



Gatekeeper Web Grower

Setup & Quick Start Guide

Gatekeeper Web Apps

Gatekeeper Version 3.5 – June 2016



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Introduction

Gatekeeper Web Grower is the next generation in handheld recording allowing you not only to view field records but also capture inspection notes, create work plans and complete them whilst on the move. This is all managed through a web exchange process that passes data to and from your main Gatekeeper site. When you are back in the office you will be able to import the recorded data by simply clicking a button.

This guide will take you through performing a web exchange in Gatekeeper and also explain how to navigate, build inspection notes and edit, create and complete work plans on your device.

Gatekeeper Web Apps will operate on all current smart phones, tablets and web-enabled devices that are able to run HTML5 and have JAVA enabled.

Step 1 – Setting up the device within Gatekeeper and exporting data:



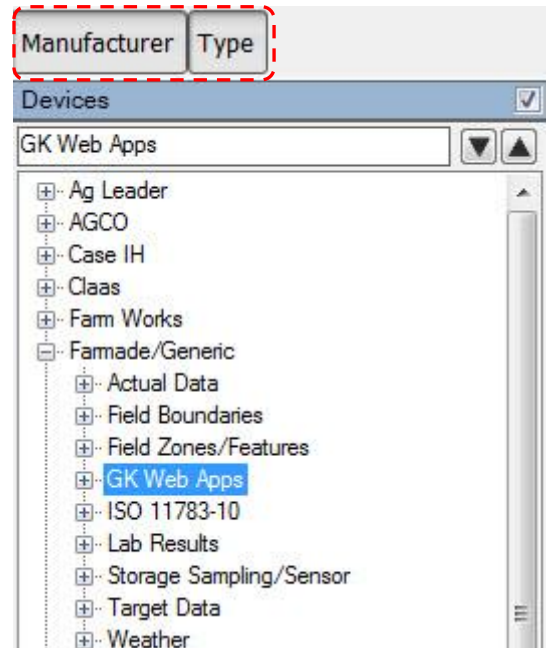
1. Within Gatekeeper select the Devices Module

2. Select both the **Manufacturer** and **Type** filter buttons at the top of the treeview so that the Device ordering looks the same as shown here.

3. Using the treeview, select and highlight the **GK Web Apps** node.

4. Click the **Setup Device** button to open the setup Device window.

5. Click the **Add button**. Enter a suitable name into the Name box as shown below. In this example, the device has been named 'Smartphone'. If you are setting up multiple devices, add subsequent devices by re-clicking the **Add** button and naming them appropriately. Click **OK** to save and exit.



