

Hello,

Thank you for using our Back Paddock Mobile App. Please find instructions below to help you with the basics of the Farm Management component, you will find further instructions on our HelpDesk website.

Log in

1. Open Back Paddock Mobile HD
2. Touch burger menu (top right)
3. Touch sign in
4. Enter your credentials
5. Touch OK


Synchronise Client File/s

Potentially the most important thing, this retrieves your latest client file data from CornerPost and sends your updated records back. Follow this process to ensure you are working on and sharing the latest data.

A. Before starting work

1. Touch Farm Management from the home screen
2. Touch your file/s (you will see a tick on right hand side)
3. Touch Done

B. After working on your file

1. Touch burger menu  in top left corner of screen
2. Touch Sync Open File Now
3. Touch Back to Home to finish for the day, or Back to Client List to select your next file

Plan/Actuals

Can be seen and modified on the App. To get to your paddock plan/actuals after opening your file...

1. Touch required farm name
2. Touch Paddock name
3. Touch required Zone

You will now see your Plan / Actuals on screen, you can navigate these by using the Plans / Actual toggle in the top right, and by touching through the input tabs. Records can be added direct into this screen by touching the Add icons, or deleted touching the red negative icons. Touch in any cell to modify (rates, products etc). To add products to a Mix, swipe right (from the left of the screen to the right) on the Mix line and select the relevant icon.

This same Plan/Actuals interface can also be accessed by **touching and holding** on any **Paddock Polygon** in your **Map tab**, and selecting the Zone.

To create an application event (with weather) from an existing rec

1. Touch Application tab
2. Touch required Mix
3. Touch Include Details
4. Enter compulsory start and end times
5. Touch Target Paddocks
6. Add / remove as required
7. Touch blue (i) beside paddock to adjust sprayed area
8. Touch Done
9. Touch Products
10. Add/adjust rates as required
11. Touch Done
12. Add all remaining details as required (weather etc)
13. Touch Done
14. Repeat steps 2-13 as required for additional applications for that mix (eg. Other half of paddock)
15. Touch Complete without change below your application event/s
16. Confirm year using the + and - symbols
17. Confirm / change split as required for correct zone selection
18. Touch Done to copy data to Actuals
19. Touch OK on prompt

Mark an Application as Complete – no weather

1. Touch Application Tab
2. Touch required Mix
3. Touch Complete without change
4. Confirm year and zone
5. Touch Done

To create a Rec from a planned mix (eg to copy to multiple paddocks at once)

1. Touch Farm tab
2. Touch farm name
3. Touch paddock
4. Touch zone
5. Swipe left (from right to left) on required Mix (eg on Timing)
6. Touch R icon
7. Adjust job number as required
8. Wait 5 seconds for mix to load in rec format
9. Touch Set Target Paddocks
10. Add paddocks as required
11. Touch Done
12. Add products / adjust as required
13. Touch Back - your Rec has been created
14. Touch Recommendation tab
15. Touch created Rec
16. Add mixes / modify as required

You are now ready to use your Application tab to copy your mix as required..

Rotations – can be viewed by touching Rotations tab at the top. Change year view by touching Settings and using + and – to adjust years shown.

Mapping - draw maps by touching the Map tab, Commands, Add layer for Paddock and follow instructions on screen to drop pins. Edit existing maps by touching Select and the paddock name, Commands, Edit. You can also recalculate the mapped area from this command menu on paddock selection.

Diary - Add diary entries to create notes and add media (eg photos) alongside specific paddocks. These can be sent as a PDF by following prompts on screen.

HelpDesk & YouTube – Feel free to review additional information on our HelpDesk site, or check our YouTube for the latest support videos <https://www.youtube.com/BackPaddockSupport>

Enjoy!

Back Paddock Company