

GETTING STARTED  
**Quick Reference Guide**

***FIELDS***

# FIELDS

The **Fields Manager** is where you manage all aspects of your fields. The screen will be empty when you first login and you will not be able to use most of the functionality of FarmCommand until you add your field(s) to the system.

## Fields Toolbar

The **Fields** toolbar in the top-right corner of the Fields screen allows you to create and manage your fields.



Draw field borders



Upload shapefile (.shp, .shx, or .dbf) borders for your field



Lock the field borders in order to begin Farmers Edge service

**NOTE:** Once you've locked the borders you will no longer be able to edit the field borders without assistance from the Farmers Edge Support team. Locking field borders is required to begin Farmers Edge service on your fields.



Add a field to your assets



Edit the field information



Delete the field from your assets

## How to Create a Field

1. Open **Fields** manager.
2. Click **Add (+)**. The screen refreshes to display a form for your field's information.
3. Enter data, select from the drop-down lists, or select relevant radio buttons.

**NOTE:** Mandatory fields are marked with an asterisk (\*).

4. Add the required information to complete the form. The content can be edited later if you are unsure of some of the data.
5. Click **Save**.

The field is created and now appears in the **Fields Manager** list.

The screenshot shows the 'Fields' form in FarmCommand. The form is titled 'Chapel Park' and contains the following sections:

- Label:** Label\* Chapel Park, Legal Land Description 12-32-24-1-W6
- Crops:** Previous Crop\* Grass, Native, Previous Variety unknown, Crop\* Canola, Winter, Variety\* Multiple, Yield Target 100 kg/ha
- Seeding:** Seeding Date\* Dec 21 2017, Seeding Depth\* 1.00 cm, Seeding Rate 25.00 g/m2, Row Spacing\* 1.00 m, Plant Population 2 ea/m2
- Owned:** Radio buttons for Owned, Rented (selected), and Unknown
- Tillage:** Radio buttons for Zero - Till (selected), Minimum - Till, and Conventional - Till
- Other:** Checkboxes for Irrigated (checked), Straw Removed, Continuous cropping, Tile Drained, and DSM Required

At the bottom of the form are 'SAVE' and 'CANCEL' buttons.

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## How to Draw Field Borders

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1. Select your field in the **Fields Manager**.
2. Click **Draw Field Borders** (🗺️). A map displays with the Drawing toolbar visible on the right edge of the screen.
3. Click-and-drag the map to find your field.
4. Zoom in on your field to fill the screen. Or use the City, Lat/Long or LLD search on the Map. The larger the field's image, the easier for you to draw its borders.
5. Use the tools to create your borders.
6. Finish and save your borders.

**NOTE:** Greyed out buttons are inactive.

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## Drawing Toolbar

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The toolbar is split into two groups. The top group are the general tools for managing a drawn border. The bottom group provides additional tools to manage fields.







**NOTE:** If you've made a mistake or deleted a border by mistake, click Cancel to exit the Drawing Tools. You will lose all active changes.

### Top Group:

Icon	Hidden Icon	Name	Description and Steps for
		Change a Setting	Open Settings sub-toolbar. 1. Click to open Settings bar.
		Vertex Snapping	Points of adjacent shapes share the same grid position while maintaining their individual placement; moving one point does not affect the other point. <b>NOTE:</b> Active and on by default.
		Topology	Points of adjacent shapes connect and merge into a single point. Once connected, the points move as one. <b>NOTE:</b> Active and on by default.
		Finish	Save your recent border drawing. Click to finish your recently drawn border. OR Double-click the last drawn point or in the center of the polygon to finish the border. <b>NOTE:</b> If you intend to draw a number of borders around different areas, you need to Finish each border before you can create the next one.
		Redo	Redo last action. 1. Click to repeat your last action.
		Undo	Undo last action. 1. Click to undo your last action.
		Cancel	Cancel all actions just completed.

