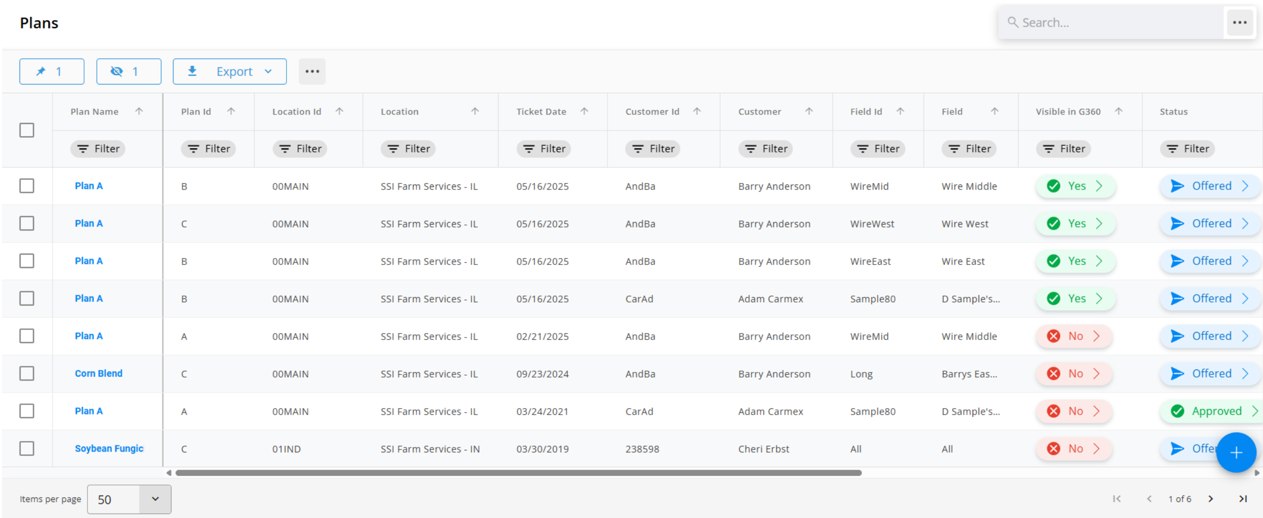
Plans - SKY Order

Last Modified on 11/18/2025 1:33 pm CST

Plans are found under *Agronomy* in SKY Order and 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**. Select a *Plan Name* to view the Plan as information only.

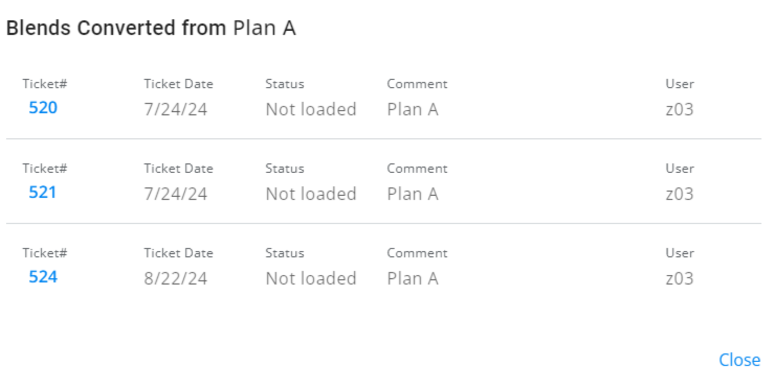


Plan Name	Plan Id	Location Id	Location	Ticket Date	Customer Id	Customer	Field Id	Field	Visible in G360	Status
Plan A	B	00MAIN	SSI Farm Services - IL	05/16/2025	AndBa	Barry Anderson	WireMid	Wire Middle	Yes	Offered
Plan A	C	00MAIN	SSI Farm Services - IL	05/16/2025	AndBa	Barry Anderson	WireWest	Wire West	Yes	Offered
Plan A	B	00MAIN	SSI Farm Services - IL	05/16/2025	AndBa	Barry Anderson	WireEast	Wire East	Yes	Offered
Plan A	B	00MAIN	SSI Farm Services - IL	05/16/2025	CarAd	Adam Carmex	Sample80	D Sample's...	Yes	Offered
Plan A	A	00MAIN	SSI Farm Services - IL	02/21/2025	AndBa	Barry Anderson	WireMid	Wire Middle	No	Offered
Corn Blend	C	00MAIN	SSI Farm Services - IL	09/23/2024	AndBa	Barry Anderson	Long	Barrys Eas...	No	Offered
Plan A	A	00MAIN	SSI Farm Services - IL	03/24/2021	CarAd	Adam Carmex	Sample80	D Sample's...	No	Approved
Soybean Fungic	C	01IND	SSI Farm Services - IN	03/30/2019	238598	Cheri Erbst	All	All	No	Offe...

Note: Plans must be enabled in **SKY Admin** before they can be viewed in SKY Order.

Search for Plans and scroll to the right to access columns giving the ability to:

- **Visible in G360** – Select the current label to show or hide the Plan in Grower360.
- **Status** – Select the current label to change to *Offered* or *Approved.*
- **Convert to Blend** – This imports the Plan into a Blend Ticket, retaining all the Plan properties. This column indicates if the Plan has been converted to a Blend. Select the *Converted to* label to see the Blend Tickets or Bookings converted from the Plan. Selecting the **Ticket #** navigates to that Blend/Booking in Order. To batch convert Plans to Blends, select individual or all Plans. Choose the **Ellipsis** on the search bar to *Convert to Blend*.



