

## Reports Tab - Booklet Report



1. Click on the **Reports** Tab. The **Booklet Report** tab will be visible. This option allows you to create all reports available in I.F.A.R.M. from this one function tab. All reporting types / options are available to choose from.



- A. Click on the **Booklet Report** tab.
- B. The Booklet Report page will display.

Booklet Name:

**Fields**

Remove All Remove Selected

Account	Farm	Field

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**Booklet Report Selections**

Cover Sheet

Field Boundary Map

Field Labels:  Lat/Lon Format:

Zoom Level:  Zoomed Out  Centered  Zoomed In

Boundary:  Outlined  Filled Color: ■  Display Field Attributes

Yield Map  All  Yield  Moisture  Elevation Analysis Per Page:  One  Four

Soil Type Map

Sample Analysis Report Map Overlay:  None  Yield  Soil Type  Veris EC\_1ft  Veris EC\_3ft

Soil Data Analysis Map  P  N  Ca  PerCa  CEC  PerMg  One  Four  K  Mg  CEC  PerMg  PerK  bpH  PerH  pH  Mn  S  om

Rx Spread Application Map Application Setup:  Clear Base Layer:

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**Settings**

Saved Report Setup:  Combine datasets:  Use datasets no older than:  Run immediately:  Run at scheduled time:   Master base layer for reports:  Bing Hybrid  Bing Roads Attachment:

**Recipients**

Name	Email
<input type="checkbox"/> Ag Soil Services	jasonwebster@frontiernet.net
<input type="checkbox"/> Ag Tech Advantage	gabe.tarr@agtechadvantage.com
<input type="checkbox"/> Ag-Land Armington	mlong@aglandfs.com
<input type="checkbox"/> Ag-Land Green Valley	jgibson@aglandfs.com
<input type="checkbox"/> Ag-Land Hanna City	kramp@aglandfs.com
<input type="checkbox"/> Ag-Land Lincoln	rboyer@aglandfs.com

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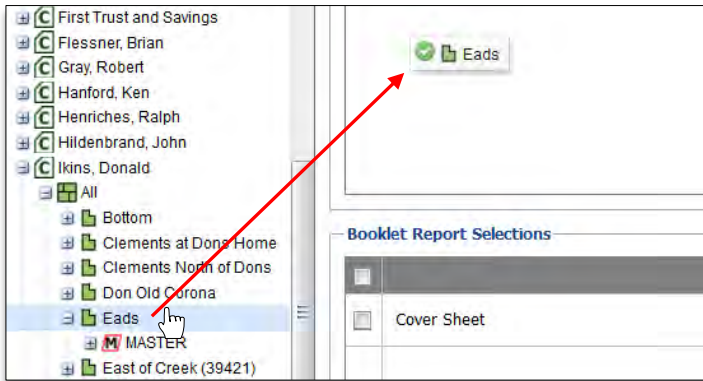
Booklet Report continued...

2. **Booklet Name:** Type in a name for the booklet to be run.



3. **Load Farms / Fields:** Click, hold and pull in the desired field(s) / soil data into the **Account** window.

A. Be mindful of the amount of data pulled to the Account window. Pulling in a farm will produce reports on each field and dataset tied to those fields. The report could result in many pages.



B. **Booklet Report Sections.** This section shows all reports (with options) that can be run for a given field. Users can choose individual reports, or can select all reports by clicking the topmost box.

Produces a cover sheet with company logo, date and user.

Produces a Field Boundary Map with Bing satellite background imagery. Includes lat-long information.

