

DTN Import of Contracts

Last Modified on 04/25/2022 4:34 pm CDT

DTN Contracts may be imported into the Agvance Grain module.

DTN

To import DTN contracts into Agvance Grain, the company must establish an External Account. Enter the Agvance customer ID value in the new external account displayed for each DTN customer.

To add the External Account, go to *Manage External Account Data Collections* and select **Add External Account**.

Add New Account Type

[Manage External Accounts](#)

Enter the label and description for a new account type.

* Label:

Description:

* Required Field

Creating an Offer Contract for New Customer

In this example, a new customer wants to create an Offer Contract for CN. Once the price matches the offer, that accepted offer is imported into Agvance Grain as a Purchase Contract.

Add the customer in Agvance.

Edit A Customer - JonBi Bill Jones

Profile CRM Grain Information

ID: JonBi Grower Location: 00MAIN

First Name: Bill Last Name: Jones

Address 1: Address 2: 140 E South 1st St. Address 3:

City: Shelbyville State: IL Zip: 62565

Phone 1: Phone 2: Pricing: List Price

<County> <Salesperson> BeanSt

Territory <Country>

Notes

Inactive Latitude: 39405553 Longitude: -88793032

Group: GLN: Preferred Language: English

Attachments Classifications Attributes

Active Patron Birth Date: 01/01/2052 SSN/Tax ID: 123-45-6782

Customer ID Cross Reference

PgrmrID	GasboyAcct	Cross Ref3	Cross Ref4

Link Agrian Growers Refresh

Federal Permits	Exp.Date
1	
2	
3	

Influences Tech Lic #s State Permits Contacts Addresses Save Cancel

Add the customer in DTN by going to *Manage Users and Groups* and selecting **Add Customer**. Mark the *Subscribe to the Online Offer Center* checkbox at the bottom of the *Add Customer* tab. At the bottom of the *Add Customer* tab in the *External Accounts* section, select **New ID**.

Customer Listing Customer Listing Preferences **Add Customer** Customer Passwords Customer Locations

LOGIN


Password must be at least 8 characters long and contain at least one of each:

- A number
- An uppercase character
- No whitespace

Username* E000030602

Password* ●●●●●●

Universal Login

 **Generate Password**

CONTACT INFO

First Name Bill

Last Name Jones

Company

Address

Address2

Country United States of America ▼

City

State -- ▼

Zip Code

Home Phone

Work Phone


Cell Phone



Fax

Email* test@gmail.com

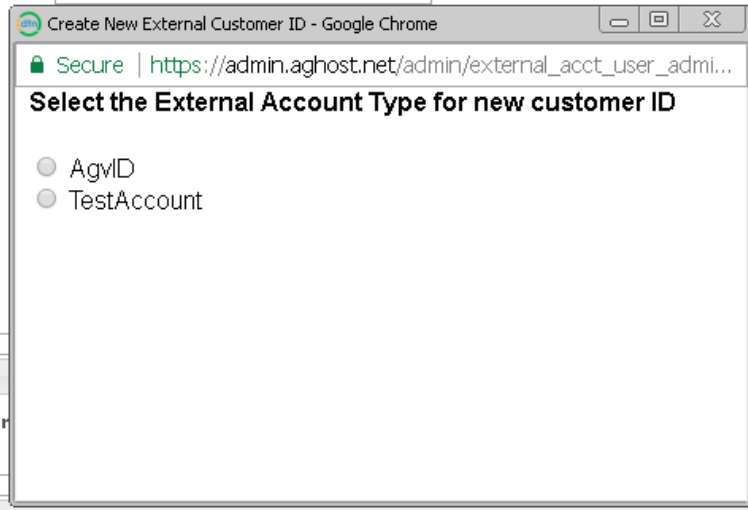
EXTERNAL ACCOUNTS

Use this field to search your External Customer IDs. Select an Account to link it to this User.

