

SeedFieldCheck User Documentation

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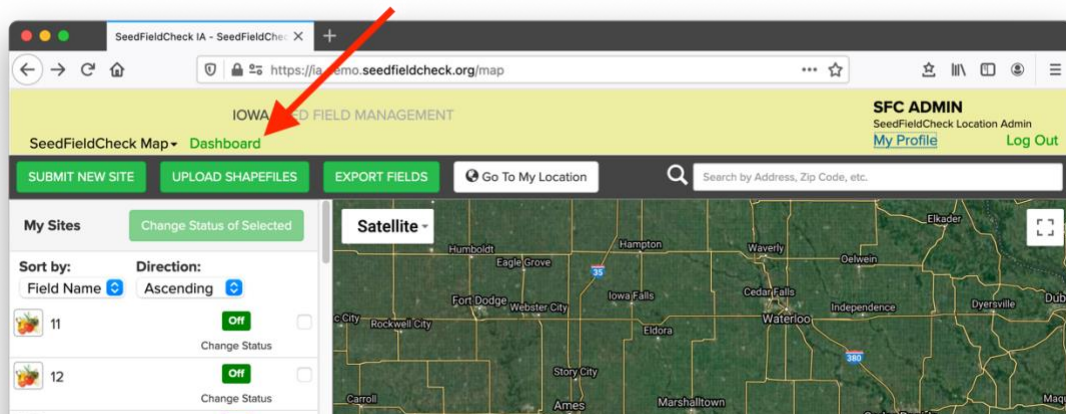
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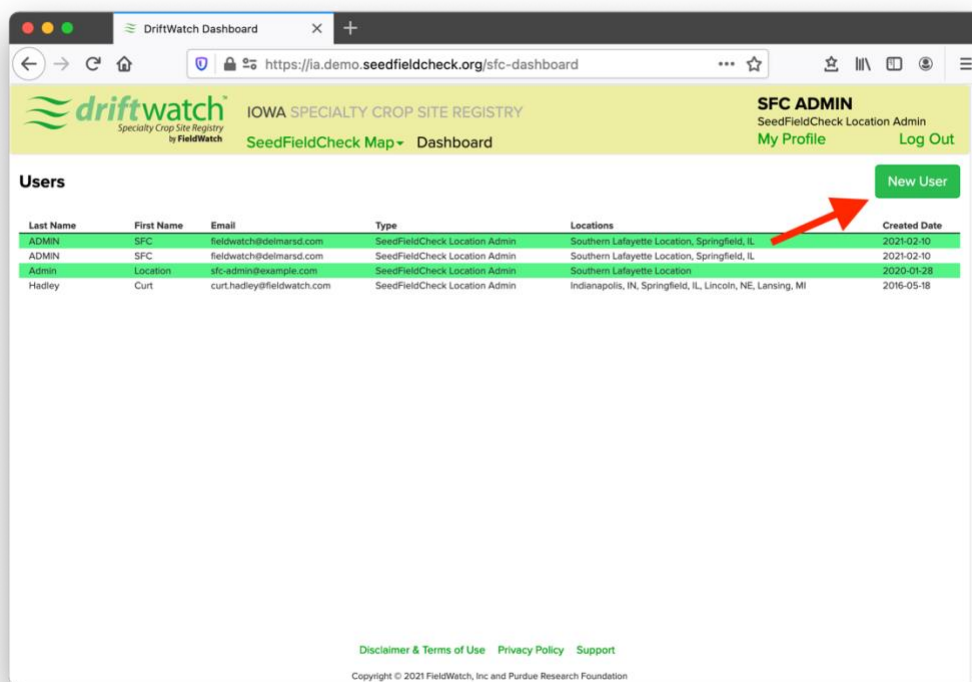
Dashboard

The Dashboard is used to manage user accounts across SeedFieldCheck (SFC) Locations. Only the Company Admin and Location Admin can use this feature.

Click on the Dashboard link in the top left, next to the “SeedFieldCheck Map” dropdown, to access the Dashboard.



The Dashboard page Users table contains all Location Admins **and** Location Field Managers in your company. The “Locations” column shows the **full list** of locations assigned to that user.



