# Plans - SKY Order

Last Modified on 09/19/2023 11:40 am CDT

## Overview

All Plans are displayed including the Plan Name, Date, Customer, Location, Field, and Status.

Search for Plans by Plan Name, Date, Location, Customer, Field, Visible in G360, and Status.

Select the **Ellipsis** on any Plan from the *Plans* tab and choose from the following:

- View Plan Select to view the Plan's Order and Product Details.
- Edit Plan Edit multiple areas of the Plan.
- Set Status to Blend This imports the Plan into a Blend Ticket, retaining all the Plan properties.
- View PDF Select to view a PDF copy of the Plan details.
- **Download PDF** Select to download a copy of the Plan details.
- Delete Select to permanently remove the Plan. Once deleted, a Plan cannot be recovered.

To batch edit Plans, select individual Plans or choose**Select All**. Choose the **Ellipsis** to *Change Approval Status*, *Change Grower*360 *Visibility*, or *Set Status to Blend*.

Additionally, choose to update the *Status* of a Plan by selecting the *Status* column of the Plan line and choosing from *Offered* or *Approved*.

Choose to mark a Plan as visible in Grower360 by setting the Visible in G360 column to Yes.

## Add a Plan

A new Plan can be added by selecting the blue+ Add Order icon in the lower right-hand corner and selecting + New as Agronomy Order.

## Step 1: Order Details

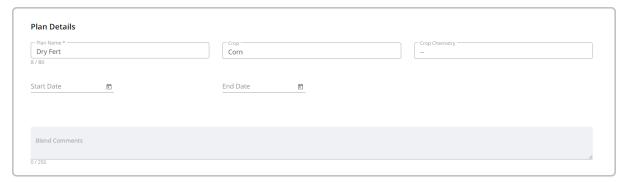
1. Optionally select a template from the *Template* drop-down. Use the *Template Location* drop-down to filter by that specific Location.

Template Selection	
Template Location	Template Dry Fert

2. From the Order Type drop-down, select Plan.

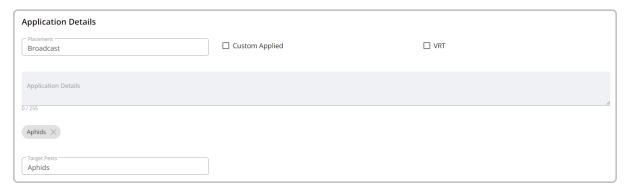


- 3. Enter the *Location* for the Plan. The *Salesperson* defaults as the Salesperson selected on the User profile in SKY Admin but can be adjusted.
- 4. Select the Show in Grower 360 option to mark the Plan as visible to the grower in the Grower 360 app.
- 5. Under the *Plan Details* section, the *Plan Name* is required and the *Start Date*, *End Date*, *Crop Chemistry*, and the *Crop* are optional.

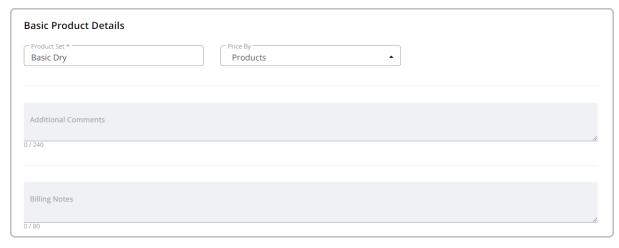


Note: The Start Date and End Date follow the Start Date and End Date preferences set in Agvance.

6. Under the Application Details section, the Placement can be entered and the Plan can be marked as Custom Applied and/or VRT. Indicate Target Pests if applicable.



7. Under the *Basic Product Details* section, the *Product Set* is required. The *Price By* defaults to *Products* but can be adjusted.

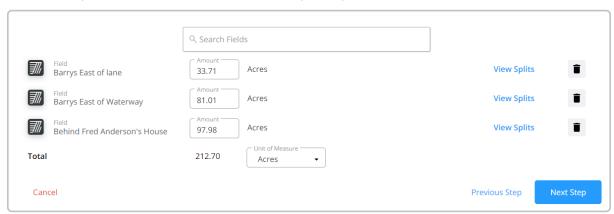


8. Selecting **Next Step** advances to the *Fields* step. The next step in the process list can also be selected to advance once all required information is entered.

### Step 2: Fields

1. Select the Field(s) for the Plan by using the *Search Fields* area. Selecting a Field adds the customer to the *Selected Field* area. The customer information on the Field split displays below the Field.

Note: If multiple fields are selected, a Plan is saved separately for each field.



Note: If the Plan was started from Customer, the Field is already populated as the Selected Field.

2. Adjust the area and/or Unit of Measure if needed.

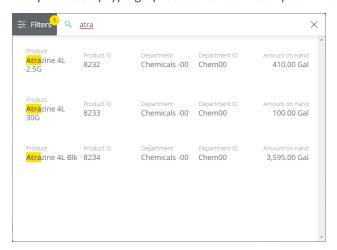
**Note:** Changing the *Unit of Measure* will change the unit for all Fields on the Blend but will not convert the *Amount*.