Manufacturer	Famade/Generic
Type	GK Web Apps
Name	Smartphone

Active
 Inactive

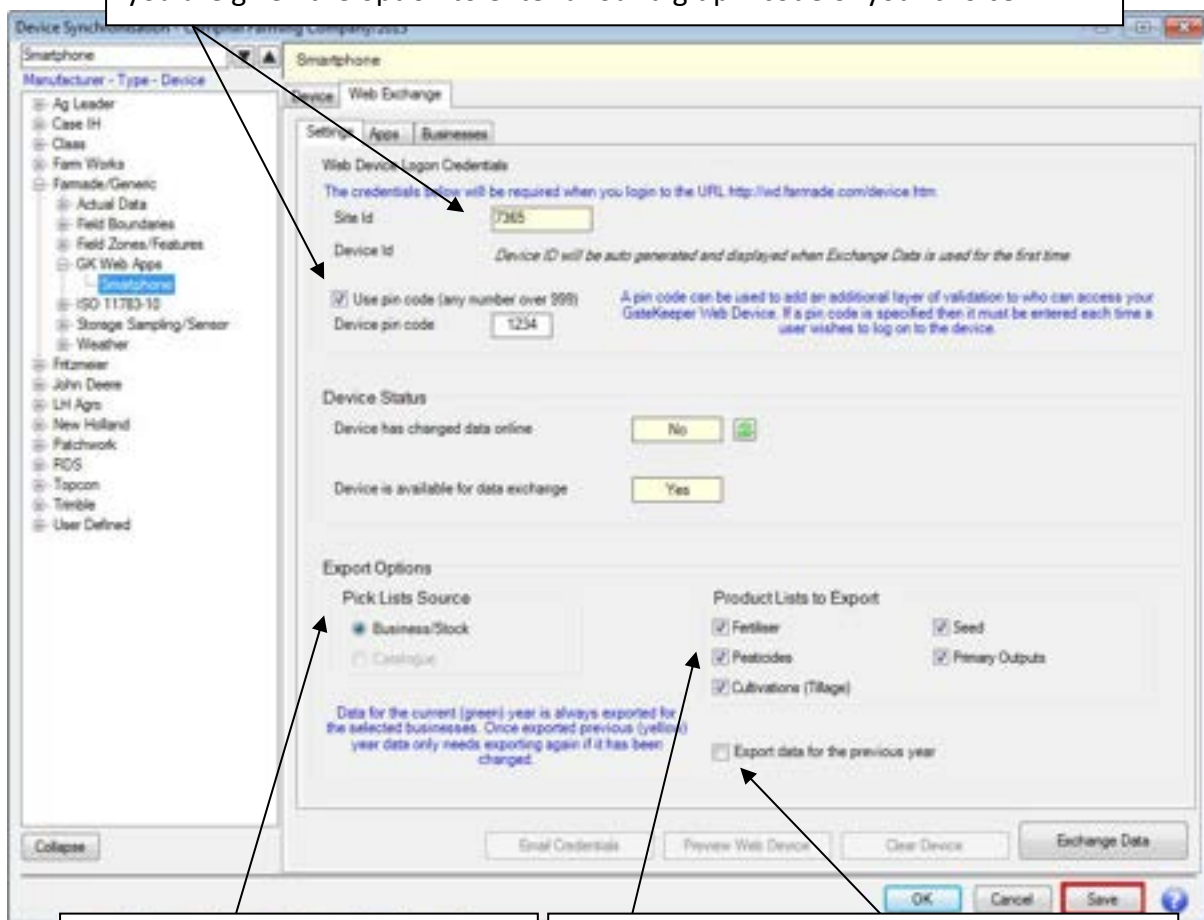
This item is available for use

6. With the newly created web device highlighted in the main treeview, click the **Device Sync** button.

7. Click on the **Web Exchange** Tab (located next to the 'Device' Tab at the top of the window).

- On the **Settings** Tab (located below the 'Web Exchange' Tab at the top of the window), you can