Ticket#	Ticket Date	Status	Comment	User
520	7/24/24	Not loaded	Plan A	z03
521	7/24/24	Not loaded	Plan A	z03
524	8/22/24	Not loaded	Plan A	z03

- **Edit Plan** – Edit multiple areas of the Plan.
- **View PDF** – Select to view a PDF copy of the Plan details in a new tab which can then optionally be downloaded or printed.

- **Delete** – Select to permanently remove the Plan. Once deleted, a Plan cannot be recovered.

To batch edit, check the desired Plans, choose the **Ellipsis** on the *Search* bar, then choose from the following bulk action items:

- Convert to Blend
- Change Approval Status
- Change Grower360 Visibility

Note: These columns can be reordered within the grid, placing them where they are most convenient as described in **Using Grids in Agvance SKY**.

A new Plan can be added by selecting the blue **+ Add Plan** button in the lower right-hand corner. Use the navigation on the left to move to different sections of the Plan.

Plan

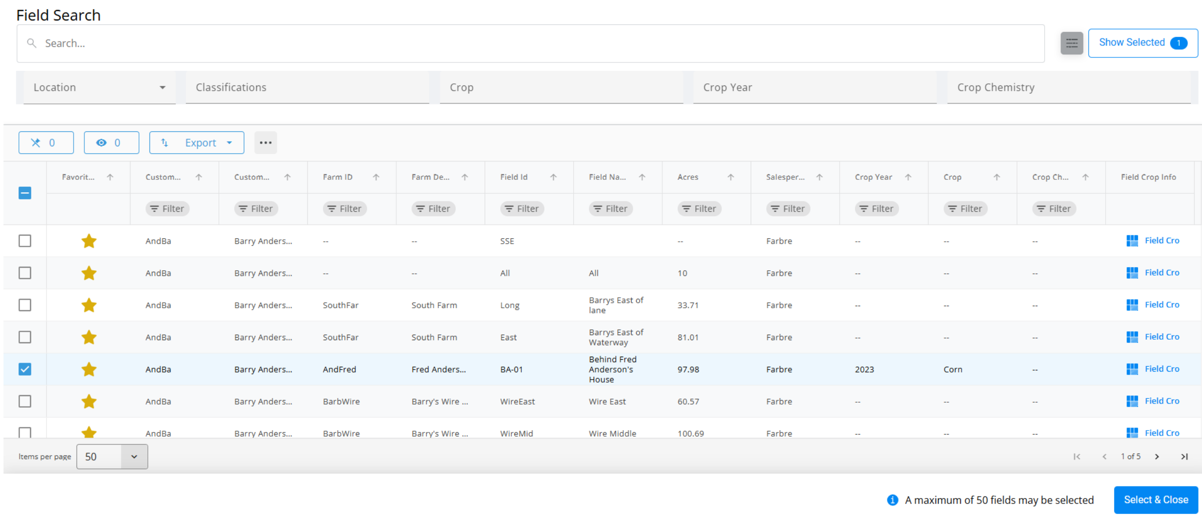
Location

1. Indicate the *Location* from the drop-down.
2. Optionally select a template from the *Template* drop-down.

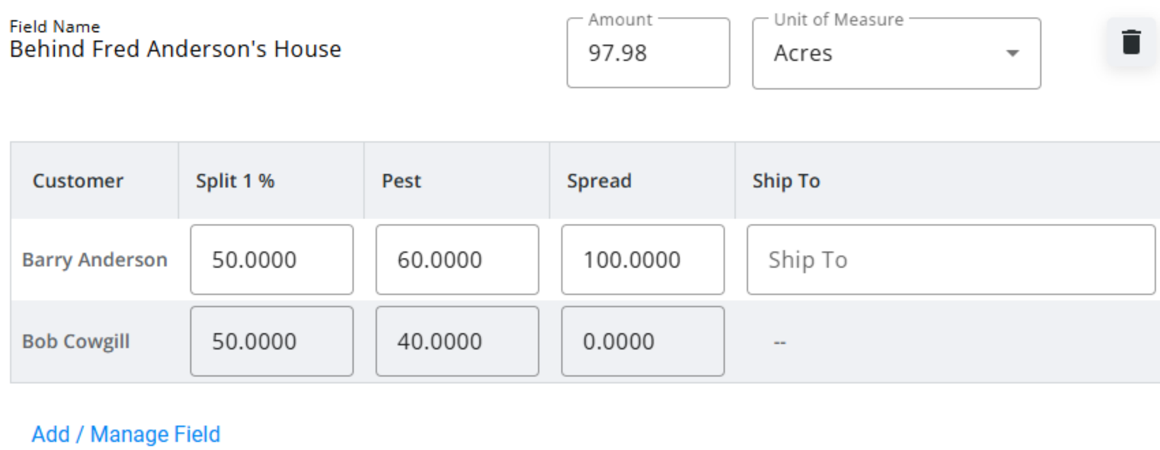
   Note: If adding a Plan from a Template, some Product information will default into the Plan.