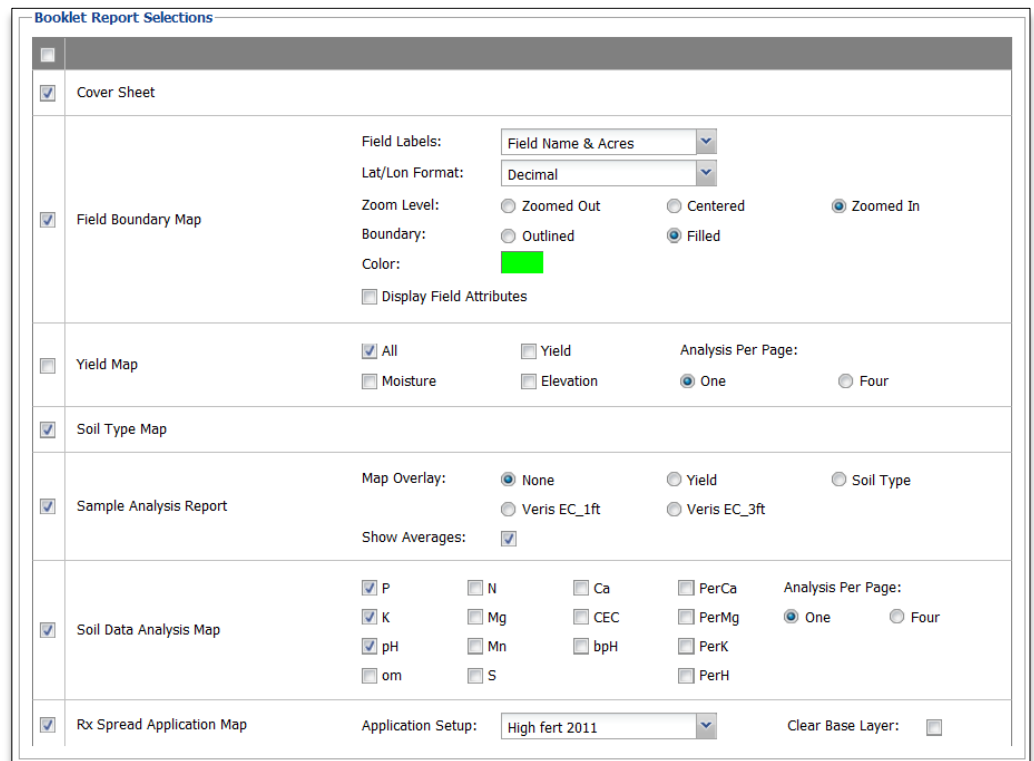
Produces a Yield Analysis map as seen in the Data Viewer tab.

Soil map with soil type designations as seen in the Soil Zones tab.

Produces the sample point analysis grid report as seen in the Sample Management tab.

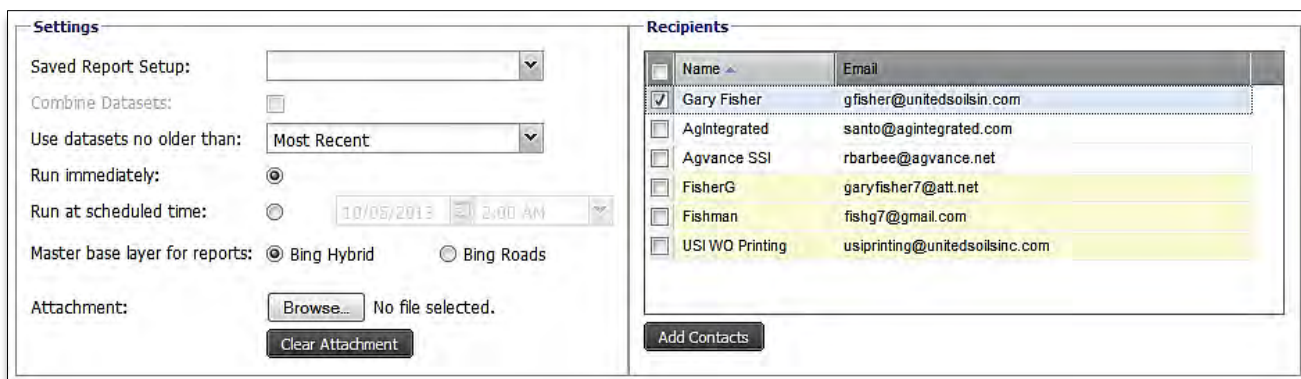
Produces a Field Boundary map with colored product analysis maps as seen in the Data Viewer tab.

