Entering Vehicle Information on Grain Scale Tickets
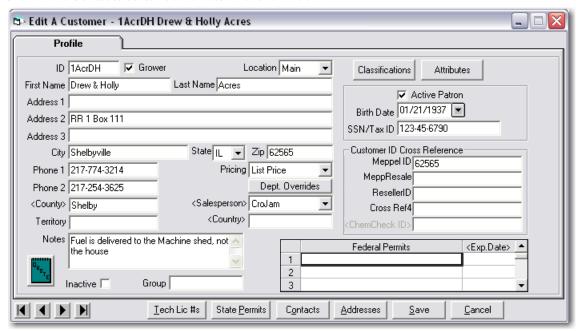
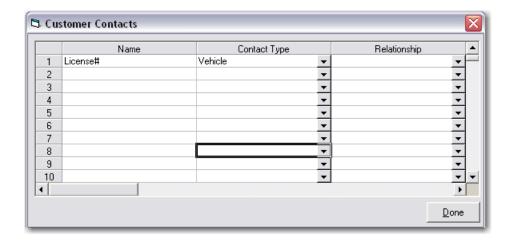Last Modified on 03/01/2022 4:49 pm CST

Overview

The following document describes the setup steps for entering customer truck / vehicle information into Agvance. The vehicle description, license tag number, and number of axles will then be available to select when adding or editing a ticket in Grain Scale Interface. This information will be printed on each ticket.
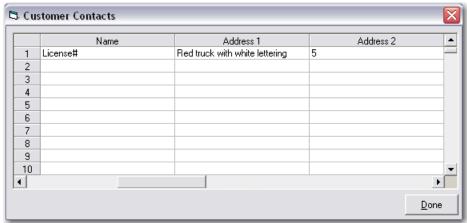
Setup

1. Go to *Hub / File / Open / Customers* and select a customer by double-clicking on the customer name or highlighting the customer name and clicking the **Edit** button.

2. Click on the **Contacts** button at the bottom of the window.

3. Enter the license number of the vehicle you are entering for the customer in the Name column. This information will appear in the Vehicle ID field on the ticket in the Grain Scale Interface. Up to 20 characters will display and print on the ticket. Do not enter more than a 20-character description for the license number.

4. Enter a short description such as 'Vehicle' in the *Contact Type* column. **Whatever you enter here MUST also be entered as the contact type for all other vehicles you enter for this customer and for all other customers. You will not have to type it in again after it has been entered once. It will be available to be selected from the drop down box from that point on. Other users entering information should be instructed to select this contact type. This is just an identifier and is used only for setup purposes in grain scale interface.**

5. In the *Address 1* column, enter a description of the vehicle (i.e. 'Red truck with white lettering'). This description will help you recognize and select the right vehicle for this customer when in the Grain Scale Interface. Do not enter more than 50 characters in this field.

6. In the *Address 2* column, enter the number of axles that this vehicle has. Even though you can enter more characters, only the first 2 characters are recognized in the Grain Scale Interface in the axle field.

7. To add additional vehicles / information for a customer, repeat steps 3 – 6 until all vehicles have been entered for that customer. Enter only one vehicle per line. Once all vehicles for this customer have been entered, click **Done** and **Save**.

8. Continue selecting customers and repeating steps 2 – 8 until all vehicles for all customers have been entered. For company trucks, add the company as a customer and enter all company vehicle information for each company truck as well.

Using Vehicle Information on Grain Scale Tickets

Go to Grain Scale Interface / Setup / Configure Scale Interface. Choose the description entered as the Contact Type in step 4 above at the *Customer Contact Type for Vehicle* drop-down box.

Results

When adding or editing tickets in grain scale interface, you can double click in *Vehicle ID* field and select from a list of vehicles that you have associated with the customer on that scale ticket. Only vehicles for that customer will be available for selection. Once a vehicle is selected, the license # will appear in the *Vehicle ID* field and number of axles will automatically appear in the axle field on the ticket. This information will print on the scale ticket.