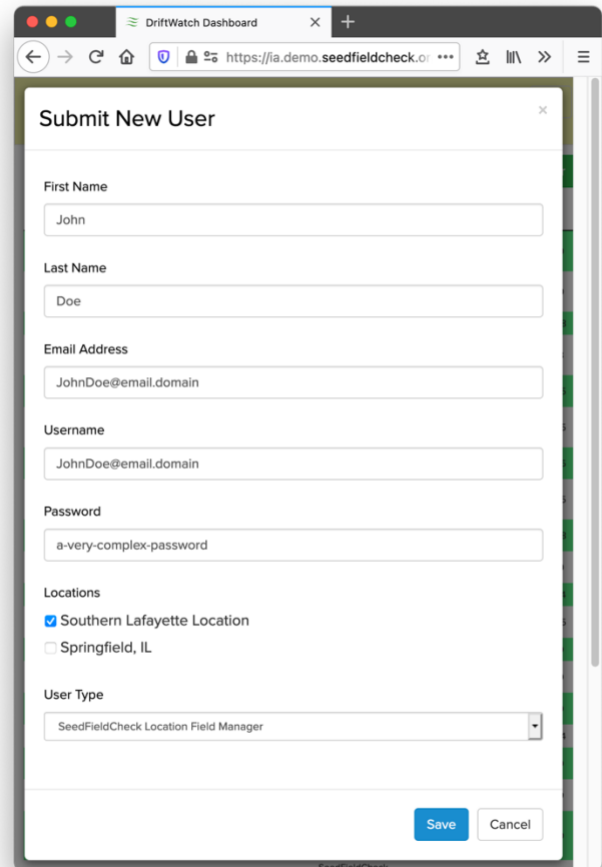
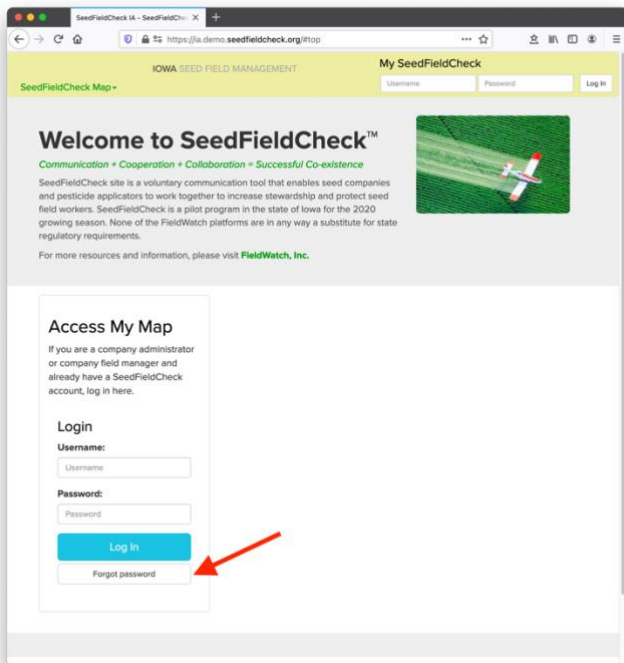
Create User

Location Admin & Location Field Manager

To add a new user, click the green “New User” button located in the top right on the Dashboard. To edit a user, click the user’s row in the table.

When adding a new user or editing an existing user, the dialog on the right will pop-up on the screen. Fill out all details before saving. Only Company Admins and Location Admins can add or edit user accounts.

The “Locations” checkboxes *only* display the locations that **you have been assigned to**. This means that you can only add users to locations that you already have access to. If you have not been added to a location, you will not see it listed in the edit form.



When a new account is created, their password can either be shared with them or the new user can use the Forgot Password feature to reset to a personal and secure password. Instructions to reset their password will be sent to the Email Address associated with their account.

User Roles & Permissions

Company Admin – Only created by a FieldWatch Admin. Can create and edit all SFC Locations, Location Admins, and Location Field Managers.

Location Admin – Can be assigned to one or more SFC Locations. For their assigned SFC Locations, Location Admin’s can create and edit Location Field Managers.

