

Farm, Field, and Planting Manual

Welcome

This guide explains how to check existing grower information first, then create a Farm, Field, and Planting in the correct order. The written instructions are separated from the screenshots so the guide is easier for growers to read.

Simple Structure

Fieldtrace information is organized in this order:

Grower	Farm	Field	Planting
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A Farm belongs to a Grower. A Field belongs to a Farm. Planting belongs to a Field.

Step 1: View Before Adding Anything

Always check the grower record before creating a new Farm, Field, or Planting. This helps prevent duplicate records.

1. Open Growers, Farms & Fields.
2. Search for the correct grower in the Location Navigator.
3. Expand the grower name to review existing farms.
4. Expand each farm to review existing fields.
5. Expand each field to review existing plantings.
6. Use the season filter to make sure you are viewing the correct crop year.
7. Check both List View and Map View before creating anything new.

Note: If the farm, field, or planting already exists under the grower, use the existing record instead of creating a new one.

Data can be viewed in List view or Map view.

- List View - View data in a list format.
- Map View - View data in a map view.

NAME	GROWER	FIELDS
☐ CG Training	Blanks LLC	6
☐ Crop Record Farm	Blanks LLC	19
☐ Farm Batch	Blanks LLC	9
☐ Field Trial	Blanks LLC	1
☐ Illinois Precision Farm	Blanks LLC	32
☐ Imagery Test Farm	Blanks LLC	0
☐ KB Test 1	Blanks LLC	2
☐ KB Test 2	Blanks LLC	1
☐ Mapping test	Blanks LLC	5
☐ Multi Year Yield Farm	Blanks LLC	3
☐ North Dakota Farm	Blanks LLC	1
☐ Office farm	Blanks LLC	1

Fig 1.1: view of Farm, Field and Planting in List View

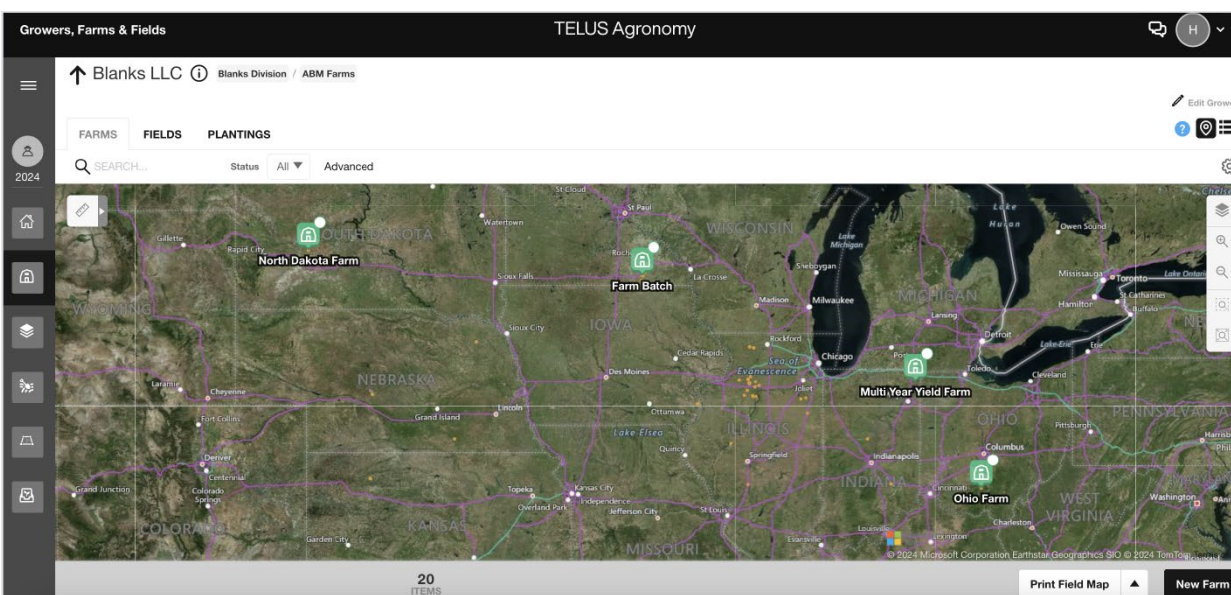


Fig 1.2: view of Farm, Field and Planting in Map View

You can select multiple profiles in list view or map view and then choose the arrow next to the Print Field Map button and choose 'Print Combined Field Map' to generate a single page map of all profiles selected. Clicking the Print Field Map button will print multiple single-page maps of fields within the selected grower or farm.

