

Job Priority Setting - SKY Dispatch
















Last Modified on 06/10/2026 2:30 pm CDT

SKY Dispatch

1. Priority Levels must be set up on the *General* tab under *Company Settings* before they are available to be added to a Blend Ticket in Agvance.

Priority


Add priority labels, edit the labels, and change the color for your priority labels

 Priority 1	 Priority 2	 Priority 3
 	 	 
 Priority 4	 Priority 5	
 	 	

2. Select a color for each Priority Level and customize the *Label* or use the default label names.

Edit Priority 2 Label and Color

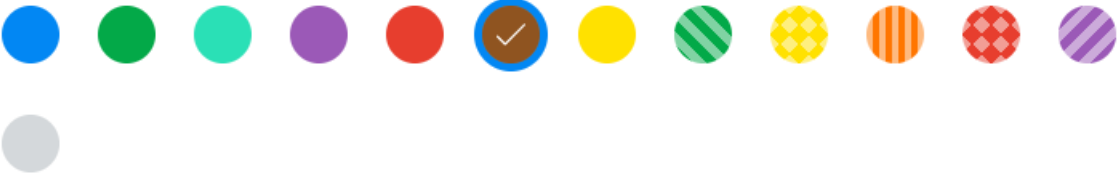
PREVIEW



Priority 2
High

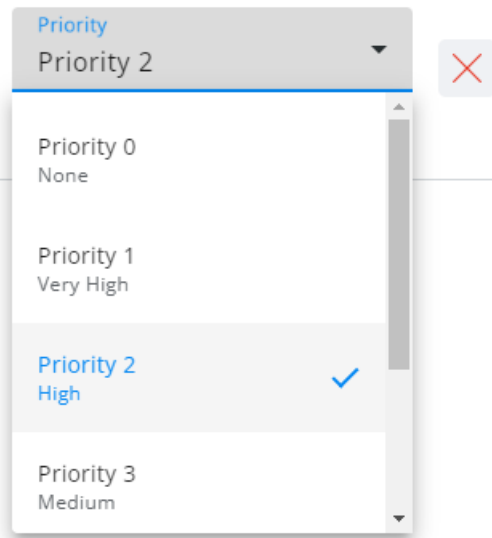
4 / 30

COLORS



Cancel Save Changes

3. From the *Jobs* area in *List View*, select the ticket number to add or edit the Priority. On the *Blend Ticket Details* screen, choose the **Pencil** icon to edit the Priority Level. 5. Use the drop-down menu to choose a Priority Level from the company's custom list of levels set in *Company Settings*.