Location Field Manager – Can be assigned to a single SFC Location and is primarily responsible for changing site status.

User Type	Manage Locations	Manage Users	Submit / Edit / Export Sites	Upload Shapefiles	Change Site Status
Company Admin	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Location Admin		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Location Field Manager				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Manage Locations

Note: This feature is only available for the Company Admin.

To manage your SFC Locations, click 'Dashboard' at the top center of the screen, and then click the 'Manage Locations' Tab.

To add a new SFC Location, click the 'New Location' button. A form will appear for you to enter information about the new location. After entering the location information, click save at the bottom of the form. The new location will appear in the 'Locations' list.

To edit an existing SFC Location, click on a location in the list. A form will appear for you to edit location information. After entering the location information, click save at the bottom of the form.

The image shows a sequence of three screenshots from a web browser. The top screenshot shows the 'DriftWatch Dashboard' with the 'Manage Locations' tab selected. A red arrow points to the 'Manage Locations' tab. The middle screenshot shows the 'Locations' list with a 'New Location' button highlighted by a red arrow. The bottom screenshot shows the 'Submit New Location' form with a 'Save' button highlighted by a red arrow.

Locations

Name	Address 1	Address 2	City	State	Zip Code	Email	Phone	Contact
Northwest Region	4220 N 215th E		Howe	IN	46746			Bob Doorman
Southern Region	423 15th St		Tell City	IN	47586			
Eastern Region	4237 E Co Rd #800 N		Sunman	IN	47041			John Grayson