Produces a Rx product analysis report as seen in the Spread Map Rx tab.



Booklet Report continued...

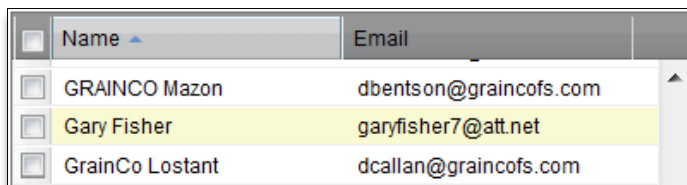
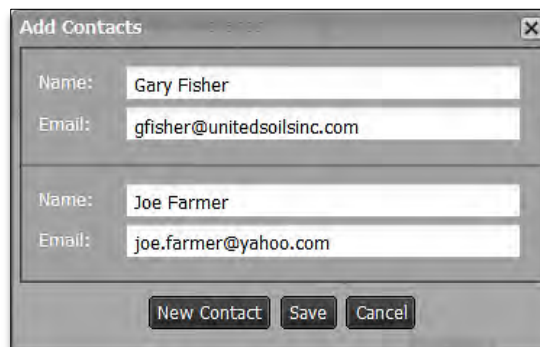
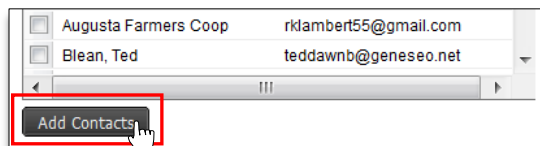
**4. Settings.** This feature allows the user to go through and configure the reports:



- A. Saved Report Setup:** Will be addressed in the following section.
- B. Combine Datasets:** This will average out data if same fields with multiple datasets are selected.
- C. Use Datasets No Older Than:** **Most Recent** data is the program default, meaning the program will report datasets with the most current date.  
Use the drop-down menu to select other available time periods (see above).
- D. Run Immediately:** Default setting. Generates the report as soon as ran.
- E. Run at Scheduled Time:** If chosen, select day / time for report to be generated.
- F. Master Base Layer / Reports:** Chooses the background imagery for the reports.
- G. Attachment:** If you want to attach a file to go along with the report, browse and attach it from this command (i.e. cover letter, plat maps, etc.).

**5. Recipients.** This area allows the user to select clients or recipients saved in their **Recipients** log.

- A.** Click on as many recipients as required.
- B.** To add a new email address, click on **Add Contacts**.
  - An **Add Contacts** window will appear.
  - Type in the **Name** and **Email Address** of the new contact.
  - If you have more than one entry, click on **New Contact**. You can add as many contacts as needed.
  - Click on **Save** (right).
- C.** Once entered, the new email address will appear in the listing highlighted in **yellow**. It will now be saved permanently under the Recipients list.



- Any entered contact will display with a light yellow backdrop.
- Entered contacts can be edited or deleted. Right click to see the options.

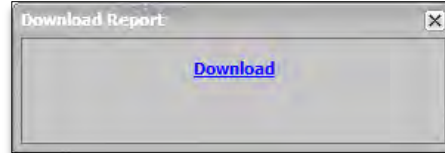
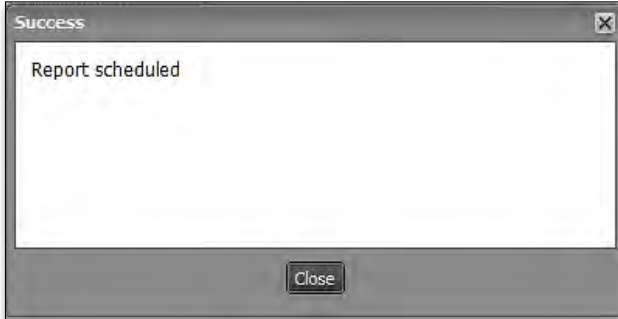
Booklet Report continued...