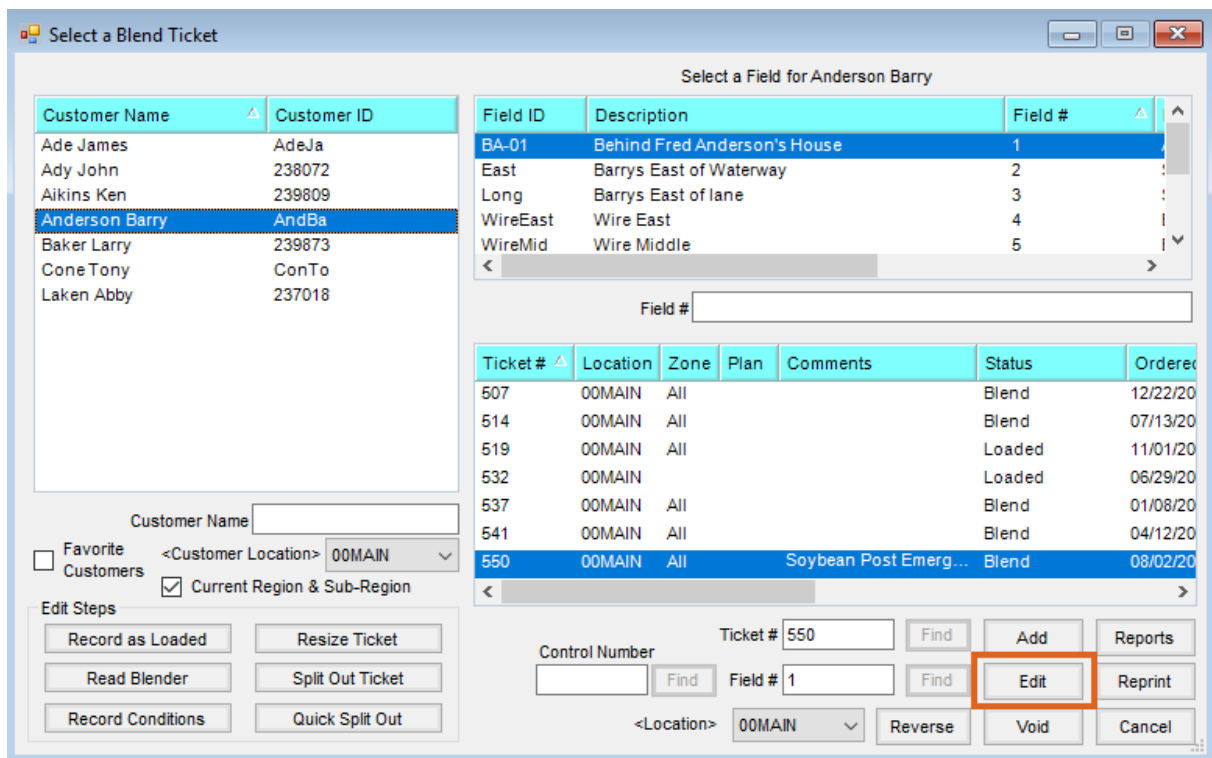


4. The *Priority Level* shows for the Blend Ticket in the grid in SKY Dispatch.

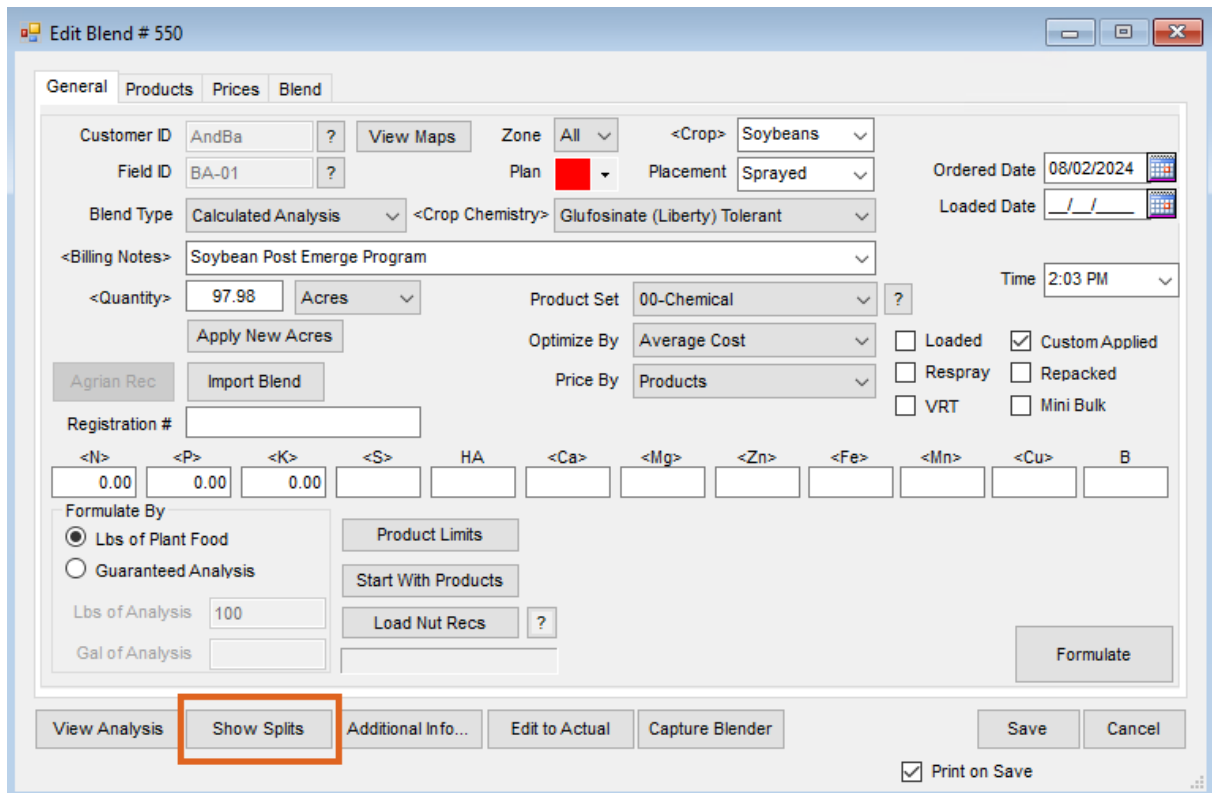
<input type="checkbox"/>	↓ ¹ Ticket N...	Priority ↑
<input type="checkbox"/>	Filter	Filter
<input type="checkbox"/>	550	High

Windows Agvance

1. On a new Blend Ticket, choose the *Priority Level* from the drop-down menu on the *Blend* tab.
2. To edit a Blend Ticket's priority, search for the Blend Ticket number in Agvance and choose **Edit**.



3. Select Show Splits.



4. From the Blend Ticket Splits screen, select the drop-down menu under the Disp Priority column.

View Blend Ticket Splits

<By Field> BA-01 Behind Fred Anderson's House

	<Customer Name>	S-1	S-2	S-3	Bill To	Pest Exp.
1	Barry Anderson	50.0000	60.0000	100.0000		12/31/2025
2	Bob Cowgill	50.0000	40.0000	0.0000		

	Field ID	Field #	Description	Acres	Disp Priority	Disp Date Scheduled	
1	<input checked="" type="checkbox"/>	BA-01	1	Behind Fred Anderson's House	97.980	Unknown	
2	<input type="checkbox"/>	East	2	Barrys East of Waterway	81.010		
3	<input type="checkbox"/>	Long	3	Barrys East of lane	33.710		
4	<input type="checkbox"/>	All	3241	All	10.000		
5	<input type="checkbox"/>	SSE	3301		1.000		
6	<input type="checkbox"/>	WireEast	4	Wire East	60.570		
7	<input type="checkbox"/>	WireMid	5	Wire Middle	100.690		

Select Location Use Field GIS Acres

OK Close

5. Choose the *Priority Level*, select **Close**, and **Save** the edited Blend Ticket.
6. The *Priority Level* shows for the Blend Ticket in the grid in SKY Dispatch.

