

Procedures for:

Adding New Seed Products

Revisions:

Version	Date	Author	Description
10.1.34 (124)	08/26/2010	Sara Toliver	Creation of document.

Procedures:

1. Open AgWorks Manager
2. Navigate to Products/Services > Add New
3. Select *Seed* from the list of available Product Categories
4. Select the appropriate seed subcategory
5. Enter the appropriate Seed information into the form.

The screenshot shows the 'Add New Product' form in AgWorks Manager. The form is titled 'ProductID: 10143'. The 'Name' field contains 'DKC69-40'. The 'Control by' field is set to 'Level 2'. The 'PackSize' field is set to '1 each x 1 bag'. The 'Description' field is empty. The 'Group' field is set to 'Basic'. The 'Category' field is set to 'Seed' and 'Corn seed'. The 'Manuf.' field is set to 'Dekalb'. The 'Options' section includes checkboxes for 'Bulk', 'Discontinued', 'In Use', 'In-Field Usage', 'Taxable', 'Assembly', and 'Do Not Inventory'. The 'UPC', 'EDI code', and 'Manufacturer #' fields are empty. The 'Accounting code' field contains '10143'. The 'Export Unit' field is set to 'bag'. The 'Prices, \$' section includes fields for 'Cost', 'Wholesale', 'Retail', 'Per', and a list of months from November to February, each with a price value. The 'Retail' price is set to '283.9'. The 'Per' field is set to '1 bag'. The 'Prices' section also includes a note: '* to edit all 40 price levels use price editor'.

- A. Enter the *name* of the product as it appears on the label
- B. Enter the Pack Size of the product
 - i. If the product is bulk, check the *Bulk* checkbox
 - ii. Example: 1 each x 1 bag, 1 bag x 50 lbs
- C. If the item is not *taxable*, remove the checkmark from the box.
 - i. Products will default as taxable.
- D. Enter the Price Per unit of measure
- E. Enter the Manufacturer
- F. Enter the Export Unit
- G. Enter Accounting Code

6. *Select Properties*

(Corn)

- A. Enter number of *seeds per bag*
- B. Enter *Maturity*
- C. Enter *Minimum Recommendation Population*
- D. Enter *Maximum Recommendation Population*
- E. Enter appropriate *Selling Points*
- F. Enter *Characteristics*
 - i. Note the Scale at the bottom of the window
- G. Enter *Traits*
 - i. Select *Add*
 - ii. Select applicable Traits from the supplied list
 1. If you are not able to locate your necessary trait(s), please contact AgWorks Support.
- H. Enter *Disease Resistance*
 - i. Note the scale at the bottom of the window
- I. Enter *Other Properties*
- J. Enter *Chemical Interactions*

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ProductID: 10156

Seed Per Pound: 2900

Maturity: Early II

Recommended planting rate: 160000

Plant Type: Medium

Plant Height: Tall

Selling Point 1: Excellent emergence

Selling Point 2: Excellent Standability

Selling Point 3: High yield potential

Characteristics

No-Till Adaptability	2
Emergence	2
Standability	1
Yield for Maturity	0

Disease Resistance

Phytophthora Gene: None

Phytophthora: 5

Brown Stem Rot: 2

Sudden Death Syndrome: 5

Sclerotinia/White Mold: 6

Cyst Nematode:

Other properties

Soybeans on Soybeans

Delayed Harvest

Solid Seeded

Less Than 30" Rows

Wider Than 30" Rows

Protein Content %: 0

Oil Content %: 0

Soil Types

Fine Texture Poorly Drained

Coarse Texture Well Drained

Droughty Iron Chlorosis: 4

Rating Scale: 1-2 = Excellent, 3-4 = Very Good, 5-6 = Good, 7-8 = Fair, 9 = Poor, 0 = N/R - Not Rated

OK Cancel

(Soybean)

- A. Enter number of *seeds per pound*
 - B. Enter *Maturity*
 - C. Enter *Recommended Planting Rate*
 - D. Enter *Plant Type*
 - E. Enter *Plant Height*
 - F. Enter *Selling Points*
 - G. Enter *Characteristics*
 - i. Note the Scale at the bottom of the window
 - H. Enter *Traits*
 - i. Select *Add*
 - ii. Select applicable Traits from the supplied list
 1. If you are not able to locate your necessary trait(s), please contact AgWorks Support.
 - I. Enter *Disease Resistance*
 - i. Note the scale at the bottom of the window
 - J. Enter *Other Properties*
 - K. Enter *Soil Types*
7. Select *OK* to return to the previous window
 8. Select *Edit Modifiers*

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A. Select *Restore from Master*

Edit Modifier (Corn seed) - Product record

Manufacturer: Dekalb

Part Name	Value	CostDiff	PriceDiff
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Edit Add Delete **Restore from Master**

OK

- B. Select "Yes" to warning "It will replace your modifier list and cost/price differences from master modifier list. Are you sure?"
- C. List will populate with company's seed subcategory modifiers. This list will appear in drop downs when adding seed product to Bookings and Delivery Tickets.

Edit Modifier (Corn seed) - Product record

Manufacturer: Dekalb

Part Name	Value	CostDiff	PriceDiff
Seed Size	AR	0	0
Seed Size	AR2	0	0
Seed Size	AF	0	0
Seed Size	AF2	0	0
Seed Size	P22	0	0
Seed Size	P26	0	0
Seed Treatment	None	0	0
Seed Treatment	Poncho 250 (Standard)	0	0
Seed Treatment	Poncho 1250	0	33
Package	Hard Side 50	0	0
Package	bag	0	0

Edit Add Delete **Restore from Master**

OK

- 9. Select *OK* to return to the previous window
- 10. Select *OK* to complete this task.