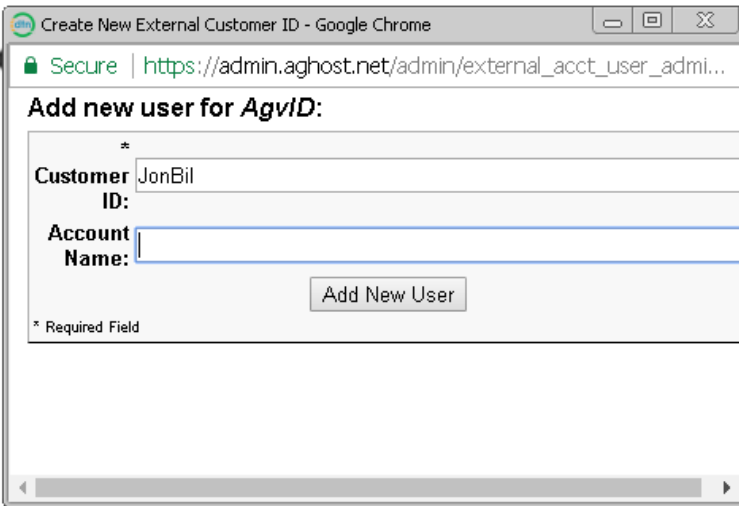
Customer ID	Account Name	External Account
 New ID		

 **Add Customer**  **Cancel**

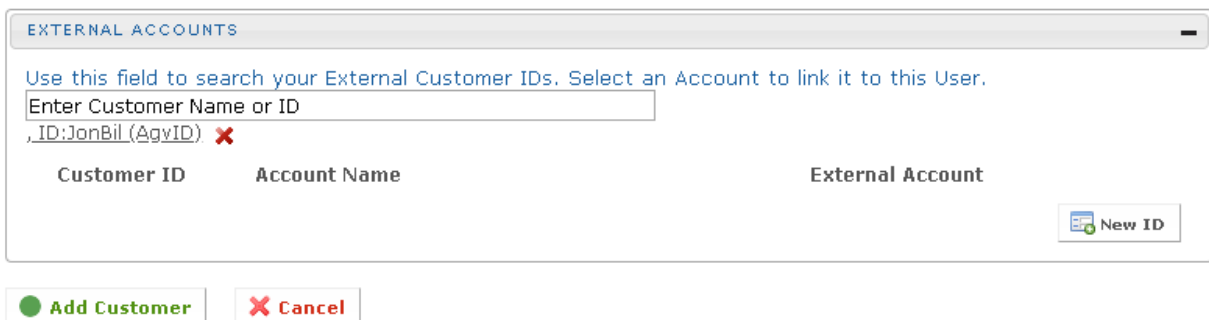
The *Create New External Customer ID* window displays. Select the *External Account Type* created for Agvance.



When the *External Account Type* that was set up for Agvance customer IDs is selected, the following window displays.



Set the *Customer ID* value equal to the Agvance Customer ID and select **Add New User**. The screen returns to the *Add Customer* page.



Select **Add Customer**.

Add the offer contract in the DTN portal. Go to *Transact / Offers / Contracts*, enter the offer information, and choose **Submit for Confirmation**.

Transact

Name: Bill Jones (test@) ✕ 🔄 New Bill Jones (test@gmail.com)		External Account: ID:JonBil Search External Accounts...	
Location: Main Location	Commodity: Corn	Offer Type: Cash	Offer To: ? Sell
Delivery Period: 04/30/2018 +	Contract / Symbol: May 18 / @CBK	Basis: -0.53	Basis Lock: ? YES NO
Delivery Method: Deliver (DEL)	Delivery Start: 04/01/2018 📅	Delivery End: 04/30/2018 📅	Your Offer Will Expire On: 04/30/2018 📅 3 PM
Quantity: 8000 Bushels	Cash Bid: 3.3275 USD Last 04/13/2018	Offer Price: 3.3275 USD	@Market: ? YES NO
Comments: Test to see if these come into agvance		Alternate Contact:	

Terms, Conditions & Fees:

Check box to acknowledge you have read, understood, and are in agreement of the terms, conditions and fees described above.

Submit for Confirmation Cancel

The *Confirm Offer* window displays.

