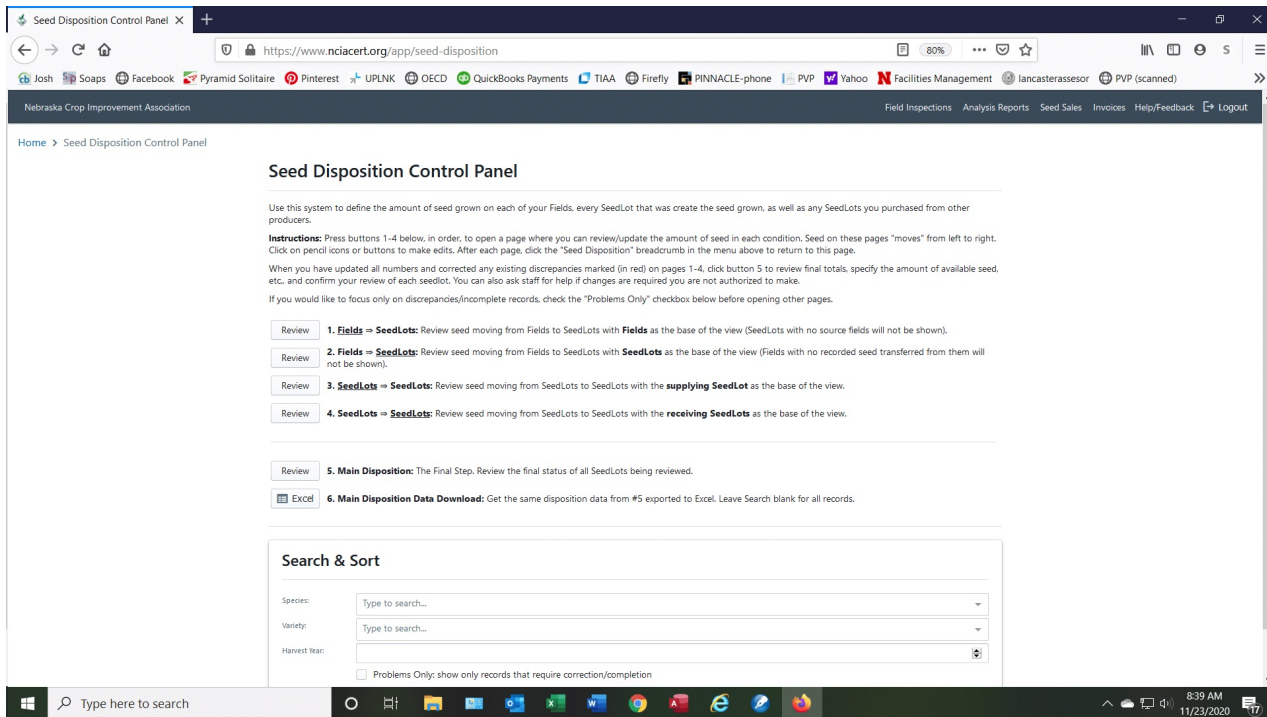


Seed Disposition

The Seed Disposition system allows you to track seed from the field through seedlots and sales (pending, bulk, bagged, tagged), as well as year-end tracking of carryover (available) seed, replanted, etc.

To start click on “Seed Sales” and then “Seed Disposition Control Panel”.



Use the “search and sort” to see only fields you need. Don’t forget to review your 2019 (carryover) and 2020 fields.

Use this system to define the amount of seed grown on each of your Fields, every SeedLot (sample) that was created from the seed grown, as well as any pending SeedLots you purchased from other producers.

Press buttons 1-4 below, in order, to open a page where you can review/update the amount of seed in each condition. Seed on these pages “moves” from left to right. Click on pencil icons or buttons to make edits. After each page, click the “Seed Disposition Control Panel” above to return to this page.