use the options and tick selector boxes to choose the information you would like available on the web device as well as give the device a pin number to make access to the data more secure.

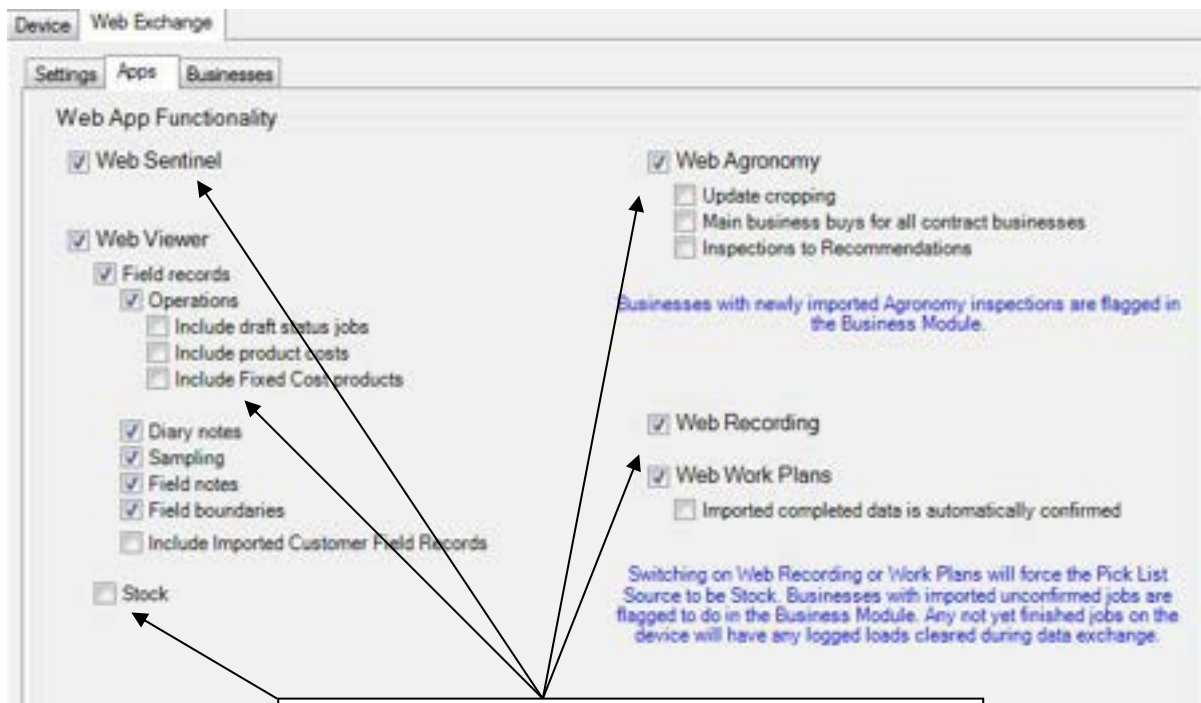
Site Id and **Device Id** are automatically generated by Gatekeeper upon Adding the Device and also, if required, ticking the '**Use pin code**' tick box you are given the option to enter a four digit pin code of your choice.



