Field Manager

How to Create Boundaries

1. Navigate to Setup > Fields
2. Select a field from the list
3. Click on the "Field Manager" link in the Field Details Panel
4. Select "+ Add New" in the Boundaries category of the resources list

OR

5. Click the '+' button on the map > Create New > Boundary Area
6. Use the toolbar on the top of the screen to add a boundary on the map
7. Fill in your boundary details in the "New Boundary" Panel
8. Click "Save" to create the boundary

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How to Edit Boundaries

1. Navigate to Setup > Fields
2. Select a field from the list
3. Click on the "Field Manager" link in the Field Details Panel
4. Select the boundary category and click 'Edit' in the right hand menu
5. Perform your edits
6. Click "save"
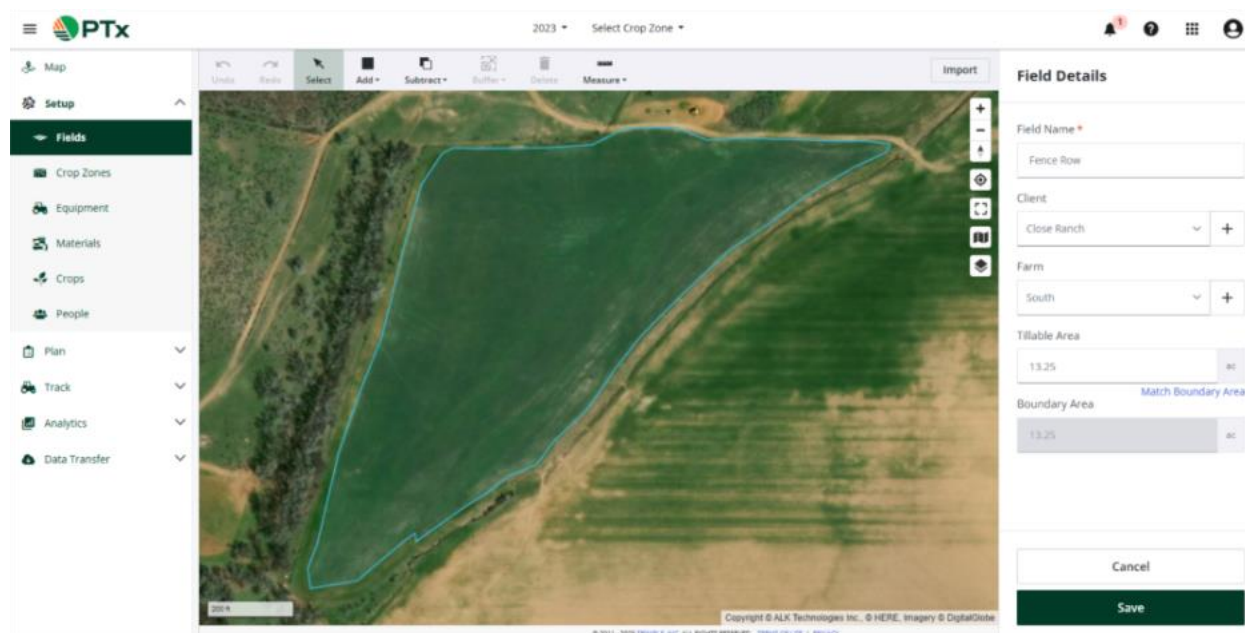
How to Create Guidance Lines

1. Navigate to Setup > Fields
2. Select a field from the list
3. Click on the "Field Manager" link in the Field Details Panel
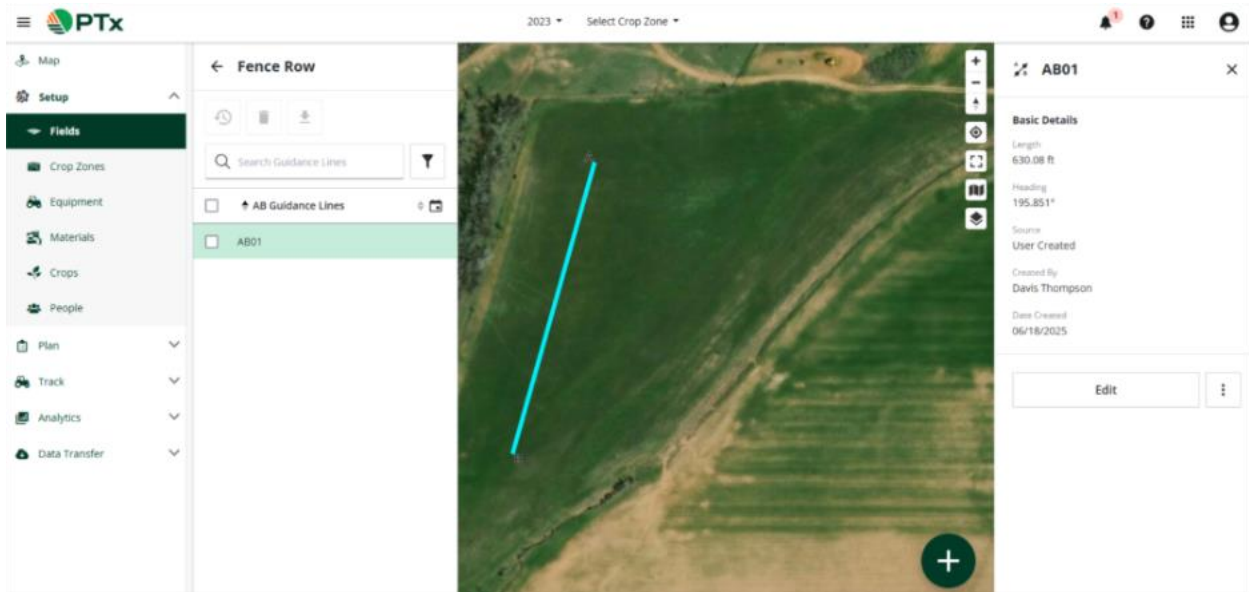4. Expand "Guidance Patterns" category in the resources list > Click on 'AB Guidance' > + Add

