# Blend Jobs in List View - SKY Dispatch

When opening Dispatch, the *List View* page displays Blend Tickets created in Agvance. The grid operates much like an Excel spreadsheet. For more information on how the grid functions, see **Using Grids in Agvance SKY**.

Jobs listed can be filtered by selecting the **Filters** icon and specifying criteria. Blue fonts indicate the field can be selected to view more information or make changes to the job.

Quick Filters set up under **Personalize** can be selected from the *Quick Filters* menu in the bottom navigation. Quick Filters give the ability to apply multiple filter criteria at one time.

Fields with a Classification set to the *Field Classification Within 500 Ft of School* at *Hub / Setup / Company Preferences* on the *Field* tab will be indicated with an icon.
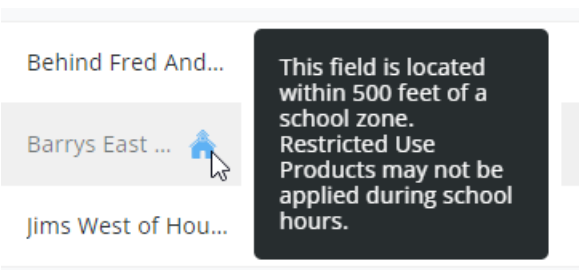
New ticket notifications display at the top of the *Jobs* grid only for Locations enabled under *Personalize*. Select **Refresh Grid** to bring the new job into the list.

Each field on a multifield ticket can be assigned to a different Applicator.

Note: Custom Tags added to multifield tickets will be applied to all jobs on the Blend Ticket.
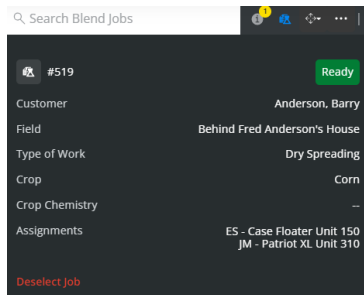

Search Bar

- **More Information Icon** – This displays information for all selected jobs including *Product Totals*, *Work Type*

Totals, and *Crop Totals* (if applicable). *Primary* and *Secondary* assignees can be indicated here for Blend Tickets. When assigning *Secondary* or *Tender Drivers* to multiple selected jobs, if all selected jobs already have the same *Primary Applicator* assigned, that *Primary Applicator* will automatically default in the assignment field. Select **Save Product Totals as PDF** to download totals as a PDF file.
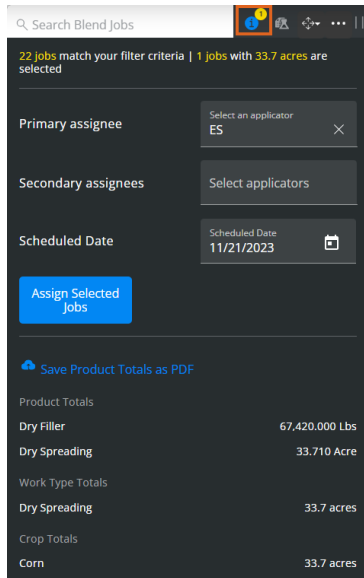
- **Selected Job Information** – View information related to the selected jobs.


- **Dock Search Bar** – Opt to dock the search bar to the right, left, or top of the screen.
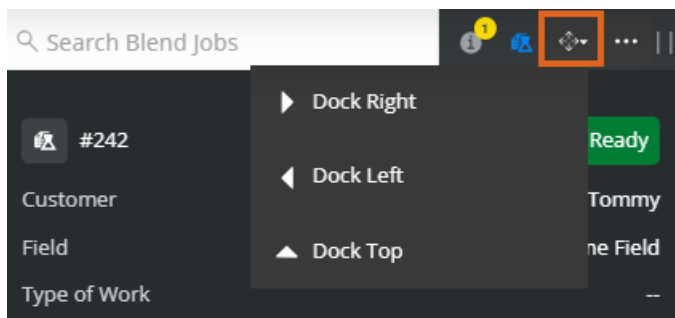
- **More Options Icon** – Choose the **Ellipsis** to *Deselect All*, *Set Jobs To* (*Ready*, *On Hold*, or *Completed*), *Export Documents*, *Generate Automated Blender File(s)*, *Set Sell/Ship From*, *Manage Custom Tags*, *Send Files*, *Set Ship Via(s)*, or *Set Product Set(s)*.

