# **Crops and Crop Seasons**

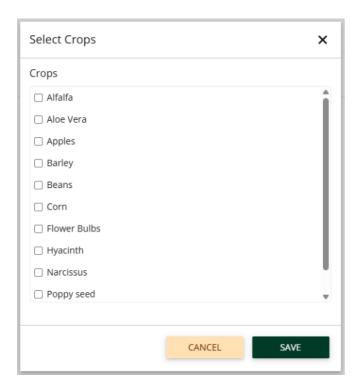
## **Crops**

Navigate to Setup > Crops

#### **How to add Crops**

Select the Crops grown on your farm to use in your tasks and work orders

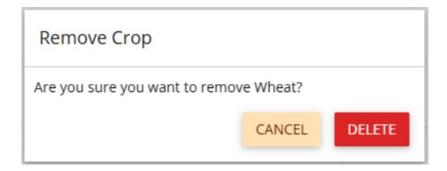
- 1. Click "+ Add Crops"
- 2. Select desired crop
- 3. Click "Save"
- 4. From the list of crops, click the pencil icon to edit any crop and enter an optional estimated selling price
- 5. Click the disc icon to save changes



#### **How to delete Crops**



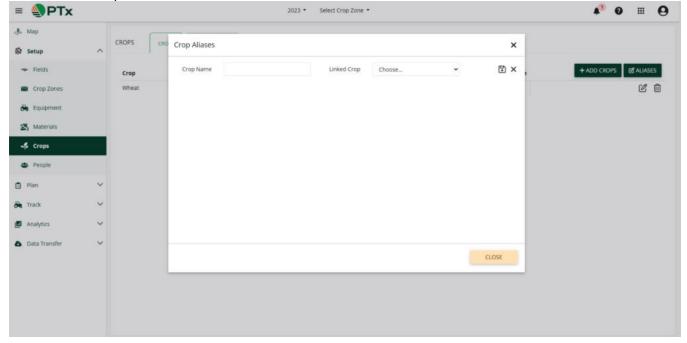
- 1. Navigate to Setup > Crops
- Click the trashcan icon next to the crop you want to delete
   Click 'Delete' on the pop-up to confirm the deletion of the crop



#### **How to add a Crop Alias**

Crop Alias is used to recognize unknown crops when importing files.

- 1. Navigate to Setup -> Crops
- 2. Select the Aliases button in the top right corner
- 3. Select Add Aliases
- 4. Enter the crop name and the linked crop. Press the save button when complete
- 5. Your Crop alias is now listed



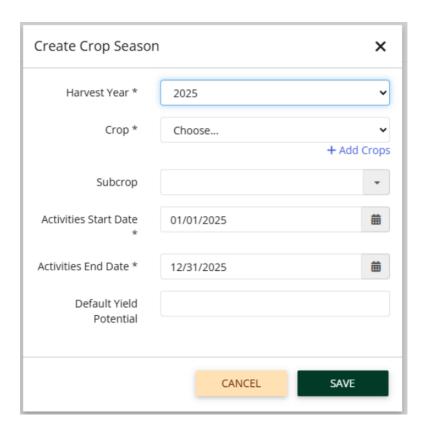


## **Crop Seasons**

Navigate to Setup > Crops

#### **How to add Crops Seasons**

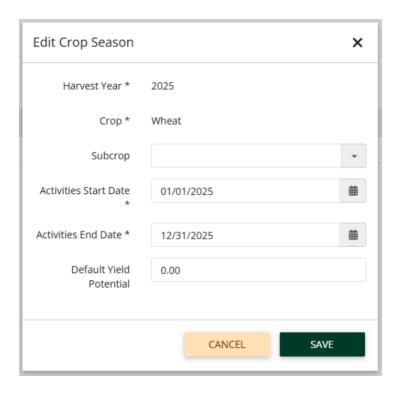
- 1. Click on the Crop Seasons Tab
- 2. Click "+Add Crop Season"
- 3. Select Harvest Year, Crop, Activities Start Date and Activities End Date.
- 4. Select Subcrop if applicable
- 5. Click "Save"



#### **How to edit Crops Seasons**

- 1. Navigate to Setup > Crops
- 2. Click on the Crop Seasons tab
- 3. Click the edit button to the right of the crop season that you want to edit
  4. Make and required edit than click 'Save'





### **How to delete Crops Seasons**

- Navigate to Setup > Crops
   Click on the Crop Seasons tab
- 3. Click the trashcan icon to the right of the crop season that you want to delete
  4. Click 'Delete' on the pop-up to confirm the deletion of the crop season

