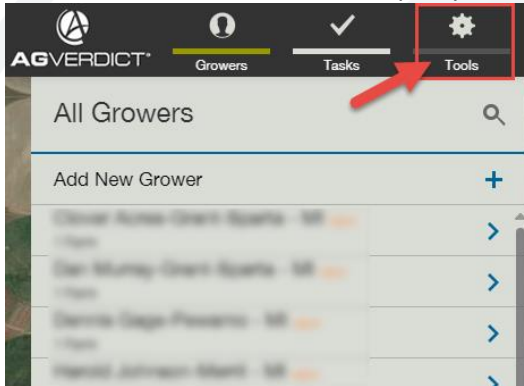


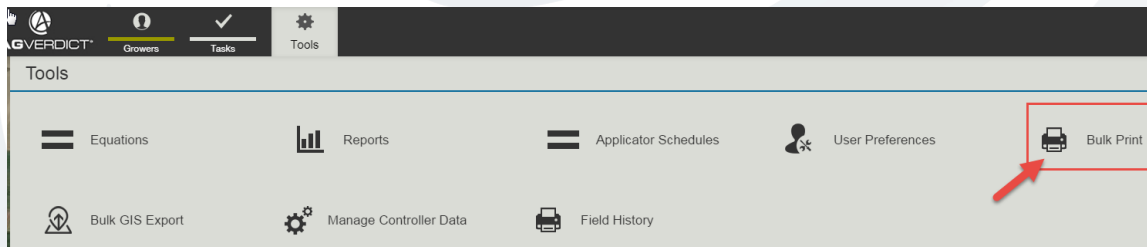
Bulk Print Tool

The bulk print tool allows you to access multiple recommendation reports, product use reports and work orders for a grower. These reports may be opened or printed from the bulk print tool.

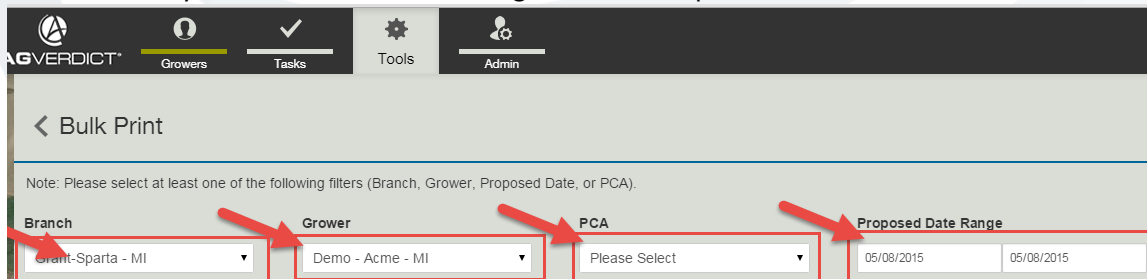
1. Select the **Tools** button on the top of your AgVerdict page.



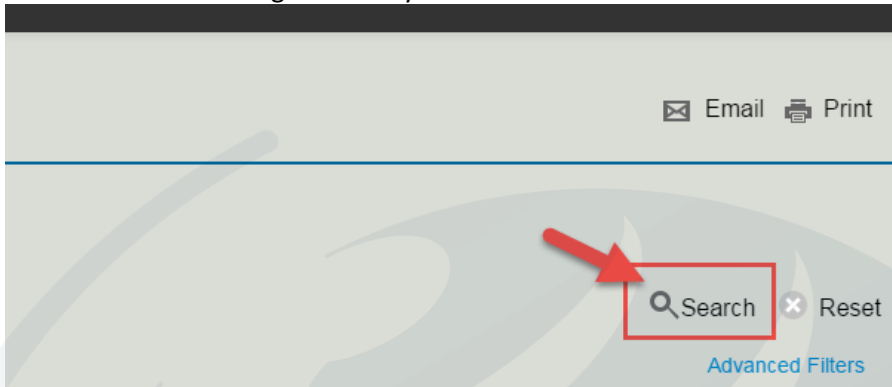
2. Select the **Bulk Print** tool.



