Reference Guide

Farm Works Software® Solutions
Farm Works™ View Software
Legal Notices

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Release Notice
This is the December 2012 release (Version 2013, Revision A) of the Farm Works View Software Reference Guide.

Product Limited Warranty Information
For applicable product Limited Warranty information, please refer to Legal Notices in the License Agreement for this product, or consult your local Farm Works authorized dealer.
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Overview

This manual describes how to set up and use the Farm Works™ View software.

Windows Vista and Windows 7 operating system setup

The software works with the Windows Vista® and Windows® 7 operating systems. To configure it, do one of the following:

Run as an administrator

1. Right-click the software icon and then select Properties.
2. In the Compatibility tab, select Run this program as an administrator and then click OK.
3. When you start the software, the system prompts you for permission to run it.

Disable user accounts on the computer

1. From the Start menu, select Control Panel / User Accounts.
2. Select Turn User Control On/Off and then click OK.
3. Restart the computer.

Note – Microsoft recommends that you keep this new security feature turned on. Be aware that you are removing a level of protection by disabling User Account Control alerts, and you are also disabling the Internet Explorer® protected mode.
Registering the software

To use this software, you must register using the owner’s name and contact details. Registration takes just a few moments to complete.

Online registration

1. When you see the registration dialog, select **Get Registered Immediately**.
2. Make sure that the computer is connected to the Internet and then click **Next**.
3. Enter all of the requested information and then click **Next**. A message indicates successful registration.

Other registration options

If you prefer, use one of the other registration options:

- Complete the online form: Select *Obtain registration number using an online form* to obtain registration numbers using the online form. Once you complete the form, you will receive the registration numbers by email. You can then select the option to enter the registration numbers from the email.
  
  To register online go to [www.farmworks.com/register](http://www.farmworks.com/register).

- Enter numbers you previously received: Select the final option if you obtained registration numbers from another source (such as a dealer, by contacting technical support, or when you have completed the online form). Click **Next** and then enter the registration numbers in the appropriate fields for each of the applications that you own.

- Registering the software by phone:
  - North America: +1 800-282-4103
  - Europe: +44 1786-465100
  - Australia: + 61 386807222
  - Other countries: +1 260-488-3492
Running the software for the first time

Selecting a measurement system

The first time you open the program, you are prompted to select a measurement system:

Select the required option and then click OK. The options are:

- US-English
- Metric
- Show All Units. This shows US and Metric units—the software uses the first selection (US-English or Metrics) for area and distance measurements, but gives both US-English and Metrics for any volume measurements.

Note – The Show All Units option is suitable for users in Canada who want US distance and area measurements and metric volume and quantity measurements.

Backing up projects

To safeguard your data, it is recommended that you make regular and frequent backups of your project to a medium other than your hard drive (USB, CD, hard disk, and so on) in case of failure, loss, or damage. This enables you to restore the backup of your project and recover lost data. Without a backup, there is no way to recover the records and maps for your farm.

1. Select File / Backup Project.
2. Enter a name for the backup in the *Backup To* field, or replace an earlier backup by selecting it from the drop-down list:

![Backup Project dialog](image)

By default, the program saves project backups in the backup folder on the computer hard drive (c:\farmpro\backup). To save the backup to a different folder or to a removable drive:

1. In the *Backup Project* dialog, click the *Browse* button.
2. In the *Save As* dialog, select the required folder or removable drive.
3. Enter a name for the backup file in the *File Name* field.
4. Do one of the following:
   - Click *Save* to return to the *Backup Project* dialog.
   - Click *Cancel* to close the dialog without saving the backup.
5. In the *Options* section of the *Backup Project* dialog, select a value from the *Compression* drop-down list to change the size of the backup file and the amount of time it will take to create the backup. The options are *Maximum* (slowest), *Normal* (default), *Fast*, *Super Fast*, or *None*:
   - If you select *Maximum*, the program will take longer to create the backup but the file will be smaller.
   - If you select *None*, the program will take a shorter time to create the backup, but the file will be much larger.

**CAUTION** – Before you select Wipe Disk, verify there are no files you want to keep.

6. If you are saving the backup to a USB drive or a disk, you can select *Wipe Disk* from the *Disk Prep* drop-down list to erase all files on the USB drive or floppy disk before making the backup.
7. Click *OK*. The backup is created.
Restoring project backups

If your data is corrupted or if you lose your data through a hardware failure, you can attempt to recover data by restoring a backup you created earlier with the backup option (as described above).

**Note –** The program will not restore backups made with other software, such as the Windows XP backup utility.

Restoring a project backup replaces the information in the current project with the information that you had at the time you made the backup. For example, if you created a backup on Monday, and then needed to restore it on Friday of the same week, you will lose any information entered Tuesday through Thursday of that week.

