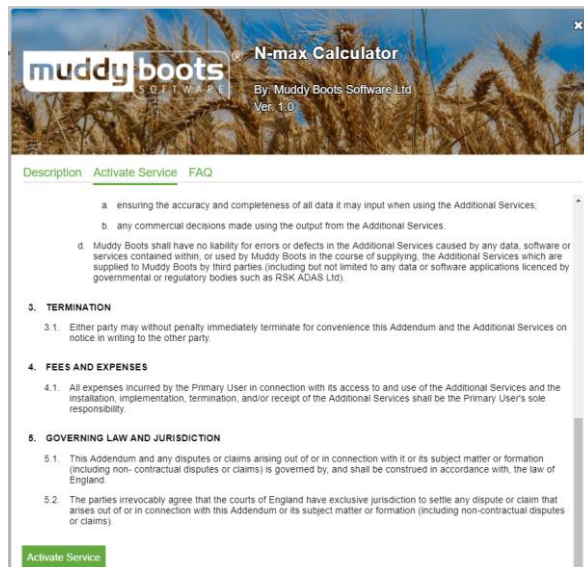
	N	P <sub>2</sub> O <sub>5</sub>	K <sub>2</sub> O	SO <sub>3</sub>	MgO	Na <sub>2</sub> O	Lime
Crop Need (kgs/ha)	120	170	300	0	40	0	0
From Manures (kgs/ha)	0	0	0	0	0	0	
From Fertiliser (kgs/ha)	120	170	300	0	40	0	0



## N-MAX CALCULATOR

If you are in a nitrate vulnerable zone (NVZ) in England or Wales, this service helps you to calculate the nitrogen limit for your crops and warns you if your planned usage exceeds it.

1. To activate this, select the “find out more” on its tile and the press on “activate service”. Scroll to the bottom of the pop-up and press “Activate Service”.



2. Within site settings, you must ensure a region (England or Wales) is selected.

Details

Addresses

Privacy

Site Name \*

Muddy Boots Training Farm

Address (1)

The 1st line of the address

Address (2)

The 2nd line of the address

Town/City

County/State

Postcode/ZIP

HR9 7XU

Country \*

United Kingdom

Region

England

Account Code \*

MBT001

Account Name

Muddy Boots Training

Default Soil Type

Select the soil type

Default Area Unit

Hectares

Primary Contact

Martin

Scrivens

Telephone Number

01989780540

Mobile Number

Save

3. Ensure your fields have a “soil type” selected.

4. To identify the nitrogen limits, navigate to the crop and press “calculate N-max”.

N-max

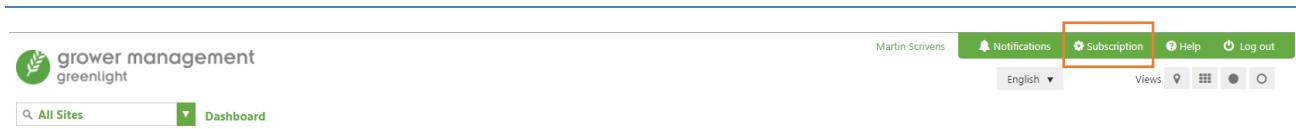
Calculate N-max

Generated by Martin Scrivens at 15 Nov 2018 10:37 am using N-max

	N
N-max Limit (kgs/ha) before adjustments	270
Adjusted N-max Limit (kgs/ha) after adjustments	270



## SUBSCRIPTION

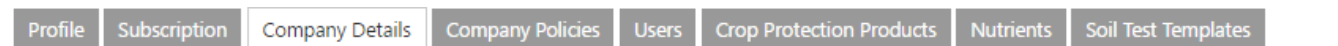


If you are a system Administrator for your organisation, you have increased functionality that enables you to manage your subscription a lot easier. To navigate to this page, select **Subscription** from the options in the top corner of Greenlight Grower Management.

### SETTING UP COMPANY INFORMATION

Setting up your company information allows the Administrator to state any relevant company policies, and/or disclaimers on any of the plans/activities and to upload the company information to a site/account.

### COMPANY DETAILS



#### Company Details

##### Company Name

Muddy Boots Software Ltd

##### Address

Phocle Green

Ross on Wye

Herefordshire

HR9 7XU

##### Phone Number

01989 780540

##### Country

United Kingdom

##### Website Address

www.muddyboots.com

##### Company Logo



## COMPANY POLICIES

**Company Policies** allows you to add a general company or programme disclaimer to the bottom of any plans, programmes or reports created. To apply this, click in the box to the left of the relevant disclaimer, which makes it active and enables you to type your preferred wording. Click on **Save** to complete the action.