Confirm Offer

Back Cancel

Name:	Bill Jones (test@gmail.com)
Location:	Main Location
Commodity:	Corn
Offer Type:	Cash
Offer To:	Sell
Delivery Period:	04/30/2018
Contract/Symbol:	May 18 / @CBK
Offer Quantity:	8000
@Market:	NO
Basis:	-0.53
Basis Lock:	NO
Offer Price:	3.3275
Delivery Method:	Deliver (DEL)
Delivery Start:	04/01/18
Delivery End:	04/30/18
Offer Expiration Date & Time:	04/30/18 3PM
Comments:	Test to see if these come into agvance

Create Offer Create Contract Create & Place Hedge

Create Soft Offer

Select **Create Offer** and the *Offer Completed* window appears.

Offer Completed

Back
Cancel

Offer ID:	3283424
Name:	Bill Jones (test@gmail.com)
Location:	Main Location
Commodity:	Corn
Offer Type:	Cash
Offer To:	Sell
Delivery Period:	04/30/2018
Contract/Symbol:	May 18 / @C8K
Offer Quantity:	8000
@Market:	NO
Basis:	-0.53
Basis Lock:	NO
Offer Price:	3.3275
Delivery Method:	Deliver (DEL)
Delivery Start:	04/01/18
Delivery End:	04/30/18
Offer Expiration Date & Time:	04/30/18 3PM
Comments:	Test to see if these come into agvance

Close

The newly added offer displays in the *New Offers* grid.

New Offers (Top 10) 11:12:46

Name	Qty	Sym	To Hit	Action
Jones, Bill	8,000	@C8K	-0.0050	<input type="button" value="v"/>

Acknowledged Of

Offer ID	Comm
3195089	Whea

Cash Bids 11:13:16

Main Location Corn				
Transact	Delivery	Bid Price	Basis	Sym
Transact	04/30/2018	3.33	-0.53	@C8K
Transact	05/31/2018	3.94	0.00	@C8K

The Offer Contract must be acknowledged. In the Action column, select *Acknowledge*.

New Offers (Top 10) 11:14:46

Name	Qty	Sym	To Hit	Action
Jones, Bill	8,000	@C8K	-0.0050	<input type="button" value="v"/>

Cash Bids 11:15:16

Main Location Corn				
Transact	Delivery	Bid Price	Basis	Sym
Transact	04/30/2018	3.3275	-0.53	@C8K
Transact	05/31/2018	3.94	0.00	@C8K

Acknowledged

- Acknowledge
- @Limit
- Decline
- Withdraw
- Buy Now
- @Target
- Counter
- @Market

Once the offer is acknowledged, it is included in the *Acknowledged Offers* list.

Acknowledged Offers (Top 20) 11:16:44

Offer ID	Commodity	Name	H	Qty	Cash	Futures	Basis	Sym	To Hit	Del. End	Action
3283424	Corn	Jones, Bill		8,000	3.3275	3.8575	-	@C8K	-0.0025	04/30/18	<input type="button" value="v"/>
3195089	Wheat, HRS	Boothman Ranche	L	13,000	6.1525	6.4725	-	@MW8K	0.37	04/30/18	<input type="button" value="v"/>

Acknowledged Positions (Top 20) ? 11:16:44

Commodity	Type	Sum	Futures	To Hit	Expires	QTY(BUY)	Hedges(SELL)	QTY(SELL)	Hedges(BUY)	Balance	Action
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When the price of the commodity reaches the offered price, the acknowledged offer moves to the *Contracts/Accepted Offers* grid and can be imported into Agvance.

Contracts/Accepted Offers (Top 10) 11:19:14					
Commodity	Name	H Qty	Price	Del. End	Action
Corn	Jones, Bill	8,000	3.3275	04/30/18	[Dropdown]

Total Bought 11:19:14			
Commodity	Type	Qty	Average Price

In Grain, navigate to *Transfers / Import / Import DTN Contracts*.

Agvance Import Setup

The *Commodities / XRef* grid cross-references an Agvance commodity to a DTN commodity by the name DTN displays. *Futures Contract Size* is also set in this area for each commodity.

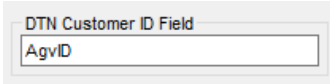
The *Locations / XRef* grid cross-references the Agvance locations with the *DTN Location* by the name DTN displays.

Note: For RVC, the location setup is handled differently.

The *DTN Login / Agvance Salesperson* grid is used to cross reference the DTN user's login information with an Agvance salesperson on all contracts for the DTN user. If no user is cross-referenced, the *Default Salesperson* is used.