Within **Export Options** choose the **Pick Lists Source** to determine where lists are picked from.

Under **Product Lists to Export** tick the headings that you wish to export to the device and also, if required, tick the option to **Export data for the previous year**.

9. Select the **Apps** Tab (located next to the Settings Tab at the top of the window).

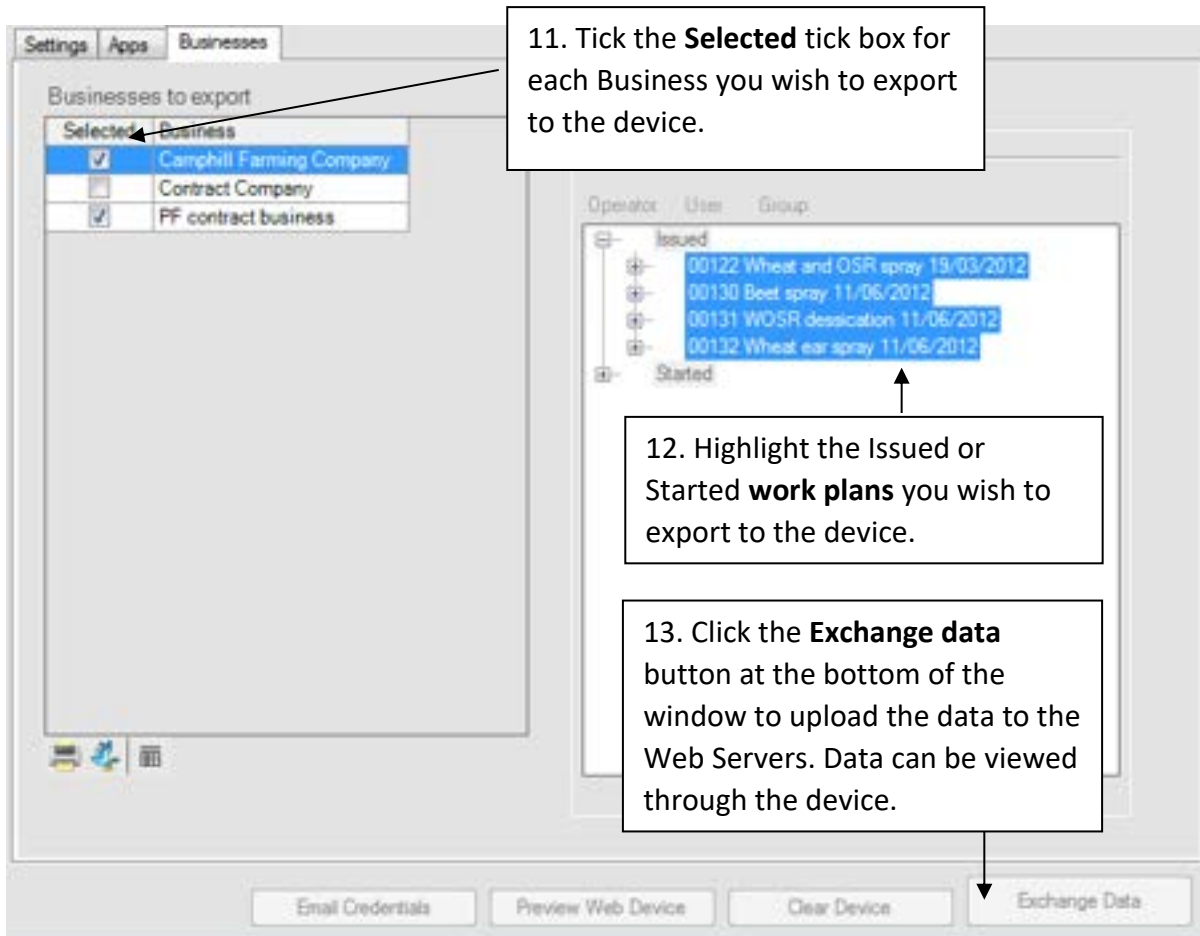


Use the Web App functionality tick boxes to decide what can be viewed and how the device can be used after export.

NB: Data for the ticked functionality boxes will be available to the device. This is the best way of managing multiple devices. For example; one device may have been setup with all information available to it. This could be used for the farm manager, contractor, or farm owner etc, whereas another device may only have field operations visible for a spray operator.

Each Web Grower license has 3 devices as standard, enabling three different Web Views.

10. Click on the **Businesses** Tab (located next to the Apps Tab at the top of the window. See next page).



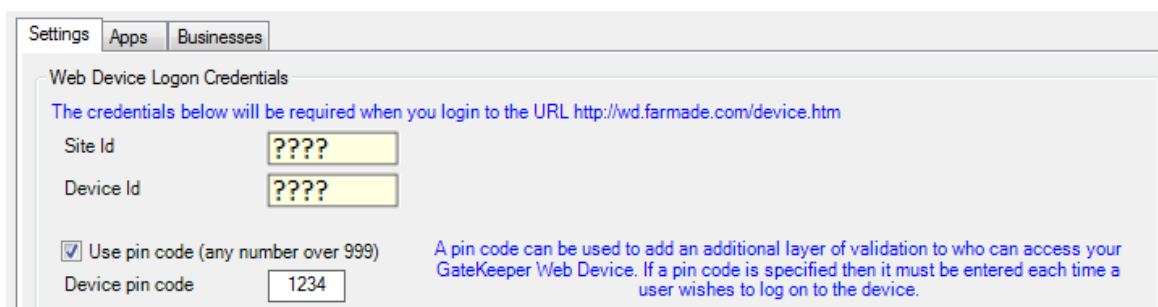
11. On the device that will be running the web app, go to its Web Browser enter the URL (Uniform Resource Locator)

<https://secure.gk-cloud.com/apps/device.htm>

The Gatekeeper Web Apps Login window will appear, as shown here.



12. Enter the Site ID, Device ID and Device Pin (if used). These can be found in the Settings tab within the Web Device Logon Credentials frame (shown below). Click **Login**.



Email Credentials

Alternatively you can email a URL link, which includes the Site and Device ID, to your web device (provided you have set-up your device to receive emails). This means that you do not have to type the URL and your GK Web App credentials into your web device browser but it does require you to have set-up your email address in your Gatekeeper contacts list.

1. Once you have Exchanged Data for the first time the Email Credentials button will become active. Click **Email Credentials** and the Add New Publication window will appear.
2. Select the contact who you want to email the credentials to and click **OK**.
3. You will now need to send this publication via the Outbox in the Publication Centre by clicking **Send Now** or by **Synchronising** Gatekeeper.


Tip: It is a good idea to bookmark the URL page within the web device browser, or save it to the devices home screen for the fastest access to the device login.