OR

5. Click the '+' button on the map > Create New > Guidance (AB, A+ or Curve)
6. Choose which field boundary you would like to add the guidance line to
7. Add points to the map or enter Latitude/Longitude where you would like the guidance line
8. Fill in additional guidance line details in the "New Line" Panel
9. Click "Save" to create the guidance line


How to Edit Guidance Lines

When editing a guidance line you can edit the Name, Operation Type and Swath Width of the line. If you would like to edit the position of the line, you will need to create a new line.

1. Navigate to Setup > Fields
2. Select a field from the list
3. Click on the "Field Manager" link in the Field Details Panel
4. Expand "Guidance Patterns" category in the resources list > Click on 'AB Guidance' and select the guidance line you want to edit (Click on the name of the line not on the checkbox)
5. Click edit in the panel menu on the right
6. Make required changes to the line's details
7. Click 'Save'

How to Remove Guidance Lines

1. Navigate to Setup > Fields
2. Select a field from the list
3. Click on the "Field Manager" link in the Field Details Panel
4. Expand "Guidance Patterns" category in the resources list > Click on 'AB Guidance' and select the checkbox next to the guidance line you want to delete

5. Click the trashcan icon [🗑] to remove the guidance line. Select Delete if you want to delete the line permanently or Retire if you want to hide the guidance line from users (it can later be unretired if required).
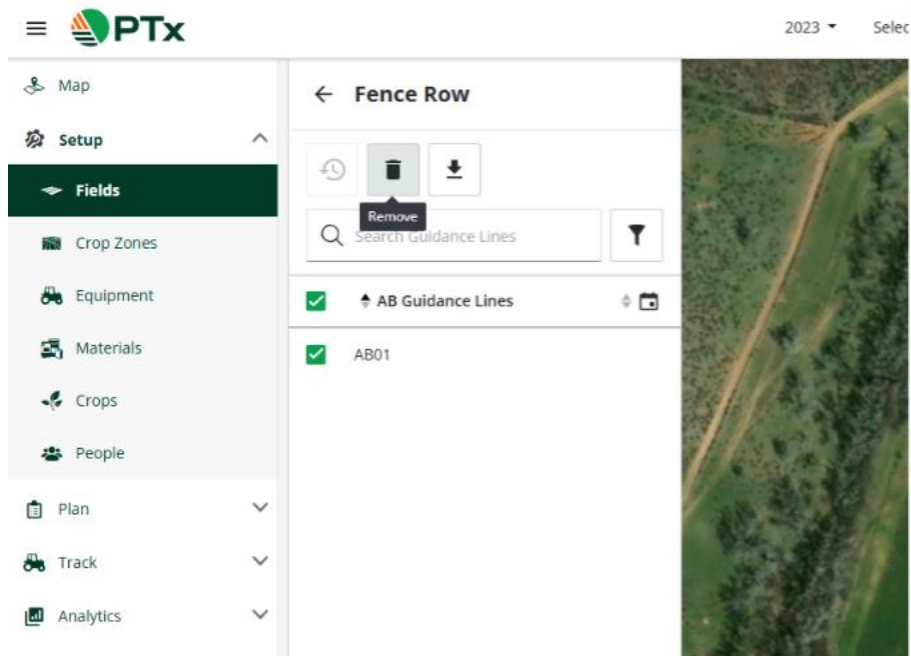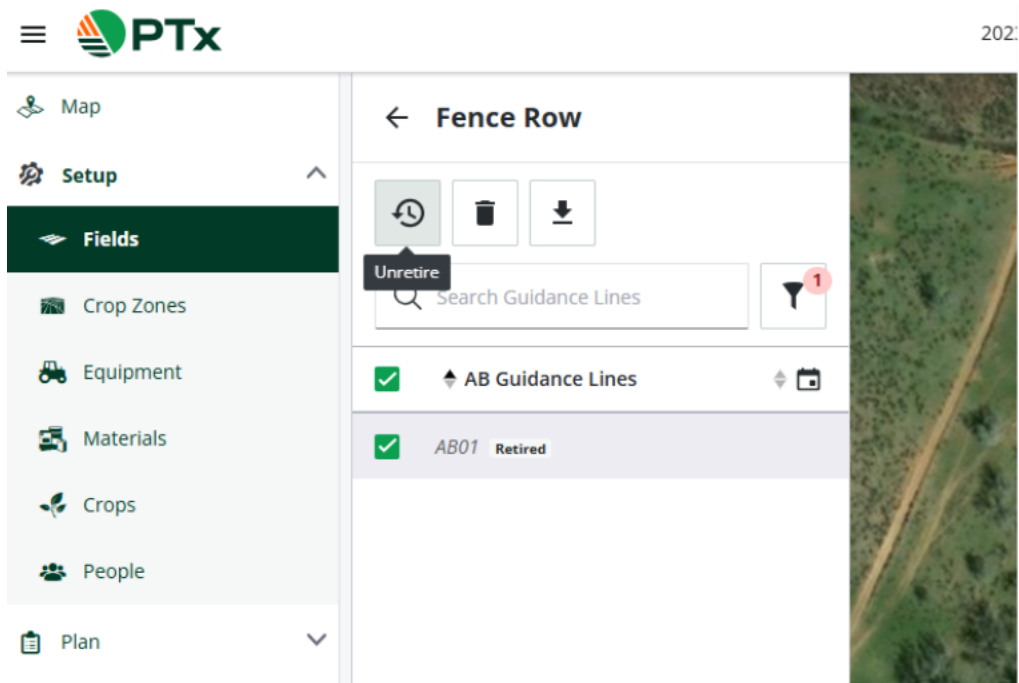
How to Unretire a Guidance Line