1. Select **File / Restore Backup:**

2. From the Backup Project drop-down list, select the backup file you created previously. If the backup does not appear on the list, browse to locate it:
   a. Click the **Browse** button to open a second **Restore Backup** dialog.
   b. Browse to the folder or drive where you previously saved the backup.
3. Select the backup file— it moves to the **File Name** field—and then click **Open**:
4. In the **Restore Backup** dialog, the backup file now appears in the **Restore From** field:
5. Do one of the following:
   - Click **OK** to restore the file.
   - Click **Cancel** to close the dialog without restoring the backup.
6. If you click **OK**, you are prompted to confirm the restore operation:
7. Click **OK**. A progress screen appears.
   - Click **Cancel** to close the dialog without restoring a backup.

During the restoration of the backup, the program replaces the current data in your project with the data in the backup file. When the restoration is complete, you can begin working with the restored data.

Changing user information

The contact information that is printed on many reports is sourced from the user information entered in the program. To change this:
1. Select File / User Info.
2. In the User Information dialog, select the tabs in turn to enter the details that you want to appear on printed reports and then click OK:
Adding Clients, Farms and Fields, Supplies, Equipment, People, and Commodities

The software allows you to keep track of Clients, Farms, and Fields. Additionally, you can set up inputs, including supplies / materials, equipment, and people. The information you set up can be written to many popular precision farming displays.

Using the toolbar

<table>
<thead>
<tr>
<th>Click this icon ...</th>
<th>To ...</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="New Client" /></td>
<td>Add new clients to the program.</td>
</tr>
<tr>
<td><img src="image" alt="New Farm" /></td>
<td>Add new farms to the program.</td>
</tr>
<tr>
<td><img src="image" alt="New Field" /></td>
<td>Add new fields to the program.</td>
</tr>
<tr>
<td><img src="image" alt="New Supplies" /></td>
<td>Add supplies, such as seed, chemicals, and fertilizer.</td>
</tr>
<tr>
<td><img src="image" alt="New Equipment" /></td>
<td>Add equipment, such as tractors, combines, and implements.</td>
</tr>
<tr>
<td><img src="image" alt="New Person" /></td>
<td>Add laborers, employees, and other workers.</td>
</tr>
<tr>
<td><img src="image" alt="Read Job Data" /></td>
<td>Import data collected with a precision agriculture hardware device, such as a Pro 700 display, EZ-Guide® 500 lightbar or a Trimble® FmX® integrated display.</td>
</tr>
<tr>
<td><img src="image" alt="Write Job Data" /></td>
<td>Export setup information (for example, Clients, Farms, and Fields) for use with a precision agriculture hardware device, such as a Pro 700 display, EZ-Guide 500 lightbar, or a Trimble FmX integrated display.</td>
</tr>
</tbody>
</table>

Setting up clients

You can use clients to represent customers for whom you are collecting map and field record data.
If you are a grower, you can set up a single client for yourself. Clients will have farms and fields listed under them.

To add a client:

1. Do one of the following:
   - In the Farm tab, right-click <User Info> and then select New Client.
   - Click the New Client icon :

2. In the Client Properties dialog, enter the required information in the General, Address, and Contact information tabs:

3. Click OK. The new client appears as a new folder:
You can now do any of the following:

- Create farm(s) and field(s) under the new client.
- View and/or modify a client's information. To do this, right-click the name and then select Properties.
- Delete a client. To do this, right-click the name, select Delete and then click Yes in the warning message that appears. The client and all their associated records and maps are deleted. Once a client is deleted, the only way to recover the information is to restore a project backup file.

Setting up farms

The program allows you to create farms in which to group your fields. Multiple farms are generally created with different landlords, so you can organize your fields by farm name.

Once you have added farms to the Farm tab, you can begin adding your fields. You can also move fields that you previously added to the program to a farm.

To add a new farm:

1. Do one of the following:
   - Select Resources / New Farm.
   - In the Farm tab, right-click the <Client name> and then select New Farm.
2.  Enter a name for the farm in the Description field.

   **Note** – The area fields are not available—the Mapped, Legal and Tillable areas are filled in based of the values that are entered for each field that is set up under the farm.

3.  If required, you can enter any miscellaneous information for the farm (up to 255 characters) in Notes.

You can now do any of the following:

- Add fields under each farm.
- View and/or modify a farm’s information. To do this, right-click the name and then select Properties.
- Delete a farm. To do this, right-click the name, select Delete and then click Yes in the warning message that appears. The farm and all its associated records and maps are deleted.

You cannot delete farms for which you have recorded farming operations. However, you can then retire the farm—this will also retire all of the fields under it.