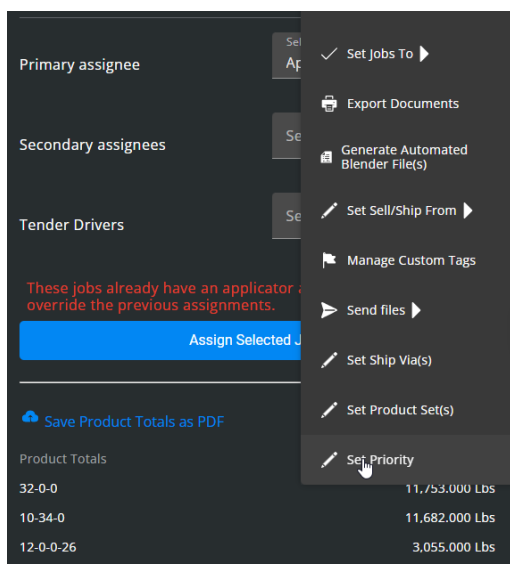
<input type="checkbox"/>	Ticket N...	Priority
<input type="checkbox"/>	Filter	Filter
<input type="checkbox"/>	550	High

Set Single/Batch Priority

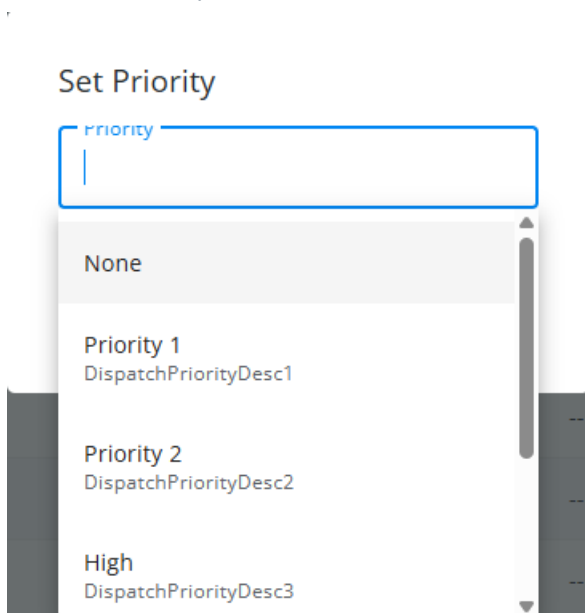
1. When selecting one or multiple tickets in List View and Map View, choose the **Ellipsis** to display Set Priority.

Product Totals	
32-0-0	11,753,000 Lbs
10-34-0	11,682,000 Lbs
12-0-0-26	3,055,000 Lbs

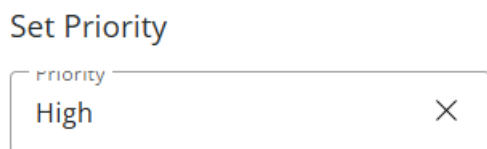
2. Choose Set Priority to open a list of available Priority Levels as configured in Company Settings.



3. Select the Priority Level from the list.



4. A confirmation message appears when applying a Set Priority to single/batch tickets.



Cancel Set Priority

5. Once confirmed, the selected Set Priority is applied and color-coded on all selected jobs in the grid and map. A confirmation message also appears to let the user know that priorities have been updated.

<input checked="" type="checkbox"/>	203	High	Anderson, ...	×	--	--	--	--
<input checked="" type="checkbox"/>	205	High	Anderson, ...	×	--	--	--	--
<input checked="" type="checkbox"/>	220	High	Wheeler, G...	×	Soybeans	Roundup T...	--	--
<input type="checkbox"/>	221	Prio...	Wheeler, G...	×	Soybeans	Roundup T...	--	05/23/2020
<input type="checkbox"/>	222	Prio...	Wheeler, G...	×	Soybeans	Roundup T...	--	05/25/2023
<input type="checkbox"/>	224	Stan...	Zuzzle, Sa...	×	Corn	--	--	--
<input type="checkbox"/>	225	Stan...	Zuzzle, Sa...	×	Corn	--	--	--
<input type="checkbox"/>	226	Prio...	Zuzzle, Sa...	×	Corn	--	--	--
<input type="checkbox"/>	230		Tester, To...	×	--	--	--	01/19/2021
<input type="checkbox"/>	231	High	Anderson, ...	×	Corn	--	--	01/18/2021
<input type="checkbox"/>	232		Baker, L...					

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Priorities Updated

Note: Priority Levels must be set up on the *General* tab under *Company Settings* before they are available to be added to a Blend Ticket or Delivery Ticket in Advance.