Field

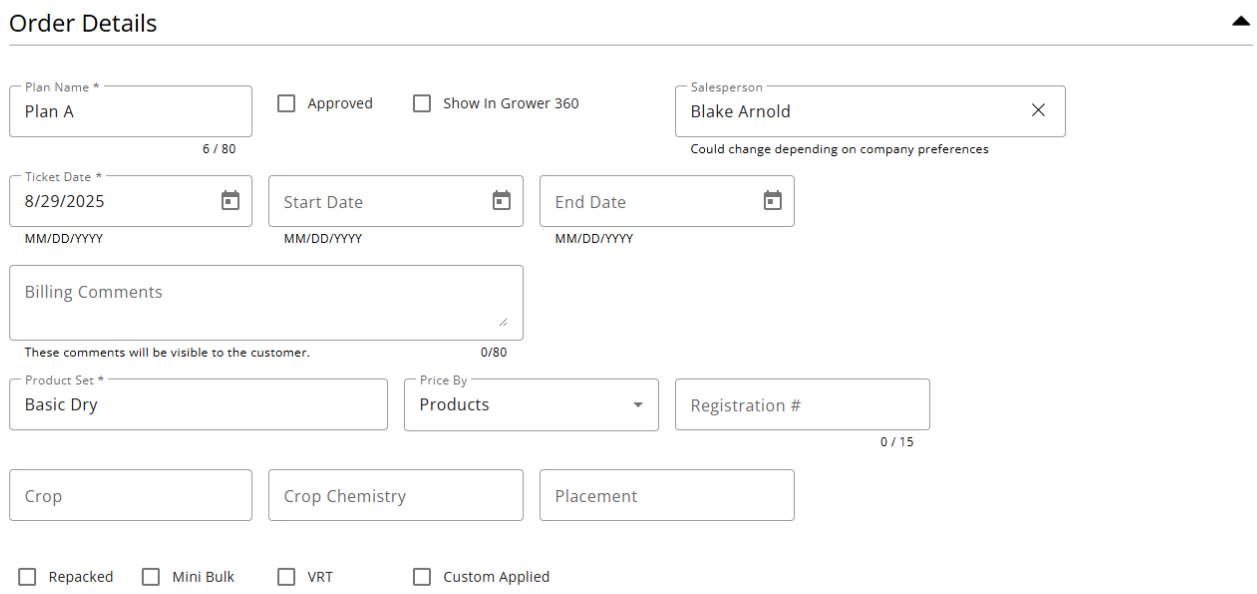
1. Select **+ Add Field**. A **grid** of Fields displays. Use the *Search* field to find the specific Field or scroll through the list. A maximum of 50 Fields can be added to a Plan.



2. The **Filters** button to the far right of the *Search* bar can be used to narrow down the list of Fields. The **Show Selected** button displays only Fields that have been checked for the Plan.
3. Check the Field(s) for the Plan, then choose **Select & Close**.
4. Fields can be removed by selecting the **Delete** icon.
5. The *Amount* and *Unit of Measure* default but can be changed if needed. Additionally, a Ship To can be selected from the drop-down on the first Customer if applicable. Ship Tos must first be set up on the Customer's file.
6. If needed, adjust the split percentages if there are multiple Customers on the Field(s).



Order Details



1. Enter the *Plan Name*. If applicable, indicate the Plan is *Approved* and/or should *Show In Grower360*.
2. The *Salesperson* defaults depending on the setting selected in SKY Admin under *Order* but can be adjusted. More information on this setting can be found **here**.
3. The *Ticket Date* defaults as today's date but can be changed. Optionally indicate the *Start* and *End Dates.*
4. Optionally enter brief *Billing Comments* that will be displayed to the Customer.
5. Indicate the *Product Set* from the drop-down.
6. Under the *Price By* drop-down, choose to price by *Products*, *Blended Analysis*, or *Guaranteed Analysis.*
7. If available, enter the *Registration #.*
8. The *Crop*, *Crop Chemistry*, and *Placement* drop-downs are all optional but can be helpful if this information is known.
9. Additional options of *Repacked*, *Mini Bulk*, *VRT*, and *Custom Applied*, are available.

Products

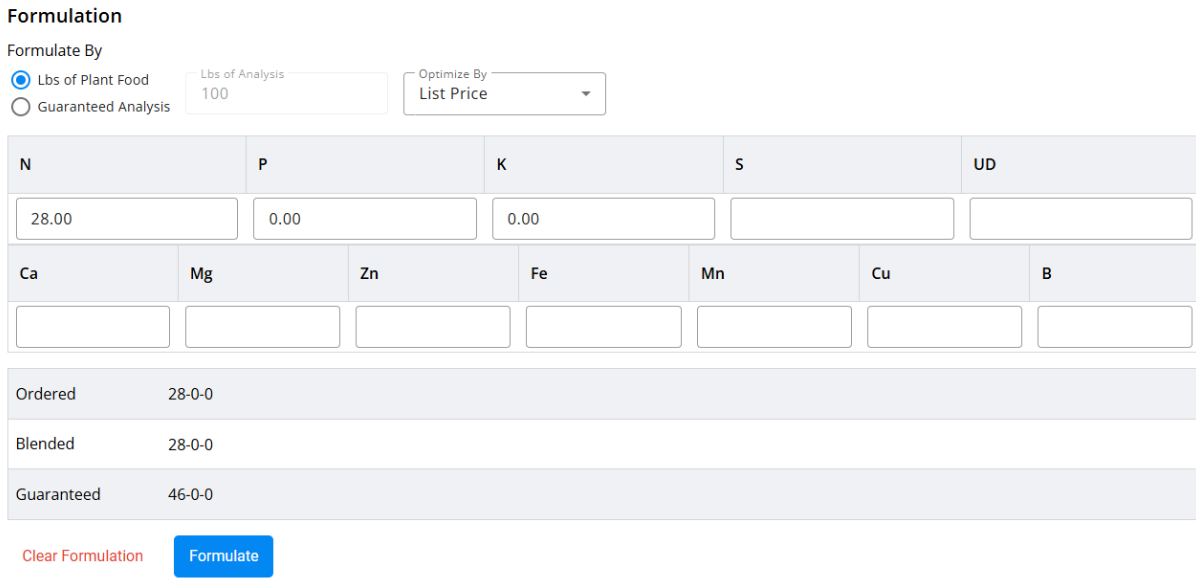
Products can be added manually or via formulation.

