



In the office or off the grid, agrēMobile lets you record *Field Scouts* on your mobile device from wherever you happen to be.

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agrēMobile allows you to update your Customer's records on the go. It includes features such as:

- Add/Edit Customer **Field Scouts**
- Maintain a list of growers you work with often
- Track your location in real time on the map and add **Photos** and **Markers**
- Email your growers from within the app
Send detailed scout reports with information about their **Farm Fields**
- Work offline & sync when reconnected

Notes

agrēMobile requires an active agrē login, as well as access to the agrē Agronomy Module with security permissions.

If you have questions, please contact your local agrē administrator.

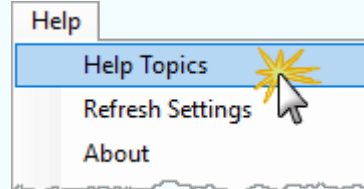
If you are the local agrē administrator please contact support@tronia.com

agrēMobile is a live link to your hosted agrē database. Any data that is entered through agrēMobile will immediately be updated in your agrē system. This does mean you will require a wifi or data (3G, 4G, LTE, 5G) connection to login, but agrēMobile also has [offline capabilities](#) so you can work when you're off the grid and sync to agrē later when you're back online.

Features indicated with the online icon  are available only when connected.

Help

More detailed information about **Field Scouts** can be found in **online Help**.



Help > Help Topics

agrē Setup

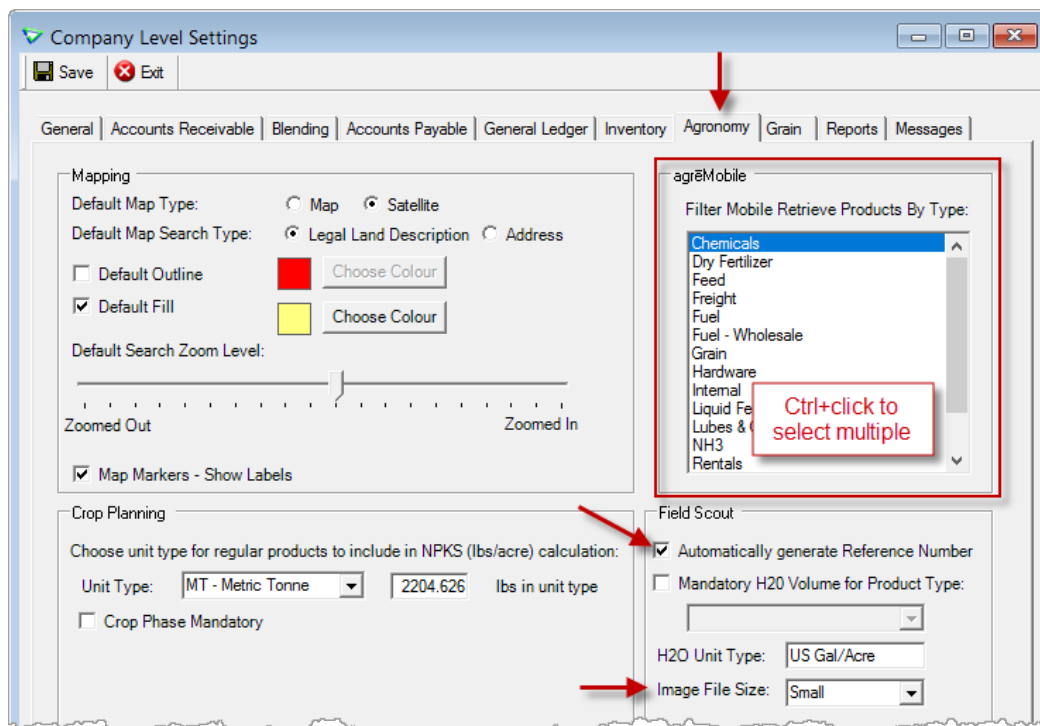
Before you head out into the field, agrē has a few configuration options that can help agrēMobile work more efficiently.

To activate Config Option changes: logout of agrēMobile and login again.

You may also need to **Refresh Data** (see [page 8](#)) from the Side Menu.

Company Config Options

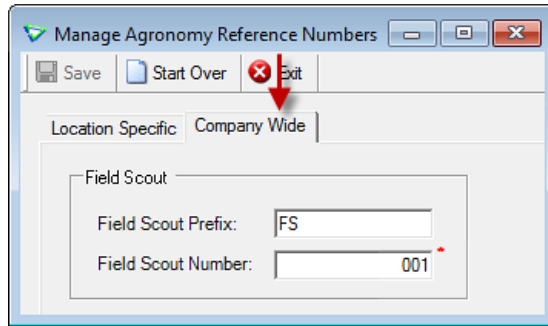
Agronomy



File > Config Options > Company > Agronomy

Filter Mobile Retrieve Products by Type If all the products you recommend on Field Scouts are from the same product type (e.g. Chemicals) you can specify that agrēMobile should download only those items to your mobile device. This saves storage space on your device, and decreases download time.