1. Navigate to Setup > Fields
2. Select a field from the list
3. Click on the "Field Manager" link in the Field Details Panel
4. Expand "Guidance Patterns" category in the resources list > Click on 'AB Guidance'

5. Click the filter icon and check the 'Retired' tickbox
6. select the guidance line you want to unretire (Click on the name of the line not on the checkbox)

7. Click the three dot icon on the right hand side and select 'unretire', click 'unretire' on the pop-up.
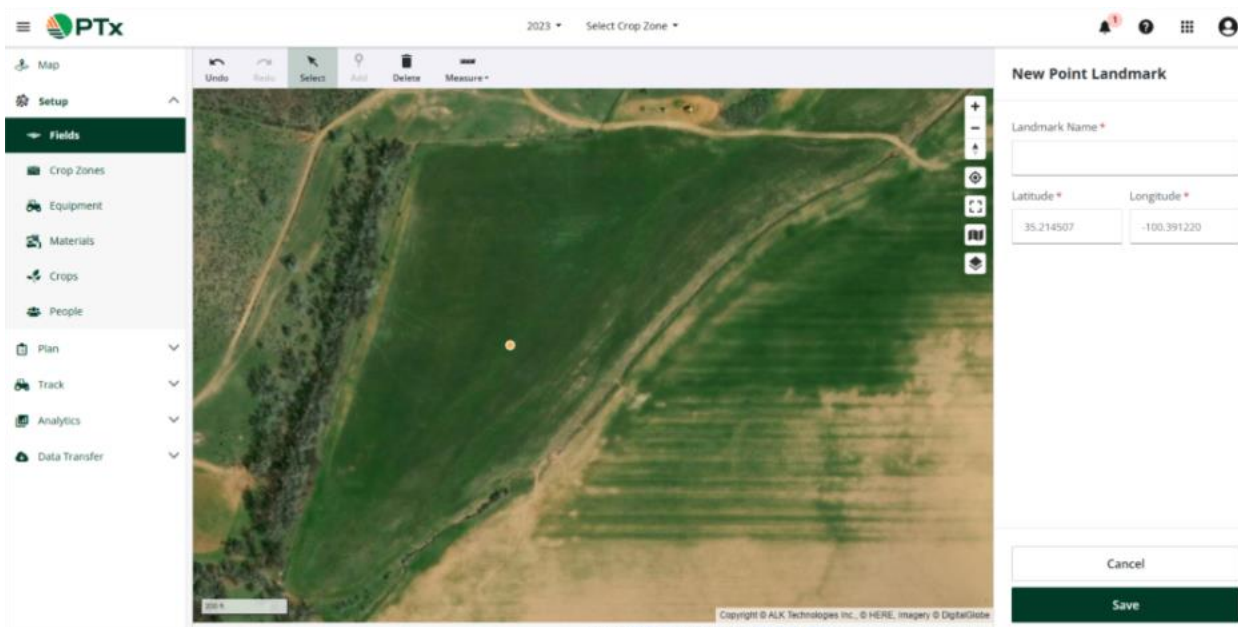
How to Create Landmarks

1. Navigate to Setup > Fields
2. Select a field from the list
3. Click on the "Field Manager" link in the Field Details Panel
4. Expand the "Landmarks" category in the resources list > click Points, Lines, or Areas > + Add

OR

5. Click the '+' button on the map > Create New > Landmark
6. Use the toolbar on the top of the screen to add the landmark on the map
7. Fill in your landmark details in the "New Landmark" Panel
8. Click "Save" to create the landmark