3. Select your **search criteria** including at least one option.

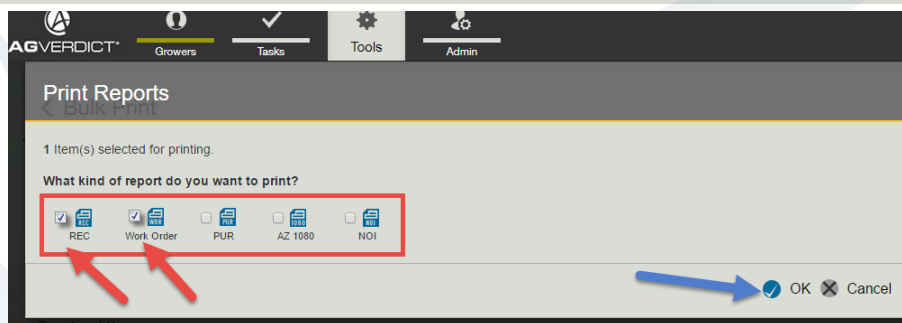
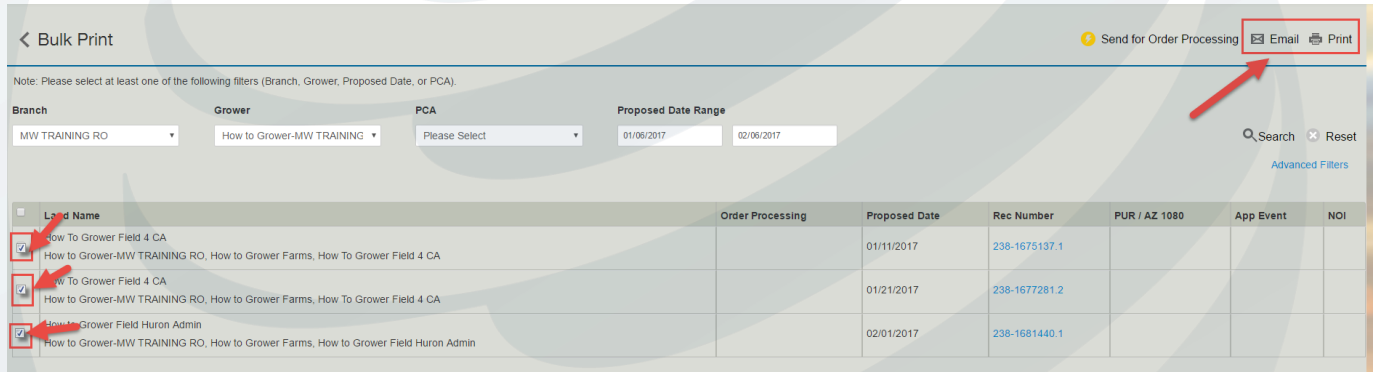


4. Select **Search** on the right side of your screen.

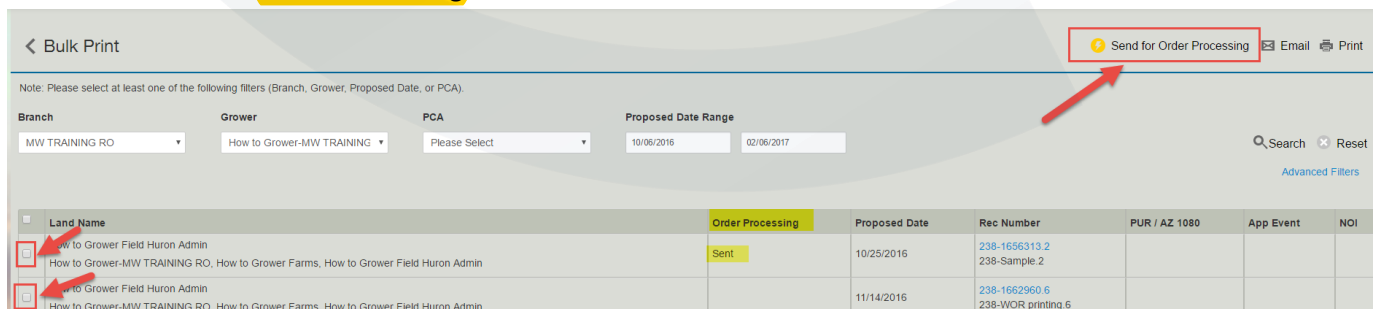


5. All of the submitted RECs and completed Application Events will be displayed. From here you can do two things.

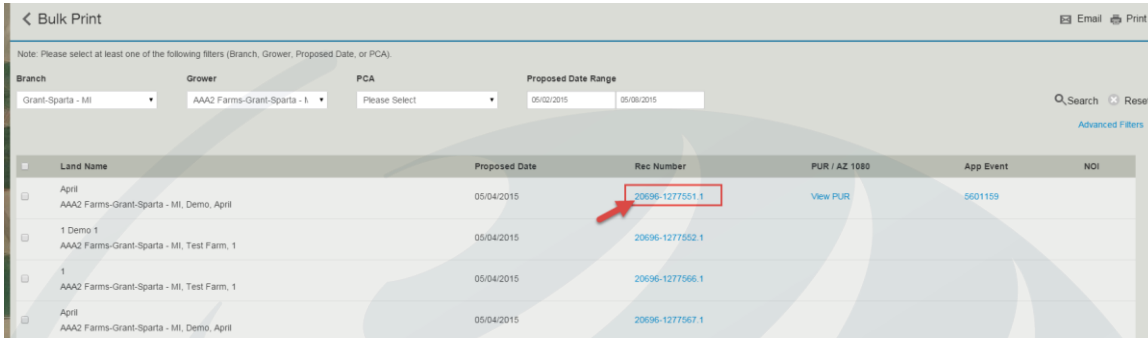
- a. To Print or Email multiple RECs or PURs, **select the reports** you would like to print/email. Then select **print or email** from the top right corner of your screen. Multiple report options are available. Choose the ones you want and click OK.