Submit New Location

✓ Name

✓ Address 1

✓ Address 2

✓ City

✓ State

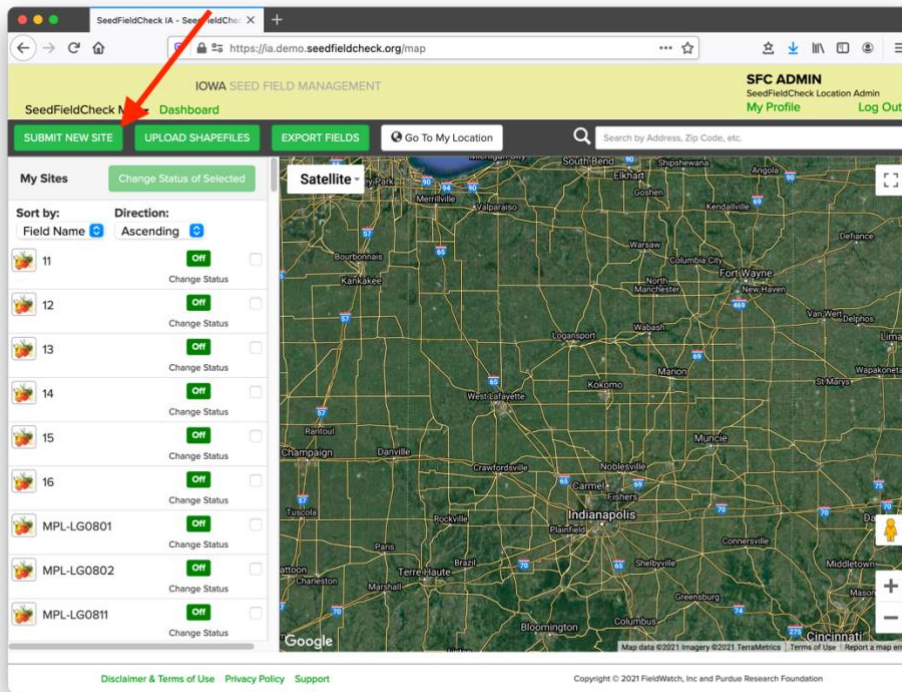
✓ Zip Code

✓ Email

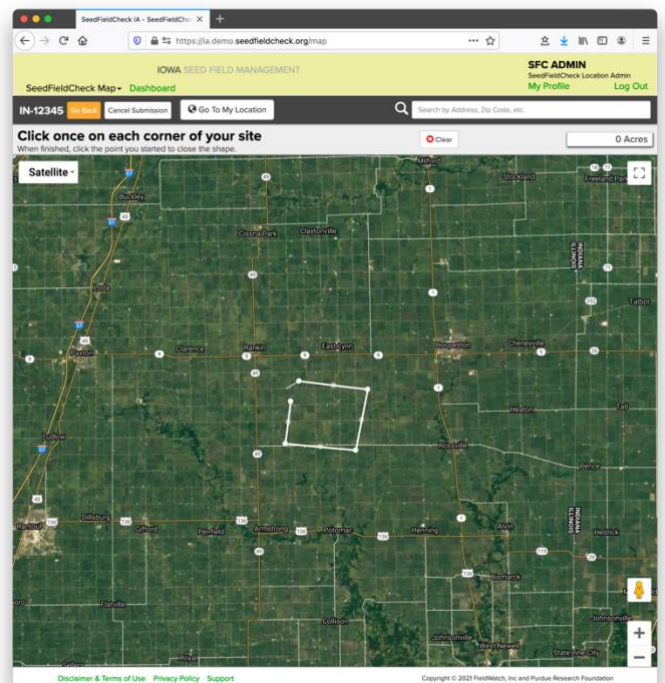
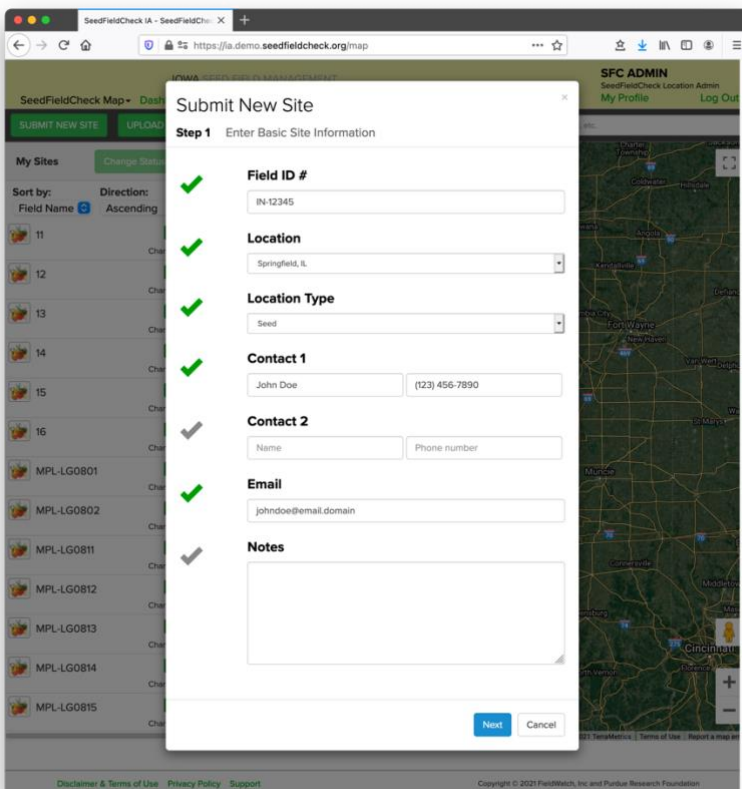
✓ Phone

