

Templates - SKY Order

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Templates can be used in SKY Order to create Plans and Blends with certain information prepopulated.

Under the *Agronomy* section, select the *Templates* tab. Templates are displayed in a grid that operates much like an Excel spreadsheet. For more information on how the grid functions, see [Using Grids in Agvance SKY](#).

Selecting a **Template Name** opens the Template as view-only with a button to **Edit Template** in the lower right if edits need made.

The screenshot shows a table titled "Templates" with a search bar at the top right. Below the search bar are buttons for "1", "0", "Export", and a menu icon. The table has columns for Template Name, Template Type, Crop, Crop Chemistry, Location, Company Wide, Edit, Start With, Start Plan, Start Blend, and Delete. Each column has a "Filter" button. The table contains three rows of data:

Template Name	Template Type	Crop	Crop Chemistry	Location	Company Wide	Edit	Start With	Start Plan	Start Blend	Delete
Dry Fert	Dry Fert	Corn	--	SSI Farm Services - IL	No	Edit	Start With	Start Plan	Start Blend	Delete
Dry Fert 10-10-10	Dry Fert	--	--	SSI Farm Services - IL	No	Edit	Start With	Start Plan	Start Blend	Delete
Liquid Fert	Liquid Fert	--	--	SSI Farm Services - IL	No	Edit	Start With	Start Plan	Start Blend	Delete

At the bottom of the grid, there is a "Items per page" dropdown set to "50" and a blue "+" button in the bottom right corner.

Action items in the grid include **Edit**, **Start With** (duplicate and edit the Template), **Start Plan**, **Start Blend**, and **Delete**.

Templates can also be chosen when already in the Order form for adding a Plan or Blend.

Information from the Template will be pulled into the Order but can be adjusted as necessary.

Adding a Template

There is an option under Admin to be turned on for each user who should be allowed to add Templates. Once this access is granted, a blue + **Add Template** button displays at the bottom right of the *Templates* window. Use the menu on the left when adding a Template to navigate to different sections.

Template & Order Details

Template Details

1. Enter a *Template Name* and indicate the *Template Type*. The *Location* chosen here indicates the Location from which product should be pulled.

Note: Multiple Templates can exist for a Location as long as those with identical *Template Types* have unique *Template Names*.

Template Details

Template Name * Template Type * Location * Company Wide 

2. If the *Company-Wide* checkbox is selected, the template will be available at all Locations. The *Location* selected on the Template will be used for the Product Set.

Order Details

1. The *Crop*, *Crop Chemistry*, and *Placement* fields are optional. Select the *Custom Applied* and/or *VRT* checkboxes if applicable.

Order Details

Crop Placement Custom Applied VRT

Product Set * Acres *

Billing Notes

0 / 80

2. Indicate the *Product Set* from the drop-down. Choosing **Edit Product Set** opens the *Edit Product Set* screen to make any needed changes. Select **Update Product Set** to save changes and return to the Template. Changes made to the Product Set will be saved for the current order as well as future orders.
Note: If editing the Product Set after formulating by analysis in the *Products* section and the changes made will produce a different result, it will be necessary to select **Formulate** again.
3. The *Acres* field is required. Using 100 acres works well as a starting recommended value but will be updated by the actual acres on the field when the Order is created.
4. Brief *Billing Notes* can be entered but are optional.

Product Details

There are two ways to add Products to the Template - formulating or searching for Products and adding manually.

Formulation

1. Indicate if formulating by *Lbs of Plant Food* or *Guaranteed Analysis*. If choosing *Guaranteed Analysis*, enter the *Lbs of Analysis*.
2. Select the appropriate *Product Set* and *Optimize By* options.
3. Enter requested nutrients in the *Ordered* area and select **Formulate**.

Formulation

Formulate By

- Lbs of Plant Food
 Guaranteed Analysis

Lbs of Analysis
100

Optimize By
List Price

N		P		K		S		Ud	
10.00		10.00		10.00					
Ca	Mg	Zn	Fe	Mn	Cu	B			
Ordered	10-10-10								
Blended	10-10-10								
Guaranteed	19.36-19.37-19.37								

Clear Formulation

Formulate

Products Grid

- In the grid below, review the Products included in the Template. If changes are made in this grid, choose **Recalculate** to save those changes and recalculate the formulation.

Note: Analysis items must be listed before non-analysis items. Products can be reordered by selecting the grid of dots and dragging to the appropriate place.