How to Edit Landmarks

1. Navigate to Setup > Fields
2. Select a field from the list
3. Click on the "Field Manager" link in the Field Details Panel
4. Select Point, Lines or Areas to find the landmark you are wanting to edit, click on the landmark (by clicking on the name and not the checkbox)
5. Click Edit on the flyout menu on the right hand side
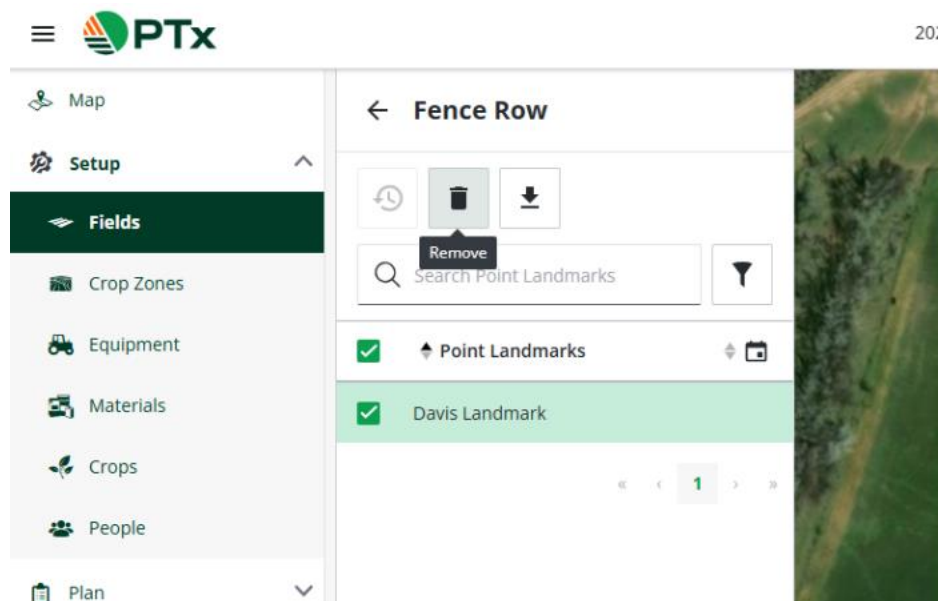6. Edit the landmark and click 'Save' when done
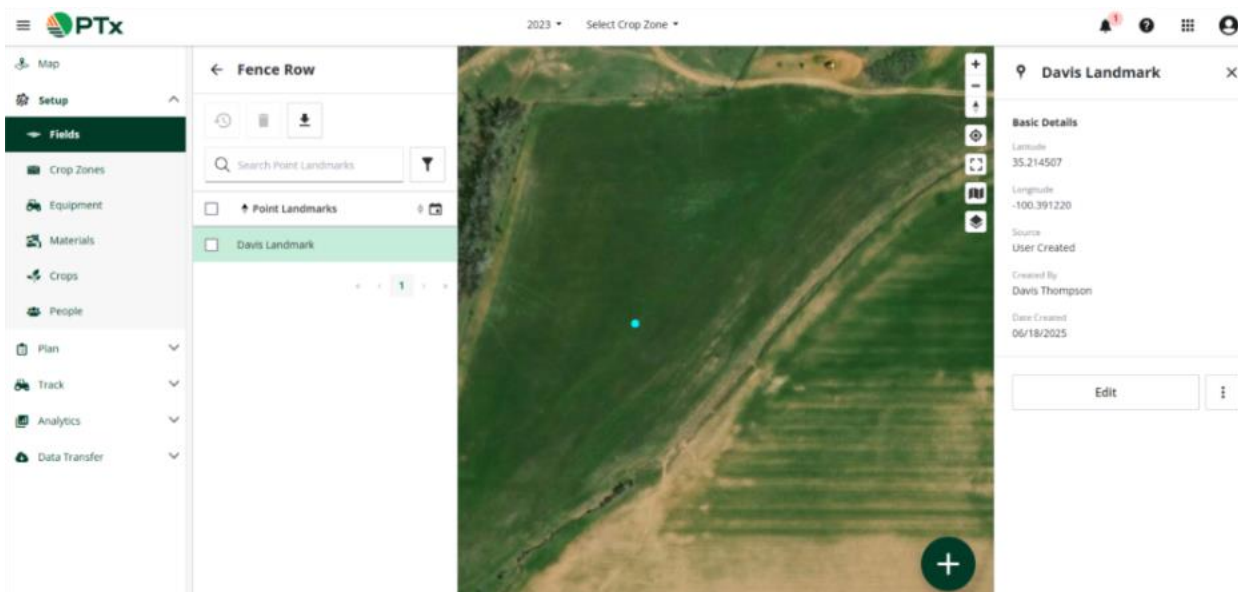
How to Remove Landmarks

1. Navigate to Setup > Fields
2. Select a field from the list
3. Click on the "Field Manager" link in the Field Details Panel
4. Select Point, Lines or Areas to find the landmark you are wanting to edit, click on the landmark (by clicking on the name and not the checkbox)
5. Click the trashcan icon [🗑] to remove the landmarks. Select Delete if you want to delete the line permanently or Retire if you want to hide the landmark from users (it can later be unretired if required).

