Applicators

Used to maintain information about custom applicators, this area at *Hub / Setup / Applicators* is optional but gives the ability to indicate the driver on a particular job.

Reports may be run on applicators listing those whose selected dates have expired. These report options are found by selecting **Reports** on the *Select Applicators* window.

- **ID** – Enter an ID for this Applicator. Up to 6 characters are allowed. (i.e., Francis Cronin might be *CroFra* – the first three characters of the last name and the first three of the first name).
  Note: If this Applicator is also an employee of the company, the same ID assigned in the Payroll portion of the Accounting program may be used.
- **Inactive** – Selecting this option makes the Applicator unavailable to select in areas of the program.
- **First and Last Names** – Enter the first and last names as they should appear on Applicator reports.
- **Address/Phones** – This address information prints on the Applicator General Information report.
- **Birth Date, Last Drug Test, Last Physical, Licenses and Expiration dates** – These are optional dates that may be tracked as needed.
- **Dicamba License #** – If the Applicator has a Dicamba license number, enter it in this area. If this information and the *Training Date* are completed, when the Applicator is selected on a Blend Ticket, the information prints on the Custom App document.
- **Training Date** – Enter the Dicamba license training date if applicable. If this date and the *Dicamba License #*

are entered, when the Applicator is selected on a Blend Ticket, it will print on the Custom App document.

- **Email Address** – This information prints on the Applicator General Information report. An email address must be entered for Energy drivers.
- **Type** – Used as a filtering/selection tool, select the **Arrow** to choose from previously entered *Types*. Add new applicator types by selecting this field and typing. When selecting applicators on transactions, the *Select Applicators* window may be filtered by *Type*.
- **Location** – This is the location associated with the applicator.
- **Agronomy/Energy/All** – Select the type of driver being established. *Agronomy* or *All* types are visible for precision Applicators. *Energy* or *All* types with an *Email Address* entered are visible for Energy transactions.