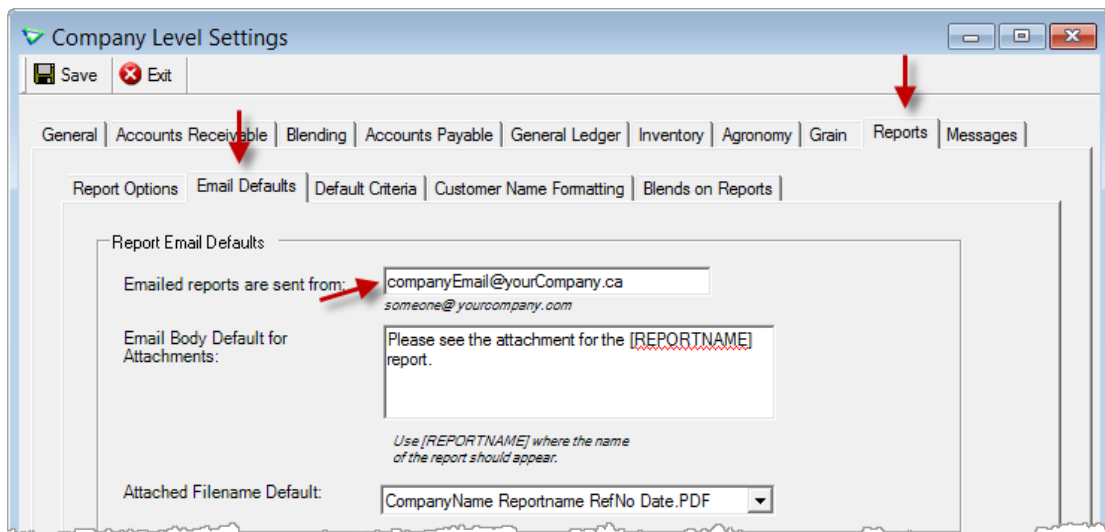
Automatically generate Reference Number agrēMobile will always default to autogen - just one less thing you have to type yourself. Don't forget to setup a starting **Field Scout Number** if you haven't done that yet.



File > Manage > Reference Numbers > Agronomy

Image File Size Small is plenty big enough to print on reports. Transferring a small file from your mobile device to agrē takes less time and uses less bandwidth.

Email Defaults

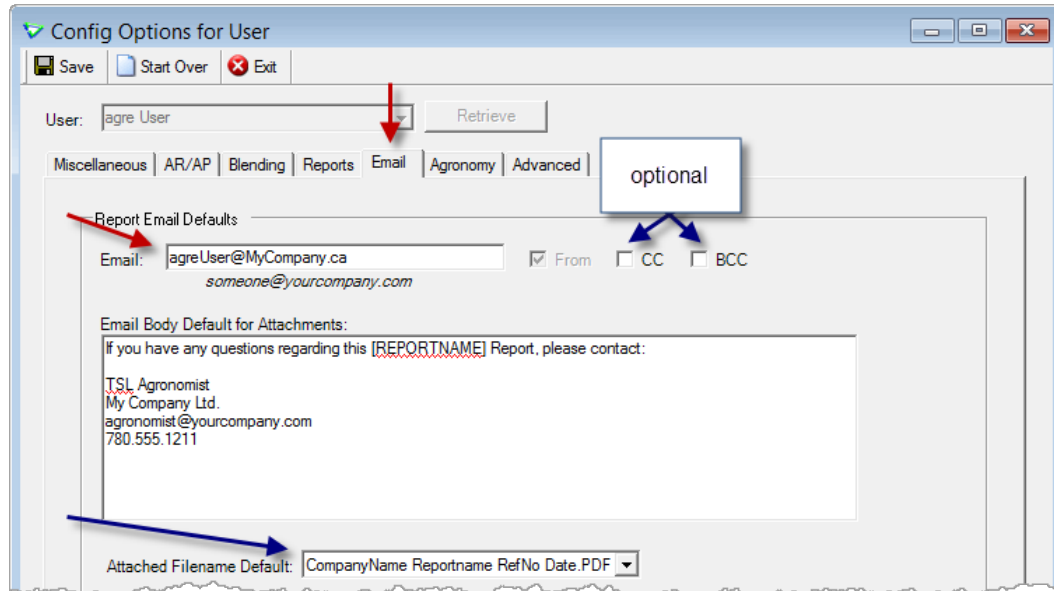


File > Config Options > Company > Reports > Email Defaults

Emailed Reports are sent from agrēMobile will use this address as the backup sending address when emailing scouts to growers *if no user address is entered*.

User Config Options

Email



File > Config Options > User > Email

Email address (*strongly recommended*) agrēMobile will use this address as the default sending address (the “from address”) when emailing scouts to growers.

CC or BCC Check if you want a copy of all emails sent to the sending address by default.

Email Body Default for Attachments Default text that appears on the Send Email window (can be changed on the fly). For scouting, [REPORTNAME] = “Field Scouting”.

Attached Filename Default Select how to name the attached scout report.

Customer Accounts

Default Customer Email Addresses

Email Addresses Enter grower addresses in advance to save time (and improve accuracy) in the field by *not* having to type each one on the fly as you send a scout.

Customer Code: C1000

Last Name/Company: Martin

First Name: Lyle

Alias: Training/Demo Customer

Location: Edmonton

AR Account: 11210 - Accounts Receivable

Price Level: Retail

Sales Representative: Chris

Membership Number: 1000

Characteristics:

- Characteristics
- > Canola
- Grain Buyer

Customer is active

Primary Phone: 780.459.1200

Secondary Phone:

Fax Number:

Mobile Number: 780.989.2300

Company Email: 2 MartinFams@martinfams.com

Company Website: www.martinfams.com

LV Member No: 1000

Customer Since: Sep 23, 1963

Include this customer in batch statement runs

Exclude from external reporting?