b. Submitted RECs and completed Application Events can be submitted by clicking **Send for Order Processing**. Any RECs and AEs that have already been submitted to JDE with have a status of **Sent** in the **Order Processing** column.



- c. To **view or edit** the reports. Select the blue report number. The PUR or REC will open in a new tab.



Note: Please select at least one of the following filters (Branch, Grower, Proposed Date, or PCA).

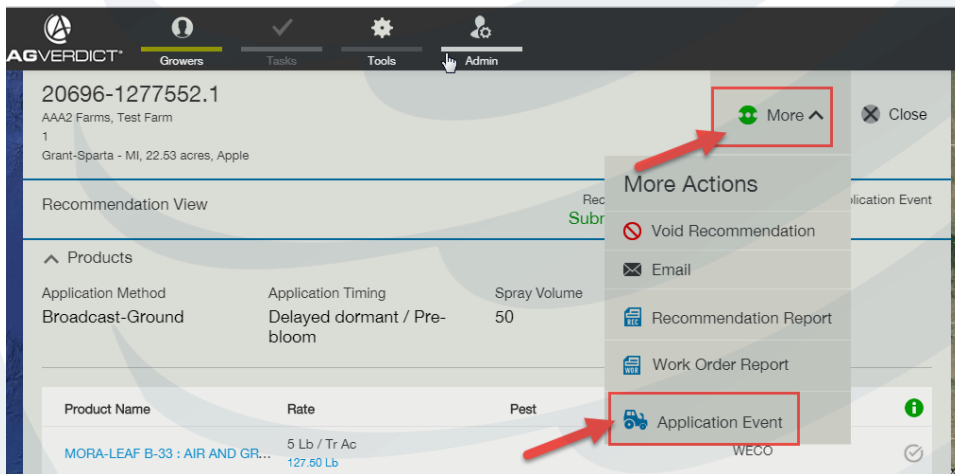
Branch	Grower	PCA	Proposed Date Range			
Grant-Sparta - MI	AAA2 Farms-Grant-Sparta - I	Please Select	05/02/2015	05/08/2015		

Land Name	Proposed Date	Rec Number	PUR / AZ 1080	App Event	NOI
April AAA2 Farms-Grant-Sparta - MI, Demo, April	05/04/2015	20696-1277551.1	View PUR	5601159	
1 Demo 1 AAA2 Farms-Grant-Sparta - MI, Test Farm, 1	05/04/2015	20696-1277552.1			
1 AAA2 Farms-Grant-Sparta - MI, Test Farm, 1	05/04/2015	20696-1277566.1			
April AAA2 Farms-Grant-Sparta - MI, Demo, April	05/04/2015	20696-1277567.1			

To use the Bulk Print Tool to quickly convert RECs to Application Events

First follow steps 1-5.

6. Once your REC is open in a new tab, select **More**, then **Application Event**.



AGVERDICT

20696-1277552.1
AAA2 Farms, Test Farm
1
Grant-Sparta - MI, 22.53 acres, Apple

Recommendation View

Products

Application Method	Application Timing	Spray Volume
Broadcast-Ground	Delayed dormant / Pre-bloom	50

Product Name Rate Pest

MORA-LEAF B-33 : AIR AND GR...	5 Lb / Tr Ac 127.50 Lb	WECO
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More Actions

- Void Recommendation
- Email
- Recommendation Report
- Work Order Report
- Application Event**

7. Your REC will be converted into an Application Event. Add your **applicator company** (if needed) under the **Application Details** tab.

8. Click on the Work Order Details tab or scroll down. Complete the **Application Details** for each location. Place a **check mark** next to each location and click on **Complete Event**, then **Save**.

Location Name	Proposed Area	Date	Time	Treated Area	Weather	Applicator/Loader	Equipment	Water Source	Notes
<input checked="" type="checkbox"/> How To Grower Field Huron Admin Days To Harvest:	0.40	Start: 02/06/2017 End: 02/06/2017	In: 10:46 Out: 10:46	0.40		<<--Select Applicator--> <<--Select Loader-->	<<--Select-->		