Note: If an inactive Product has been added either manually or by formulating, the inactive Product name will display with a tooltip indicating the Product needs to be removed or the Product activated to save. If trying to save without removing the Product, a window will display requiring the Product to be activated or giving the option to go back and remove the Product. If multiple Products are inactive and not all should be activated, go back to the order, remove the Product that should not be activated, then choose Create Order again to view activate the needed Product(s).

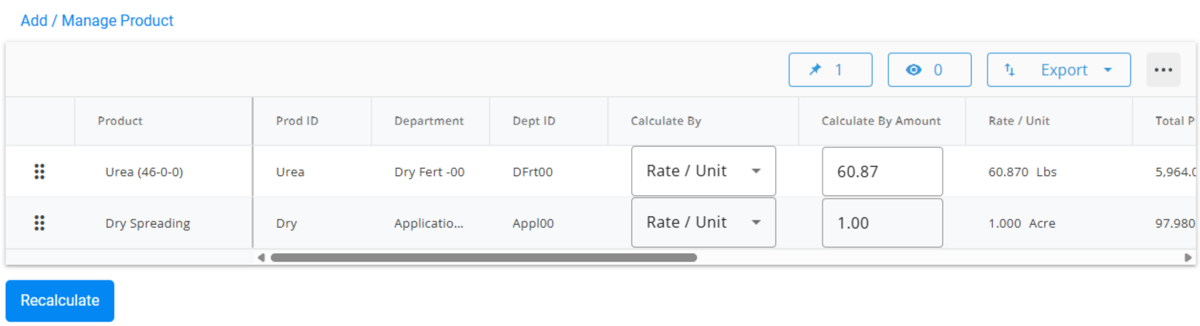
Formulation

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 *Optimize By* option from the drop-down.
3. Enter requested nutrients in the *Ordered* area.
4. Select **Formulate** then review the *Calculated Analysis.* To redo the formulation, select **Clear Formulation** and re-enter the correct values.



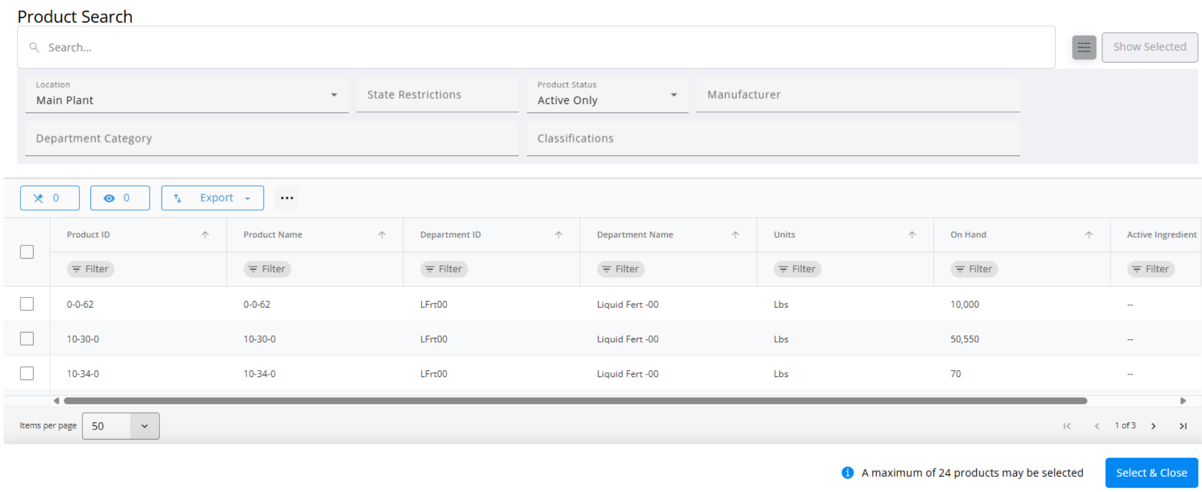
5. Additional Products can be added by selecting **+ Add Product**. See the *Add Products Manually* section below for more details.