Email Statements? 1

Email Invoices?

Email Address(es): 1 l.martin@martinfams.com

Accounts Receivable > Manage > Customers > Customer

If *Email Address(es)* (#1) is blank, agrēMobile will default to *Company Email* (#2).

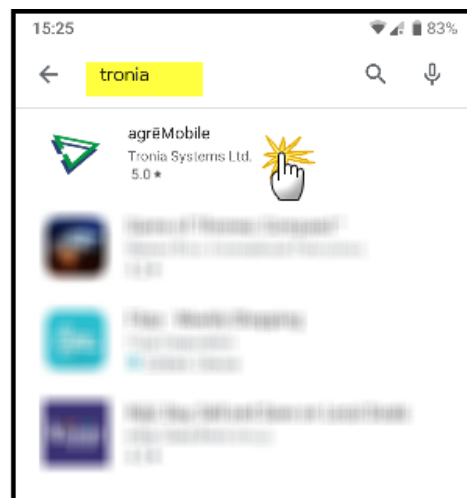
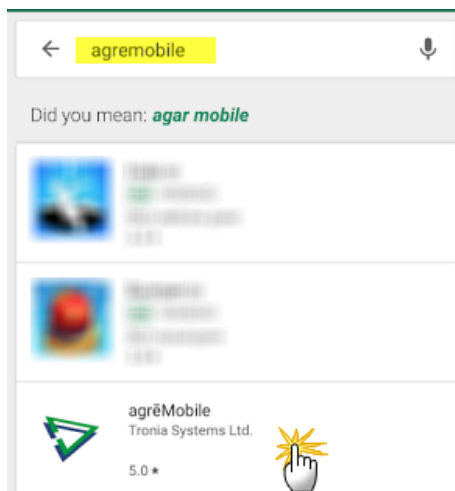
Installing agrēMobile

agrēMobile is installed from your device's app store. You do require an active store account to login, but you don't need to have your credit card handy; agrēMobile is free.

Use these links to take you to the install page ...

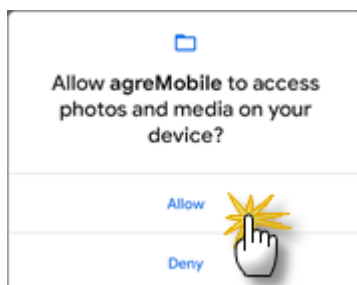


...or search the store for **agrēMobile** or **Tronia**.

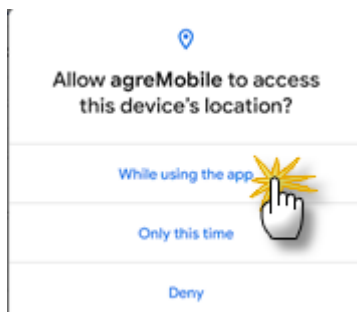


App Permissions

While using the app, some features will prompt you to allow access your device's resources.



- **Photo and Media** permission is required to take **photos** with your camera and store them on your device so they can be attached to scouts

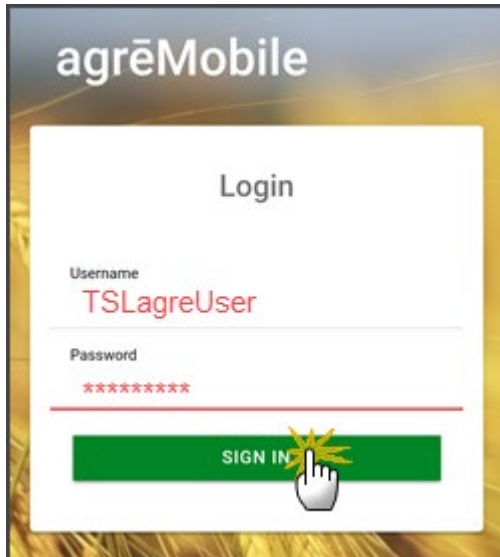


- **Location** permission is required to use **GPS** for mapping, markers, and "follow me in real time"

Login/Logout

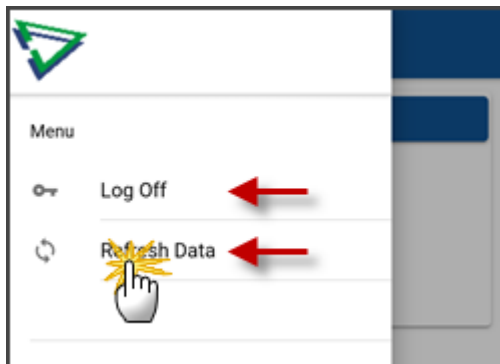
You must be online/connected  to the internet in order to login to and logout of agrēMobile.


The agrēMobile login screen is displayed.




To **Login** 


- there's no Citrix involved with mobile apps so you won't need your tslEdmonton1@tronia.com ID
- login with your **agrē user ID** ...
e.g. tslagreuser
- ... and your **agrē user password**
- tap **Sign In**



To **Refresh Data** 

- tap the “hamburger button”  at top left to reveal the **Side Menu**
- tap **Refresh Data** to update your local device cache with new data (new Customers, Fields, Products, Weeds, Pests, Diseases, Scout Types etc.)