How to Unretire a Landmark

1. Navigate to Setup > Fields
2. Select a field from the list
3. Click on the "Field Manager" link in the Field Details Panel
4. Select Point, Lines or Areas to find the landmark you are wanting to edit, click on the landmark (by clicking on the name and not the checkbox)
5. Click the filter icon [▼] and check the 'Retired' tickbox
6. Select the landmark you want to unretire (Click on the name of the line not on the checkbox)
7. Click the three dot icon [⋮] on the right hand side and select 'unretire', click 'unretire' on the pop-up.
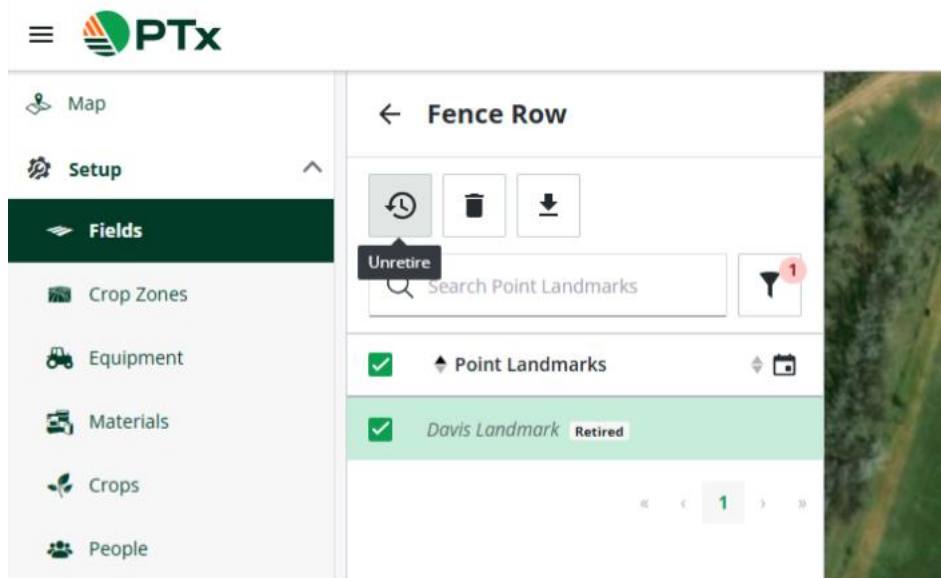
View Layers