If you delete all of the jobs associated with a farm, you will then be able to delete the farm.
• Retire a farm. To do this, right-click the name, select Retire and then click Yes in the warning message that appears. The program adds an asterisk to the farm's name or removes the field from the Farm field. The software keeps the retired farm's farming history in case you need to see it in the future. To display/hide retired farms in the Farm field, select View / Show Retired Land Areas.

Setting up fields

Fields can be created under the Clients and Farms that have been set up. You only need to enter the field names, tillable and legal acres for your fields, and indicate whether you own, cash rent or share crop the fields.

Optional information (as identified) can be entered and is used for field records if you upgrade your software to a paid version that includes field record keeping.

To add a new field:

1. Do one of the following:
   - Select Resources / New Field.
   - In the Farm tab, right-click the farm to which you are adding the field and then select New Field.
   - Click the New Field icon:

![Field Properties](image)
2. In the General tab:
   a. Enter a name for the field in the Description field.
   b. In Area, enter the Legal and Tillable acres. Tillable acres (required) are used in field records; mapped acres are calculated automatically from mapped boundaries.
   c. In Owner/Landlord, select the Client and Farm the field belongs to. You may select <Unknown Farm> if you do not want to keep track of the farm, or select <Add> to add a farm that is not in the list.
   d. Select whether the field is Owned, Cash Rented, or Share Cropped.
3. Optional. In the Info tab, if you are located in the United States of America:
   a. Select the appropriate State and County where the field resides.
   b. In the FSA area, enter the FSA Farm #, Field #, Track #, and Land Class.
   c. In the Legal area, enter the Section #, Township #, and Range # and enter a Description (if required).

If you are located outside the United States, you may enter any other desired information for the field.

4. Optional. In the Photo tab, you can add photographs of your field(s) taken with a digital camera or scanned. Click Change, browse to the required photo on your system, and then click Open. You can Change, Remove, or Print photos as required. Images may be a BMP, JPG, TIF, or PCX file. The photos are used for reference purposes only, they will not appear on maps or in other areas.

Removing a photograph will not delete the image file from your computer's hard drive or removable drive.

5. Click OK.

You can now do any of the following:

- Add more fields under each farm.
- View and/or modify a field’s information. To do this, right-click the name and then select Properties. This includes moving a field from the <Unknown> farm to a different farm by selecting the name of a farm you added in the Farm list.
- Delete a field. To do this, right-click the name, select Delete and then click Yes in the warning message that appears. The field and all its associated records and maps are deleted.

You cannot delete fields that have data such as yield or planting maps. However, you can retire the field.

If you delete all of the jobs associated with a field, you will then be able to delete the field.
• Retire a field. To do this, right-click the name, select *Retire* and then click *Yes* in the warning message that appears. The program adds an asterisk to the field’s name. The software keeps the retired field’s farming history in case you need to see it in the future. To display/hide retired fields, select *View / Show Retired Land Areas*.

**Setting up supplies**

Supplies such as Seeds, Chemicals, and Fertilizers can be set up in the software. These items can then be written out for use with many popular precision farming supplies.

**Adding a new Supply**

1. Click the New Supply icon 📝.

2. Enter information into the tabs.
**Note** – Information such as Cost, Chemical, and Fertilizer details will be used in reports if you purchase the paid version of the software.

<table>
<thead>
<tr>
<th>Tab</th>
<th>Group/Field</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
<td>Description</td>
<td>• Enter a name for the supply.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• If relevant, enter the Part # number.</td>
</tr>
<tr>
<td></td>
<td>Type</td>
<td>Select the type of supply.</td>
</tr>
<tr>
<td></td>
<td>Units</td>
<td>Enter the Purchased Units, Unit Cost, Distributed Unit, and the Default Application Rate.</td>
</tr>
<tr>
<td>Chemical</td>
<td></td>
<td>• Select the <strong>Keep Detailed Chemical Records</strong> check box.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Enter the following information from the product label:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>– Chemical Name</td>
</tr>
<tr>
<td></td>
<td></td>
<td>– EPA #</td>
</tr>
<tr>
<td></td>
<td></td>
<td>– Manufacturer</td>
</tr>
<tr>
<td></td>
<td></td>
<td>– Formulation</td>
</tr>
<tr>
<td></td>
<td></td>
<td>– Mode of operation</td>
</tr>
<tr>
<td></td>
<td></td>
<td>– Default carrier</td>
</tr>
<tr>
<td>Carrier</td>
<td></td>
<td>1. Click <strong>Add/Edit</strong>.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Enter the Carrier name.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3. Select a Unit value from the list and then click <strong>OK</strong>.</td>
</tr>
<tr>
<td>Default Carrier Rate</td>
<td></td>
<td>Enter a value.</td>
</tr>
<tr>
<td>Target Problems (max. 5)</td>
<td></td>
<td>1. Click <strong>Add/Edit Problem List</strong>.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Click <strong>Add/Edit</strong>.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3. Click <strong>Add</strong> and then enter the pest name. Repeat this to add more pests.</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Tip</strong> – To include more pests in the selection of five names, use a wider term such as Broadleaves or Grasses.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4. When finished, click <strong>OK</strong>.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5. From the <strong>Pests</strong> list, select up to five pests to move to the <strong>Selected Pests</strong> list. To select multiple items, press and hold [Ctrl] as you click the names.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>6. To add the names, click &gt;&gt;---&lt;&lt;.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>7. To remove a pest from the <strong>Selected Pests</strong> list, select the name and then click &lt;&lt;---&lt;&lt;. To remove all pests, click &lt;&lt;---&lt;&lt;.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>8. To add a new pest, repeat from <strong>Step 2</strong>.</td>
</tr>
</tbody>
</table>
1. Click the blank field in the Nutrient column.
2. From the drop-down list, select the first nutrient, and the percentage of the analysis that nutrient makes up in the Percent % column.