To **Logout** 

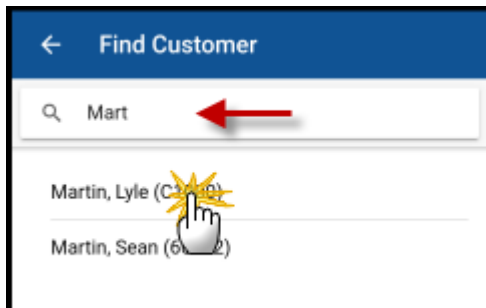
- tap the “hamburger button”  at top left to reveal the **Side Menu**
- logout by selecting **Log Off**

agrēMobile Home Screen



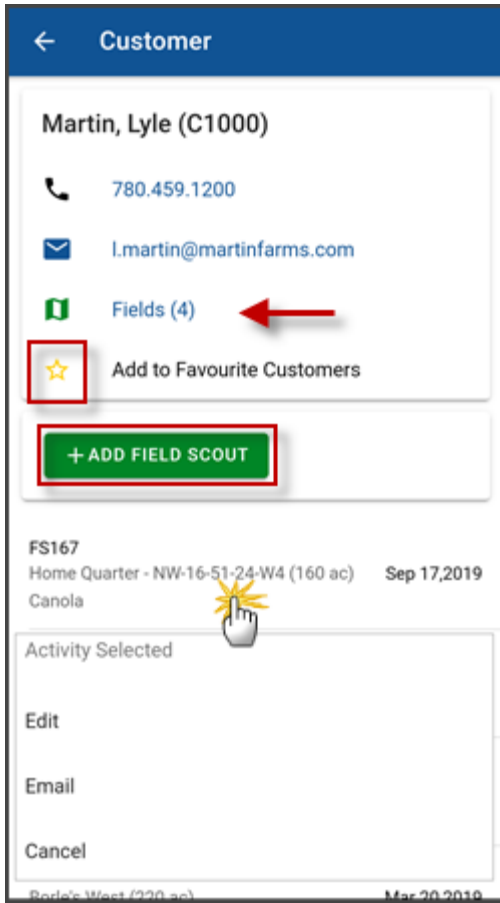
- here you'll find your list of **Favourite Customers** (see **Customer Home** to add them), and any **Unsynced Items** not yet saved to agrē
- tap **Find Customers** to launch the Find Customer screen



Finding Customers



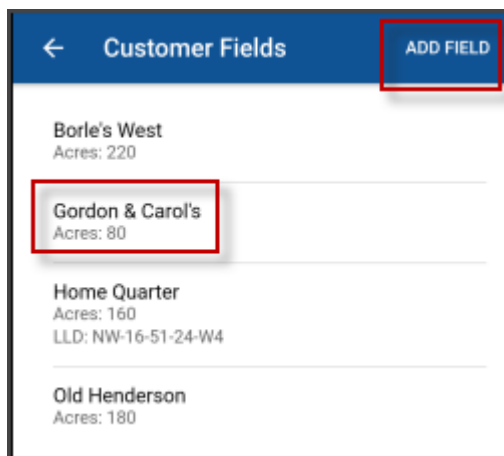
- use the **Find Customer** filter at the top to search by either **Name** or **Customer Code**
- tap a name to open their **Customer Home** screen



Customer Home Screen



- the **Customer Home** screen is where you add new activities or edit existing ones for the grower you selected
- you can **call** (tap the phone number) or **email** (tap the email address) the grower directly from this screen
- tap **Fields** to see a list of the grower's farm fields (number of fields shown in brackets)
- tap ☆ to add this grower to your list of favourite customers list (tap again to remove them)
- tap **Add Field Scout** to start a new scout
- tap an existing scout to **Edit**  the activity or to **Email**  the scout report


Customer Fields



- the **Customer Fields** screen is where you add new farm fields or edit existing ones for the grower you selected
- tap **Add Field**  to add a new field (you must be online to save)
- tap an **existing field**  to modify its details (you must be online to save)

Adding a New Field

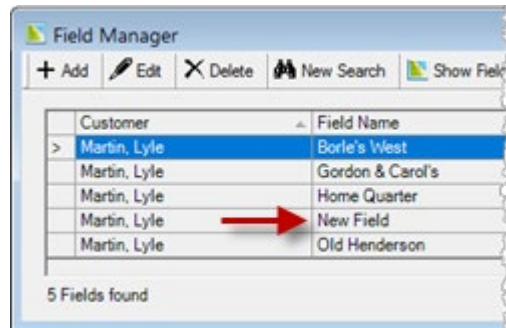


- you must be **online** to save a new *field*
- a **Field Name*** is required
- **Legal Land Description, Acres, Comments, Ownership, and Irrigated** are optional
- tap **Save Field**  when complete
- tap **OK** to acknowledge the message




Fields (5)

- the **Fields** count is updated and the new field displayed
- the new field also appears in your agrē database immediately



Adding Field Scouts

agrēMobile simplifies the way you enter Field Scouts with mobile devices - it allows you to more easily record scouting details while on the go. The data that you gather with agrēMobile is the exact same as desktop agrē – we just simplified the interface to give you a more streamlined workflow.