✓ Contact Name

Submit New Site

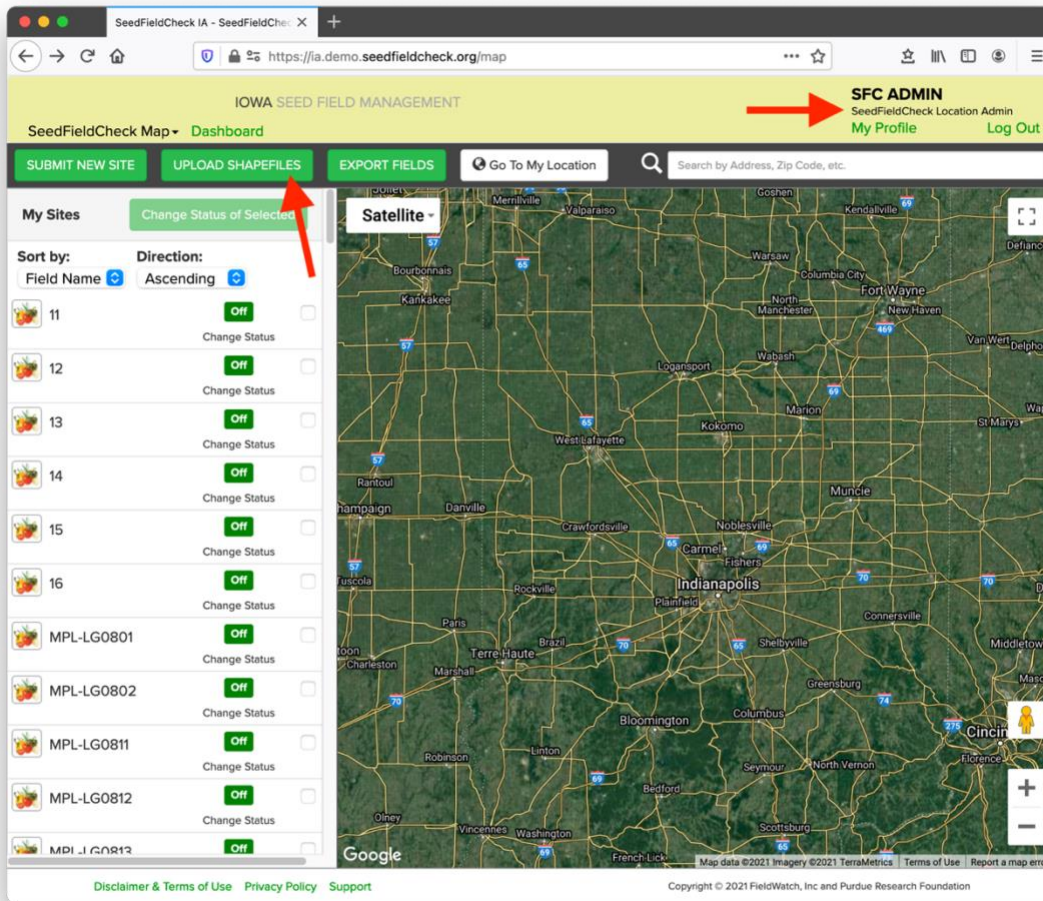


To create a new site, click the green “Submit New Site” button located in the top left of the page. Then follow prompts to manually draw the shape of the field and add the new corn site to your list.

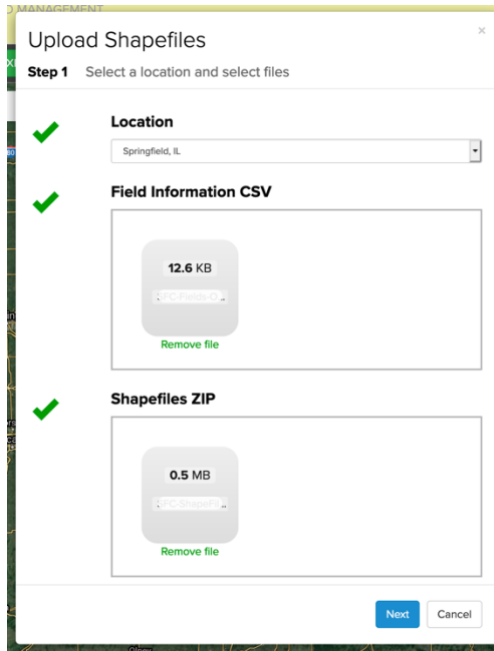


Upload Shapefiles

Available to Company Admin and Location Admin user roles.



Click on the UPLOAD SHAPEFILES button to bring up the Shapefile upload dialog box



In the Upload Shapefiles dialog there are three required fields. The Location, Field Information CSV, and Shapefiles ZIP.

The green check marks on the left indicate when all fields are set.