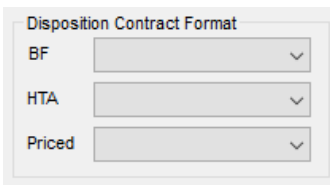
The *Bid Criteria / XRef* grid cross-references an Agvance Bid Criteria with a DTN Delivery Basis when not being used for the RVC location reference and the *Use Bid Criteria Xrefs to Assign Location* option is unchecked. With the *Use Bid Criteria Xrefs to Assign Location* option selected, the *Bid Criteria / XRef* grid is cross-referenced with a DTN location name (that DTN displays) and also an Agvance Location ID.

The *DTN Customer ID Field* cross-references a DTN customer ID to an Agvance Customer ID.

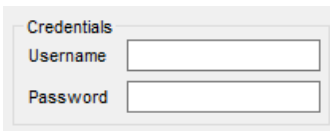


The *Import remarks from the DTN offer record into the Comments of the new purchase contract* option imports the latest comment from DTN into the Purchase Contract comments.

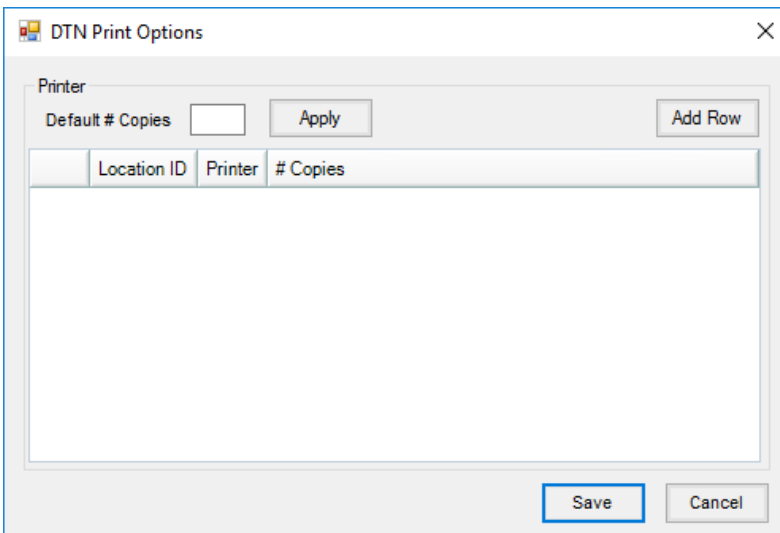
In the *Disposition Contract Format* area, specify the printing formats for each contract type *BF* (Basis Fixed), *HTA* (Hedge to Arrive), and *Priced*. These are required selections. These formats print according to the Agvance user's global location, not the location of the DTN contract.



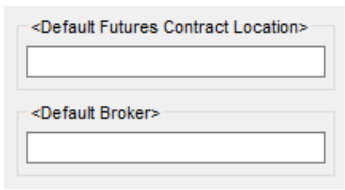
In the *Credentials* area, enter the login credentials for the DTN portal.



Selecting **Print Options** opens the *DTN Print Options* window where each global location printer and number of copies can be set up. This is helpful in cases where DTN contracts imported into other locations will print on different printers.