Field Scouts can also be started in agrē before you leave your office, then **edited**  in agrēMobile in the field. You can make more updates in agrē if needed when you return.

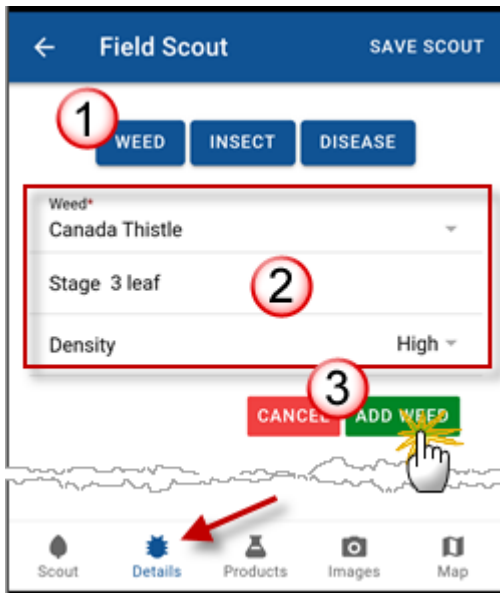
Adding a New Field Scout



- scouts can be added when offline, then synced to agrē when you're connected again
- from the Customer Home screen, tap **Add Field Scout**

Scout tab

- adding a Field Scout starts on the **Scout** tab, required fields are indicated with a *
- more than one **Farm Field*** can be selected
- **Enter Time** is optional but can be nice to have
- turn on **Enter Reference** to enter your own number; **leave off** for auto-numbering
- **Crop*** and **Variety** default to those on the current crop plan (can be changed)
- **Stage** can be typed, or selected using **Find** (crop-dependent, selected stage text can be edited)
- **Previous Crop** defaults to the crop from last year's crop plan
- tap **Save Scout** to save at any time and return to the Customer Home screen
- tap **Get Location** to use the GPS on your device to pinpoint your location (allow permission for agrēMobile to use your device's location if prompted - accuracy varies, depends on the GPS hardware installed in your device, if data/wifi is active, cloud cover, etc.)

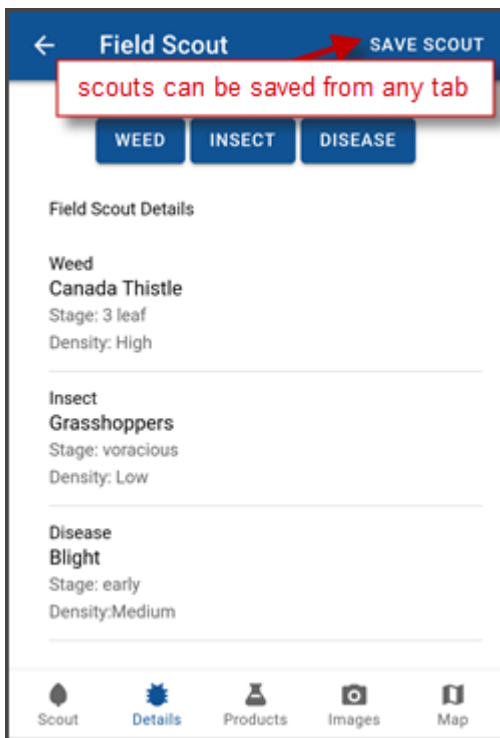


Details tab

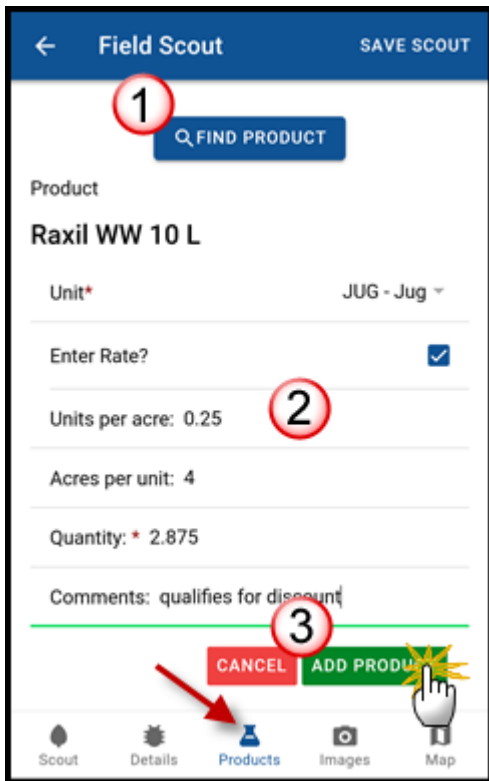
- tap the **Details** tab to add:

- **Weeds**
- **Insects**
- **Diseases**

Tip your device's keyboard may cover the **Add** button - close the keyboard so you can tap it