6. The Products display in a grid below.

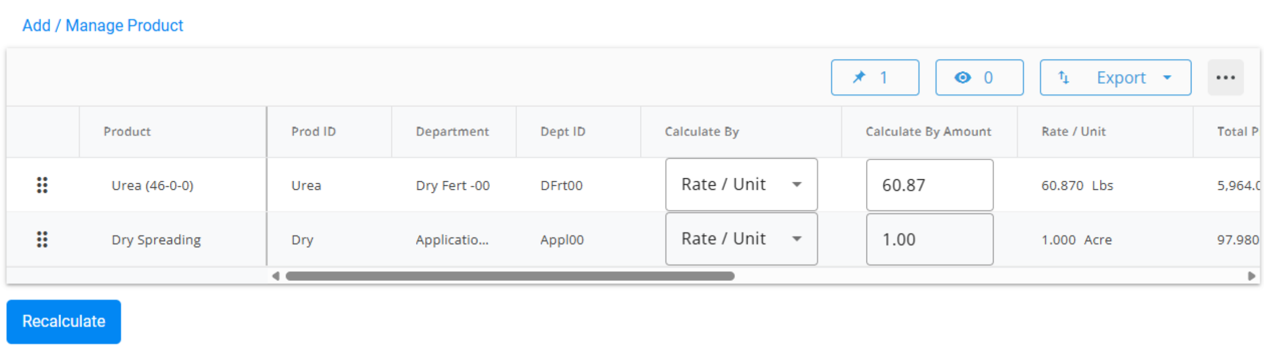
Add Products Manually

1. Select **+ Add Product**.
2. A grid of Products displays. Use the *Search* field to find the appropriate Product(s) or scroll through the list.



3. The **Filters** button to the far right of the *Search* bar can be used to narrow down the list of Products. The **Show Selected** button displays only Products that have been checked for the Plan.
4. In the *Products* section of the Sales Order, indicate the *Quantity* for each Product.
5. Products can be reordered by selecting the grid of dots on the left and dragging to the appropriate position.
6. Choose **+ Duplicate** to add another line of that Product.
7. The **Delete** icon can be selected to remove a Product line.

Product Grid

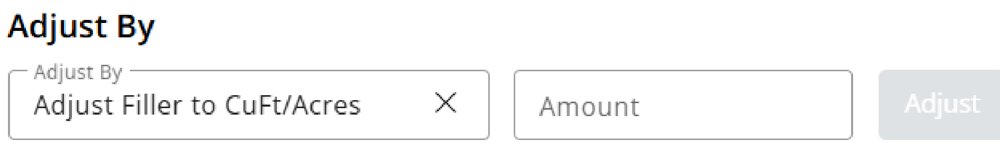


1. Under the *Calculate By* column, choose *Rate/Unit*, *Total Product*, or *Blended*.
2. Enter the *Calculate By Amount* for each Product then select **Recalculate**.
3. The *Exclude from Mix File* option can be selected for products that should not be sent to the automated blender. If the *VRT* checkbox was selected in the *Order Details* section, the *Mix Group* can be edited to indicate what should and should not be blended together.
4. If applicable, a *Lot Number* can be selected from the drop-down.

   Note: Only existing Lot Numbers can be selected.
5. To add another line of the same Product, choose **+ Duplicate**.
6. The **Delete** icon can be selected to remove a Product line item.
7. Review the totals below the *Products* grid.

Density	Lbs/Acre	Total Lbs	CuFt/Acre	Total CuFt	% Water	% Clay
60.000	60.870	5,960.000	1.015	99.450	0.000	0.000

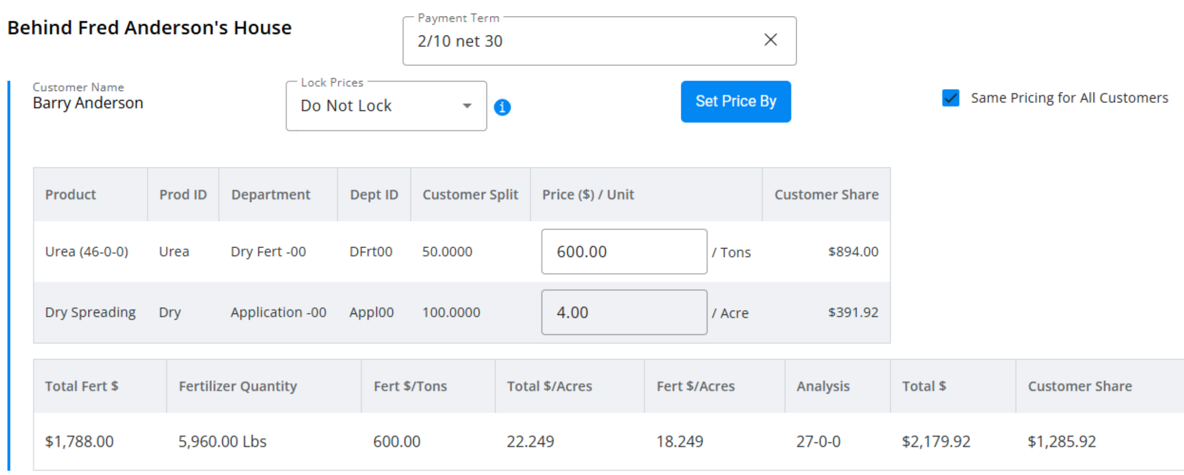
8. To recalculate the Plan accommodating for water, filler, or carriers, choose an *Adjust By* option which is based on the Product Set selected for the Plan. Enter the *Amount* then select **Adjust** to update the Plan. Use the *Carrier* checkbox in the grid to identify which Product is the carrier.



Pricing

Single Field

1. A *Payment Term* can be selected for the Field from the drop-down and will flow through to the Invoice. **Payment Terms** must first be set up in Windows Agvance.