Profile Subscription Company Details **Company Policies** Users Crop Protection Products Nutrients Soil Test Templates

### Company Policies

Save Cancel

☐ **Company Disclaimer**  
Company Disclaimer

☐ **Programme Disclaimer**  
Programme Disclaimer

The content of the invitation email sent when sharing a site is customisable; simply amend in the **Edit Email Content** section and select **Save**. Using the tools on the right hand side of this section allows you to **Add Placeholders**.

#### Edit Email Content

Dear [ Invitee-Name-Invitee-email ],

[ Inviting-FullName ] has invited you to share the Site "[ Site-Name ]".

If you are already a member of [Greenlight](#) Grower Management, please click on this link [ New-Share-Request-Link ].

You will be directed to [Greenlight](#) Grower Management to accept or decline this invite.

If you are not a member of [Greenlight](#) Grower Management, to complete your registration please click on this link [ Registration-Link ]. You will be directed to the Grower Management Registration page and prompted to create your [Greenlight](#) Grower Management account.

If you are already a CropWalker user, you will be able to synchronize your CropWalker data by downloading our sync app from the GLGM home page.

If you require any assistance, please contact [ Support-email ].

#### [ ] Add Placeholders

Click the buttons below to add placeholders for dynamically generated text. They will appear at the last used cursor position in the text editor.

[ Invitee-Name-Invitee-email ]

The name or email of the person being invited

[ Inviting-FullName ]

The full name of the person doing the inviting

[ Site-Name ]

The name of the site that will be shared

[ New-Share-Request-Link ]

The link for a new share request link on the Dashboard

[ Registration-Link ]

The link to register

[ Support-email ]

The link to email Support

[ b ] [ i ] [ u ]

Text Formatting: bold, italic and underline

## USERS - SETTING USER PERMISSIONS/SHARING SITES

Within Grower Management, there are two levels of permissions: one for subscription and one for each site.

When a person registers as a user in GLGM, the user will select a subscription. This user becomes the administrator of the subscription. The subscription is the container that holds the details about the registered user(s), the company and any company policies.

## ROLES AND PERMISSIONS

User Permission/Subscription role	Admin	Manager	Standard	Reporting
Upgrade/downgrade subscription level				
Control company details and policies				
Add and remove users within the subscription				
Set the permissions level of users within the subscription				
Allocate a site to a user				
Manage 'Subscription Lists' (agchem products, templates, fertiliser products)				
Add account/site (includes synchronising sites from CW)				
Remove account/site		*	*	
Access to accounts/sites for reporting		*	*	**

\* Applies only to sites to which the user is assigned. Depends on site level permissions.

\*\* Read only access

The subscription Administrator can add additional users to the subscription. When doing so, a site role can be assigned to each user. These roles are defined below:

User Permission/Site role	Admin	Standard	Restricted	Reporting
*Ability to Remove the Site				
Edit Site Settings				
Ability to Edit Privacy Options				
Add/Edit/Delete Fields				
Add/Edit/Delete Cropping				
Ability to Publish Plans				
Ability to Publish Programmes				
Ability to Create Draft Programmes				
Add/Edit/Delete Soil Test Results				
Add/Edit/Delete Inspections				
Add/Edit/Delete Activities				
Add/Edit/Delete Operators				
Add/Edit/Delete Machinery				
Access to Dashboard and Reporting areas				
Invite other users to share Site, Fields or Cropping				
Disconnect a shared User from a Site				

\* A site can only be removed if there are no other assigned users sharing the site.

### Additional Notes

- Plans can only be edited by users that created them.
- Inspections can only be edited by users that created them.
- A restricted user can only edited Activities that were created by them.
- When disconnecting a user from a site, the user who is being disconnected will receive a notification informing them they will no longer have access to the site within their subscription. Any user can remove themselves from a site.

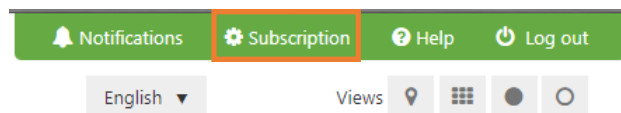
## Additional Sharing Rules

In addition to the user permissions defined above, when inviting a user from a different subscription to share a site, the following rules apply:

- Users that are subscribed in an 'Agri Service Pack' (all agronomists) will **NOT** have visibility of plans made by a user from a different Agri Service Pack subscription. This will ensure that agronomists will not be able to see plans made by a competing agronomist where the advisory business on the farm is split. This will still provide the flexibility for agronomists to see any plans made by the farmer.
- If the advisory business on a farm is split between two or more agronomists from the same Agri Service Pack subscription, each agronomist's plans will be visible to each other.
- Application details will be visible to all users sharing a site, irrespective of the subscription.
- To disconnect a user, you must have invited them to share the site.