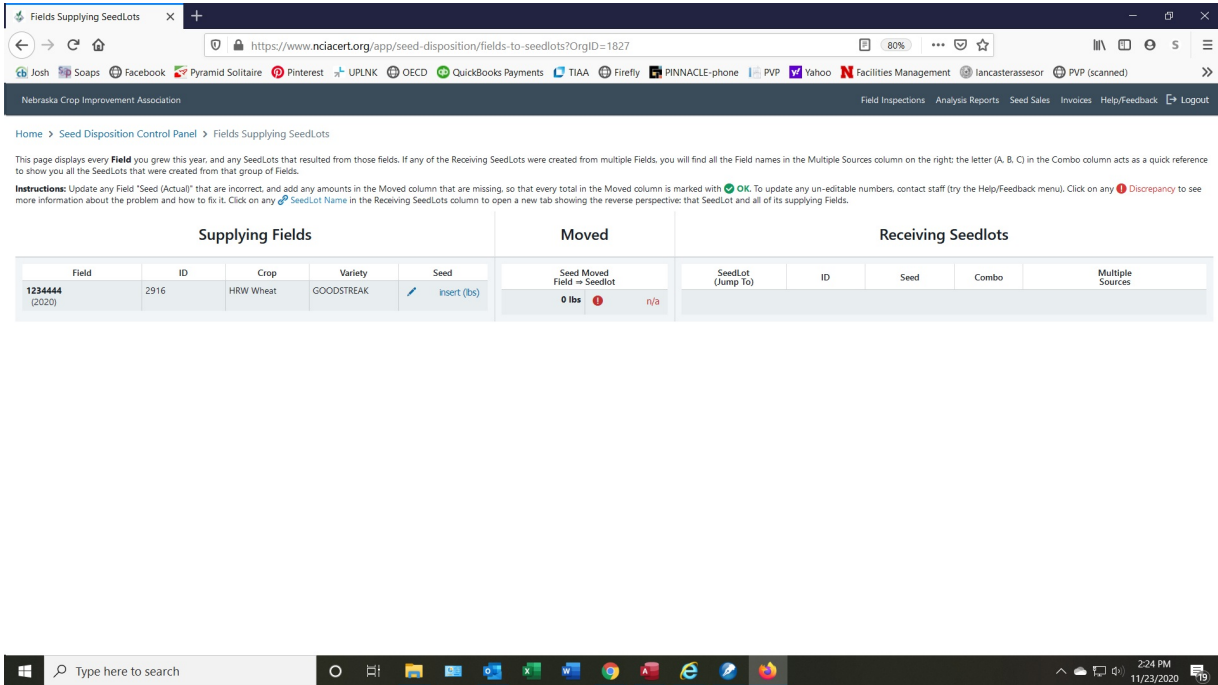
When you have updated all numbers and corrected any existing discrepancies marked (in red) on pages 1-4, click button 5 to review final totals, specify the amount of available seed, etc., and confirm your review of each seedlot. You can also ask staff for help if changes are required you are not authorized to make.

If you would like to focus only on discrepancies/incomplete records, check the “Problems Only” checkbox below the menu before opening other pages.

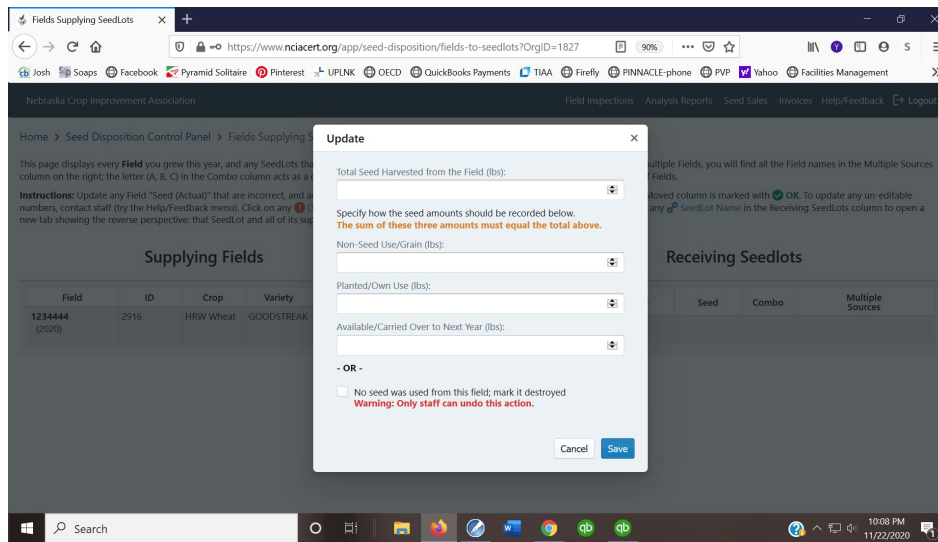
Supplying Fields					Moved	Receiving Seedlots				
Field	ID	Crop	Variety	Seed (Actual)	Seed Moved Field => Seedlot	SeedLot (Jump To)	ID	Seed	Combo	Multiple Sources
East Becking 2 (2020)	2208	HRS wheat	DRIVER	20,000 bu	20,000 bu OK	unknown	5007	20,000 bu		
Schoolhouse (2020)	1761	HRS wheat	PREVAIL	1,000 bu	0 bu n/a					
Around Farm (2019)	1028	HRS wheat	SY VALDA	4,614 bu	4,614 bu OK	19-1028	2225	4,614 bu		