If supported on your device, you can save the bookmark to your home page where a GK Web Apps icon will appear.

Step 2 – Using Web Apps on the device:

Once logged into Gatekeeper Web Apps, the home screen displays a Business and Year selector (dropdown boxes), the Cache Manager and all available Apps (see below).

Home Screen Overview



Business & Year selectors - Dropdown boxes for selecting the business and year, to view/work with.

Cache manager link - For further information see below.

App Buttons – Allowing access to the relevant Web App.

Logout button - Used to logout of Web Apps at the end of the session.

NB: Data cannot be exchanged with Gatekeeper whilst logged in to Web Apps.

Cache Manager


By caching, the data is stored locally in the device memory. This makes it possible to use Web Apps when no mobile internet signal (3G/2G etc) is present and should be done before using the Apps. It is also a good idea to do this before leaving the office as the cache process will be quicker over a wireless connection rather than using 3G or 2G connections.



1. Click the [Cache Manager](#) link as shown on the previous page.

2. With the Cache Manager open click on the **Cache** link for the desired business and year. In a multi-business scenario, all businesses will be listed. A 'Cache All' option will also be available.

When complete, the 'Cached' column will change to 'Yes'.

3. Click on the exit cross  icon in the top right hand corner to exit the Cache Manager window.

Tips: To save room in your memory (RAM) tick 'Exclude Boundaries when caching' (mapping only) to ignore mapping data.

All data can be un-cached at anytime by clicking the 'Un-cache All' link. To disregard previously cached boundary data, use the 'Disregard Cached Boundaries' option next to 'Un-cache All'. For an individual business use 'Un-cache' alongside the Business name.

NB: If you do not cache the data manually, you will be prompted to do so on entering an App.

Web Viewer

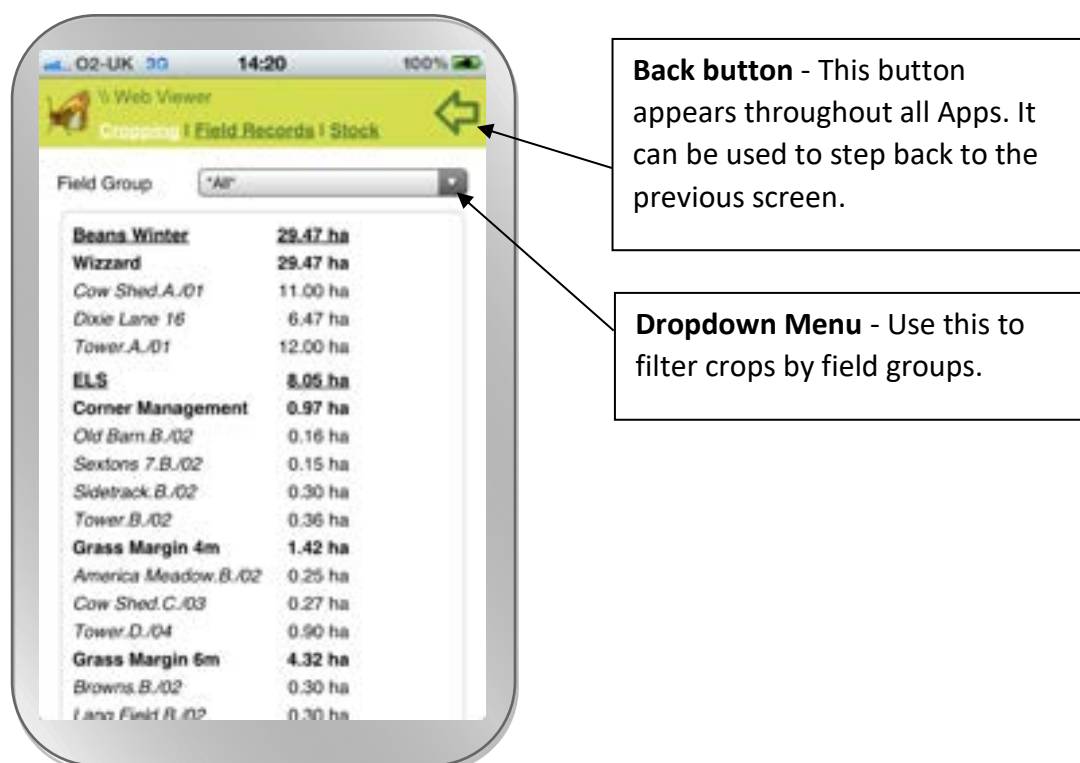
The Web Viewer App displays Cropping, Field records and Stock for the selected, exported year.

