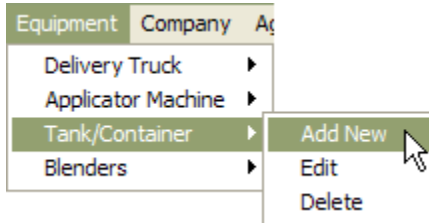


## Procedures for Adding Tanks/Containers

- 1.) Open Agworks Manager




- 2.) Using the menu, navigate to the following: EQUIPMENT > TANK/CONTAINER > ADD NEW

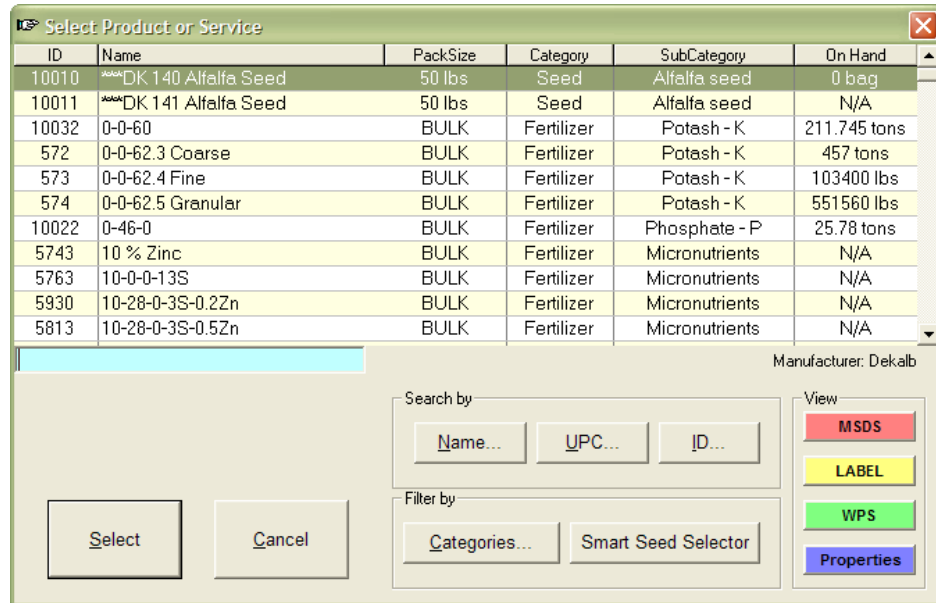




- 3.) A new window will appear, titled "New Tank".

A screenshot of the 'New Tank' dialog box. The dialog has a title bar 'New Tank' and a light green header. It contains several input fields: 'Tank name:' with the text 'New tank', 'Tare:' with an empty field, 'Primary Product:' with 'None' and a selection button, a checkbox labeled 'Tank can carry products other than primary', 'AdditiveProduct:' with 'None' and a selection button, and 'Delivery Service:' with 'None' and a selection button. At the bottom are 'Ok' and 'Cancel' buttons.

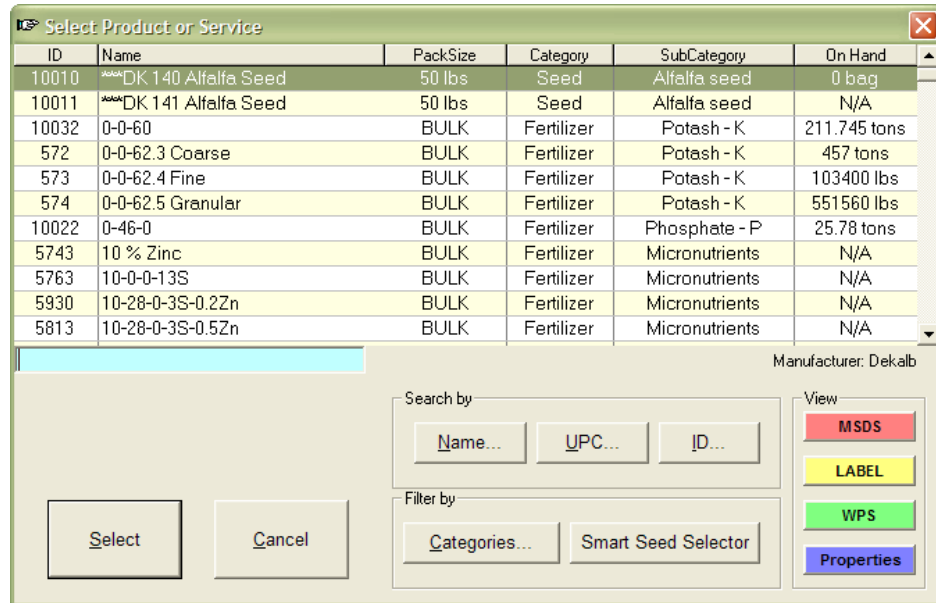
- a. Enter the name of the tank in the TANK NAME field.
- b. Enter the tare for the TARE field.
  - This is the estimated empty weight for the tank.
  - When this tank is weighed out, Agworks will estimate how much product to remove from inventory until the tank is weighed back in.
  - This keeps your on-hand inventory as accurate as possible at any given time.
- c. Enter the primary product for the tank by clicking on the  button.