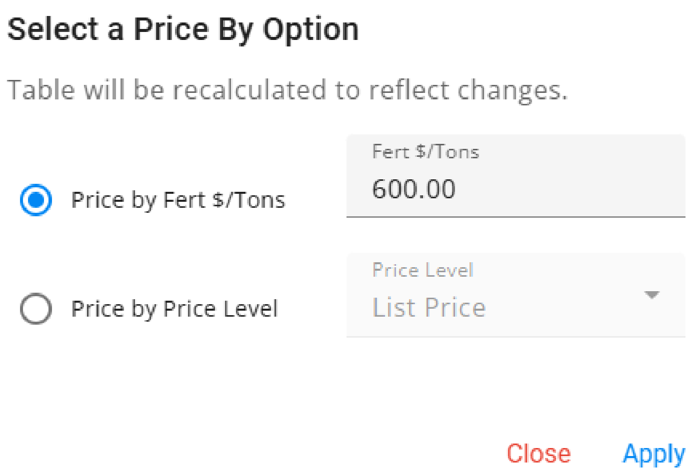


Product	Prod ID	Department	Dept ID	Customer Split	Price ($) / Unit	Customer Share
Urea (46-0-0)	Urea	Dry Fert -00	DFrt00	50.0000	600.00 / Tons	$894.00
Dry Spreading	Dry	Application -00	Appl00	100.0000	4.00 / Acre	$391.92

Total Fert $	Fertilizer Quantity	Fert $/Tons	Total $/Acres	Fert $/Acres	Analysis	Total $	Customer Share
$1,788.00	5,960.00 Lbs	600.00	22.249	18.249	27-0-0	$2,179.92	$1,285.92

2. For each Customer, choose the *Lock Prices* option (*Offered*, *Analysis Offered*, *Quoted*, *Analysis Quoted*, *Do Not Lock*).

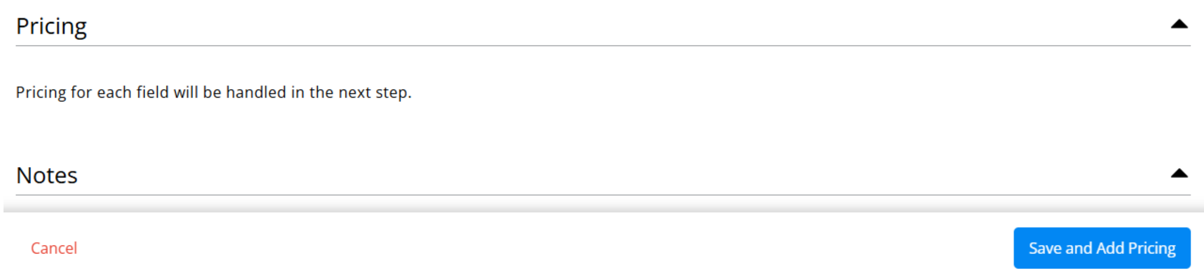
   Note: Quoting a Plan will carry the pricing from the Plan to the Invoice.
3. Select **Set Price By** and choose to *Price by Fert$/Tons* or *Price by Price Level*. Depending on which option chosen, enter the *Fert$/Tons* or choose the *Price Level* from the drop-down, then select **Apply**.



4. Under *Price ($)/Unit*, select the price from the drop-down. Alternatively, enter a custom price then choose **+ Add**.

Multiple Fields

1. A message is displayed in the Pricing section stating *Pricing for each field will be handled in the next step.* Choose **Save and Add Pricing**.



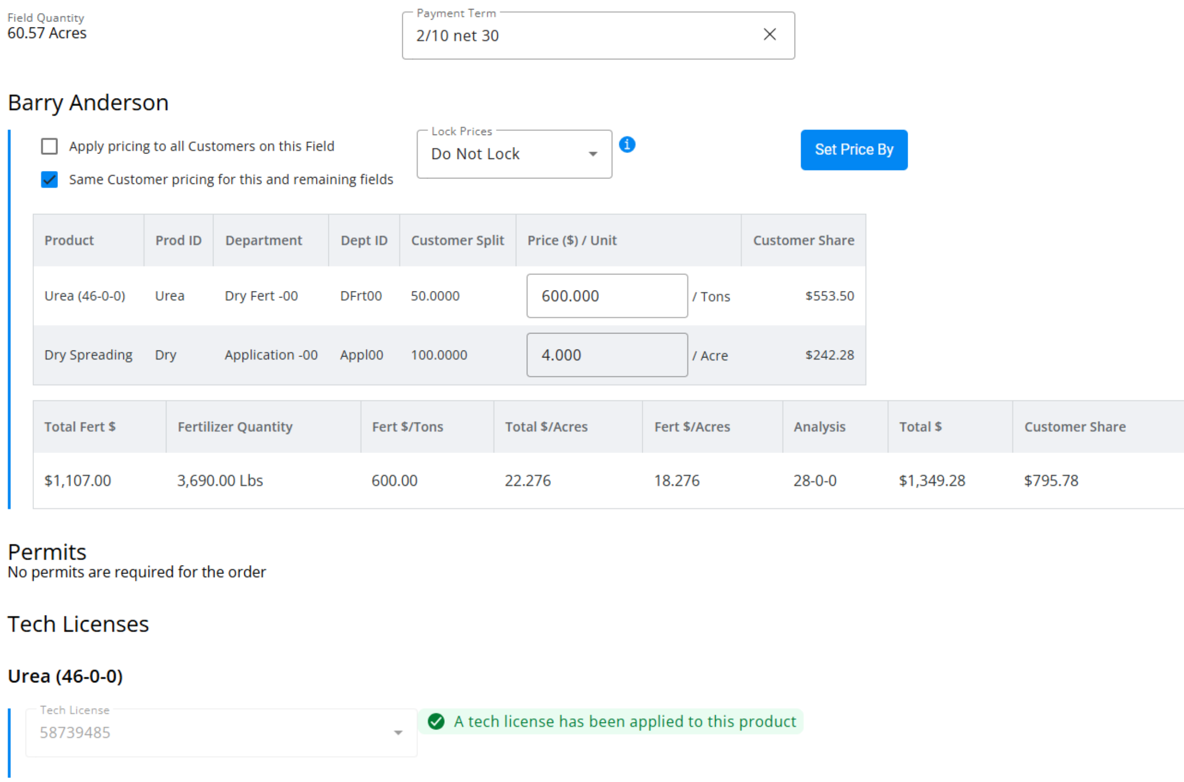
2. The first Field displays with *Batch* and *Individual Ticket Quantities* available for review.