## ADDING USERS TO YOUR SUBSCRIPTION AND/OR ALTERING USER PERMISSIONS

- Go to the **Subscription** page.



- Select the **Users** and then click on **Add User**.



### Subscription Users

[Add User](#)

- Enter their **First Name**, **Last Name** and **Email Address**; adding a **User Code** is optional.

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

**First Name \***

**Last Name \***

**Email Address \***

**User Code**

- You need to assign the user with a role type; to establish the authority levels of each, simply select the role from the drop down list and review the list of responsibilities it has. The list remains the same and the authorities are indicated by a green tick to the left of the task.
- Once decided, assign the role of the new user as **Admin**, **Manager**, **Standard**, or **Reporting** and click **Save**.

**Role \***

Adding a new user will increase the cost of the subscription.

- ✗ Upgrade/downgrade subscription level
- ✗ Control company details and policies
- ✗ Add and remove users to the subscription
- ✗ Set the permissions level of users within the subscription
- ✗ Assign/un-assign a user to account/site
- ✗ Edit permissions/disconnect users from other subscriptions
- ✗ Manage 'Subscription Lists' (e.g. crop protection products)
- ✓ Add account/site (includes synchronising sites from CW)
- ✓ Remove account/site <sup>1</sup>
- ✓ Access to accounts/sites for reporting <sup>1</sup>

**NOTE:** Adding a new user will attract an increase in the subscription fee; if you wish to share a site with another GLGM user, see 'Sharing a Site'.

## SITE ALLOCATION

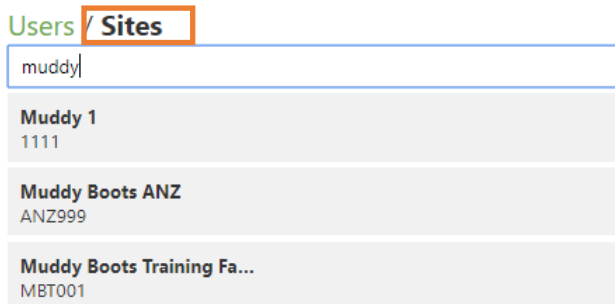
- Select **Users** and then **Site Allocation**.



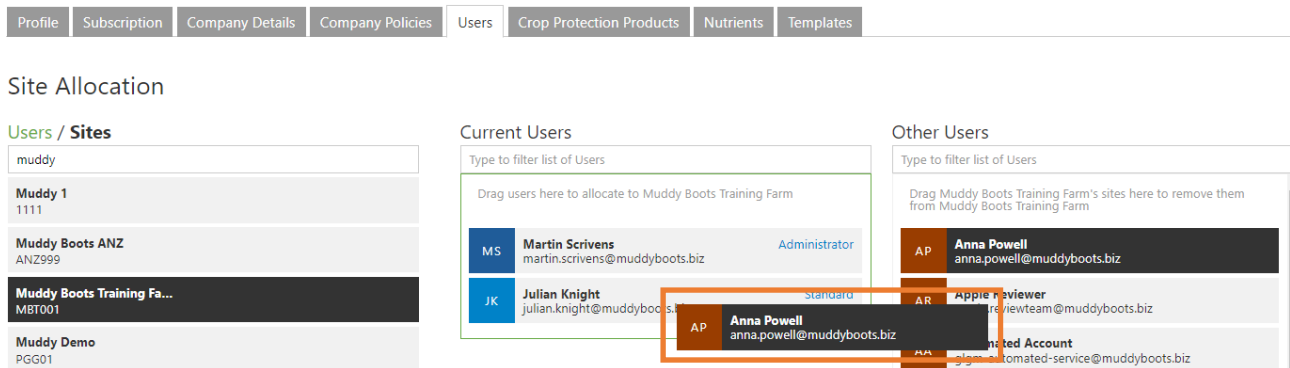
- Select **Sites**, and then find this from the list.



## Site Allocation



- Type the name of the person you want to share the site with under **Other Users** and then drag their name over the list of **Current Users**.



- A pop-up box will appear; select the permission level and then **Save**.

