Blend Jobs in List View - Agvance SKY Dispatch

Last Modified on 07/07/2026 7:35 am CDT

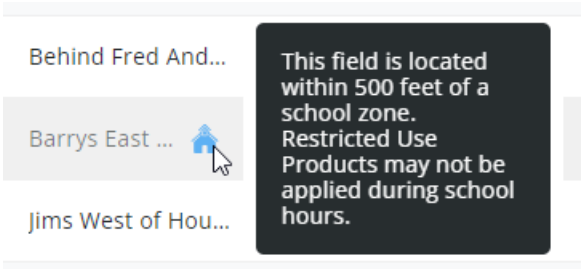
When opening Dispatch, the *List View* page displays Blend Tickets created in Agvance Windows and Agvance SKY. The grid operates much like an Excel spreadsheet. For more information on how the grid functions, see **Using Grids in Agvance SKY**.

Jobs listed can be filtered by selecting the **Filters** icon and specifying criteria. Blue fonts indicate the field can be selected to view more information or make changes to the job.

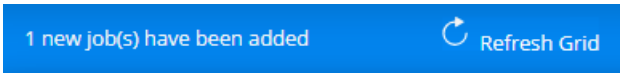
Quick Filters set up under ***Personalize*** can be selected from the *Quick Filters* menu in the bottom navigation. Quick Filters give the ability to apply multiple filter criteria at one time.



Fields with a Classification set to the *Field Classification Within 500 Ft of School* in Agvance Windows at *Hub / Setup / Company Preferences* on the *Field* tab will be indicated with an icon.



New ticket notifications display at the top of the *Jobs* grid only for Locations enabled under *Personalize*. Select **Refresh Grid** to bring the new job into the list.



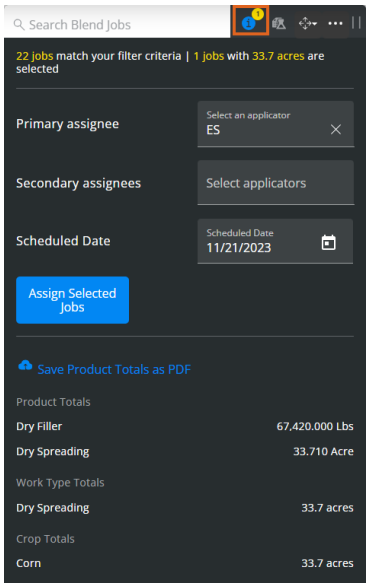
Each field on a multifield ticket can be assigned to a different Applicator.

Note: Custom Tags added to multifield tickets will be applied to all jobs on the Blend Ticket.

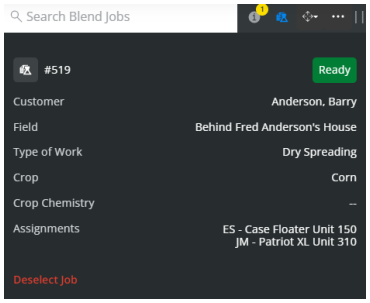


Search Bar

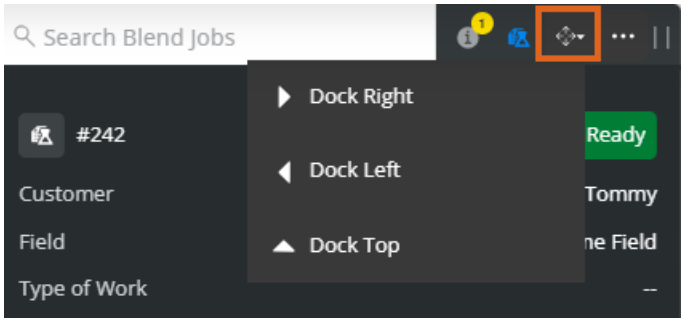
- **More Information Icon** – This displays information for all selected jobs including *Product Totals*, *Work Type Totals*, and *Crop Totals* (if applicable). *Primary* and *Secondary* assignees can be indicated here for Blend Tickets. When assigning *Secondary* or *Tender Drivers* to multiple selected jobs, if all selected jobs already have the same *Primary Applicator* assigned, that *Primary Applicator* will automatically default in the assignment field. Select **Save Product Totals as PDF** to download totals as a PDF file.



- **Selected Job Information** – View information related to the selected jobs.