Wire East

Field Quantity
60.57 Acres

Batch Quantities				Individual Ticket Quantities			
Product	**Rate**	**Total Product**	**Blended Product**	**Product**	**Rate**	**Total Product**	**Blended Product**
Urea (46-0-0)	60.870	13,808.360	13,810.000	Urea (46-0-0)	60.870	3,686.896	3,690.000
Dry Spreading	1.000	226.850	226.850	Dry Spreading	1.000	60.570	60.570

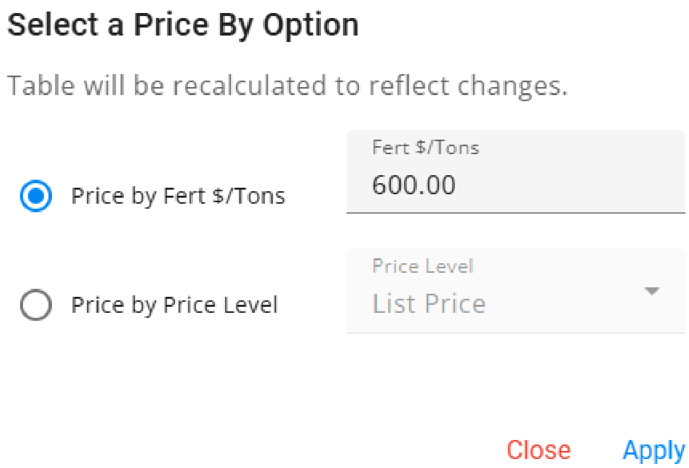
3. The first Customer on the Field is listed below the *Batch* and *Individual Ticket Quantities*. Here, the *Fert$/Tons*, *Lock Prices*, and *Price ($)/Unit* can be indicated. If Permits or Tech Licenses are required on the order, they can be indicated at the bottom of the screen.



4. Optionally *Apply pricing to all Customers on this Field*. The *Same Customer pricing for this and remaining fields* option is available for all Customers on the Field. The *Same Customer pricing for this and remaining fields* option gives the ability to set pricing on a Customer and have that pricing carry through for that Customer for the remaining tickets created within the batch. The *Apply pricing to all Customers on this Field* option applies the pricing set on the first Customer to all other Customers on that Field.

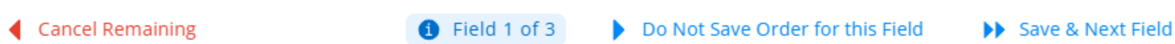
   Note: The *Apply pricing to all Customers on this Field* and the *Same Customer pricing for this and remaining fields* options cannot be used at the same time.
5. A *Payment Term* can be selected for the Field from the drop-down and will flow through to the Invoice. **Payment Terms** must first be set up in Windows Agvance.
6. For each Customer, choose the *Lock Prices* option (*Offered*, *Analysis Offered*, *Quoted*, *Analysis Quoted*, *Do Not Lock*).

   Note: Quoting a Plan will carry the pricing from the Plan to the Invoice.
7. Select **Set Price By** and choose to *Price by Fert$/Tons* or *Price by Price Level*. Depending on which option chosen, enter the *Fert$/Tons* or choose the *Price Level* from the drop-down, then select **Apply**.



8. Under *Price ($)/Unit*, select the price from the drop-down. Alternatively, enter a custom price then choose **+ Add**.
9. Choose **Cancel Remaining** to cancels the transaction completely and return to the *Plans* page. Move to the next Field without editing pricing by selecting **Do Not Save Order for this Field**. No Plan is saved for that Field. To save pricing here and move to the next Field, choose **Save & Next Field**. This saves the Plan for that Field.

   Note: Separate Plans are saved per Field rather than having a multi-Field Plan.