  Note: When choosing the Sell From, Ship From, Product Set, and/or Ship Via, beginning to type filters the options available in the drop-down.
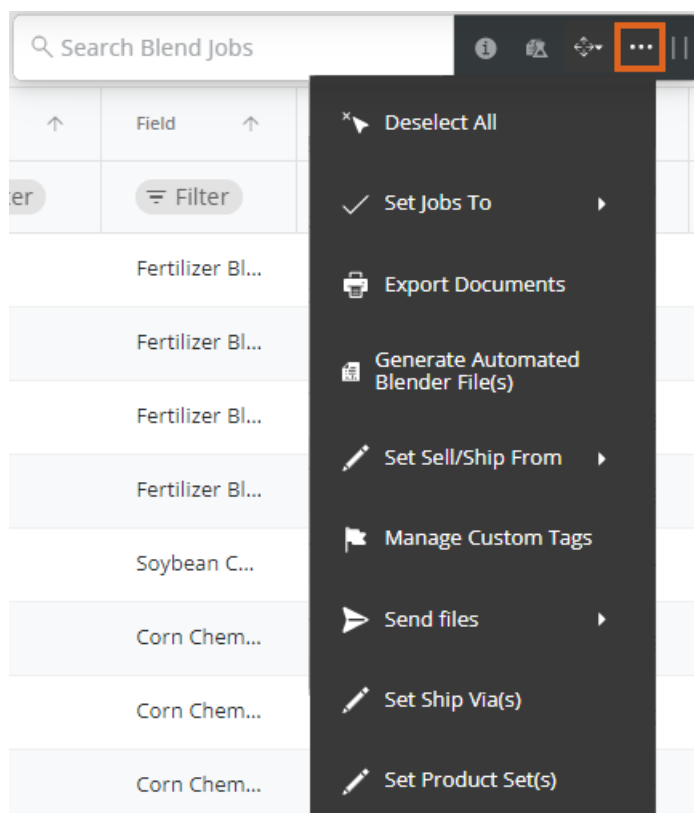
- **Export Documents** – With a job or jobs selected, choose **Export Documents** to export Blend Ticket(s), *Custom App Sheet(s)*, *HazMat Sheet(s)*, *SDS(s)*, and/or *WPS(s)* as a PDF. If exporting Custom App Sheets, additional print setting options display to confirm before exporting. Jobs will display in the order they are selected.

  Note: An established Agrian link is required to export SDS and WPS documents.

- **Manage Custom Tags** – Multiple jobs can have Custom Tags applied all at once by selecting the

checkboxes for the appropriate jobs then selecting **Manage Custom Tags** from the **Ellipsis** in the search bar. Select a Custom Tag from the drop-down (scroll through the drop-down or start typing to search for Custom Tags already created in **Company Settings**). Checking the *Overwrite Existing Tags* option removes any existing tags and replaces with those chosen in the area above.

Add or Remove Custom Tags to Selected Job

Select

Glyphosate ✕

Choosing to overwrite existing tags will remove any existing tags and replace them with those chosen above for the selected jobs.

☑ Overwrite Existing Tags

Cancel   Save Tags

- **Send Files** – Choose to send VRT files to *Slingshot* or *MyJohnDeere* accounts from Dispatch. Indicate the *Device to send files to* from the drop-down then drag and drop or select **browse** to locate the appropriate zip file.

Upload Files

Devices to send files to

Please select files to upload
ACCEPTED FILES ARE: .ZIP

Drag and drop here or browse

Cancel   Upload Files

- **Set Product Set(s)** – The *Set Product Sets* window displays to choose the Product Set from a drop-down for the job(s) selected.

Set Product Sets

Ticket: #519

00-BasicDry ▾

Cancel   Save

- **Drag Search Bar Icon** – Select and drag to move the search bar to a different area.

Blend Ticket Details

Selecting a Blend Ticket displays the *Blend Ticket Details* window which includes the *Job Info*, *Additional Info*, *Products*, and *Totals*.

Blend Ticket #510
Generate Automated Blender File

No Priority Set ✏

Job Info

👤 Customer
Barry Anderson

▦ Field
Barrys East of lane

▨ Area
33.7 Tons

📅 Ordered Date
04/05/2021

📅 Requested Date
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📅 Completed Date
--

📅 Scheduled Date
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- **Job Info** – The information displayed on the Blend Job includes the *Customer, Field, Area, Ordered Date, Requested Date,* and *Completed Date.* A priority can be set by selecting the **Pencil** icon beside the Priority Level. **Note: Priority Levels** must be established before they can be added to a Blend Ticket. Setup for Priorities is found on the *General* tab under *Company Settings.*
- **Generate Automated Blender File** – If automated blenders are set up in Agvance, the dispatcher can create the file for the blender.

Blend Ticket #510
Generate Automated Blender File

- **Additional Info** – Enter *Additional Comments* and/or *Applicator Comments.* Additionally, Custom Tags can be removed or added.
  Note: Custom Tags must first be set up on the *Custom Tags* tab under **Company Settings**.
- **Products** – The *Product Name, Rate,* and *Total* are displayed. Selecting **Set Ship Froms** gives the option to identify the location and department(s) from which the product will ship. Select **Set Sell Froms** to choose the appropriate *Sell From Location* for all Products and *Sell From Department* for each Product. Choose the **Pencil**

icon by *Ship Via* to make a selection. The *Product Set* can also be changed by selecting the **Pencil** icon.

Note: In order to set the Ship From, the *Create ICT Based on Ship From Location* must be checked at *Accounting / Setup / Location Preferences* on the *Delivery Ticket* tab. In order to set the Sell From, the *Sell From Dept ID* option must be checked.

- **Totals** – The *Weight per Acre, Total Weight, Volume per Acre,* and *Total Volume* is displayed.