1. A new window will appear, titled “Select Product or Service”.




2. Select the appropriate product, by finding it in the list and clicking on the SELECT button.
3. You will be returned to the “New Tank” window.
  - If you have made a mistake, click on the  button, and return to step C.
- d. If you tank will be able to carry products other than your primary product, place a check in the corresponding box.
  - Doing this will prompt the system to ask you for the product in the tank each time you use this tank.
- e. If there will be an additive product used with this tank, enter it by clicking on the  button.


1. A new window will appear, titled “Select Product or Service”.



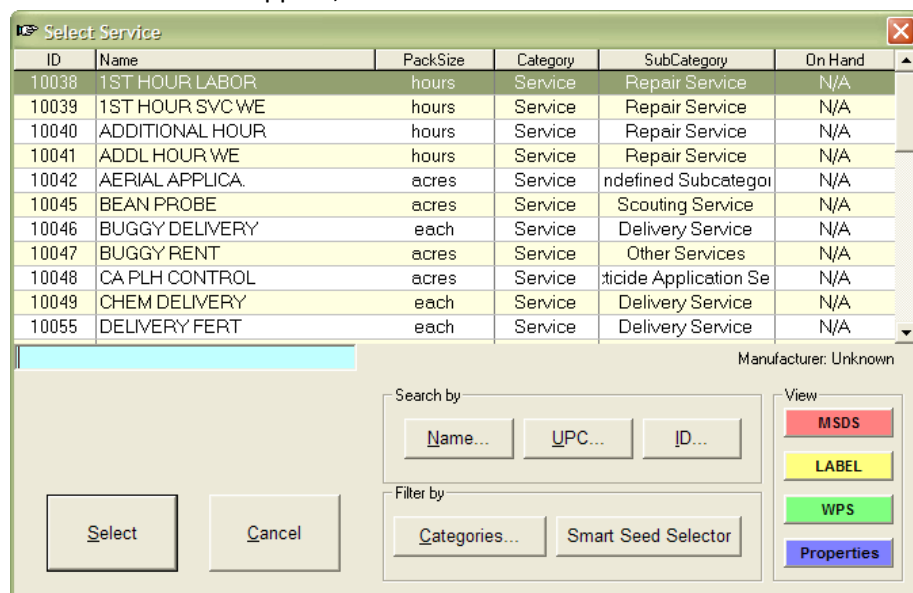
2. Select the appropriate product, by finding it in the list and clicking on the SELECT button.

3. You will be returned to the “New Tank” window.

- If you have made a mistake, click on the  button, and return to step E.


- f. If there will be a delivery service used with this tank, enter it by clicking on the  button.

1. A new window will appear, titled “Select Service”.



2. Select the appropriate service, by finding it in the list and clicking on the SELECT button.

3. You will be returned to the “New Tank” window.

- If you have made a mistake, click on the  button, and return to step F.

g. Verify that everything is correct. If everything is acceptable, click on the OK button.

Your entry will be saved and you will be returned to the Agworks Manager main screen.

4.) To exit Agworks Manager, click on the close button.