- 3. A Field can be removed by selecting the **Trash Can** icon to the right of the Field. The *Search Fields* area can then be used again to search for and select a new Field(s) for the Plan.
- 4. Selecting **Next Step** advances to the *Products* step. The next step in the process list can also be chosen to advance once all required information is entered.

## Step 3: Products

Note: If a Template was selected in Step 1, any Products/Formulations from that Template will be included here.

1. Add products by typing a product name or description in the Search Products field.

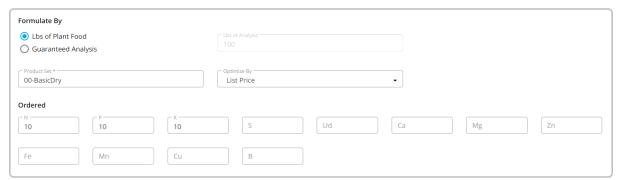


- 2. Select the appropriate product(s) out of the resulting list to add the products to the *Products* area.
- 3. Choose Filters to search for Products in a specific department.

**Note:** The *Product ID*, *Department*, *Department ID*, and *Amount on Hand* information for each product displays on the product line.

OR

- 1. Indicate if formulating by Lbs of Plant Food or Guaranteed Analysis. If choosing Guaranteed Analysis, enter the Lbs of Analysis.
- 2. Select the appropriate *Product Set* and *Optimize By* options.
- 3. Enter requested nutrients in the Ordered area.



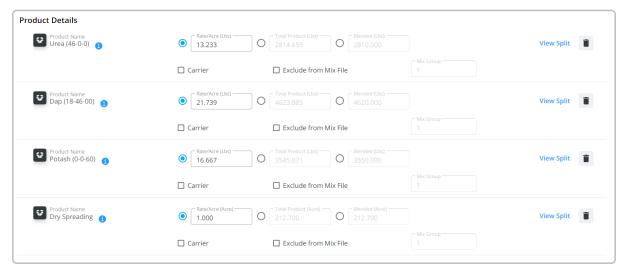
- 4. Select Formulate.
- 5. Review the Calculated Analysis.



6. To recalculate the Blend accommodating for water, filler, or carriers, choose an *Adjust By* option which is based on the Product Set selected for the Blend. Enter the *Amount* and then select **Recalculate** to update the Blend. Use the *Carrier* checkbox to identify which Product is the carrier.

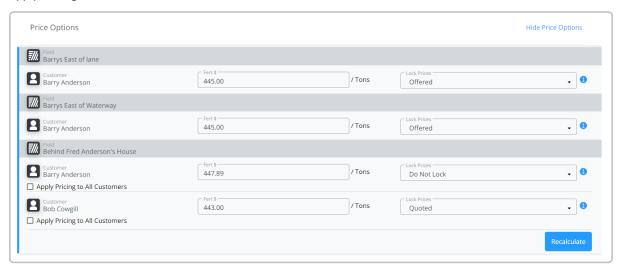


7. The Rate/Acre (Rate/Ton, Rate/Hect, etc.), Total Product, or Blended amounts can be set on each product line.



- 8. The Exclude from Mix File option can be selected for products that should not be sent to the automated blender. If the VRT checkbox was selected in the Order Details section, the Mix Group can be edited to indicate what should and should not be blended together.
- 9. On the product lines, a Federally Restricted icon is displayed beside the *Product Name*. When this icon is displayed, a Permit must be selected from the *Permits* area.

- 10. The following pricing options must be selected and set for each customer, allowing customers on the split to be priced independently. Choose **View Split** to make these selections for each product.
  - Use Price Levels This adds the default price in the Price \$ field. If multiple Price Levels are available,
     they can be chosen by selecting the down-arrow in the Price \$ field. If this option is selected and there
     are no Price Levels established, a Price \$ must be manually entered in order to complete the order.
  - Custom Price This changes the price to 0 and a custom price can be entered in the Price \$ field.
- 11. Under *Price Options*, indicate the *Fert \$/Acres* and *Lock Prices* options. If multiple customers exist, an option to *Apply Pricing to All Customers* is available.



- Enter the Fert \$/Acres and select Recalculate.
- Choose one of the Lock Prices options.
- 12. Selecting the **Trash Can** icon on the right of the product row removes that product from the selected products.
- 13. Selecting **Next Step** advances to the *Review Order* step. The next step in the process list can also be selected to advance once all required information is entered.

## Step 4: Review Order

- 1. All details of the Plan can be reviewed on the Review Order step.
- 2. Corrections to the Plan can be made by using **Previous Step** to navigate to the previous step or select the stage from the process list.
- 3. When **Save** is selected, the Plan is saved and can be viewed from the *Plan* tab of SKY Order and in Agvance. If multiple fields are selected, a Plan is saved separately for each field.