Set the permissions for this user on Muddy Boots Training Farm

Standard
Save
Cancel

**Standard**  
Recommended for agronomists and farmers

- ✗ Ability to Remove the Site
- ✓ Edit Site Details
- ✓ Ability to Edit Privacy Options
- ✓ Add/Edit/Delete Fields
- ✓ Add/Edit/Delete Cropping
- ✓ Ability to Publish Plans
- ✓ Ability to Create Draft Plans
- ✓ Ability to Publish Programmes
- ✓ Ability to Create Draft Programmes
- ✓ Add/Edit/Delete Soil Test Results
- ✓ Add/Edit/Delete Inspections
- ✓ Add/Edit/Delete Activities
- ✓ Add/Edit/Delete Operators
- ✓ Add/Edit/Delete Machinery
- ✓ Access to Dashboard and Reporting areas
- ✓ Invite other users to share Site, Fields or Cropping
- ✓ Disconnect a shared User from a Site

- Alternatively, you can reallocate sites from one user to another from **Subscription and Users**.
- Select the user from the list; the list of sites they manage will display on the page.

Profile
Subscription
Company Details
Company Policies
Users
Crop Protection Products
Nutrients
Templates

### Site Allocation

**Users / Sites**


MS
**Martin Scrivens**  
martin.scrivens@muddyboots.biz

Load More

**Martin's Sites**


Drag sites here to allocate to Martin

**Agronomy Company**  
MS1
Administrator

**Elmbridge Bank**  
FV0278
Administrator

**Pretty Patures Farm**  
NORARM1234TEST
Standard

**Other Sites**


Drag Martin's sites here to remove them from Martin

**01 share site**  
share

**111735**  
ACCOUNT 1

**A Farming Ltd**  
101

- Click on the sites you want to reallocate to another user and drag them so they are over **Other Sites**.

Profile
Subscription
Company Details
Company Policies
Users
Crop Protection Products
Nutrients
Templates

### Site Allocation

**Users / Sites**


MS
**Martin Scrivens**  
martin.scrivens@muddyboots.biz

Load More

**Martin's Sites**


Drag sites here to allocate to Martin

**Agronomy Company**  
MS1
Administrator

**Elmbridge Bank**  
FV0278
Administrator

**Pretty Patures Farm**  
NORARM1234TEST
Standard

**Muddy Boots Training Fa...**  
MBT001
Administrator

**Other Sites**


Drag Martin's sites here to remove them from Martin

**01 share site**  
share

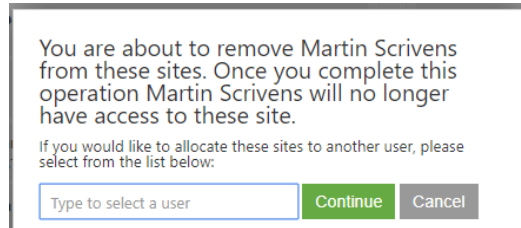
**Agronomy Company**  
MS1
Administrator

**Elmbridge Bank**  
FV0278

**Pretty Patures Farm**  
NORARM1234TEST

Page 54 of 62

- A pop-up will appear where you have the option to assign the sites to someone else (within your subscription).

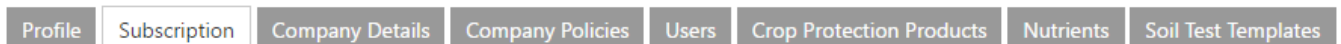


- Press **Continue** to complete the reallocation of sites.