6. **Schedule Report.** Once you have all the booklet report conditions set, click on the **Schedule Report** button.



**A. Notification:** You will see an indication that the reports are run / scheduled.

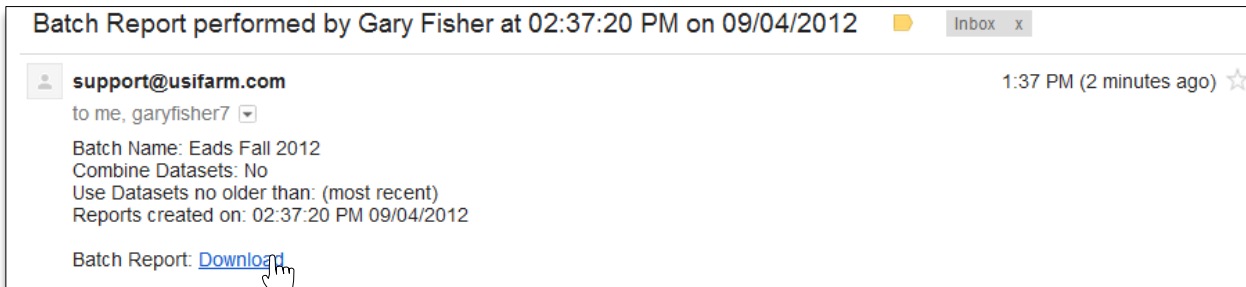
- After the report is processed, a second indicator will appear offering to open the Booklet Report immediately.
- Users have the option to open the report, or close the indicator and open in the File Manager at another time.



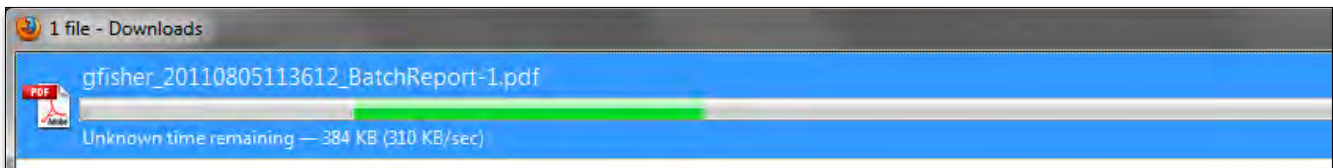
**B. Email:** When finished processing, an email will be sent with a link to view the PDF report.



- The opened email will show a [Download](#) link. By clicking the link, viewing options will be displayed.



**C.** The report will go through a processing function via Firefox (or other web browser). A progress indicator will display.



Booklet Report continued...

D. Once processed, the PDF file will open with all selected reports.

**I.F.A.R.M.**

2012  
CPS Illinois  
CPS Onarga - Onarga, Illinois

Ikins, Donald

All Eads

**I.F.A.R.M.**

Location: CPS Onarga Fields: Eads  
Customer: Ikins, Donald Farm: All  
Acres: 39.50

**I.F.A.R.M.** Soil Zones Map

Customer: Ikins, Donald Field: Eads Acres: 39.50

Label	Name	Acres	Drainage	Fert (0/10)	Soil Yield (bu/ac)	Soybean Yield (bu/ac)
100	La Topsoil	0.58	Somewhat Poor	9.17	137	42
	Kan	18.89	Good	8.17	138	44

**I.F.A.R.M.** Sample Management

Location: CPS Onarga Farm: All  
Customer: Ikins, Donald Field: Eads  
Dates: 2009-11-24 Acres: 39.50

**I.F.A.R.M.** Soil Test Report

Location: CPS Onarga Farm: All  
Customer: Ikins, Donald Field: Eads  
Dates: 2009-11-24 Acres: 39.50