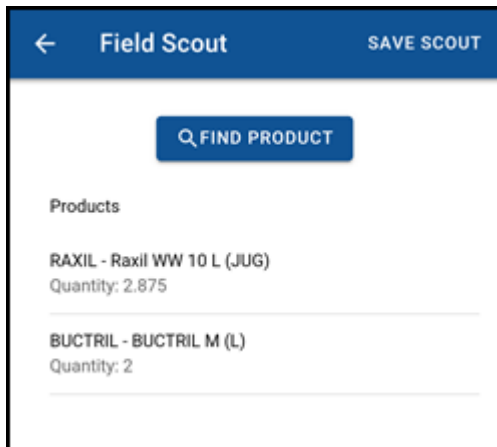


- Details are listed in the order they were entered
- on **Save** of the scout they will be grouped by category (so when you come back later and edit, all the weeds will be grouped together)

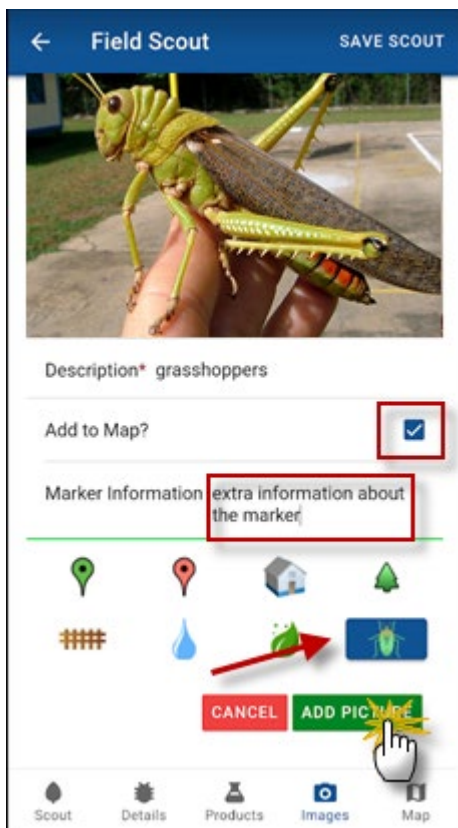
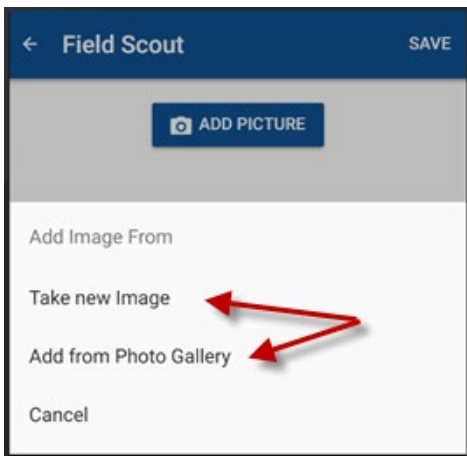
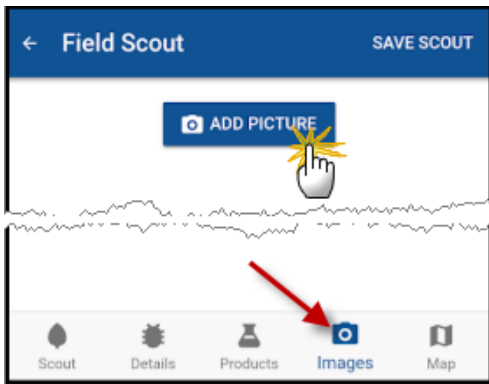


Products tab

- tap **Find Product** to search for and select recommended items
- check **Enter Rate** and **Quantity*** will be calculated based on the number of acres of the Farm Field selected on the Scout tab
- uncheck **Enter Rate** to enter a **Quantity*** manually



- products are listed in the order added (sort order can be changed manually in agrē later if needed)

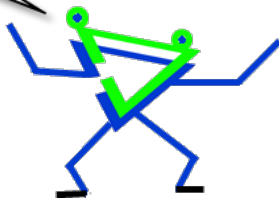


Images tab




- tap **Add Picture** to add photos or pictures to your scout
- tap **Take new Image** to use the camera on your device to take a photo (allow permission for agrēMobile to use your device's camera if prompted)
 - Android: photos are also saved to the device's gallery
 - iOS: saving photos to the device's gallery is not supported
 - iOS Tip** Take the photo using your device's camera app (so there's a copy saved locally), then add to scout from the gallery.
- tap **Add from Photo Gallery** to attach a photo already taken
- add a **Description*** of the image (can be edited at any time)
- check **Add to Map** to automatically create a **Scout Marker** with your current coordinates (accuracy varies - depends on the GPS hardware installed in your device, if data/wifi is active, cloud cover, etc.)
 - type any additional **Marker Information**
 - tap the map **Marker icon** you want to link to the photo
- Scout Markers are associated only with this Field Scout Map (and will not appear on the main Farm Field map)



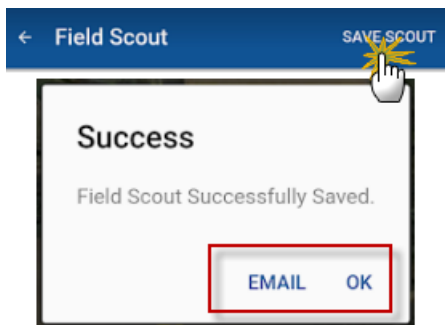
Save and Edit to manually refresh the map!