In this example above, which is #1 Fields = Seedlots, You can see the movement of fields on the left to resulting seedlots on the right. The 'Schoolhouse' has no seedlots--the field has gone unused. This view shows you ALL fields, and any seedlots that result. When a field supplies multiple seedlots, this is the view that will most easily show you the one field and its many seedlots.

This is the screen where you will report information on fields that do not have seedlots. (e.g. all seed went to market or is carried over). Under "Supplying Fields" Click on the blue text "Seed (lbs)" for the field.



The following menu will come up. Complete the information for the field.



#2 shows you ALL Seedlots (samples), and any fields that supplied them. If a seedlot received seed from multiple fields, this is the page that will best show you that relationship. You may see seedlots in this view that don't appear on page #1 in cases where the seedlots (sample) did not receive seed from a field. Similarly you won't see these non-field-sourced seedlots on page #1, because that page is focused on fields.

Pages #3 and #4 operate similarly, but they show the seed moving from seedlot to seedlot (bulk sale certificates), #3 focused on the sources and #4 focusing on the receiving seedlots.

The Main Disposition, #5, is the final snapshot by seedlot. **This is the screen you will use the most.** It shows the beginning balance, and each category of seed movement.

1. Use this page to **update the planted, non-seed and available (carryover) seed** (notice the pencil icons)

2. Update the status by clicking on the box under “Status & Comments”.

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3. Verify the seed amounts in each seedlot, then click the [Review Needed](#) button and changing the status to Review Complete, or select [I need help from staff](#) if there are values you are unable to update.

SeedLot Info	Amount of Seed Moved									Status & Comments	
(id 3167) SNOWMASS/HWW Wheat Cert: Certified Year: 2019 Source Type: Fields Source Fields: NO SOURCES DEFINED! View Fields	46,600 lbs Available									Review needed	
	Date Closed	Beginning Balance (lbs)	Cleanout	Sold Pending	Sold Bulk	Sold Bagged	Other Seedlots	Planted (Own Use)	Non-Seed (Grain)	Available	
	(open)	50,000	0	0	0	3,400	0	0	0	46,600	
(id 1234) (id 3168) #5/Black-eyed peas/Cowpeas Cert: NOT DEFINED! Year: 2019 Source Type: None	SeedLot has no Beginning Balance--request assistance from staff!									Review needed	
	Date Closed	Beginning Balance (lbs)	Cleanout	Sold Pending	Sold Bulk	Sold Bagged	Other Seedlots	Planted (Own Use)	Non-Seed (Grain)	Available	
	(open)	0	0	0	0	0	0	0	0	0	
(id 4886) SNOWMASS/HWW Wheat Cert: Registered Year: 2019 Source Type: Fields Source Fields: View Fields	All Seed Sold/Used									Review needed	
	Date Closed	Beginning Balance (lbs)	Cleanout	Sold Pending	Sold Bulk	Sold Bagged	Other Seedlots	Planted (Own Use)	Non-Seed (Grain)	Available	
	(open)	25,000	0	0	0	10,500	0	0	14,500	0	
(id 6844) SNOWMASS/HWW Wheat Cert: NOT DEFINED!	1 lbs Available									Review needed	

Remember there is always help information at the top of each page. Don't forget to review both your 2020 and any 2019 carryover. Also review all fall small grains crops.

Please if you have questions, please give the office a call.