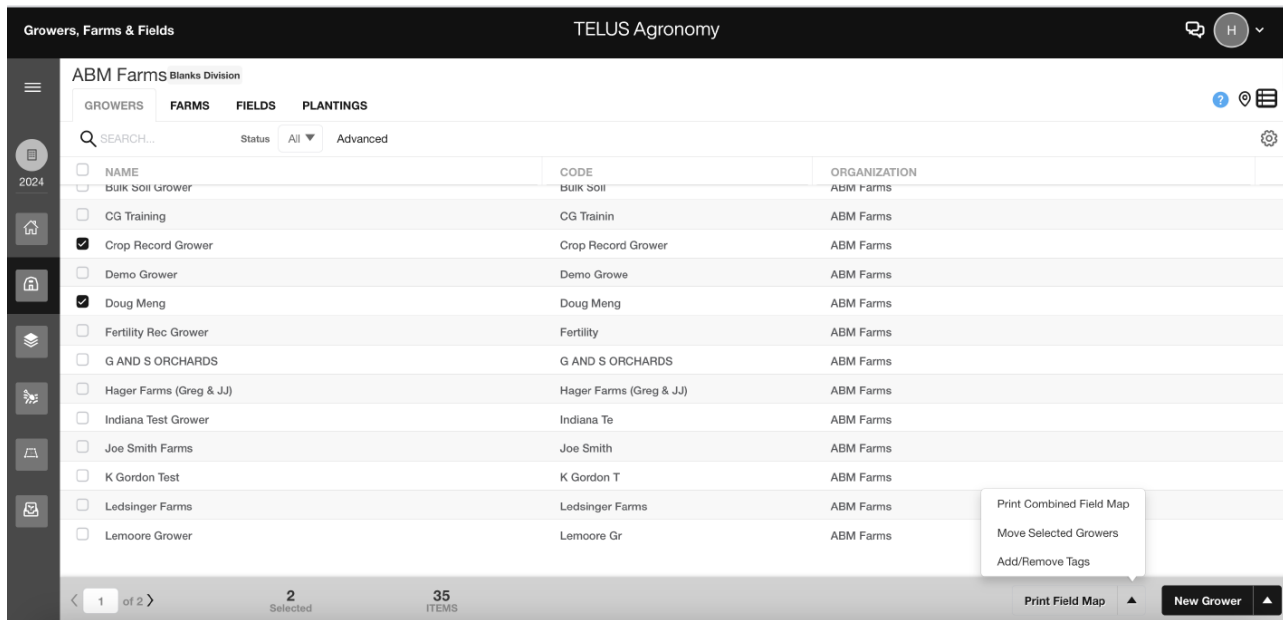


Fig 1.3: Print the Field Map

Step 2 Simple Structure Create a Planting

A Planting represents a crop for a growing season on a Field. You may have at least one Planting for a Field or you may have

multiple Plantings for a Field if multiple commodities are grown within the bounded area.

1. Use the location navigator to choose the desired field.
2. Next, use the feature navigator and navigate to growers, farms, fields.
3. Select 'New Planting' in the bottom right corner.