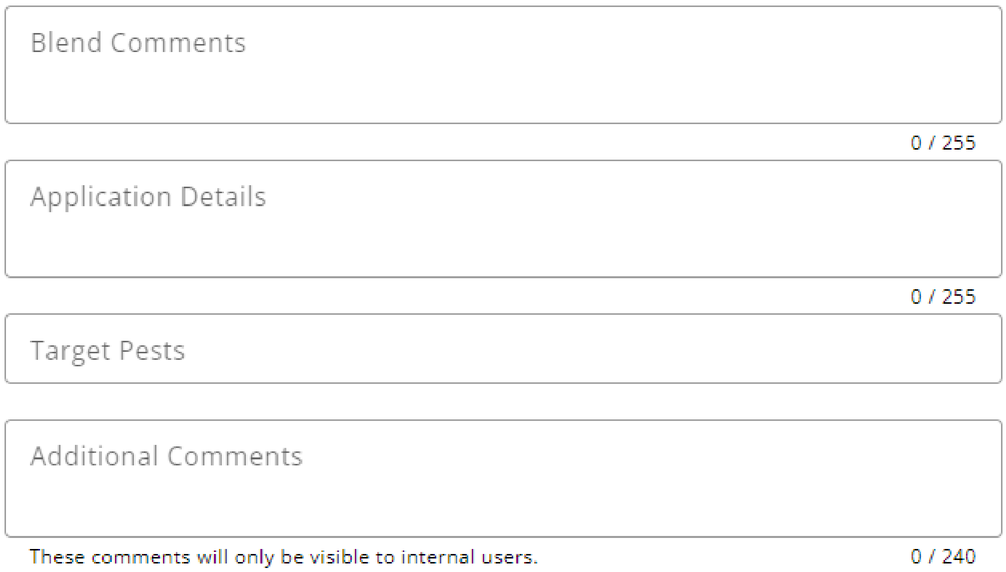


10. On the last Field, **Save & Next Field** changes to **Save & Close**. This saves pricing on the current Field and finalizes the Plan with pricing saved on previous Fields in the Order. If **Skip Pricing for this Field** is selected on the last Field, pricing is saved on previous Fields where **Save & Next Field** was selected, and the last Field is not included in the Plan.

Notes

1. Enter any *Blend* or *Additional Comments.*

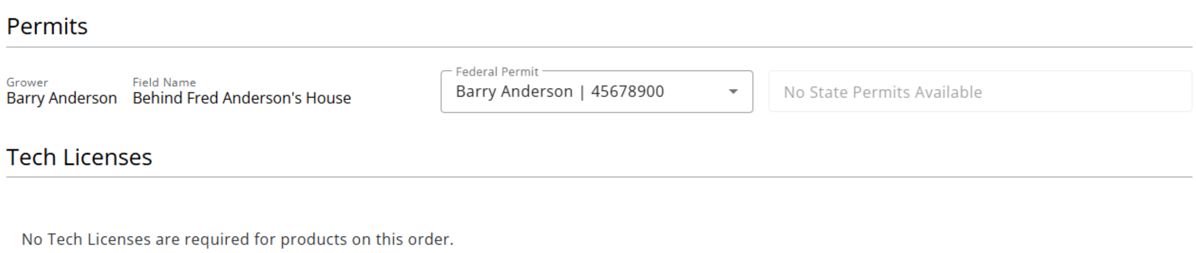
   Note: *Additional Comments* are only visible to internal Users.



2. *Target Pests* can be selected from the drop-down.
3. The Plan can be saved by selecting **Create Order**. However, Permits and Tech Licenses can be added on the *Additional Info* tab.

Additional Info

1. If only one applicable permit exists, it will be automatically selected. If the Customer has more than one applicable permit, select the appropriate one from the drop-down.



2. Under *Additional Info*, the following fields are available.
   - **Customer PO # –** This information can be entered if the Customer provides a Purchase Order number for the order.
   - **Control Number** – This number is used to reference an internal control number (such as hand ticket numbers) associated with the Plan.
   - **Authorized Agent –** This person is associated with the Customer who is authorized to make decisions. Agents are set up in the Customer file under **Contacts**.
   - **Territory** – This defaults from the Customer setup and is optional information to be used as needed.
   - **State –** This determines which counties are populated in the *County* drop-down.
   - **County –** This defaults from the *Ship To* address. If none are set up, it defaults from the Field, and then from the Customer's setup. If there is more than one Customer on the ticket, it defaults to the settings for the first person listed.

- **Ship Via –** Enter the method of shipment. The methods are defined at *Hub / Setup / Ship Via*.

3. In the *Applicator* grid, *Applicators/Vehicles/Acres* can be entered. Choose the **Delete** icon to remove the Applicator or **+ Add Row** to include additional *Applicators/Vehicles*.
   - **Applicator** – Applicators are set up at *Hub / Setup / Applicators*. The Applicator also imports into the Invoice in Agvance Accounting.
   - **Vehicle –** Vehicles are set up at *Hub / Setup / Vehicles* and also import into the Invoice in Accounting.
   - **Acres –** Enter the number of Acres for each Applicator involved.

Edit a Plan

To edit a Plan, select find the *Edit* column and choose **Edit** for that Plan.

1. Under *Order Details*, update any information except for the Location.

   The following are available for editing in this section:
   - Salesperson
   - Plan Name
   - Crop
   - Crop Chemistry
   - Start Date
   - End Date
   - Approved
   - Visible in Grower360
   - Blend Comments
   - Placement
   - Custom Applied/VRT
   - Application Details comments
   - Target Pests
   - Product Set
   - Price By
   - Additional Comments
   - Billing Notes
   - Area
2. In the *Products* section, add/remove products manually or via formulation.

   The following are available for editing in this section:
   - Formulate By
   - Lbs of Analysis

     (if *Guaranteed Analysis* is selected)

    - Product Set
    - Optimize By
    - All quantities
    - Pricing
    - Carrier
    - Exclude from Mix File
    - Adjust by
    - Lock Price options
    - Fert $/UOM
    - Lock Prices
3. Once all edits are complete, select **Save Plan**.