3. To add more nutrients, click **Add Nutrient**, select the name from the list and then enter the percentage. Repeat this step as required.

4. If the nutrient you want is not in the list, select **Add/Edit** from the list and then click **Add** in the dialog that appears. Enter a nutrient name and abbreviation and then click **OK**.

5. To remove a nutrient from the list, click - next to its name.

<table>
<thead>
<tr>
<th>Tab</th>
<th>Group/Field</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fertilizer</td>
<td>Fertilizer Nutrients</td>
<td>1. Click the blank field in the Nutrient column.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. From the drop-down list, select the first nutrient, and the percentage of the analysis that nutrient makes up in the Percent % column.</td>
</tr>
</tbody>
</table>

**Product Weight**  
This conversion factor is automatically entered.
### Setting up equipment

Machines can be organized by categories of application, baling/forage, farm maintenance, harvesting, hauling/transport, land preparation, other, planting/seeding, and tractors.

To set up new equipment:

<table>
<thead>
<tr>
<th>Tab</th>
<th>Group/Field</th>
<th>Action</th>
</tr>
</thead>
</table>
| Restrictions | Re-entry restrictions                | Enter restrictions as they appear on the product label.  
1. Select the **Re-entry Restrictions** check box and then enter the required number of hours in **Restricted-Entry Interval (REI)**.  
2. In **PPE Required for Handlers** and **Early Entry PPE Required for Workers**, enter the required protective equipment for those handling the supply.  
3. In **Other Label Requirements**, enter the other requirements for those handling the supply.  
4. If applicable, select **Treat Area Posting and Oral Notification Required**. For example. |
| PHI          | Pre-Harvest Interval                 | If this applies to the chemical:  
1. From the **Crop** drop-down list, select the crop name or select **Add/Edit** to add the crop.  
2. Enter a value in the **Pre-Harvest Interval (Days)** column.  
3. If there are restrictions for more than one crop, click **Add Crop** and then repeat steps 1 and 2. |
1. Click the New Machine icon.

2. Enter information into the tabs.

   **Note** — *Information such as the Costing Rate, Service, and other details will be used in reports if you purchase the paid version of the software.*

<table>
<thead>
<tr>
<th>Tab</th>
<th>Group/Field</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
<td>Machine</td>
<td>- Enter the Machine name.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- From the Category drop-down list, select the type of machine:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>application, baling/forage, farm maintenance, harvesting,</td>
</tr>
<tr>
<td></td>
<td></td>
<td>hauling/transport, land preparation, other, planting/seeding, or</td>
</tr>
<tr>
<td></td>
<td></td>
<td>tractors.</td>
</tr>
<tr>
<td></td>
<td>Model</td>
<td>- Enter the make, model, year, and serial number.</td>
</tr>
<tr>
<td></td>
<td>Operation</td>
<td>- From the Costing Unit drop-down list, select how the machine is to</td>
</tr>
<tr>
<td></td>
<td></td>
<td>be charged: by the acre or by the hour.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Under Charge Rate, enter the rate per acre or hour.</td>
</tr>
</tbody>
</table>
Adding Clients, Farms and Fields, Supplies, Equipment, People, and Commodities

5. Once you finish entering information for the Machine, click OK. The machine appears in the appropriate machine category of the Inputs tab under the Machines icon.

Setting up people

Employees, owners, and other workers can be set up in the software. These items can then be written out for use with many popular precision farming displays.

To add a new worker:

1. Do one of the following:
   - Select Resources / New Person.
Adding Clients, Farms and Fields, Supplies, Equipment, People, and Commodities

- Click the New Person icon.

**Note** – Optional information will be used in reports if you purchase the paid version of the software.

2. In the **General** tab, you must enter a **First** and **Last** name—all other information is optional.

   The **Full Name** and **Sorted Name** default but may be changed if required. The **Sorted Name** shows in all the lists within the program.

