Procedures for:

Adding Combos

Revisions:

Version	Date	Author	Description
11.1.76 (126)	12/09/2011	Katie Bergthold	Creation of document.

Overview:

Combos are combinations of products and their typical rates that are created within AgWorks to allow for entry of multiple products under one grouping.

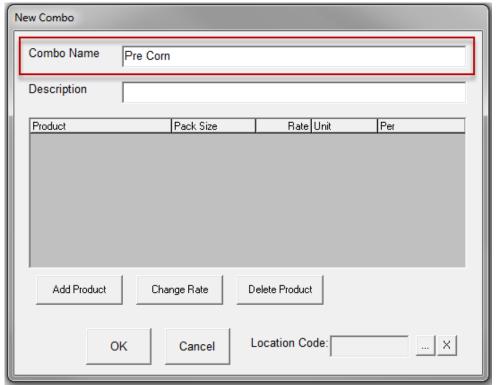
• Users can also access Combos in AgroDoc by navigating to Tools > Combo. Through this menu, users can edit existing combos, add a new combo, delete an existing combo, or print the list of available combos.

Definitions:

• **Combo:** group of products used regularly at location

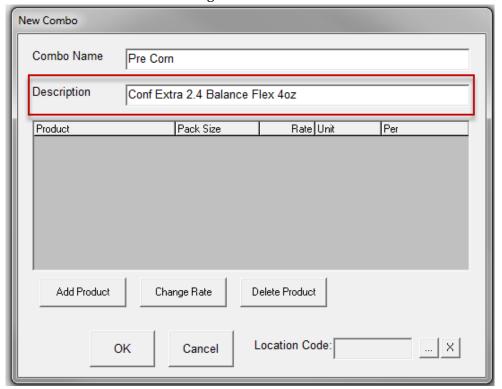
Procedures:

- 1. Within Delivery Doc, navigate to: Tools > Combo Chemicals > Add New
- **2.** Input Combo Name
 - This name is how users will identify the Combo moving forward.

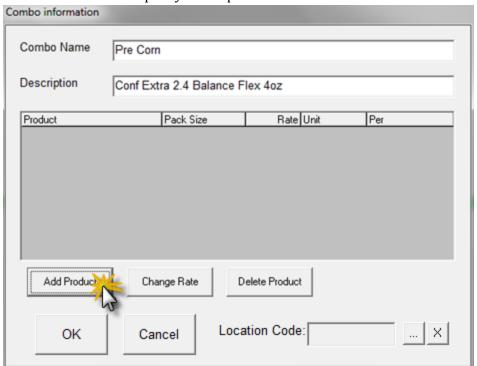


3. Input Description

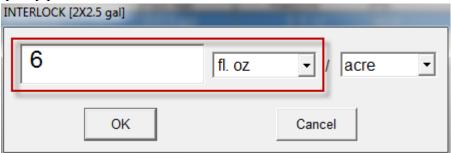
• This will assist users in identifing the Combo.



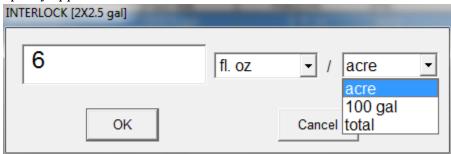
4. Select *Add Product* to specify which products to add to Combo



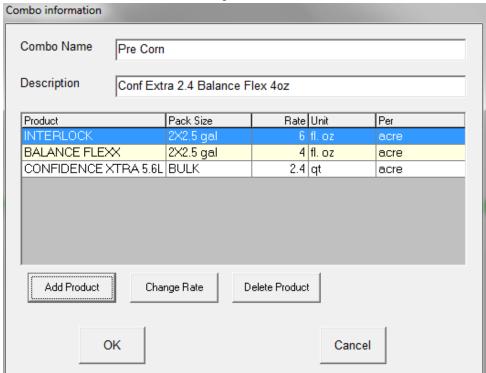
- **5.** Select desired product
- **6.** Specify product rate



7. Specify application



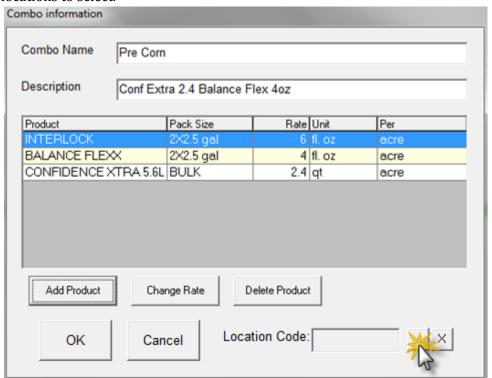
- 8. Select OK
- 9. Select Add Product until all needed products are within Combo



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10. Select "..." to specify location. If no location specified then combo will be available to all locations to select.



11. After Combo set up users are able to navigate within an Order to products tab to add a combo