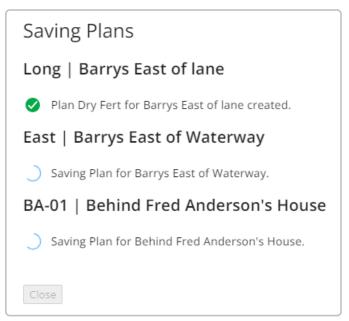
Location SSI Farm Services - IL		Salesperson 	
Plan Name Dry Fert	Crop Corn	Crop Chemistry	Show in Grower 360 Yes
Start Date -	End Date	Status Not Approved	
Blend Comments 			
Placement Broadcast	Custom Applied No	VRT No	
Application Details			
Target Pests Aphids			
Product Set 00-BasicDry		Price By Products	
Additional Comments			

its Field Barrys East of lane	Plan Area 33.71 Acres	Price (\$ per Acre) \$15.50
Customer	Price (\$ per Acre)	Customer Total
Barry Anderson	\$15.50	\$522.48
Barrys East of Waterway	Plan Area 81.01 Acres	Price (\$ per Acre) \$15.56
Customer	Price (\$ per Acre)	Customer Total
Barry Anderson	\$15.56	\$1,260.17
Field	Plan Area	Price (\$ per Acre
Behind Fred Anderson's House	97.98 Acres	\$15.57
Customer	Price (\$ per Acre)	Customer Total
Barry Anderson	\$9.79	\$958.79
Customer	Price (\$ per Acre)	Customer Total
Bob Cowgill	\$5.79	\$566.87

Product Name Urea (46-0-0)		Rate 13.233 Lbs	/ Acre				Total Quan 2,810.000 L
		Carrier <b>No</b>		Exclude from Mix File		Mix Group 1	
Field Barrys East of lane			Field Quantity 450.00 Lbs				
Customer Barry Anderson	Split 100.0000%		Price \$596.14 / Tons Field Quantity		Customer Total \$134.13	Customer Quantity 450.000 Lbs	
Barrys East of Waterway  Customer Barry Anderson	Split 100.0000%		1070.00 Lbs Price \$600.00 / Tons		Customer Total \$321.00	Customer Quantity 1,070,000 Lbs	
Field Behind Fred Anderson's H			Field Quantity 1300.00 Lbs		\$321.00	1,070.000 Lbs	
Customer Barry Anderson	Split 50.0000%		Price \$600.00 / Tons		\$195.00	Customer Quantity 650.000 Lbs	
Customer Bob Cowgill	Split 50.0000%		Price \$600.00 / Tons		\$195.00	Customer Quantity 650.000 Lbs	
Product Name Dap (18-46-00)		Rate 21.739 Lbs	/ Acre				Total Qua 4,620.000
		Carrier No		Exclude from Mix File No	2	Mix Group 1	
Field Barrys East of lane			Field Quantity 730.00 Lbs				
Customer Barry Anderson	Split 100.0000%		Price \$408.71 / Tons		Customer Total \$149.18	Customer Quantity 730.000 Lbs	
Field Barrys East of Waterway			Field Quantity 1760.00 Lbs				
Customer Barry Anderson	Split 100.0000%		Price \$411.37 / Tons		Customer Total \$362.01	Customer Quantity 1.760.000 Lbs	



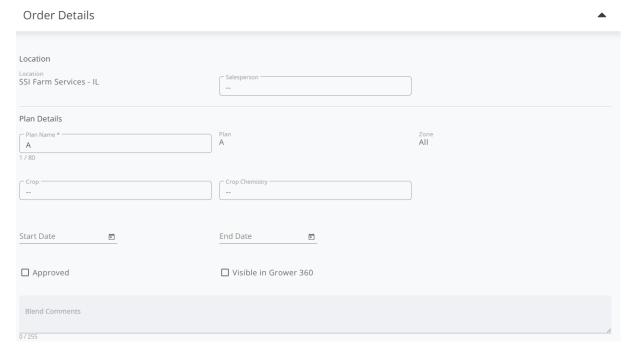
4. If multiple fields are selected, a Plan is saved separately for each field.



## Edit a Plan

Plans can be edited by selecting the **Ellipsis** and choosing **Edit Plan** or by viewing the Plan and selecting the **Ellipsis** then *Edit Plan* from there.

1. Under Order Details, update any information except for the Location.



The following are available for editing in this section:

- Salesperson
- Plan Name
- Crop
- Crop Chemistry
- Start Date
- End Date
- Approved
- Visible in Grower360
- Blend Comments
- Placement
- Custom Applied/VRT
- Application Details comments
- Target Pests
- Product Set
- o Price By
- Additional Comments
- Billing Notes
- Area
- 2. In the *Products* section, add/remove products manually or via formulation.

#### Products Q Search Products Formulation Hide Formulation Formulate By O Lbs of Plant Food O Guaranteed Analysis 00-BasicDry List Price Ordered Ud Ca Mg Zn Ν Fe Mn Cu В

The following are available for editing in this section:

- Formulate By
- Lbs of Analysis
   (if Guaranteed Analysis is selected)
- o Product Set
- o Optimize By
- All quantities
- Pricing
- Carrier
- Exclude from Mix File
- Adjust by
- Lock Price options
- Fert \$/UOM
- Lock Prices
- 3. Once all edits are complete, select **Save Plan**.