NB: Stock records cannot be cached and require a signal to be viewed.

1. On the home screen, select the  App.

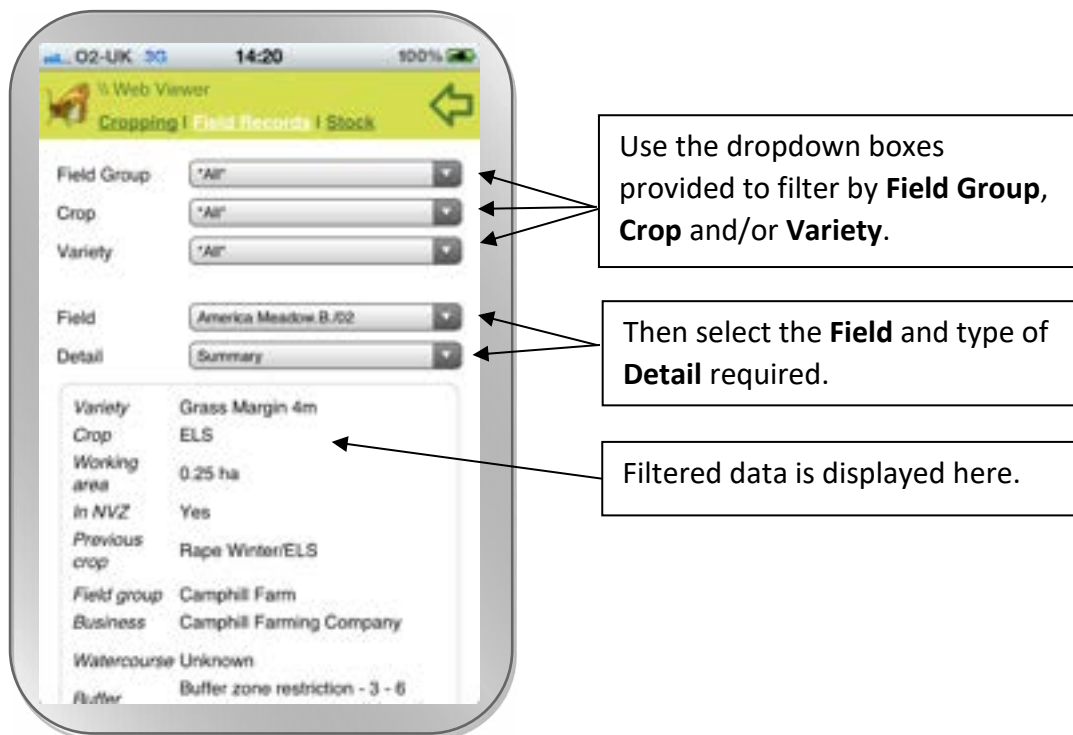
Cropping

Web Viewer opens by default in the Cropping view. As in the screenshot below, a full copy of your cropping records will be visible. Simply scroll down the screen to view more.



Field Records

Click the [Field Records](#) link. In this screen a view of the field record for the year is shown. This can include; Operations, Maps, Fertiliser Analysis, Sampling and Notes (Accessed from the **Detail** dropdown box).



Use the dropdown boxes provided to filter by **Field Group**, **Crop** and/or **Variety**.