## Bottom Group:

Icon	Hidden Icon	Name	Description
		Select a Draw Geometry	Open the Draw Geometry sub-toolbar. 1. Click to open Draw Geometry toolbar.
		Draw a Circle	1. Click to Draw a Circle. A dark blue circle displays with cursor as center point. 2. Click to place circle. 3. Expand or shrink the stamp circle by dragging the square on the circle. 4. Click anywhere within circle and drag to desired location. 5. Click <b>Finish</b> .
		Draw a Polygon	Draw a polygon from point to point to point. 1. Click <b>Draw a Polygon</b> . 2. Click on map to set your first point which displays as a white square. 3. Continue clicking on map positions to add more points. 4. Click your first point to complete and close the polygon. 5. Click <b>Finish</b> .
		Select a Reshape Action	Open the Reshape sub-toolbar. 1. Click to open Reshape toolbar.
		Merge Feature	Combine two or more features into one. 1. <Control> + click the first shape. The shape's border turns light blue. 2. <Control> + click the next shape. The shape's border turns light blue. 3. Click <b>Merge Feature</b> . The shapes merge into one shape.
		Stamp Feature	Creates a circle cutout within an existing feature. 1. <Control> + click the shape. The shape's border turns light blue. 2. Click <b>Stamp Feature</b> . 3. Expand or shrink the stamp circle by dragging the square on the circle. 4. Move the stamp circle to your desired location. 5. Click <b>Finish</b> . 6. The stamp punches out a circle in the area of the first shape.
		Cut Feature	Create a cutout of a shape inside another. 1. Click <b>Cut Feature</b> . 2. Click on the map where the cut will start. When the cursor hovers within the shape, a yellow box displays which locks to the border. 3. Draw the shape of the cut. The cut needs three points. 4. Click <b>Finish</b> . The drawn shape punches out of the existing shape.

Icon	Hidden Icon	Name	Description
		Split Feature	<p>Split a bordered area into two or more areas.</p> <ol style="list-style-type: none"> <li>1. &lt;<b>Control</b>&gt; + click the shape. The shape's border turns light blue.</li> <li>2. Drag a polyline through the area where you want the split.</li> <li>3. Click <b>Finish</b>.</li> </ol> <p>The area splits into two areas along the drawn line.</p>
		Copy Selected Feature(s)	<p>Copy selected items to paste in another location on your field or another field.</p> <ol style="list-style-type: none"> <li>1. Select the shape you want to copy.</li> <li>2. Paste the new shape.</li> <li>3. Drag and drop the shape in your desired location.</li> </ol> <p>The shapes connect and act as a single shape.</p>
		Link Features	<p>Connect two or more borders.</p> <ol style="list-style-type: none"> <li>1. &lt;<b>Control</b>&gt; + click the first shape. The shape's border turns light blue.</li> <li>2. &lt;<b>Control</b>&gt; + click the next shape. The shape's border turns light blue.</li> <li>3. Click <b>Link Features</b>.</li> </ol> <p>The shapes connect and act as a single shape.</p>
		Unlink Features	<p>Disconnect linked borders.</p> <ol style="list-style-type: none"> <li>1. &lt;<b>Control</b>&gt; + click a shape. The shape's border turns light blue.</li> <li>2. Click <b>Unlink Features</b>.</li> </ol> <p>The shapes are no longer connected.</p>
		Delete	<p>Delete all items.</p> <ol style="list-style-type: none"> <li>1. Click <b>Delete</b> to activate.</li> <li>2. Select the feature you wish to delete. Feature deletes.</li> </ol> <p><b>NOTE:</b> You can undo actions until you click <b>Finish</b>.</p>
		Clear Selection	<p>Clear selected item.</p> <ol style="list-style-type: none"> <li>1. &lt;<b>Control</b>&gt; + click a shape. The shape's border turns light blue and <b>Clear Selection</b> activates.</li> <li>2. Click <b>Clear Selection</b>. Shape is no longer selected.</li> </ol>