

ExamHand Interface User Document

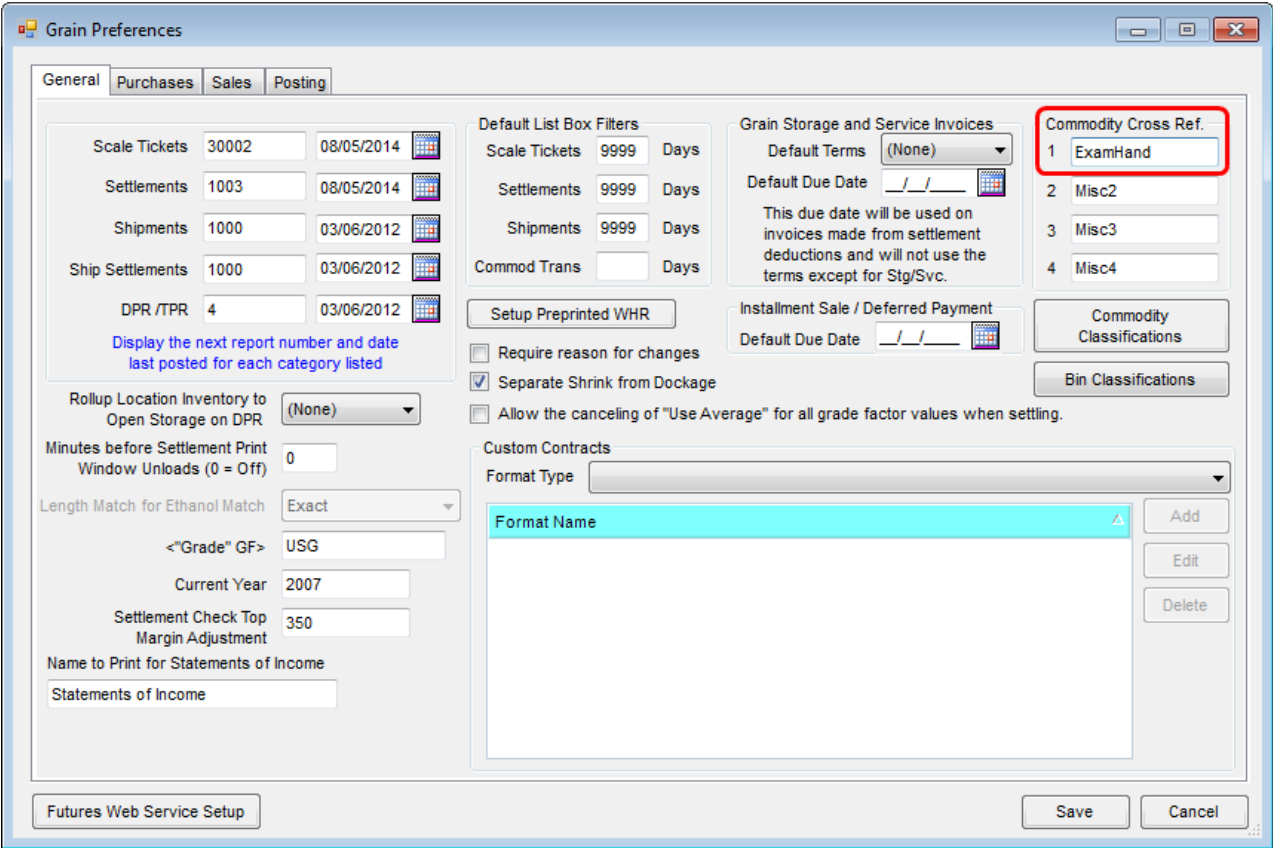
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This interface is designed to export data in a format compatible with ExamHand auditing software that is used by several states' warehouse examiners. As of early 2013, the following states' auditors are using this software: CO, IL, IN, OH, MI, KS, KY, MN, MO, ND, SD, TX, ID and WY. The resulting file can be provided to examiners to streamline their examination tasks and shorten the examination process. The export function can be found at *Grain / Transfers / Export / EDI-Examhand*.

Setup

Follow the one-time setup procedures below to establish the necessary cross-referencing.

Establish a Commodity Cross Reference at *Grain / Setup / Preferences*. Identify one of the Commodity Cross References as ExamHand, or EDI-ExHnd, or something similar. **Save**.



Go to *Grain / Setup / Commodities* and edit each commodity to establish a Commodity ID Cross Reference with ExamHand. Identify the Code that corresponds to each commodity using the *ExamHand Commodity Code Chart* below. For example, the code for STS Soybeans is SSTS. Save each commodity after entering the code.