3. **Optional.** In the **General** tab:
   
   a. Select the **Business** check box to add a name of a business as a contact.
   
   b. Select the person’s **Title**.
   
   c. Complete the required **Name** fields.
   
   d. Enter the Business name, Job Title, and Tax ID.

4. **Optional.** In the **Address** tab, complete the fields to provide a mailing address and/or street address for the person.

5. **Optional.** In the **Contact** tab, enter relative contact information by completing the **Phone** and **Internet** areas.

6. **Optional.** In the **Employee** tab:
a. Enter a license number if the employee has a pesticide applicator’s license. This number appears on the Job Report.

b. Enter the charge Rate in dollars per hour that the employee gets paid. This information is used for costing purposes on the Job Report.

7. Optional. In the Photo tab, you can add photographs of the person. Click Change, browse to the required photo on your system, and then click Open. You can Change, Remove, or Print photos as required.

8. Click OK.

Adding/Editing commodities

Commodities that are used in the program have properties associated with them that you can edit. The program has a long list of pre-entered commodities from which you can choose. Once you have chosen them, they appear in lists as active.

To edit commodity properties:

1. Select Resources / Commodities:

Any commodities that are currently used, appear in the list.
2. To add a commodity, click **Add**: 

![Commodity Dialog Box](image)

3. Select the required commodity from the list or select <New> to add your own commodity and then click **OK**:

![Commodity Properties Dialog Box](image)

4. Make sure that the information in the **Commodity Properties** dialog is accurate (if not, make the required changes), enter a **Value** and then click **OK**:

   - **Units** are the harvested units of the commodity.
Adding/Editing job types

Job types are simply a way to sort through the many operations that take place throughout the year and can be queried for reports and editing. The software has a predefined set of job types that you can edit or you can add other job types as required.

To add/edit job types:

1. Select **Resources / Job Types**:

   ![Operation Types dialog](image)

   The **Operation Types** dialog appears. This lists the job types that are currently used.

2. To add a job type:
a. Click **Add**:  

![Operation Type Properties](image)

b. Enter a *Description*.

c. Select the *Operation Type* your description falls under and select the pattern to be associated with the operation type.

d. Click **OK**.

3. To delete a job type, select it and then click **Delete**.
Importing and Viewing Jobs

You can import jobs from a wide range of precision agriculture devices that record job and map data. The software enables you to view and print the jobs and maps.

When reading job data, the program reads (and creates maps and field records) for any data that is available. This can include a job coverage map, field boundaries, and guidance paths.

Importing data

You can bring data in from a wide range of precision agriculture devices. This may be called importing or reading data.

Reading job data from a USB or other drive

1. Have the job data available on a removable device, such as a USB drive or data card.
2. Insert the device into the computer.
3. Copy the data to your hard drive as a backup. You can then read the data from either the device or the hard drive.

To read (import) job data:

1. Do one of the following:
   - Select File / Read Job Data.
From the **Job / Resource Tools** toolbar, click the **Read Job Data** icon:

The **Read Job Data** field lists the precision agriculture devices that you selected when you first installed the View software. If a device is missing from the list, select **Help / Check for Updates**. In the **Check for Updates** field, select the **Show all available components** check box—the program lists all the supported precision agriculture devices. To add a device to the program (so that it will appear in the **Read Job Data** and **Write Job Data** fields), select it and then click **OK** button:
2. Select the type of data to read. When required to do so, click **Browse** and then navigate to the drive / directory where the data is saved.

3. Select the job(s) to import and then click **OK**.

4. If the job being imported includes a job type that does not exactly match a job type that you have set up, the **Linker : job types** dialog appears. Use this dialog to link the job type from the file being imported (shown in the **Operation Resources** list) to a job type that is already set up in the View software (shown in the **Desktop Resources** list). To create a new job type for the **Operation Resource**, click **Create:**

![Linker : job types dialog]

5. When you read job data, the program recognizes the Clients, Farms, and Fields that were used on the device in the field. If these names exactly match the names in the software, the program automatically assigns the jobs to the appropriate field. If the device has Clients, Farms, or Fields that were not set up in the desktop software (or if, for example, the name is spelled differently on the device), you can link them to an existing Client, Farm, or Field, or you can add them as a new Client, Farm, or Field. If you selected **Skip confirming farm/field information**, the software automatically creates new Clients, Farms, and Fields for any information that does not exactly match what was set up in the software.

If the job being imported is in a field that has not been created or if the spelling is different, and you did not select **Skip confirming farm/field information**, the **Linker** dialog also appears. Here, you can create a new Field or link the new Field with one already created. Once linked, all subsequent jobs with that Field name will be linked to the selected Field. To link a Field:
a. Select the name of the field (as it was created on the field device) from **Operation Resources**.

b. Select the field you created in the software from **Desktop Resources**.

c. Click **Link**. The data is linked to the appropriate field.