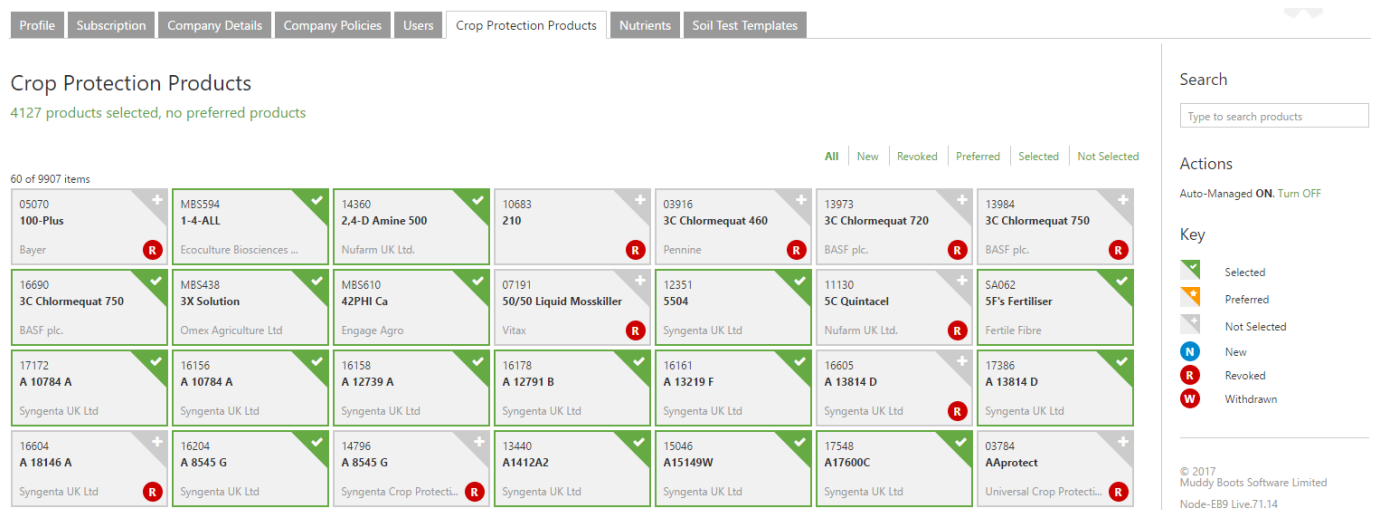
## ADDING CROP PROTECTION PRODUCTS

In this page, an Administrator or Manager can activate/deactivate products that can be selected while making a plan for any of the sites linked to the account. This allows for quicker selection of products rather than scrolling through the entire catalogue, and eliminates the chance of an error on a plan that could result in a crop being sprayed incorrectly. They can also **prefer** a product making the product appear highlighted at all times, letting others know that it is the preferred spray of the Administrator/Manager within the subscription.

- Select **Crop Protection Products** from the toolbar in the Subscription menu.



- You will be navigated to the page, as displayed below.



Crop Protection Products

4127 products selected, no preferred products

60 of 9907 items

Search: Type to search products

Actions: Auto-Managed ON. Turn OFF

Key:

- Selected
- Preferred
- Not Selected
- New
- Revoked
- Withdrawn

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Node-EB9 Live.71.14

- Select products from the list by scrolling through or using the search bar on the right of the screen.
- When selecting a product:
  - 1 Click:** Will select a product so it appears when selecting a product for a plan.
  - 2 Clicks:** Will prefer a product so it appears highlighted in lists when selecting for plans.
  - 3 Clicks:** Will deselect a product so than it will not appear for use in plans.

## ADDING NUTRIENTS

- Select **Nutrients** from the toolbar.
- Click **Add Product**.



[Profile](#)
[Subscription](#)
[Company Details](#)
[Company Policies](#)
[Users](#)
[Crop Protection Products](#)
[Nutrients](#)
[Templates](#)

Fertiliser Products | Organic Manures

Fertiliser Products

Add product

- The following page will appear. Enter all values required:

Please enter a Product Name

Edit

**Product Name \*** 
**Product Unit \*** 
**Product Code** 
**Manufacturer**

Nutrients

<b>Nitrogen (N)</b> <input type="text" value="12 %"/>	<b>Copper (Cu)</b> <input type="text" value="0 %"/>
<b>Phosphorus (P)</b> <input type="text" value="11 %"/>	<b>Zinc (Zn)</b> <input type="text" value="0 %"/>
<b>Potassium (K)</b> <input type="text" value="18 %"/>	<b>Calcium (Ca)</b> <input type="text" value="0 %"/>
<b>Magnesium (Mg)</b> <input type="text" value="2.7 %"/>	<b>Iron (Fe)</b> <input type="text" value="0 %"/>
<b>Sodium (Na)</b> <input type="text" value="0 %"/>	<b>Sulphur (S)</b> <input type="text" value="0 %"/>
<b>Sulphate (SO<sub>3</sub>)</b> <input type="text" value="20 %"/>	<b>Molybdenum (Mo)</b> <input type="text" value="0 %"/>
<b>Boron (B)</b> <input type="text" value="0 %"/>	<b>Selenium (Se)</b> <input type="text" value="0 %"/>
<b>Manganese (Mn)</b> <input type="text" value="0 %"/>	

Product Incompatibilities 

- **Product Name:** Enter the name of the product or fertiliser mix.
- **Product code:** Manufacturer product code (if applicable).
- **Manufacturer:** Manufacturer of the product.
- **Nutrients:** Enter all relevant percentages of the elements contained in the product.
- **Product Incompatibilities:** The form below will appear, please enter all known incompatibilities or special precautions required and the reason.