Edit a Commodity

Commodity ID: SB Name: Soybeans Min Price: 7.000000 Max Price: 11.000000

Unit of Measure: Bu Inactive: **Commodity ID Cross Reference**
 ExamHand: SSTS

Lbs/Unit: 60 Decimals: 2

Location Receiving Totals
 East: DPR - CO: 4400.27 DPR - Redeposited: 0 DPR - Prev Balance: 23203.71

Print on DPR: Print on TPR: <Tax Code>: 1 | SBAsse

Setup Charges: Day, Month, Year

Units Received	0	24409.71	24409.71
Units Shipped	4809	16314.58	16314.58
Local Sales	0	0	0
Adjustments	0	10299.58	10299.58
Transfers	-427.24	-427.24	-427.24

Override Master Schedule:

Patronage Category: 1 | Grain Purchases DS Type: Regular

<Grade Factor>	Min Value	Max Value	Allow Skip	Use Average	Def
1 Moist	0.000	999.000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2 TWT	0.000	999.000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3 Damage	0.000	999.000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4 FM	0.000	999.000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Reshrink to Average Moisture
 Require Prepare for Settlement Include Zero
 <Grade Factor>:
 Assembly Average High/Low Divide: 0
 Daily Ave. of 0 to 0 Decimals: 3

Grades Classifications Save Cancel

ExamHand Commodity Code Chart

Commodity Description	Code
Amaranth	AMR
Barley (all types)	BARLY
Barley (Blue Malting)	BLMB
Barley (Blue)	BLY
Barley (Malting)	MB
Barley (Six Row)	SRB
Bean (Caster)	CSTB

Buckwheat	BWHT
Canola	CNOLA
Corn (Blue Food Grade)	CBFG
Corn (Food Grade - all types)	CFGC
Corn (Mixed)	MC
Corn (Popcorn)	POPCN
Corn (Screenings - all types)	CSCRN
Corn (Waxy Yellow)	WAXYC
Corn (White Food Grade)	CWFG
Corn (White Waxy)	CWWX
Corn (White)	WCORN
Corn (Yellow Food Grade)	CYFG
Corn (Yellow High Lysine)	CYHL
Corn (Yellow High Oil)	CYHO
Corn (Yellow)	CORN
Edible Bean (Abzuka)	BAB
Edible Bean (Adzuki)	BAD
Edible Bean (Anasazi)	BAN

Edible Bean (Black Turtle)	BTURT
Edible Bean (Brown)	SWBRN
Edible Bean (BTS)	BBT
Edible Bean (Cranberry)	CRANB
Edible Bean (Dark Red Kidney)	DRKID
Edible Bean (Garbonzos)	BGA
Edible Bean (Great Northern)	BGN
Edible Bean (Large Lima)	BLL
Edible Bean (Large Red Kidney)	LRKID
Edible Bean (Light Red Kidney)	LRK
Edible Bean (Navy)	NAVYB
Edible Bean (Pinto)	PINTB
Edible Bean (Red Turtle)	RTURT
Edible Bean (Small Red)	BSR
Edible Bean (Small White)	BSW
Edible Bean (Vinton)	BVN
Edible Bean (White Kidney)	BWK

Edible Bean (White Turtle)	WTURT
Edible Bean (Yellow Eye)	BYE
Edible Beans (Pink)	BPK
Flaxseed (all types)	FLAXS
Flint	FLIN
Grain (Mixed)	MIXGR
Grain (Non-Standard)	NSTDG
Millet (all types)	MILLT
Millet (White)	MWH
Millet (Yellow)	MYE
Mustard Seed	MUS
Mustard Seed (Brown)	MBR
Oats	OATS
Peas - Chick Gargonzo	PCG
Peas - Dry Whole	PDW
Peas - Green	PGN
Peas - Lentil Chilean	PLC

Peas - Lentil Persian	PLP
Peas - Split	PSP
Peas - Yellow	PYL
Proso (Golden German)	PGG
Proso (Hungarian)	PHN
Proso (Org. White)	POW
Proso (Red)	PRD
Proso (White)	PWT
Rapeseed	RPE
Rice (Long Grain)	RLG
Rice (Med. Grain)	RMG
Rye	RYE
Safflower Seed	SAFF
Sorghum/Milo (Mixed)	XS
Sorghum/Milo (Yellow)	SORGH
Soybean (Edible - all types)	SED
Soybean (Mixed)	XSB
Soybean (STS)	SSTS

