

Post Grain Handling Shrink Process

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Posts handling shrink units by DPR commodity / location.

1. Navigate to *Grain / Operations / Post Grain Handling Shrink*.

Note: Upon opening Post Grain Handling Shrink, information loads for each *Commodity, Location, Shrink Type*, and approved or unapproved for Grain Units which have yet to be posted to the DPR.

2. At the *Post Grain Handling Shrink* window, enter the *Post Adjustment Date* and *Shrink Type*.

3. Enter a *Shrink Percent* for each *Commodity, Location*, and *Shrink Type*. The *Units* may also be edited. The *Adjustment* calculates after each change. A default shrink percentage may be set up by *Commodity, Location*, and *Shrink Type* by selecting **Setup Default Shrink**.

Note: At the *Default Grain Handling Shrink Percent* window, enter the percentage in the *Default Shrink Percent* field. The percentage is set for each *Location, Commodity*, and *Shrink Type* to be used. Select **Save**.

4. Select **Post Adjustments** to post *Shrink* to the DPR.

Note: These adjustments are shown as part of the Combined DPR/ TPR report at *Grain / Grain Reports / Daily Position Reports / Combined DPR/ TPR*. They are also listed in the *Company Owned Adjustment Recap* section at the end of the report.