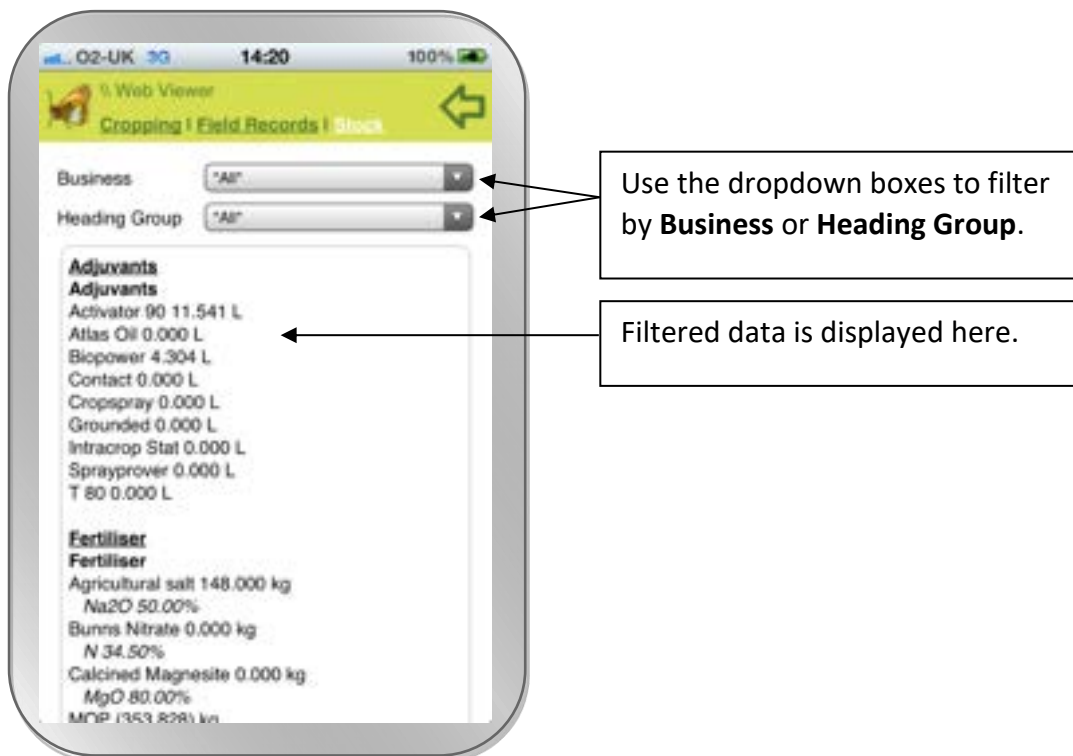
Then select the **Field** and type of **Detail** required.

Filtered data is displayed here.

Variety	Grass Margin 4m
Crop	ELS
Working area	0.25 ha
in NVZ	Yes
Previous crop	Rape Winter/ELS
Field group	Camphill Farm
Business	Camphill Farming Company
Watercourse	Unknown
Buffer	Buffer zone restriction - 3 - 6


Stock

Click the [Stock](#) link. This Screen shows the current stock levels for either an individual business or all businesses.



Web Agronomy

The Web Agronomy App allows you to log a set of inspections whilst field walking. Fields can be inspected individually or as a group. For example an operation could be created in order to treat the presence of Black Grass. When imported into Gatekeeper, a draft plan will be built from the note(s).

1. On the home screen, select the  Web Agronomy App.

Agronomy

2. The **Agronomy** page will open by default (see screen shot below). In the next few steps we will create a product inspection including comments. This method can be used for all other types of field based inspections.



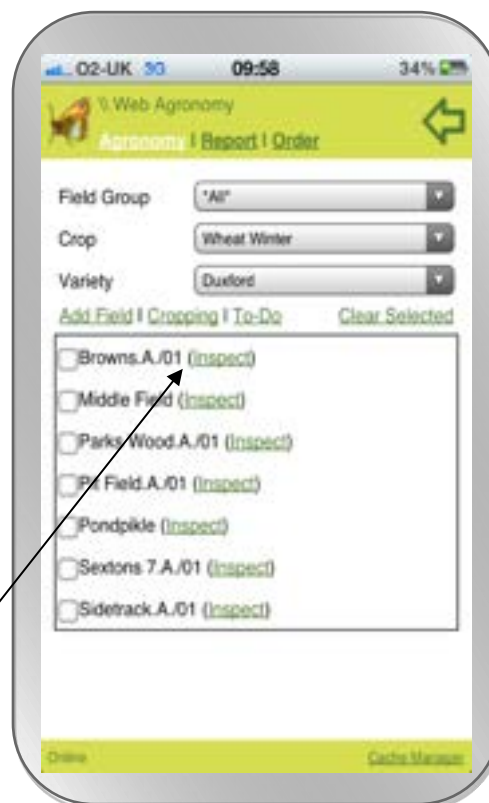
Back button - This button appears throughout all Apps. It can be used to step back to the previous screen.