When the Next button is clicked, the system will validate the files then proceed to upload the shapefiles as indicated in the Field Information CSV

Specifications for the Field Information CSV

1. The CSV must begin with the following header line:

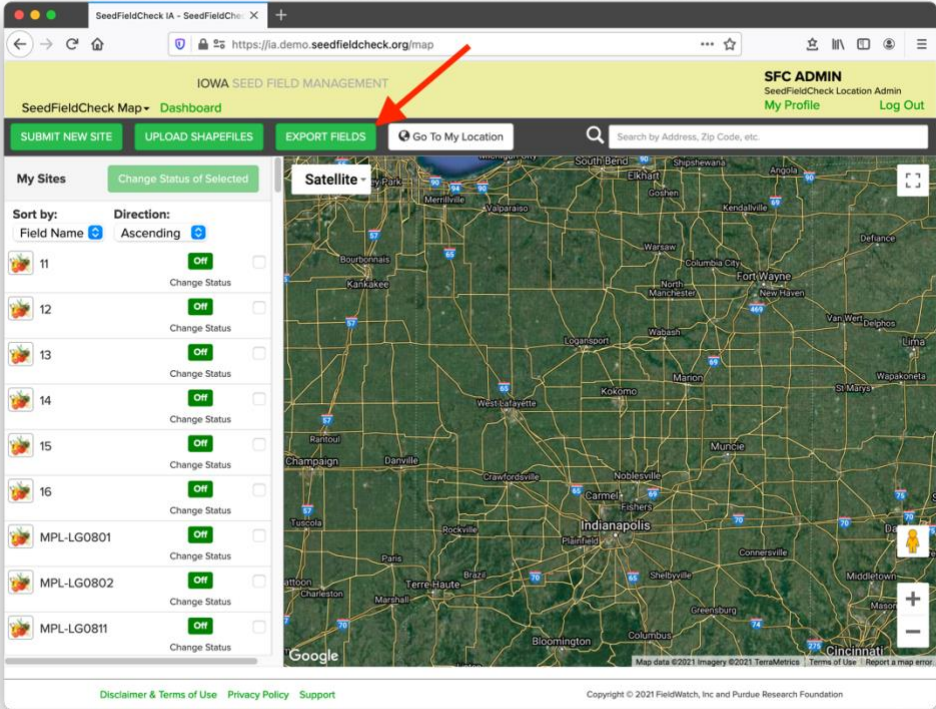
Field ID #	Company Name	Production Location Prefix	Contact 1	Contact 1 Phone	Contact 2	Contact 2 Phone	Primary Email
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2. The Field ID column values must be alphanumeric characters (must only be letters and numbers, no symbols or spaces). Field IDs are also case-sensitive (ex: ps123 is not the same as PS123).
3. Use one row per Field.
4. Completely fill-out each row, even when information repeats from row to row. Blank entries in any column of a row will be ignored.

Specifications for the Shapefiles ZIP

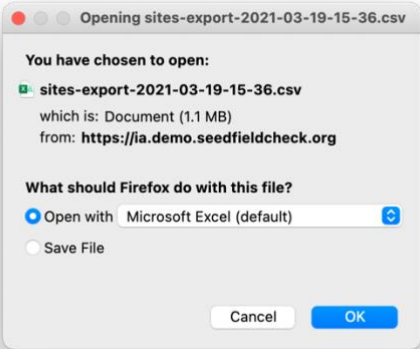
1. Each Shapefile collection must consist of **three files** with the follow extensions:
 - a. .shp
 - b. .shx
 - c. .dbf
2. Each file in the collection must be named **field_000000.ext**, where 000000 is replaced with the Field ID value. Example:
3. `field_012345.shp`
`field_012345.shx`
`field_012345.dbf`
4. The Field ID used in the filenames must exactly match a Field ID value in the Field Information CSV
5. Each Shapefile collection must only contain **one polygon**, representing the outer boundaries of the Field. Shapefile collections that contain multiple polygons will be ignored.
6. All of the Shapefile collections in a given ZIP archive will be assumed to be associated with a single SFC Location.

Export Fields



To export details of all fields, click the green Export Fields button, located at the top of the page.

The Export Fields button will start a download for a common separate value file (.csv file) that can be opened in Microsoft Excel. The file contains all details for every field.



Change Status of Selected Fields

To change the status of multiple fields at once, click the checkbox next to each field in the My Sites list on the left of page. Then, click the green “Change Status of Selected” button on the top left. When this button is clicked, a prompt will display asking for the new Iowa Status for all the selected fields.