Map tab (online only)

- if prompted, allow agrēMobile to retrieve your current location if you want to use all functionality of the scout map
- if the selected Farm Field has a map it will be displayed
- tap the **Compass**  to move the map to your current position
 - your current position will be indicated by a blue dot  which will follow you in real time as you move about the field (when offline the dot will follow you, but you won't see the map)
- tap **Add Marker**  to add a scout marker with your current coordinates (displayed only on this scout's map)
 - touch and drag to move a marker
 - tap an existing marker to view associated photos and/or additional information
- poor connectivity, cloud cover, etc. can slow the map refresh rate

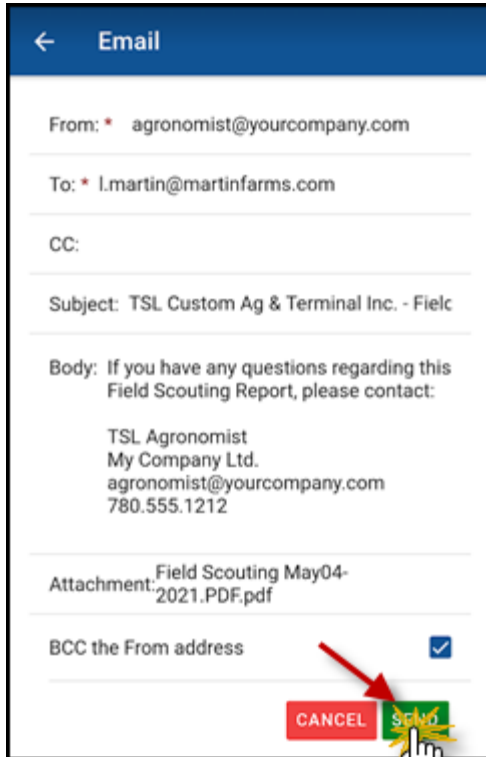
Saving




- **Save Scout** when you're done (or any time you want to save your changes)
- tap **Email**  to send the Scout Report and return to the **Customer Home** screen
- tap **OK** to return to the **Customer Home** screen without emailing
- scouts saved online  appear on the **Customer Home** screen


- scouts saved offline appear on the main **Home** screen under **Unsynced Items**

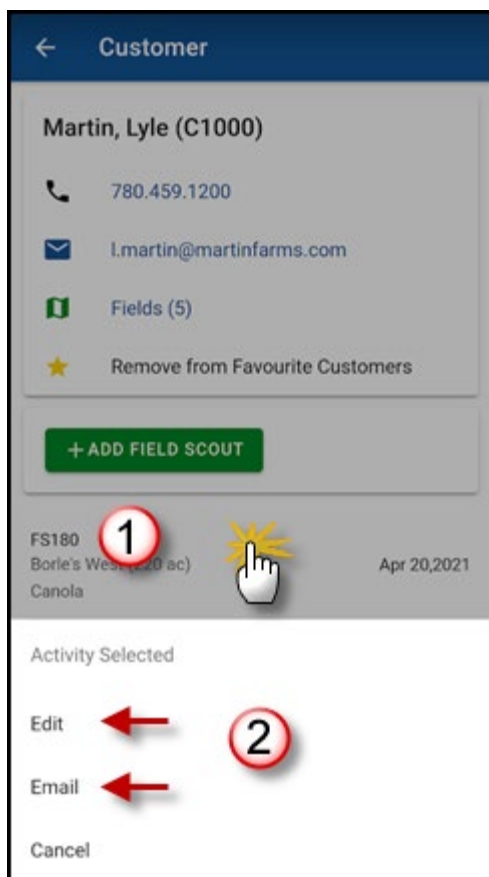
Emailing (online only)




- the **From** address comes from your agrē User Config Options Email tab (see [page 5](#))
- the **To*** address will default to the customer's email address (if specified on the customer's account in agrē, see [page 6](#) - if not, you'll need to type an address on the fly)
- default **Subject** and **Body** text can be changed
- **Send**  will generate an **Email** and attach a PDF copy of the Field Scout report (including markers and photos if you added them)

Editing an Existing Scout

Unless you just saved it offline and it's still stored on your device listed under **Unsynced Items**, editing Field Scouts requires wi-fi or data connectivity .




- from the **Customer Home** screen, tap an activity
- tap **Edit**
(you can **Email**  from here too)

Using agrēMobile Offline

agrēMobile has the ability to save your Field Scouts offline. When the application detects that you have a connection, you'll be able to sync your offline items to your agrē database.

How does it work?

All you need to do is **login**  to agrēMobile *before you go offline*. While you are still connected, login to agrēMobile as you normally would.

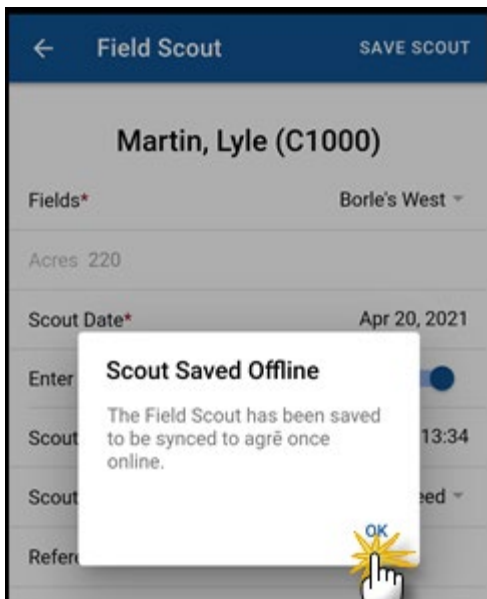
When you connect to the internet and login, agrēMobile saves a copy of the data on your device. Included in that local copy is all the data needed in order to do lookups in agrēMobile while offline. Examples are the lists of Customers, Products, Weeds, Diseases etc. When the app has access to a connection this data is updated automatically every 3 days, or you can **Refresh** manually (see [page 8](#)) so you always have the most recent data available.