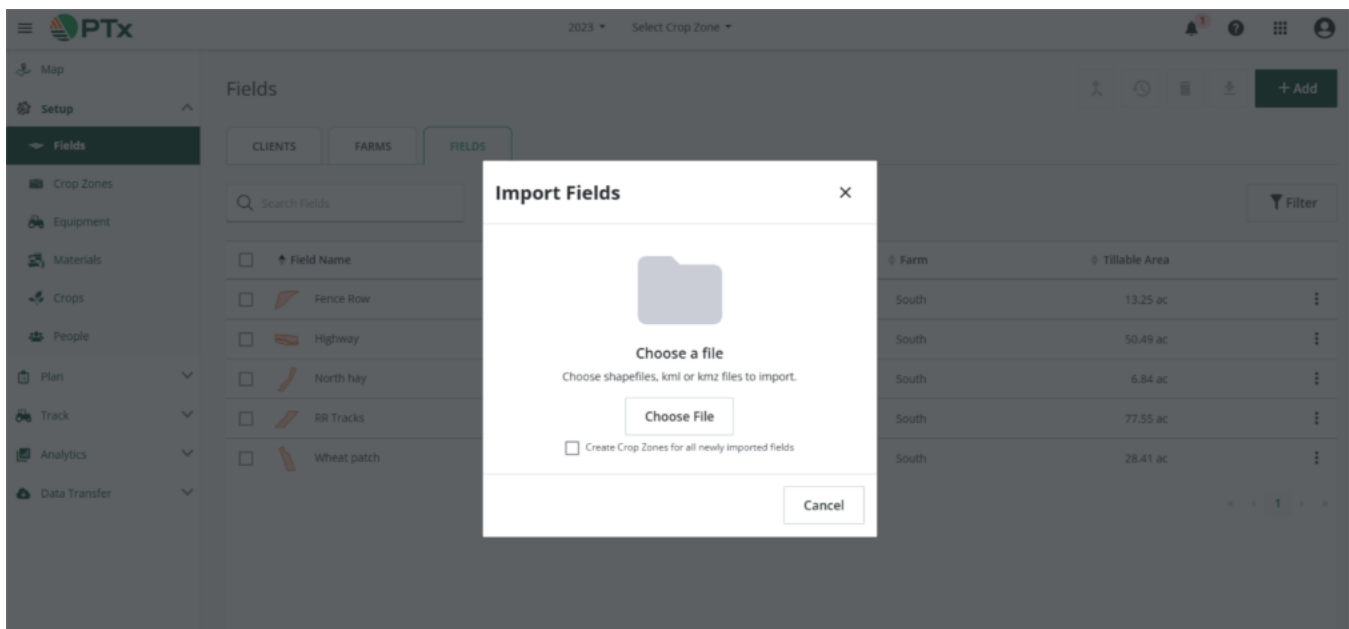Navigate to Setup > Fields

How to Customize View Layers

1. Click on the Field that you want to view
2. On the pop-out on the right, click "Field Manager"

3. Click the view layer button
4. If you see "No Layers Added" in the Layers menu, click "Manage Layers"
    a. Note: Clicking "Manage" in the Layers menu will allow you to import layers at any time
5. Use the checkboxes to select any layers to be added onto the map then click "Save"
6. Use the eye icon to toggle the visibility on/off for any required layers
7. Click the layer to see more details and legends on the bottom panel
8. Use the trash can to remove the layer from the list on the left
9. Drag and drop the layers as needed to change their order on the map

Fields

How to Import Clients, Farms and Fields

1. Navigate to Setup > Fields
2. Click on the "+ Add" dropdown
3. Select "Import"
4. Select "Choose File"
    a. Optional: Select "Create Crop Zones for all newly imported fields" if you want the system to automatically create one for each field imported
5. Select shapefiles (requires three file types: .dbf, .shp, and .shx, a .prj is also recommended)
6. Use drop downs to select the Field Name column in your data and Import
    a. Optional: Use drop downs to select Client Name, Farm Name, Tillable Area and Tillable Area Unit columns in your data if available
7. Navigate to the Map to confirm the data is being displayed correctly

How to Create a Field

1. Navigate to Setup > Fields
2. Click on the + Add dropdown
3. Select "Create New"
4. Use the map to zoom in on your field
5. Use the Add function in the top toolbar to draw your field on the map
a. Rectangle - allows you to draw an exact rectangle on the map
b. Circle - allows you to draw an exact circle on the map
c. Polygon - allows you to place point anywhere on the map to create the field
6. Fill in your field details in the "New Field" Panel
7. Click "Save" to save your field as shown on the map
8. Click "Save and Create Crop Zone" to save your field as shown on the map and be brought into the Crop Zone creation screen for the field
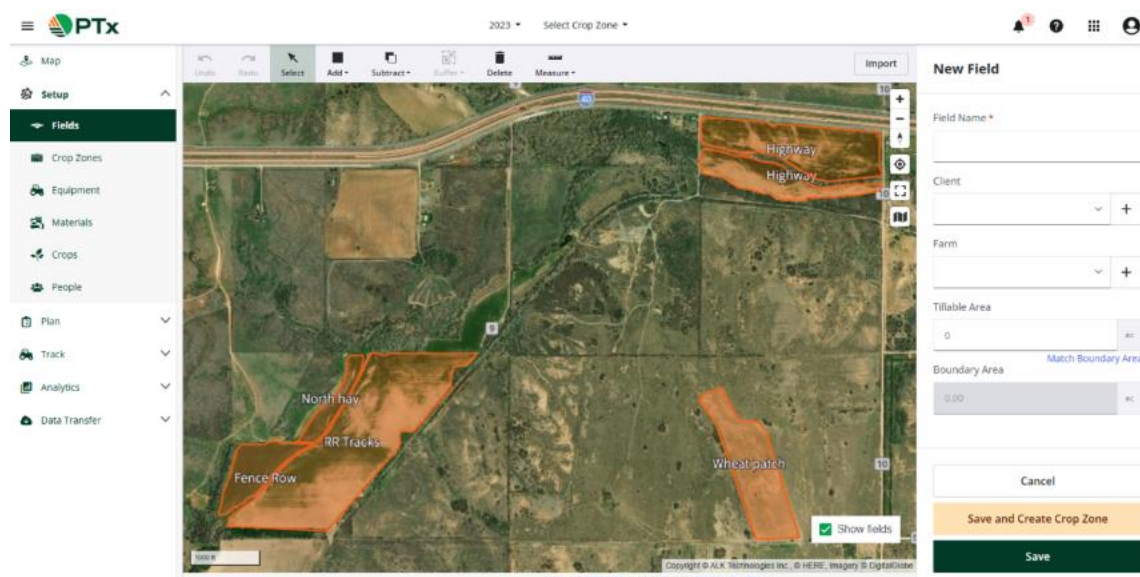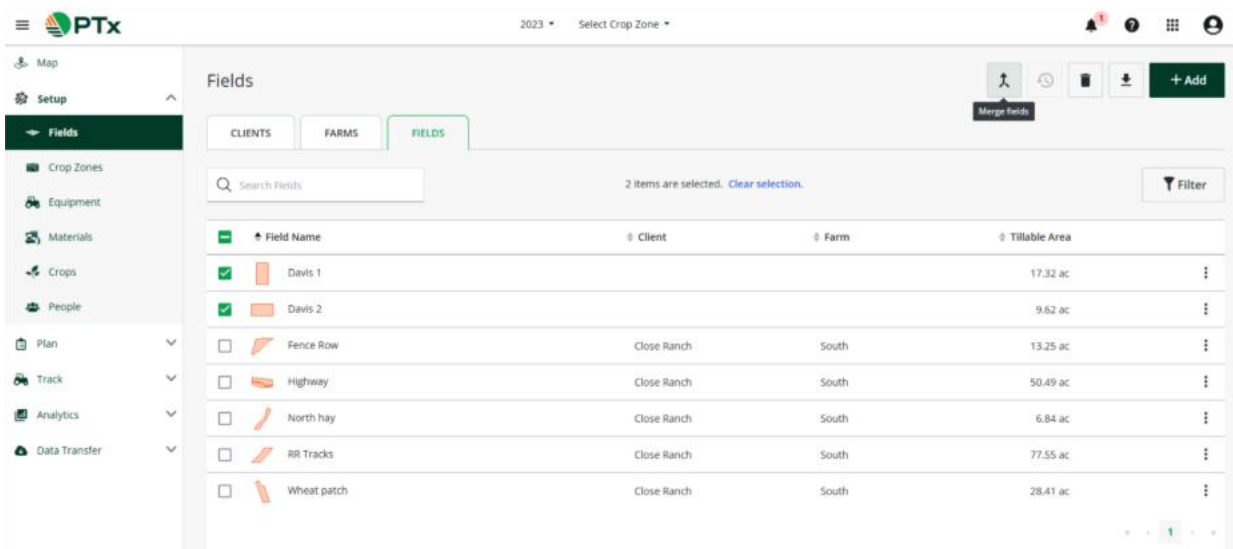
How to Edit a Field