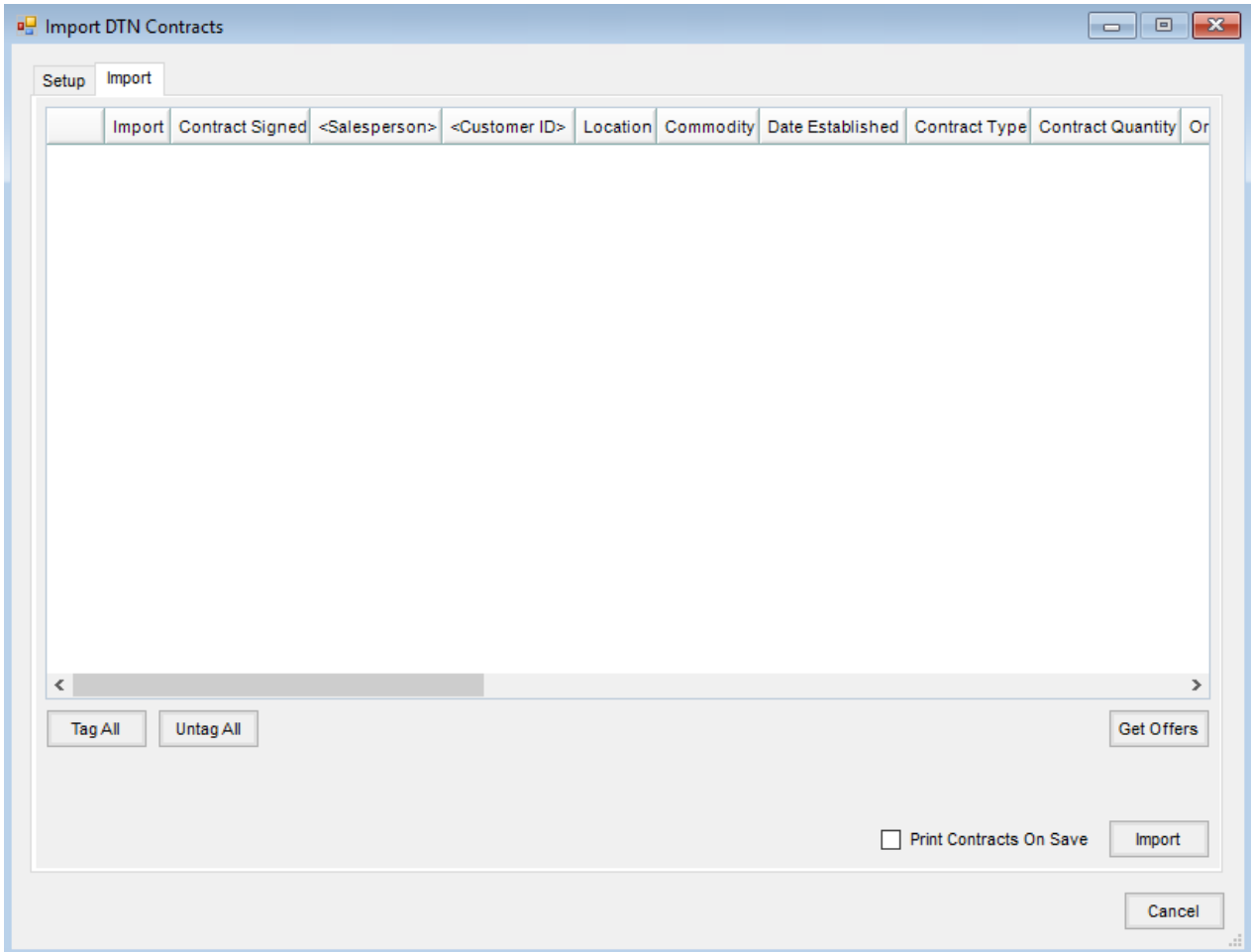


The *Default Futures Contract Location* and *Default Broker* options are used to set up defaulting information for the *Futures Contracts* made from importing DTN contracts with Hedge Orders.



The image shows two input fields for default settings. The first field is labeled "<Default Futures Contract Location>" and the second is labeled "<Default Broker>". Both fields are currently empty.

Import



The screenshot shows the "Import DTN Contracts" window. It has two tabs: "Setup" and "Import". The "Import" tab is active, displaying a table with the following columns: Import, Contract Signed, <Salesperson>, <Customer ID>, Location, Commodity, Date Established, Contract Type, Contract Quantity, and Or. The table is currently empty. Below the table are several buttons: "Tag All", "Untag All", "Get Offers", "Print Contracts On Save" (with a checkbox), "Import", and "Cancel".

The DTN offers are imported into the *Import* tab. Certain elements may be edited such as the Salesperson, Customer ID, whether the contract is signed or not, FOB status, Farm ID, and pricing notes to appear on the contracts once imported.

Selecting **Get Offers** pulls in any DTN offers that are within the last 10 days and haven't already been imported into Agvance.

If any of the offers in the grid have the *Import* column checked, selecting **Import** turns the information in the grid into actual Purchase Contracts and futures for any offers with Hedge Orders.

The *Print Contracts On Save* checkbox defaults to the last used setting.