You will notice that **some functions are not available when offline**. For example, **editing a Field Scout** is not an option (unless it was saved offline to your device). This is because agrēMobile would need to access the existing Field Scout from your agrē database in order to edit it, but you're not connected so it can't be loaded.

Online-only agrēMobile features  **include:**

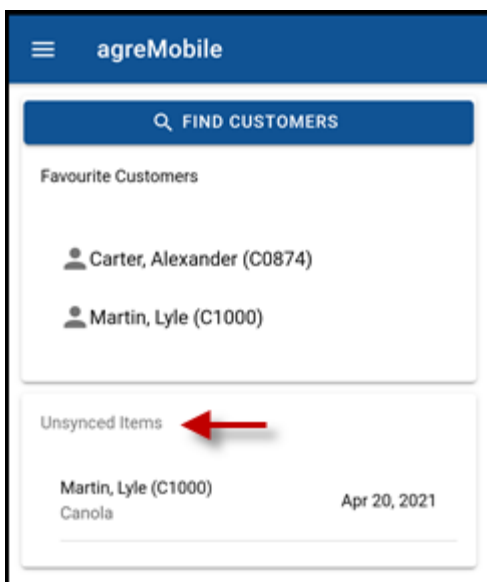
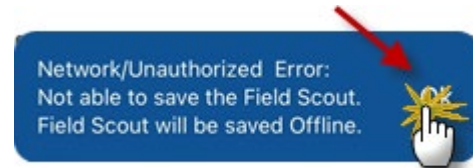
- login/logout
- edit scout not saved offline on device
- field maps
- email

What happens to the activities I saved?



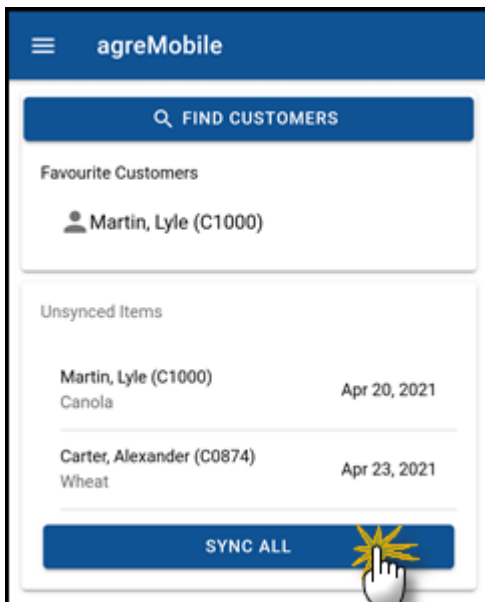
- activities saved while you're offline are stored on your device



you may see a Network Error message - it's ok, you know you're offline

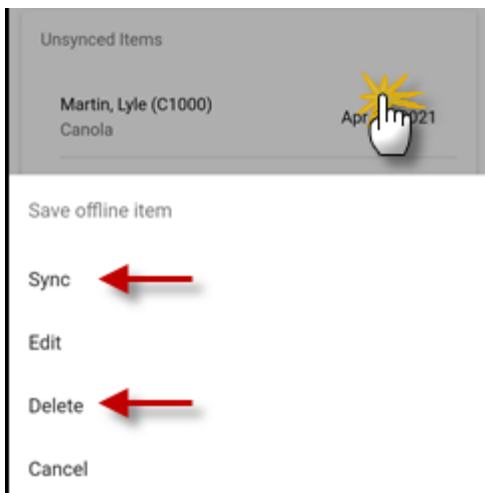



- you'll see them listed on the Home screen under **Unsynced Items**

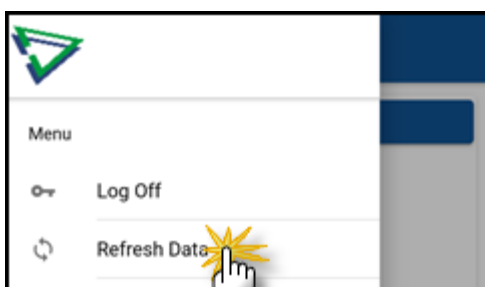
How Do I Synchronize when I'm Back Online?





- login  to agrēMobile
- to sync *all* Unsynced Items
 - tap **Sync All** 



- to sync just *one* Item
 - tap the activity
 - tap **Sync** 
- if there are Items you do not want ever synced
 - tap the item
 - tap **Delete** (just the local copy will be permanently deleted)



- (*optional*) tap the “hamburger button”  at top left to reveal the **Side Menu** then ...
- ... tap **Refresh Data**  to update your local device cache with new data (such as new Customers, Fields, Products, Weeds, Pests, Diseases, Scout Types etc.)

Note: If you have any questions or require further assistance with **agrēMobile**, please contact support through your usual channel.