1. Navigate to Setup > Fields
2. Click the three dots icon on the right of the field you want to edit and then select 'edit'.
3. Make any required changes
4. Select "Save"
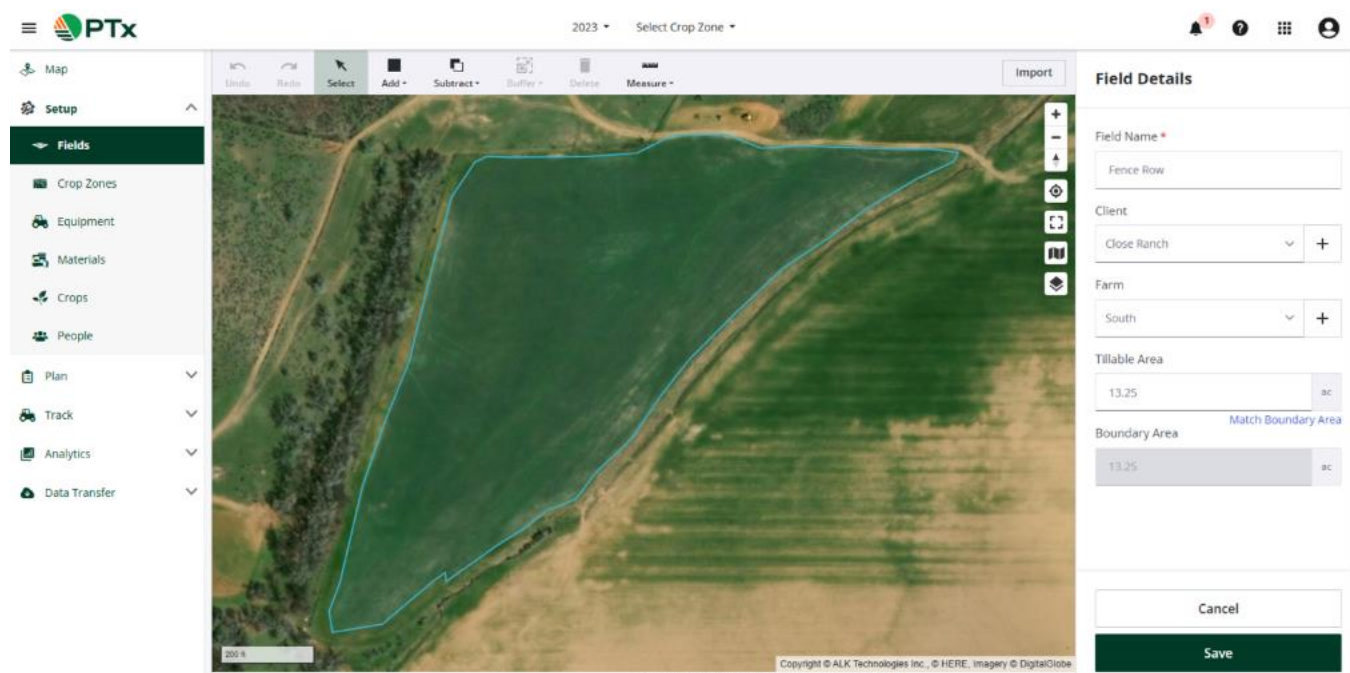
How to Merge Fields