Sub-Field:

ID	pH	SPM	P (lb/ac)	K (lb/ac)	CaC	Ca	Mg (lb/ac)	Mg (lb/ac)	NaCo	NaMg	Perk
1	5.8	6.4	49	212	20.7	3.6	4999	324.0	95.5	18.5	1.9
2	7.3	7.0	47	324	28.1	3.6	7339	324.0	81.8	10.7	1.8
3	7.7	6.9	51	360	22.8	3.3	7209	105.0	75.0	18.8	2.0
4	7.2	7.0	58	350	23.2	3.6	6510	184.0	70.2	27.5	1.9
5	6.6	6.3	58	258	18.3	3.3	3955	756.0	60.4	17.2	1.6
6	7.0	7.0	59	278	20.7	3.6	7169	424.0	72.2	11.4	1.0
7	7.0	7.0	50	248	20.2	3.4	542	840.0	4.0	11.6	1.1
8	7.7	7.0	39	240	21.4	3.6	6851	809.0	81.2	17.6	1.4
9	6.3	6.9	31	150	13.8	3.6	3843	493.0	69.5	14.5	1.8
10	7.0	7.0	48	324	26.0	3.1	1000	777.0	4.8	6.8	0.5
11	6.2	6.9	27	272	18.5	3.3	4077	361.0	63.8	18.4	1.8
12	6.8	6.4	28	260	17.7	3.5	4095	714.0	37.8	16.8	1.5
13	5.9	6.5	32	176	18.1	3.5	3843	185.0	58.7	16.8	1.4
14	7.1	6.9	34	244	18.8	3.7	5559	1058.0	76.6	25.7	1.7
15	6.3	6.9	78	178	16.3	3.3	3333	525.0	51.2	13.7	1.4
16	6.3	6.9	61	244	20.4	3.6	5354	845.0	66.4	19.3	1.8
Avg	6.7	6.8	44	250	20.3	3.5	4411	584.9	55.5	18.1	1.5

**I.F.A.R.M.** Data Analysis Report

Location: CPS Onarga Farm: All  
Customer: Ikins, Donald Field: Eads  
Date: 2009-11-24 Acres: 39.50

**pH**

Min: 5.3 Avg: 6.8 Max: 7.9

**Phosphorus (lb/ac)**

Min: 26.0 Avg: 49.8 Max: 78.0

**I.F.A.R.M.** DAP Application Report

Customer: Ikins, Donald Farm: All Acres: 39.50

1.1 ac 0.4 ac 0.3 ac 0.3 ac 0.4 ac 2.2 ac 1.1 ac 5.4 ac 5.1 ac 7.2 ac

5 37 100 181 219 253 317 360 401 470

U of IL P	Soil Data	Yield Data	Build Level	# Build	Min Rate	Min	Max	Rate	Rate	Rate
			50	2	0	0	100000	0	0	1

Application

Min App. Rate:	5.00 lb/ac	Est. Product Cost:	\$0.00/T
Max App. Rate:	525.00 lb/ac	Est. Product Total Cost:	\$0.00
Avg App. Rate:	378.93 lb/ac	Est. App. Cost/Acre:	\$0.00
Total App. Acres:	39.28	Est. Total App. Cost:	\$0.00
Total App.:	7.48 Ton(s)	Est. Combined Cost:	\$0.00

Additional Information

**I.F.A.R.M.** Application Summary

Customer(s): Ikins, Donald Fields(s): Eads  
Form(s): All Sub-Field(s): MASTER

Ref #	Product	Nutrient	Min Rate	Ac Min Rate	Ac Max Rate	Prod Cost	App Cost/Ac
1	Phosacc	K	0.00 lb/ac	245.00 lb/ac	800.00 lb/ac	\$0.00/T	\$0.00
2	DAP	P	0.00 lb/ac	5.00 lb/ac	525.00 lb/ac	\$0.00/T	\$0.00