Product Incompatibilities

Add Incompatibility

Select other products that should not be used with this product.

OK

Cancel

Select Product \* (start typing...)

Incompatible \*

Please comment why this product cannot be used

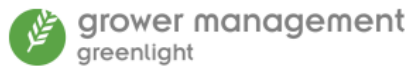
✕



## CREATING TEMPLATES

Once in **Subscription**, Administrators can create templates so that all users within the subscription can utilise these.

- Select **Templates**.
- Choose **Spray Product Templates** or **Soil Test Templates**.



- Whichever option you choose, all existing templates will display. It is recommended to check these before adding a new template to avoid duplication.

### Spray Product Templates

Ceravato Plus 5LT + Daconil 10LT	Elatus Plus 5LT + Ortiva Opti 10LT	Pas-Tor Agronomy Pack
<b>W Wheat, Spr Wheat</b>	<b>W Wheat, Spr Wheat</b>	<b>Grass Ley, Grassland</b>
Ceravato Plus (17865) 1 lts/ha Daconil (17778) 0.5 lts/ha	Elatus Plus (17841) 1.5 lts/ha Ortiva Opti (17839) 0.75 lts/ha	Pas (17772) 1 lts/ha Tor (17777) 1 lts/ha

- Select **Add Spray Product Template** or **Add Soil Test Template**.

Add Spray Product Template

Add Soil Test Template

## SPRAY PRODUCT

- A **Template Name** needs to be created and the Administrator can add **Guidance** to explain why a template might be used.

<b>Template Name *</b> <input type="text"/>	<b>Guidance</b> <input type="text"/>
--	---

- Choose all the crops that this plan can be applied to.

<b>Crop Types*</b> <b>Crop Search</b> <input type="text" value="stra"/> <input type="checkbox"/> Strawberries	<b>Selected Crops</b> <input type="button" value="Spr Rye"/> <input type="button" value="Red Cabbage"/>
--	--

- Add the products that form part of the plan, including how much, the reason and specific details for the spray (water volume and spray quality).

#### Products \*

AMIX Magnesium (MBS200)	3	Its	/ha	b'grass + vol. OSR
-------------------------	---	-----	-----	--------------------

+ Add a Product

#### Water Volume (Its/ha)

#### Spray Quality

- All data fields with an asterisk must be complete; the others are optional.
- Once satisfied the template contains all the required information, click on **Save** and your template will now be displayed.



grower management  
greenlight

Profile	Subscription	Company Details	Company Policies	Users	Crop Protection Products	Nutrients	Templates
---------	--------------	-----------------	------------------	-------	--------------------------	-----------	-----------

Spray Product Templates | Soil Test Templates

## Spray Product Templates

Ceravato Plus 5LT + Daconil 10LT	Elatus Plus SLT + Ortiva Opti 10LT	MBT Test	Pas-Tor Agronomy Pack
<b>W Wheat, Spr Wheat</b>	<b>W Wheat, Spr Wheat</b>	<b>Spr Rye, Red Cabbage</b>	<b>Grass Ley, Grassland</b>
Ceravato Plus (17865) 1 Its/ha Daconil (17778) 0.5 Its/ha	Elatus Plus (17841) 1.5 Its/ha Ortiva Opti (17839) 0.75 Its/ha	AMIX Magnesium (MB... 3 Its/ha	Pas (17772) 1 Its/ha Tor (17777) 1 Its/ha

## SOIL TEST

- Enter a **Test Name** and **Test Description**, before clicking **Test Items**.

### Soil Test Template

#### Test Name \*

#### Test Description

#### Test Items > \*

- Select all the elements to be analysed in the soil test, and click **OK**.

Type to filter test items			OK	Cancel
B	ppm	Boron analysis		
B	Index	Boron (Index) analysis		
Ca	ppm	Calcium analysis		
Ca	Index	Calcium (Index) analysis		
CEC	me/100g	Cation Exchange Capacity		
Co	Index	Cobalt (Index) analysis		
Co	ppm	Cobalt analysis		
Cu	Index	Copper (Index) analysis		

- Click **Save** to input the soil test template for future use.