1. Navigate to Setup > Fields
2. Select the fields you want to merge and click the merge symbol in the top right corner
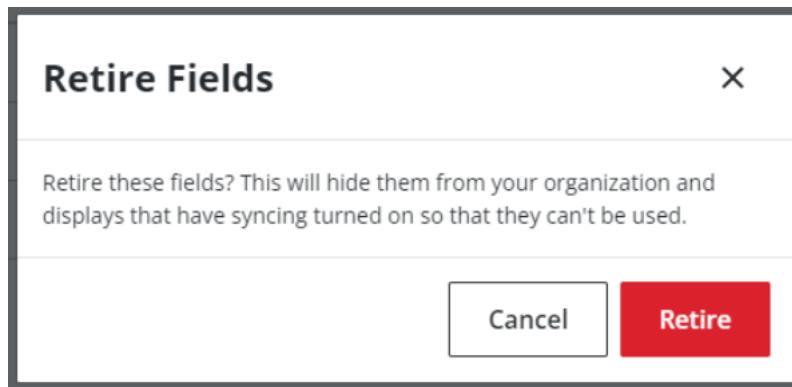
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3. Select the field which you'd like to combine all data into.
   a. Note – this cannot be done.
   b. Note – only 2 fields can be merged together at once.
   c. The unselected field will be automatically retired.
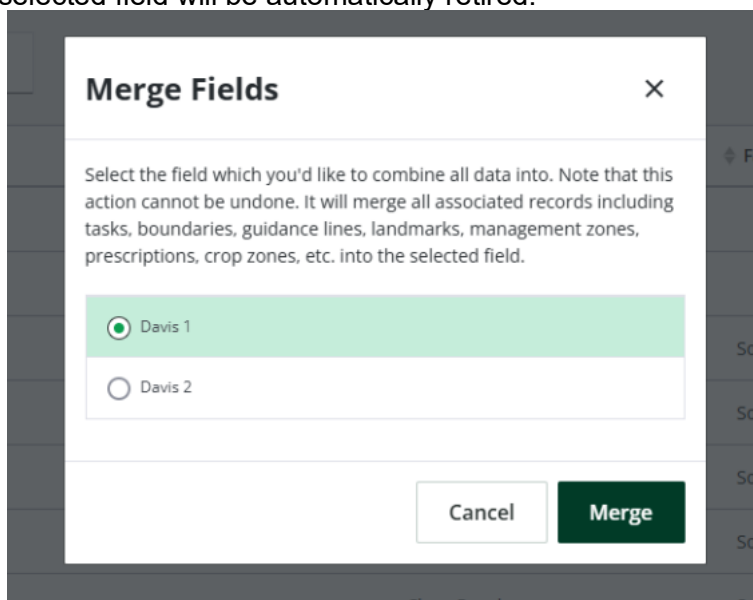
4. Select merge
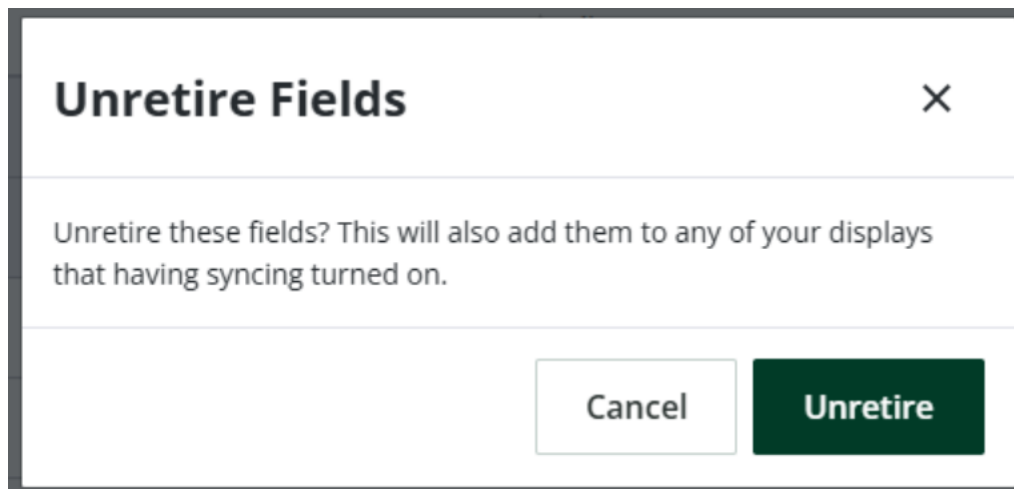5. All data from the unselected field is now merged into the selected field

How to Retire a Field

1. Navigate to Setup > Fields
2. Click the three dots icon on the right of the field you want to edit and then select 'retire'.

![PTx Trimble logo]

Retire Fields ✕

Retire these fields? This will hide them from your organization and displays that have syncing turned on so that they can't be used.

Cancel   **Retire**

How to Unretire a Field

1. Navigate to Setup > Fields
2. Click the 'Filter' button and check the 'Retired' box. This will show retired fields in your list.
3. Click the three dots icon on the right of the field you want to edit and then select 'Unretire'

Unretire Fields ✕

Unretire these fields? This will also add them to any of your displays that having syncing turned on.

Cancel   **Unretire**

How to Delete a Field

1. Navigate to Setup > Fields
2. Select the field you would like to delete
3. Select the trashcan icon in the top right corner

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4. Select delete to delete field(s) from your organization and displays that have syncing turned on so that it can't be used
5. Select Remove to delete the field
6. Select Confirm to delete the field and its data
   a. Note – this cannot be undone