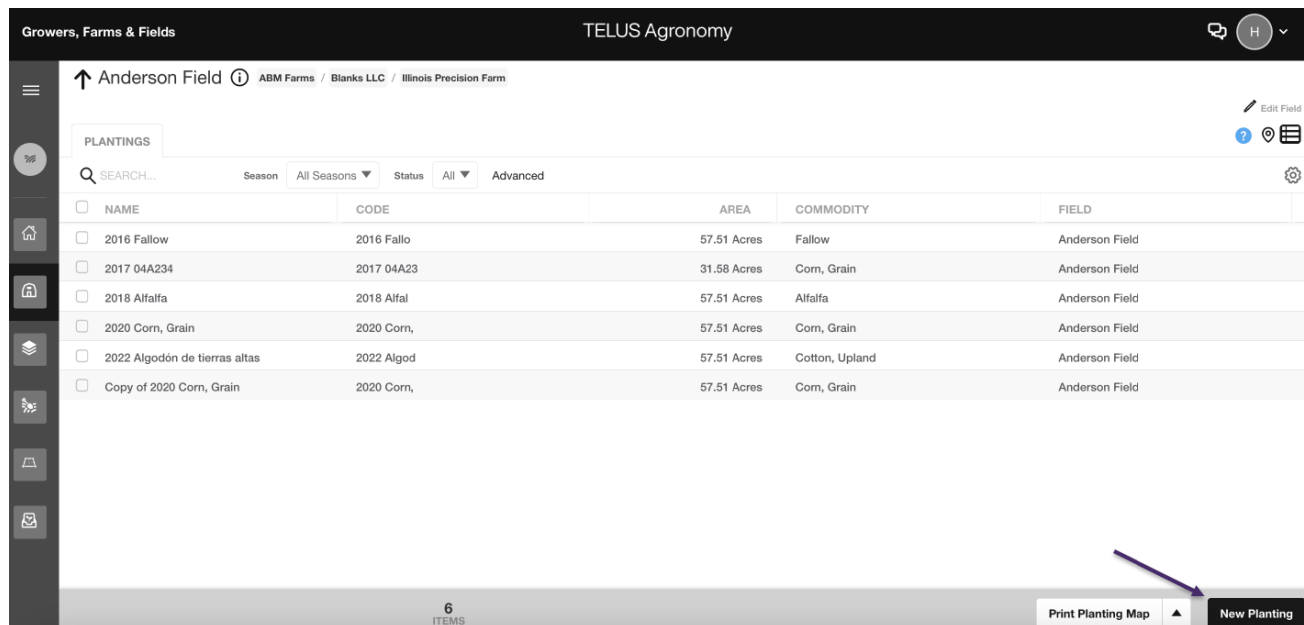


Fig 2.1 Create Planting

4. The Field boundary will appear when you create a new planting. Fill out the text boxes to the right of the map. Boxes with asterisks are required, but all other information is optional.

The screenshot displays the 'New Planting' window. On the left is a map with a green field boundary labeled 'Anderson Field'. Below the map, it says '57.51 ACRES'. On the right is a form with 'Basic' and 'Advanced' tabs. The 'Basic' tab contains the following fields:

- Season:** Includes 'Single year' and 'Multi-year' radio buttons. Below are 'Season Start' (2024) and 'Season End' (No Season End) dropdown menus.
- Main:** Includes 'Commodity' (Select Commodity), 'Variety' (No Results), and 'Name' dropdown menus.

At the bottom right of the form are 'Cancel' and 'Save' buttons.

Fig 2.2: Add planting

- **Single or Multi-Year:** Use multi-year plantings for perennial crops and single year for seasonal crops.
- **Season:** The growing season for the planting. It allows a user to organize plantings by season. Filterable in the List and Map view. When the planting is done for the season, simply select 'New Planting' and create a new planting for the new season.
- **Commodity:** Select a commodity.
- **Variety:** Select a variety.
- **Name:** Add a name for the planting.
- **Code:** Abbreviation of the name used for mobile. The default is the first ten characters of the Planting name.
- **Field:** The field will automatically populate based on the current field you have selected. To change the field, click on the drop-down box.
- **Date Planted:** Defaults to today's date. To change the date, click on the calendar icon, and choose a date.
- **Expected Harvest Date:** To add an expected harvest date, click on the calendar icon and choose a date.
- **Planting Size:** Size of the field boundary.
- **Traits:** Select a trait.
- **Growing Medium:** Select a growing medium
- **Planting Method:** Select a planting method.
- **Growing Method:** Select a growing method.
- **Tillage Type:** Select a tillage Type.
- **Intended Use:** Select an intended use.
- **Bearing:** Depending upon the crop, select whether it is Bearing or Non-bearing.
- **Status:** Defaults to Active but can be changed.

5. Click 'Save' in the bottom right of the form to finish or continue to the advanced form by clicking 'Advanced' at the top of the form.

Advanced data fields are not required but are used for other agronomic activities.

For more information please contact your FM or find on link below:

- ❖ [Add a Farm](#)
- ❖ [Add a Field](#)
- ❖ [Add a Planting](#)