6. If you select Create, you must enter **Client, Farm, and Field** properties if they are new. Notice that the program automatically fills in the names based on the folder structure and what was collected on the unit. Add any additional information as necessary. Additionally, if the data includes a boundary for the field, the program will fill in the size of the field:

![Client Properties dialog box](image)

7. When you have finished linking all new fields, press **OK**.

8. The job(s) has been imported into the program and will display on the **Farm** tab as well as on the **Job** tab.
9. If the job being imported is an application or planting job that has a supply and this supply does not exactly match a supply that you have set up, the Linker: supplies dialog appears. Use this dialog to link the supplies from the file being imported (shown in the Operation Resources list) to supplies that are already set up in the View software (shown in the Desktop Resources list). To create a new supply, click Create:
10. Alternatively, if you leave the supply linked to <New> and then click **OK**, the program prompts you to set up a new supply. Use the **Supply Properties** dialog to enter information about the supply, including the **Units of Measure** and other information:

   ![Supply Properties dialog](image)

**Importing CNH vault data**

The program allows you to import CNH data from AFS or PLM software using the **Data Repository** option (from the **Read Job Data** screen).

*Note – Depending on how much data there was previously this process may take a few minutes to several hours.*

1. Select **File / Read Job Data**, or click the Read Job Data icon on the **Job/Resource Tools** toolbar.
2. On the left of the Read Job Data dialog, click + to expand the AFS CaseIH or New Holland option and then select AFS Data Vault (if you have AFS CaseIH data) or PLM Data Vault (if you have New Holland PLM Data). This filters the files so that only the selected files appear in the right-hand side of the dialog.

3. Click Browse to locate the data:

   If you are running the Windows 7 or Windows Vista operating system, this data will most likely be at:
   
   C:\ProgramData\CaseIH AFS\AFS\Data\, or
   
   C:\ProgramData\Ag Leader\SMS\Data\ 
   
   If you are running the Windows XP operating system, this data will most likely be at:
   
   C:/Documents and Settings/All Users/Case IH /AFS/Data, or
   
   C:/Documents and Settings/All Users/ Ag Leader/SMS /Data

4. In the Open dialog, select the Data folder and then click OK.

   Depending on the location selected, the program will find all the *.CN1 folders underneath it. This process can take from several minutes to several hours.

**Viewing jobs on the Map tab**

Once you have imported jobs into the program, you can view coverage data, yield maps, guidance lines, field boundaries, and other maps in the Map tab. You can also view the information tied to those maps on the Information tab at the bottom of the map screen.
## Using the Map toolbar

Use the icons on the Map toolbar to change the views of maps of your fields.

<table>
<thead>
<tr>
<th>Click this icon ...</th>
<th>To ...</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Select" /> Select</td>
<td>Select objects in the Map field. Use this to select items by clicking and dragging or by single-clicking an object.</td>
</tr>
<tr>
<td><img src="image" alt="Pan" /> Pan</td>
<td>Click and drag the map to view objects not on the screen.</td>
</tr>
<tr>
<td><img src="image" alt="Zoom" /> Zoom</td>
<td>Zoom in or out—left click to zoom in and right click to zoom out. The map centers where you click. You can also click and drag to zoom into a specifically sized area.</td>
</tr>
<tr>
<td><img src="image" alt="Zoom in" /> Zoom in</td>
<td>Zooms closer without re-centering the map.</td>
</tr>
<tr>
<td><img src="image" alt="Zoom out" /> Zoom out</td>
<td>Zooms out without re-centering the map.</td>
</tr>
<tr>
<td><img src="image" alt="Zoom layer" /> Zoom layer</td>
<td>Zooms the active layer into view.</td>
</tr>
<tr>
<td><img src="image" alt="Zoom all" /> Zoom all</td>
<td>Zooms to the extent of all displayed layers on the map.</td>
</tr>
<tr>
<td><img src="image" alt="Filter" /> Filter</td>
<td>Filter harvest data that is being displayed.</td>
</tr>
<tr>
<td><img src="image" alt="Print" /> Print</td>
<td>Prints the currently displayed map.</td>
</tr>
<tr>
<td><img src="image" alt="Animation" /> Animation</td>
<td>Display a map in the order that it was created/driven. When you select the animation tool, the program starts to repaint the map on the screen. Click the Stop animation icon to stop this process at any time.</td>
</tr>
<tr>
<td><img src="image" alt="Stop animation" /> Stop animation</td>
<td>Click the down arrow to select an option to speed up or slow down the replay of the map.</td>
</tr>
</tbody>
</table>
If a field has a boundary that has been mapped, select the *Client, Farm, or Field* in the tree menu to the left to show all of the boundaries mapped during jobs. The size of the field boundary appears below the legend:

