

Hello,

Thank you for installing Back Paddock Mobile HD. Please find basic instructions below to get started, you will find our full User Manual on our HelpDesk website.

Log in

1. Open Back Paddock Mobile HD
2. Touch cog wheel
3. Touch sign in
4. Enter your credentials
5. Touch OK

Synchronise Client File


Potentially the most important thing, this retrieves your latest data from your agronomist and sends your updated records back. To complete...

A. From the Home Screen of the App

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

Your files will now be on the App. These should be sync'd **before and after use** completing steps below.

B. From the main screen of the App (with Farm, Diary tabs along the top)

1. Touch burger menu  in top left corner of screen
2. Touch Back to Home
3. Touch CornerPost
4. Touch your file (ensure status is Ready, if Pending, wait 5 minutes, Refresh, and check again) to tick
5. Touch Done

Plan/Actuals

Can be viewed and maintained on the App.

To get to Plan/Actuals through the Farm

1. Touch Farm tab
2. Touch farm name
3. Touch Paddock name
4. Touch required Zone

If you see Plan in the top toolbar, you're in it. If you see Actuals, you're in it. To copy single events from Plan to Actuals (one paddock at a time)...

1. Touch the P/A icon beside the required input from the Plan
2. Touch OK on prompt
3. Touch Plan in top toolbar to follow it to Actuals
4. Adjust record as required in Actuals (date, rates, products)
5. Touch Back once finalized

You can also manually add activities direct into Actuals. Make sure you see Actuals in the top toolbar, Add as required and touch Back when complete.

To get to Plan/Actuals from the Map

1. Touch Map tab
2. Touch and hold on paddock
3. Select rotation

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

1. Touch Application tab
2. Touch required Mix
3. Touch Add Application Event
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 2-14 as required for additional applications for that mix (eg. Other half of paddock)
15. Touch Back to return to main Application tab

NB: Application events should be marked as Complete and copied to Actuals from the **main Application tab**. Do not mark individual Events (as created above) as Complete, these will be completed automatically when the whole Mix is Completed as per below. Follow steps below to Mark an Application as Complete.

Mark an Application as Complete – no weather

1. Touch Application Tab
2. Touch blue (i) beside required Application
3. Touch Complete
4. Touch off prompt
5. Confirm year and mode
6. 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. Touch blue R beside required Mix
6. Add your initials to Job Number
7. Touch Done
8. Touch Recommendation tab
9. Touch new Recommendation
10. Touch Mix 1
11. Touch Set Target Paddocks
12. Add paddocks as required
13. Touch Done
14. Touch Back
15. Touch Back

You have now got an Application in your Application tab. Follow standard steps to copy to Actuals / create an application event 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.

HelpDesk online – has a lot of information to help you with your products. You can also book an online training session to cover anything you wish, you can access this here: <http://backpaddock.com.au/help-desk/>

Call Support – HelpDesk staff are available from 7:30am-6pm AEST on 07 3220 2959 or support@backpaddock.com.au

Enjoy!

Back Paddock Company