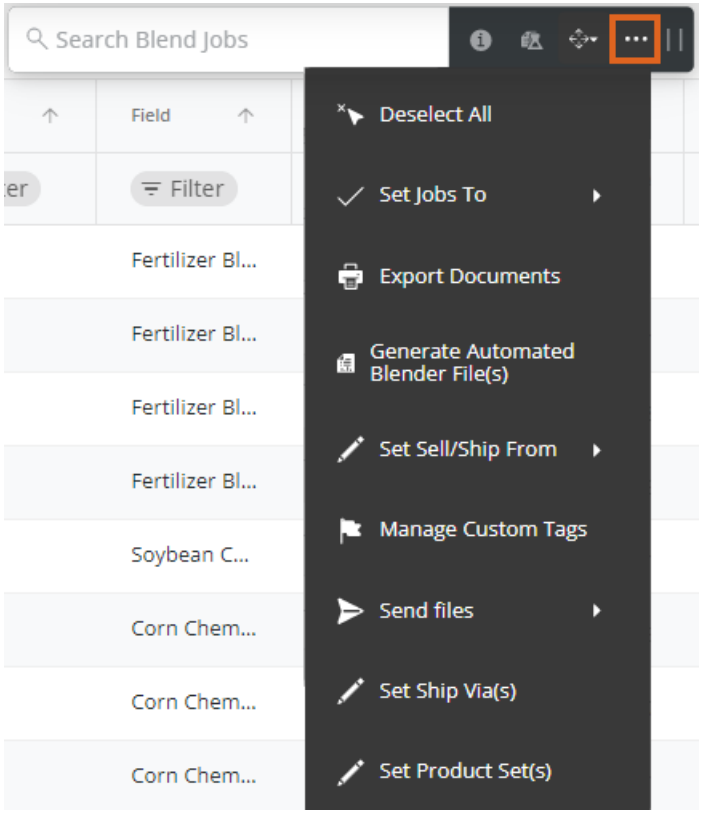
- **Dock Search Bar** – Dock the search bar to the right, left, or top of the screen.



- **More Options Icon** – Choose the **Ellipsis** to *Deselect All*, *Set Jobs To (Ready, On Hold,* or *Completed)*, *Export Documents*, *Generate Automated Blender File(s)*, *Set Sell/Ship From*, *Manage Custom Tags*, *Send Files*, *Set Ship Via(s)*, or *Set Product Set(s)*.

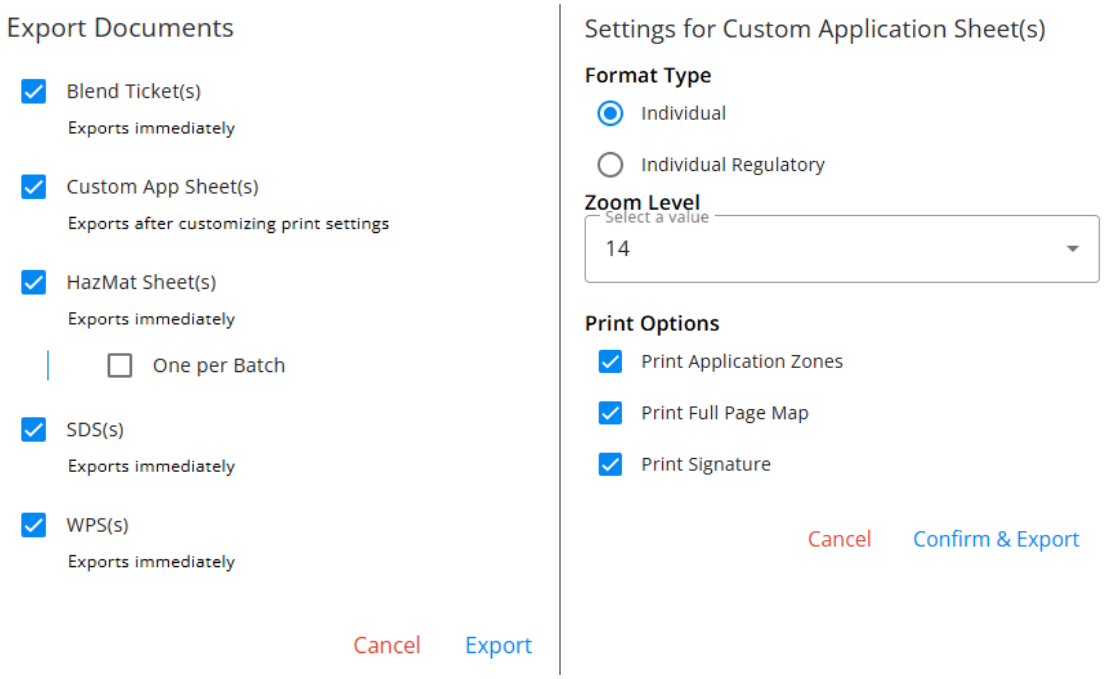
  Note: When choosing the *Sell From*, *Ship From*, *Product Set*, and/or *Ship Via*, beginning to type filters the