You can do the following in the *Map* tab:

- To view a job map, do one of the following:
  - Locate the job in the *Farm* tab and then double-click it to display the job in the *Map* tab.
  - In the *Job* or *Map* tab, select the *View* column.
- In the *Layers* tab under *View*, select the attribute and the view to analyze. Attributes can include application rates, elevation and other details logged by the display. Different displays will record different attributes:
  - Some displays on some equipment (including select models made by CNH and Trimble) will log advanced planting data that will be listed in this area.
Some displays on some equipment (including select models of CNH displays) will log engine details that will also be listed in this area:

- For point-based data such as yield maps, the Views area enables you to choose between the Base Data and Grid 50 ft Average views. The Base Data is the raw point data; the Grid 50 ft Average data displays the data in 50 foot grids, where the data is averaged across each grid.

- To remove the job from the Map screen, clear the check box next to the field in the View column of the Job tab.
• To view data associated with the map, select an item(s) on the map and then go to the Information tab. If multiple items are selected, this tab shows the average, minimum, and maximum values:

• To view guidance lines or point, line, and area features that were created with the job, select the appropriate option from the drop-down list:
• To see information on a guidance line, select an individual line on the map and then view it in the *Information* tab:

![Guidance Line View](image)

**Viewing guidance lines**

Guidance lines can be read in from, and written to displays such as the Trimble FmX integrated display, the Trimble CFX-750 display, the CNH Pro 700 display, the New Holland IntelliView II display, and Ag Leader Integra and Versa displays. For specific guidance line types and their supported monitors, see the following chart.
**Note** – You can create guidance lines on a Trimble display and send them a New Holland or AFS display and the other way around.

<table>
<thead>
<tr>
<th>Guidance line type</th>
<th>Supported monitors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Curved Line</td>
<td>Trimble EZ-Guide® 250 &amp; 500</td>
</tr>
<tr>
<td>Straight Line</td>
<td>Trimble FmX integrated display</td>
</tr>
<tr>
<td></td>
<td>Trimble CFX-750 display</td>
</tr>
<tr>
<td></td>
<td>FM-1000™ integrated display</td>
</tr>
<tr>
<td></td>
<td>FM-750™ display</td>
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<tr>
<td></td>
<td>AFS 200 display</td>
</tr>
<tr>
<td></td>
<td>AFS Pro 300 display</td>
</tr>
<tr>
<td></td>
<td>AFS Pro 600 display</td>
</tr>
<tr>
<td></td>
<td>AFS Pro 700 display</td>
</tr>
<tr>
<td></td>
<td>IntelliView II display</td>
</tr>
<tr>
<td></td>
<td>IntelliView Plus II display</td>
</tr>
<tr>
<td></td>
<td>IntelliView III display</td>
</tr>
<tr>
<td></td>
<td>IntelliView IV display</td>
</tr>
<tr>
<td></td>
<td>Ag Leader Integra display (*.agdata file format)</td>
</tr>
<tr>
<td></td>
<td>Ag Leader Versa display (*.agdata file format)</td>
</tr>
<tr>
<td>A+ Line</td>
<td>Trimble EZ-Guide 250 &amp; 500 display</td>
</tr>
<tr>
<td></td>
<td>Trimble FmX integrated display</td>
</tr>
<tr>
<td></td>
<td>Trimble CFX 750 display</td>
</tr>
<tr>
<td></td>
<td>FM-1000 integrated display</td>
</tr>
<tr>
<td></td>
<td>FM-750 display</td>
</tr>
</tbody>
</table>
Modifying and Managing Jobs

Finding an existing job
- In the Farm tab, click + to open the client tree and navigate to the recorded job.
- In the Jobs tab, use the sorting and filtering options to display only the jobs that meet the criteria of the job for which you are searching.

Modifying a job
1. Once you have found a job, do one of the following:
   - In the Farm tab, right-click the job and then select Properties.
   - In the Jobs tab, click Properties:

2. In the Job Properties dialog, delete or change the required properties.
   To delete an entire job, right-click it in the Farm or Job tab and then select Delete.

Using the Jobs tab
When you select the Jobs tab, all the jobs you have imported into the program are listed; there is a separate row for each job. The columns (including, the Job Name, Date, Client, and other columns) show specific information for each job.
You can do the following in the Jobs tab:

- **Sort the listed jobs.** To do this, select the appropriate column header, for example, click *Field* to sort the jobs by field name.
  
  To reverse the order of the jobs, select a column header a second time, for example, if you click the Date column once, the newest jobs are at the top; if you click it the second time, the oldest jobs are at the top.