[Add / Manage Product](#)

Analysis items must be listed before non-analysis items

Product	Prod ID	Department	Dept ID	Rate / Unit	Total Product	Blended	Carrier	
Urea (46-0-0)	Urea	Dry Fert -00	DFrt00	13,230 / Lbs	1,323,000 Lbs	1,320,000 Lbs	<input type="checkbox"/>	+ Duplicate
Dap (18-46-00)	Dap	Dry Fert -00	DFrt00	21,740 / Lbs	2,174,000 Lbs	2,170,000 Lbs	<input type="checkbox"/>	+ Duplicate
Potash (0-0-60)	Potash	Dry Fert -00	DFrt00	16,670 / Lbs	1,667,000 Lbs	1,670,000 Lbs	<input type="checkbox"/>	+ Duplicate
Dry Spreading	Dry	Application -00	Appl00	1,000 / Acre	100,000 Acre	100,000 Acre	<input type="checkbox"/>	+ Duplicate

Recalculate

- In the *Calculate By* drop-down, choose between *Rate/Unit*, *Total Product*, or *Blended*, then verify the *Calculate by Amount*.
- Choosing **+ Duplicate** adds another row of the same Product to the grid.
- The **Delete** icon can be selected to remove the Product from the Template.
- Additional Products can be added by selecting **+ Add Product**.
- Use the *Search* to find specific Products. The button to the right of the *Search* displays filter options to narrow down which Products are shown. To see what Products are currently being included in the Template, choose **Show Selected**. The number here indicates the number of Products currently included. Check up to 24 Products for the Template then choose **Select & Close**.

Product Search

Search...

Only showing products with complete blending information. A maximum of 24 products may be added to an order.

Location: SSI Farm Services - IL | State Restrictions | Product Status: Active Only | Manufacturer

Department Category: Fertilizer Dry | Classifications

0 | 0 | Export

Product ID	Product Name	Department ID	Department Name	Units	On Hand	Active Ingredient
Agtrn	Agrotain	DFrt00	Dry Fert -00	Qts	0	--
Ammsulf	Ammonium Sulfate	DFrt00	Dry Fert -00	Lbs	38,173	--
<input checked="" type="checkbox"/>	Dap (18-46-00)	DFrt00	Dry Fert -00	Lbs	-141,730	--
Filler	Dry Filler	DFrt00	Dry Fert -00	Lbs	55,910	--
ESN_Urea	ESN Urea (44-0-0)	DFrt00	Dry Fert -00	Tons	531,585	--

Items per page: 50

Select & Close

7. Review the totals displayed under the grid.

Density	Lbs/Acre	Total Lbs	CuFt/Acre	Total CuFt	% Water	% Clay
61.961	51.640	5,160,000	0.833	83.300	0.000	0.000

Adjust By

- To recalculate the Blend accommodating for water, filler, or carriers, use the *Carrier* checkbox to identify which Product is the carrier.
- Choose an *Adjust By* option which is based on the Product Set selected for the Blend. Enter the *Amount* and then select **Adjust** to update.

Adjust By

Adjust By: Adjust Filler to Lbs/Acre Amount: 1000 **Adjust**

3. The totals will be adjusted accordingly.

Product	ID	Department	Dept ID	Calculate By	Calculate By Amount	Rate / Unit	Total Product	Blended
Urea (46-0-0)		Dry Fert -00	DFrt00	Rate / Unit	13.230	13.230 Lbs	1323.000 Lbs	1320.000 Lbs
Dap (18-46-00)		Dry Fert -00	DFrt00	Rate / Unit	21.740	21.740 Lbs	2174.000 Lbs	2170.000 Lbs
Potash (0-0-6...)	sh	Dry Fert -00	DFrt00	Rate / Unit	16.670	16.670 Lbs	1667.000 Lbs	1670.000 Lbs
Dry Spreading		Applicatio...	Appl00	Rate / Unit	1.000	1.000 Acre	100.000 Acre	100.000 Acre
Dry Filler		Dry Fert -00	DFrt00	Rate / Unit	948.360	948.360 Lbs	94836.000 Lbs	94840.000 Lbs

Density	Lbs/Acre	Total Lbs	CuFt/Acre	Total CuFt	% Water	% Clay
69.534	1,000.000	100,000.000	14.381	1,438.100	0.000	0.000