Soybean (White HighLum)	SHL
Soybean (Yellow Chemical Free)	SCF
Soybean (Yellow Organically Grown)	SOG
Soybean (Yellow)	SOYBN
Soybeans (Black)	SBB
Spelt	SPLTZ
Sunflower (Bird Seed)	SBS
Sunflower (Black Oil)	SFLRO
Sunflower (Confection)	SFLRC
Triticale	TRIT
Wheat (Amber Durum)	ADU
Wheat (Dark Northern Spring)	DNS
Wheat (Hard Amber Durum)	HADU
Wheat (Hard Red Spring)	HRS
Wheat (Hard Red Winter)	HRW
Wheat (Hard White)	HDWH
Wheat (Mixed)	XWHT

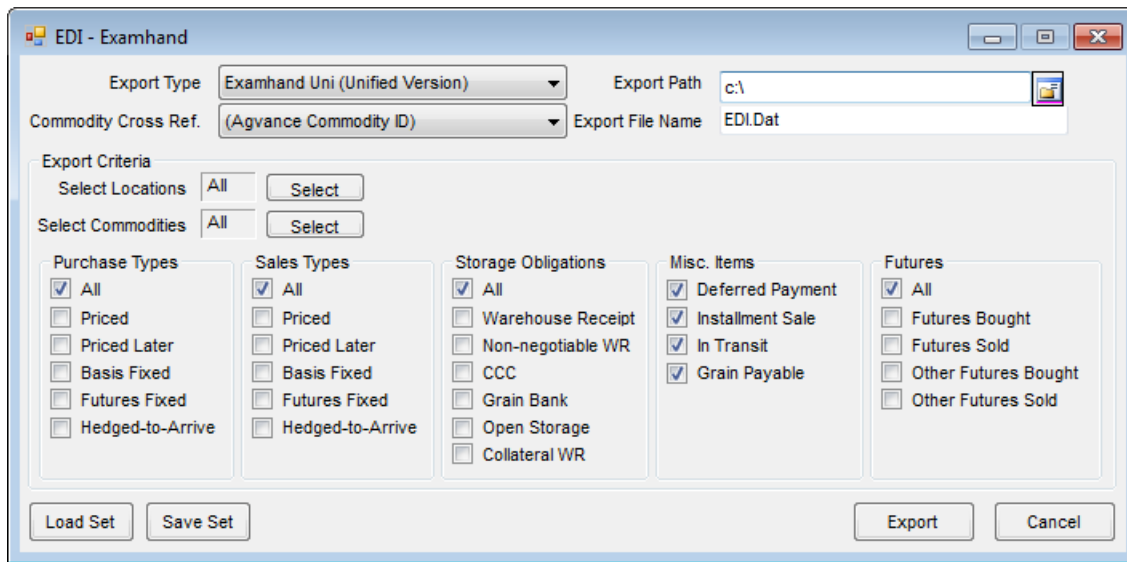
Wheat (Northern Spring)	NS
Wheat (Other White)	OWH
Wheat (Red Spring)	RS
Wheat (Soft Red Mixed)	SRWHT
Wheat (Soft Red Spring)	WSRS
Wheat (Soft Red Winter)	WSRW
Wheat (Soft White)	WSW
Wheat (White)	WWHT

Creating an Export

The following procedures can be followed when the state or federal examiner arrives for the examination/audit.

Upon arrival, the state or federal warehouse examiner/auditor will establish an examination cut-off date and time.

1. Bring all records up to date in Agvance, by entering and posting all transactions that have occurred up to the examination cut-off date and time. If you have Grain Bank, make sure you reconcile all grain bank shipments so they will not come into ExamHand program as a grain bank overdraft.
2. Make a Database Image just prior to exporting information so that examination cutoff data can be referenced in the future, if necessary. (Check the "Zip Image Files" box to minimize the size of the file.)
3. You are now ready to export information for the examiner/auditor. Go to *Grain / Transfers / Export / EDI-ExamHand*. You will see the following screen.



Commodity Cross Ref. - select the cross ref previously established in step 1) of the setup section above.

Export Path – type in the path or use Browse button to determine where the exported file will be saved. Note: for large amounts of data and for convenience for the auditor, you may want to export to a USB Flash Drive.

Export File Name – this defaults in and must be EDI.Dat

Select Export Options – select the locations, commodities and all the contract types and storage obligations that you want to export to the examiner/auditor.

You have the option to save these selections for future exports by using the **Save Set** button.

To create the export file, click on the **Export** button.

Note for the Examiner: For best results, examiners should select the load option in ExamHand called “Direct Load: fully compliant edi file”.