options available in the drop-down.

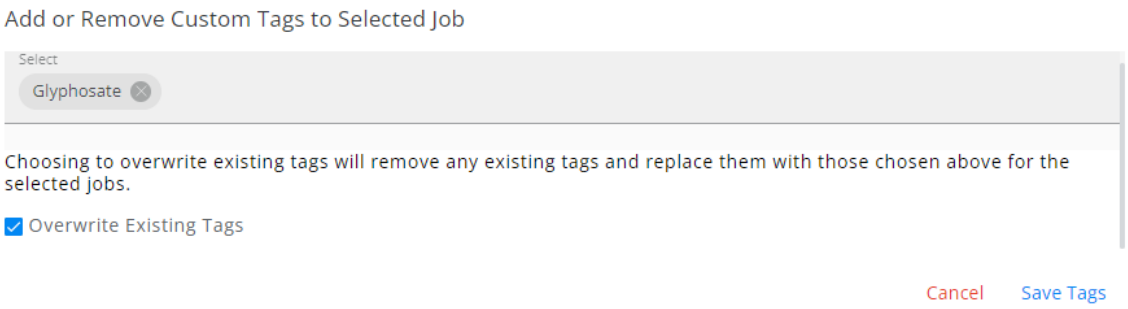


- **Export Documents** – With a job or jobs selected, choose **Export Documents** to export Blend Ticket(s), *Custom App Sheet(s)*, *HazMat Sheet(s)*, *SDS(s)*, and/or *WPS(s)* as a PDF. If exporting Custom App Sheets, additional print setting options display to confirm before exporting. Jobs will display in the order they are selected.

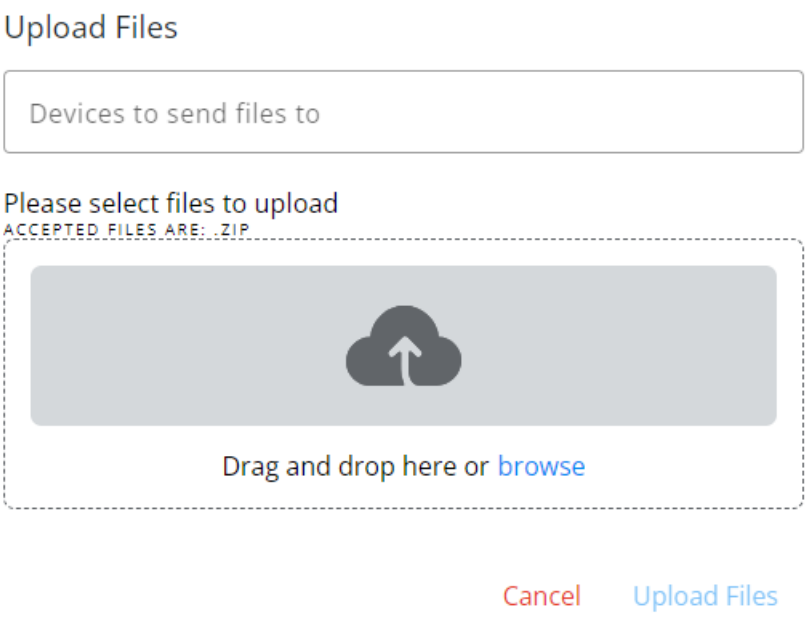
  Note: An established Agrian link is required to export SDS and WPS documents.