## Soil Test Template

**Save** **Cancel**

### Test Name \*

Enter a name for this test

### Test Description

Enter a description for this test

### Test Items > \*

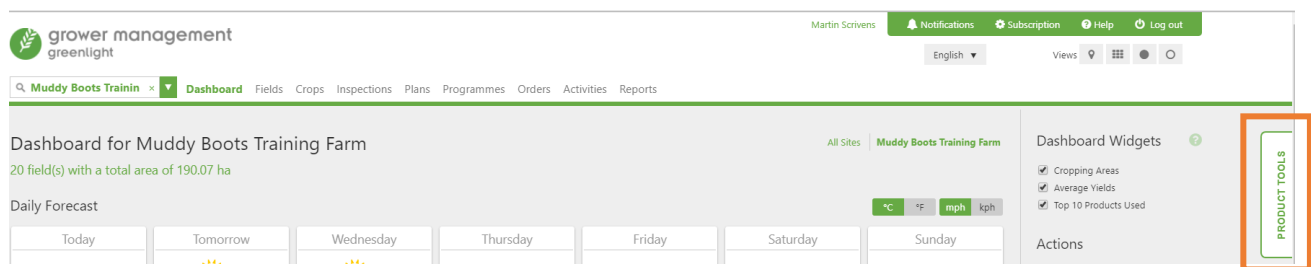
<b>B</b>		
↑	ppm	Boron analysis
<b>CEC</b>		
↑	me/100g	Cation Exchange Capacity
<b>Co</b>		
↑	Index	Cobalt (Index) analysis

All templates added will be available to users within that subscription; soil test templates are hosted in **Fields** and spray plan templates in **Plans**.

## PRODUCT TOOLS

**Product Tools** is the introduction of a slide out screen that will become the home for a series of tools designed to enhance your user experience & productivity within Greenlight Grower Management. The key benefit of the slide out panel is in allowing you to view information or complete a secondary action relating to the primary action you are performing, without losing it (e.g. making a Spray Plan).

Over the coming months, you will see pricelist information, crop protection product information and much more all appear within this new slide-out panel. However, the first tool in the slider is retrospective pricing facility that allows you to update your product prices without needing to edit individual plans or activities.



## RETROSPECTIVE PRICING

Products used in Spray Plans and Spraying Activities can now be retrospectively priced. Any spray product used within the last 365 days on the current selected site will be displayed within this new tab, allowing you to review and, if needed, update the prices of these products. You can either choose to update prices of products in 'your plans', or 'activities you can edit'.

- Select on **Product Tools**, which can be found to the right side of any page within Greenlight Grower Management; the tools available will now display:

Reports

Friday

Chance of Very Light Rain

11°C / 5°C

27%

8 mph

Average Yields /ha

Spr Wheat

20

15

10

5

0

PRODUCT TOOLS

Retrospective Pricing

Showing all products used in the last 365 days

Update Prices in My Plans

Show Unpriced Products only

Product	Reg. No.	Date Range Used	Price / Unit	New Price	Apply to Date Range
Afalon	14187	07 Feb 18 - 07 Feb 18	£ 0.00/lts	£ 0.00	07 Feb 18 - 07 Feb 18
Ametros	M85590	06 Sep 18 - 06 Sep 18	£ 0.00/lts	£ 0.00	06 Sep 18 - 06 Sep 18
Atlantis WG	12478	02 Aug 18 - 02 Aug 18	£ 0.00/kgs	£ 0.00	02 Aug 18 - 02 Aug 18
Avadex Excel 15G	16998	15 Feb 18 - 06 Dec 18	£ 2.70/kgs	£ 2.70	15 Feb 18 - 06 Dec 18
Avadex Excel 15G	17872	18 Jun 18 - 05 Dec 18	£ 0.00/kgs	£ 0.00	18 Jun 18 - 05 Dec 18
Calypso	11257	15 Feb 18 - 15 Feb 18	£ 0.00/lts	£ 0.00	15 Feb 18 - 15 Feb 18
Ceravivo Plus	17865	10 Jan 18 - 31 Aug 18	£ 0.00/lts	£ 0.00	10 Jan 18 - 31 Aug 18
Daconil	17778	10 Jan 18 - 31 Aug 18	£ 0.00/lts	£ 0.00	10 Jan 18 - 31 Aug 18
Elatus Plus	17841	01 Feb 18 - 05 Dec 18	£ 10.00/lts	£ 10.00	01 Feb 18 - 05 Dec 18
Hallmark With Zeon Technology	12629	15 Feb 18 - 15 Feb 18	£ 0.00/ml	£ 0.00	15 Feb 18 - 15 Feb 18
Hallmark With Zeon Technology	12629	05 Dec 18 - 05 Dec 18	£ 0.50/ml	£ 0.50	05 Dec 18 - 05 Dec 18
Hallmark With Zeon Technology	12629	05 Dec 18 - 06 Dec 18	£ 0.00/ml	£ 0.00	05 Dec 18 - 06 Dec 18
Optica	14373	06 Sep 18 - 06 Sep 18	£ 0.00/lts	£ 0.00	06 Sep 18 - 06 Sep 18
Option	16959	15 Feb 18 - 02 Aug 18	£ 36.53/kgs	£ 36.53	15 Feb 18 - 02 Aug 18
Option	16959	05 Dec 18 - 05 Dec 18	£ 36.53/kgs	£ 36.53	05 Dec 18 - 05 Dec 18