Ref #	Product	App Area	App Acres	Tot Prod Cost	App Acres	Tot App Cost	Est Tot Cost
1	Phosacc	18727(lb)	8.26(acres)	\$0.00	39.50	\$0.00	\$0.00
2	DAP	14968(lb)	7.48(acres)	\$0.00	39.28	\$0.00	\$0.00

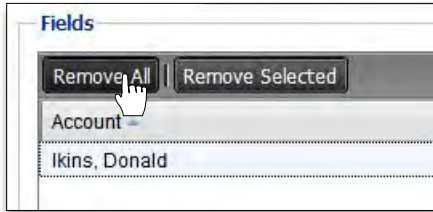
Total:  
Avg. Cost Per Acre:

E. From the PDF software, you can print or save the report.

Booklet Report continued...

7. **Save Setup.** If there is a standard report that needs to be generated and repeated, I.F.A.R.M. allows the user to save a specific report & options that can be replicated quickly.

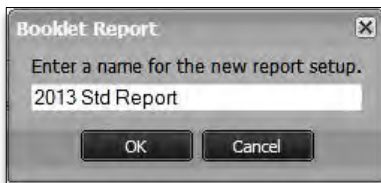
A. Once a specific report is completed, or set up for creation, go up and remove the initial field from the Account Window by choosing Remove All or Remove Selected.



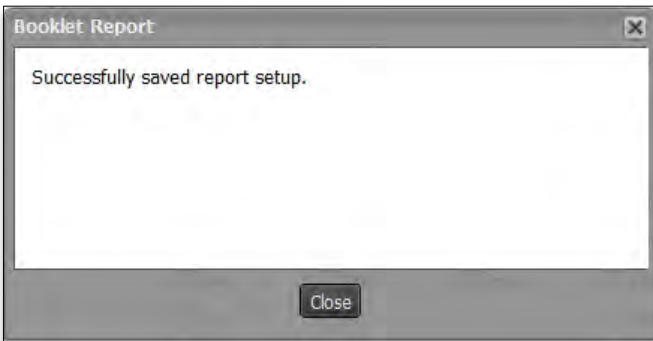
B. Move to the bottom of the screen and select **Save Setup.**



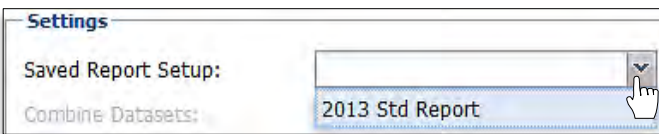
C. A naming prompt will appear. Enter the name of a very recognizable setup, then click **OK.**



D. A Booklet Report success message will appear. Click close.



E. To verify the saved setup took, go to the Settings area and click on the Saved Report Setup drop-down menu.  
- Look for the newly created saved setup.

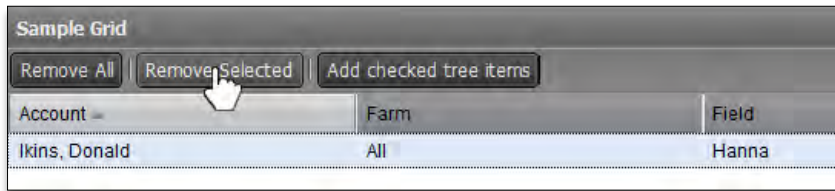


F. The next time you have a booklet report to run, go to the Saved Report Setup and select the standard setup.  
- The overall report options will automatically populate the saved options.  
- From there, name the report, pull in the field(s) needed and schedule the report.

*Booklet Report continued...*

**8. Starting Over.** If you are finished with a given session and want to look at new data, simply select the **Remove All** or **Remove Selected** buttons to clear the Account Window.

**A.** You can then drag new fields in the Profiles / Account window to start a new session.



**B.** Users can also use the **Clear Form** button (in the lower right corner) to clear all entries in the Batch Report page.