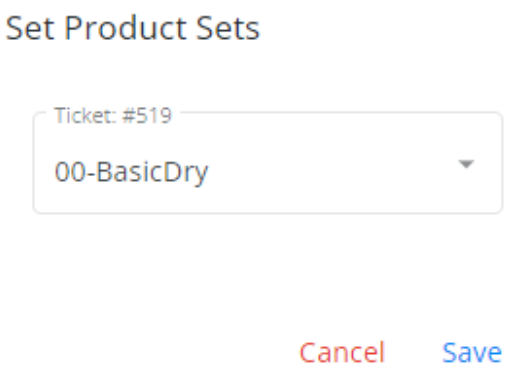
- **Manage Custom Tags** – Multiple jobs can have Custom Tags applied all at once by selecting the checkboxes for the appropriate jobs then selecting **Manage Custom Tags** from the **Ellipsis** in the search bar. Select a Custom Tag from the drop-down (scroll through the drop-down or start typing to search for Custom Tags already created in **Company Settings**). Checking the *Overwrite Existing Tags* option removes any existing tags and replaces with those chosen in the area above.



- **Send Files** – Choose to send VRT files to *Slingshot* or *MyJohnDeere* accounts from Dispatch. Indicate the *Device to send files to* from the drop-down then drag and drop or select **browse** to locate the appropriate zip file.



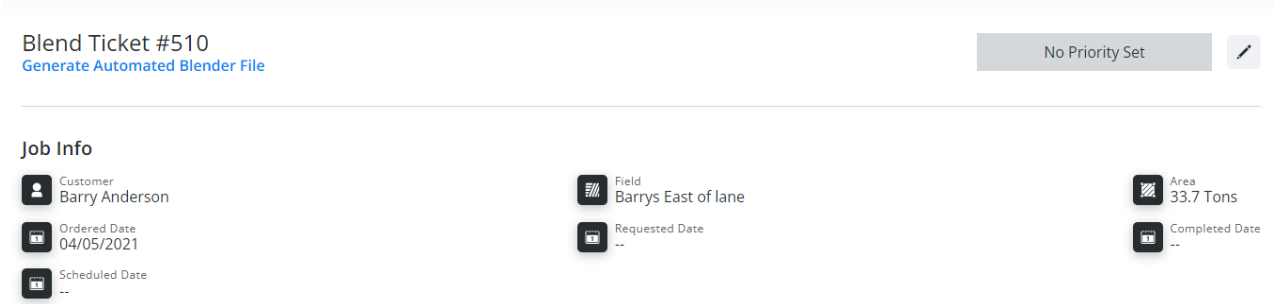
- **Set Product Set(s)** – The *Set Product Sets* window displays to choose the Product Set from a drop-down for the job(s) selected.



- **Drag Search Bar Icon** – Select and drag to move the search bar to a different area.

Blend Ticket Details

Selecting a Blend Ticket displays the *Blend Ticket Details* window which includes the *Job Info*, *Additional Info*, *Products*, and *Totals*.



- **Job Info** – The information displayed on the Blend Job includes the *Customer*, *Field*, *Area*, *Ordered Date*, *Requested Date*, and *Completed Date*. A priority can be set by selecting the**Edit** icon beside the Priority Level.
  Note: Priority Levels must be established before they can be added to a Blend Ticket. Setup for Priorities is found on the *General* tab under *Company Settings*.
- **Generate Automated Blender File** – If automated blenders are set up in Agvance Windows, the dispatcher can create the file for the blender.

- **Additional Info** – Enter *Additional Comments* and/or *Applicator Comments*. Additionally, Custom Tags can be removed or added.
  Note: Custom Tags must first be set up on the *Custom Tags* tab under ***Company Settings***.
- **Products** – The *Product Name*, *Rate*, and *Total* are displayed. Selecting **Set Ship Froms** gives the option to identify the Location and Department(s) from which the Product will ship. Select **Set Sell Froms** to choose the appropriate *Sell From Location* for all Products and *Sell From Department* for each Product. Choose the **Edit**

icon by *Ship Via* to make a selection. The *Product Set* can also be changed by selecting the **Edit** icon.

Note: In order to set the Ship From, the *Create ICT Based on Ship From Location* must be checked in Agvance Windows at *Accounting / Setup / Location Preferences* on the *Delivery Ticket* tab. In order to set the Sell From, the *Sell From Dept ID* option must be checked.

- **Totals** – The *Weight per Acre*, *Total Weight*, *Volume per Acre*, and *Total Volume* is displayed.