Update Prices

- Select whether you want to update **My Plans** or **Activities I can edit** using the filter:

### Retrospective Pricing

Showing all products used in the last 365 days

Update Prices in My Plans ?

Product My Plans Activities I can edit Pri

- You can also choose whether you want to update only products that have not been priced:

### Retrospective Pricing

Showing all products used in the last 365 days

Update Prices in My Plans ?

☐ Show Unpriced Products only

- You can now update the prices for the Crop Protection Products that you want to update.
- When you have completed this task, select **Update Prices**.

Showing all products used in the last 365 days

Update Prices in My Plans ?

☐ Show Unpriced Products only

Product	Reg. No.	Date Range Used	Price / Unit	New Price	Apply to Date Range
Avadex Excel 15G	16998	15 Feb 18 - 06 Dec 18	£ 2.70/kgs	£ 2.70	15 Feb 18 - 06 Dec 18
Avadex Excel 15G	17872	18 Jun 18 - 05 Dec 18	£ 0.00/kgs	£ 0.00	18 Jun 18 - 05 Dec 18
Calypso	11257	15 Feb 18 - 15 Feb 18	£ 0.00/lts	£ 0.00	15 Feb 18 - 15 Feb 18
Ceratavo Plus	17865	10 Jan 18 - 31 Aug 18	£ 0.00/lts	£ 0.00	10 Jan 18 - 31 Aug 18
Daconil	17778	10 Jan 18 - 31 Aug 18	£ 0.00/lts	£ 0.00	10 Jan 18 - 31 Aug 18
Elatus Plus	17841	01 Feb 18 - 05 Dec 18	£ 10.00/lts	£ 10.00	01 Feb 18 - 05 Dec 18
Hallmark With Zeon Technology	12629	15 Feb 18 - 15 Feb 18	£ 0.00/ml	£ 0.00	15 Feb 18 - 15 Feb 18
Hallmark With Zeon Technology	12629	05 Dec 18 - 06 Dec 18	£ 0.50/ml	£ 0.50	05 Dec 18 - 06 Dec 18
Optica	14373	06 Sep 18 - 06 Sep 18	£ 0.00/lts	£ 0.00	06 Sep 18 - 06 Sep 18
Option	16959	15 Feb 18 - 02 Aug 18	£ 36.53/kgs	£ 36.53	15 Feb 18 - 02 Aug 18
Option	16959	05 Dec 18 - 05 Dec 18	£ 36.53/kgs	£ 36.53	05 Dec 18 - 05 Dec 18
Ortiva Opti	17839	01 Feb 18 - 05 Dec 18	£ 5.00/lts	£ 5.00	01 Feb 18 - 05 Dec 18
Quadris Opti	17752	18 Jun 18 - 18 Jun 18	£ 0.00/lts	£ 0.00	18 Jun 18 - 18 Jun 18
Syllit 400 SC	13363	15 Feb 18 - 15 Feb 18	£ 0.00/lts	£ 0.00	15 Feb 18 - 15 Feb 18
Velogy Plus	17866	18 Jun 18 - 18 Jun 18	£ 0.00/lts	£ 0.00	18 Jun 18 - 18 Jun 18

Update Prices

- If you have the same product listed more than once and you want them to have the same price, edit the relevant line, select **Update Prices** and the data will merge and become a single entry.



## Contact Us

We aim to meet all your expectations regarding User Support for your chosen Software Solutions from Muddy Boots. If you require further technical assistance with Greenlight Grower Management, please contact our Support team via [support@muddyboots.com](mailto:support@muddyboots.com). For information on training sessions, webinars and user materials, please contact Product Adoption via [productadoption@muddyboots.com](mailto:productadoption@muddyboots.com).

**For general enquiries:**

Muddy Boots Software Limited  
Phocle Green  
Ross-on-Wye  
Herefordshire HR9 7XU  
t: +44 (0)1989 780540  
f: +44 (0)1989 780436