- **To widen or narrow a column,** move your cursor over the space between the column header until it changes to a cursor with two arrows  ➹ and then hold the left mouse button down as you drag your mouse to the left or right.

- **Use the filter to display only certain jobs.** To view the jobs for only one client, farm, or field:
  
  a. In the Farm tab, click the + next to the client or farm icon for the jobs you want to display.
  
  b. Select the Filter Jobs by Farm check box at the top of the Farm field to display only the jobs for that farm in the Jobs tab.
  
  c. If you select a specific field icon in the Farm tab, only the operations for that field appear in the Jobs tab.
  
  d. To remove the filter, clear the Filter Jobs by Farm check box. The program displays all of the jobs for all of the fields in the Jobs tab.

- **To filter jobs by a date range,** or by other criteria, click *Edit Filter* in the Jobs tab to open the Job Filter dialog. Select the check boxes for each property you want to add to the filter. You can filter jobs by different criteria and then click *OK* to display only those jobs that meet the criteria:
  
  - To filter jobs by a particular date range, select the Date Range check box and then enter the required dates in the From and To fields.
  
  - To filter jobs by any of the other criteria, select the check boxes beside the property and enter or select the values to filter.

  To remove criteria from the job filter, clear the check boxes.

- **To edit filtered items,** click *Edit Filter* and then make the required changes.

- **To remove a filter,** click *Clear Filter*.

  **Note** – It is possible to apply a filter that does not show any jobs in the list. If the job list is blank, click *Clear Filter* to show all of the jobs again.

- **To merge two or more different jobs,** of the same type and crop and in the same Field, highlight all the jobs in the Jobs tab by holding down the Ctrl key and then clicking Merge. The multiple entries in the jobs list are now only listed as one. If you right-click the new job, it shows a separate column for each job that was merged, as well as a Total column.

- **To delete a job,** click *Delete*. Once a job has been removed, it cannot be recovered.

- **To view or edit the details of a job,** click *Properties*. 


Using the View menu

Use the View menu to set your viewing preferences for the Farm and Input tabs—you can show or hide items such as retired land areas, retired machines, people, or supplies.

To show items, select the required item from the View menu—a checkmark appears next to the menu item, and an asterisk appears next to the item in the Farm tab:

To hide items, select the required item again—the checkmark disappears.

Creating polygon variety maps

The program can automatically create a polygon variety map based on a planting job associated with a crop enterprise imported into the software using the Read Job Data option. These polygon variety maps can then be used for the variety locator on specific devices that are capable of variety locator features. The maps are included when you select a supported device (such as the FmX integrated display or the CNH Pro 700 display) in the Write Job Data field.

In addition, if you have yield maps, the program compares the varieties on this map to your yield maps and creates a yield by variety that is included on the Yield Variety Report.

Adding polygon variety maps

1. In the Farm tab, right-click the enterprise containing the field for which you want to create a variety map (for example, 2012 Corn), and then select Add Layer/Add Variety Layer.

The variety layer is listed under the enterprise.
2. Double click the *Variety Map* polygon layer to display it in the *Map* tab. It is displayed as a polygon/area map with the different varieties displayed in one map.
Writing Job Data

The program allows you to write (export) job data for use with different precision agriculture devices, for example, when setting up a device for the first time or when using multiple devices. Clients, Farms, and Fields are created on the device from the structure you have in the software. The software also exports any guidance lines and People that were imported so that you can share them with another unit. When you write job data, you can choose which items to export.

Writing job data to an external device

1. Click the Write Job Data icon :

2. Select the type of precision farming device you are writing job data to.
3. Insert a USB drive or other external storage device that you want to export the data to.
4. Click Browse and then choose the export location.
5. Click Resource List to limit the items that will be written.
6. Select each item to export: A check mark appears next to it in the list. This will create the Client, Farm, and Field structure on the device.
7. Click OK. The program creates the necessary files and folders that are required by the selected precision agriculture device. You can then import that data into a company device.
Writing Variety maps to a supported device

To write the variety maps to a supported device (such as the FmX integrated display or the CNH Pro 700 display), use the program’s Write Job Data option.

1. From the Write Job Data screen, select the correct device and format.
2. If applicable, select Advanced Setup.
3. Make sure that Export Varieties is marked as True or Yes.
4. Click OK.
Printing Maps

In the Map tab, click the Map Report icon  to preview the map as it appears. The Map Report includes basic summary information for any job that is displayed (including the Client, Farm, Field, and so on). In addition, the Map Report includes the legend that was used in the Map tab:

Click the print icon  in the report preview to print the map.
Printing a Job Report

In the Job tab, right-click a job and then select Print to display a Job Report.

The Job Report displays all the job details that were collected, including information on the field, supplies, people, and equipment. It also includes a map.
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