3. Use the dropdown boxes to filter by **Field Group**, **Crop** and **Variety**.

4. Select the field(s) required for the recommendation. Any field with the word (inspect) next to it is available for inspection. If a Crop or Variety filter has not been used, all fields within the group are available by default. For an individual field, click on the field required, and all other fields will become deselected. In the example, the crop and variety filters have been used (see screenshot below).

Tip: **multi-field** inspections can be created. Select individual fields by clicking on the field name, this will highlight them in grey. Click ([Inspect](#)) on any highlighted field. All the selected fields will appear in one Inspection window. The inspection will be applied to all fields using this 'multi add' method. However, creating an Inspection in this manner, will remove the ability to edit fields individually i.e. different notes, rates etc.

5. With the required fields listed click the ([Inspect](#)) link.




Inspection


After clicking the Inspection link, the Inspection window will open showing the field name and variety of crop above the Menu bar.



Menu Bar Icons Explained:

The arrow icons  scroll between the Jobs and Notes for individual fields.

The Plus and Minus icons  add and remove Jobs and Notes.

The copy icon  will copy an existing job to a new field.

Lastly the disk icon  will save the work done.

6. Use the **Type** dropdown box to pick the type of Recommendation you wish to create. In this example an 'Operation Job' is being created.

Optional - The **Template** dropdown (under 'Type' dropdown) can be used to build a recommendation using an existing template from Gatekeeper.

Tip: Use the **Product Filter** (above the 'Pick Product' link) dropdown box to show only products within the selected heading group.

7. Click the [Add Product](#) link and a full list of products will appear. Chose the Product(s) required (some devices may be displayed differently).

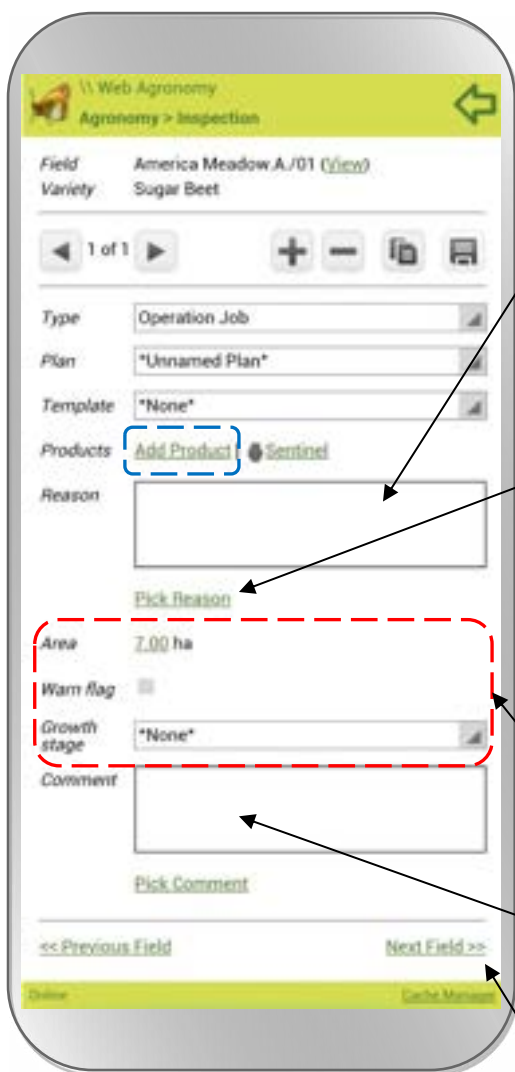
Tip: Once a product has been selected, use the Sentinel link to validate the product.

With a product selected, the rate can now be added. Click the link shown below and type in the rate.

Products Aramo @ [1.000 L/ha \(Remove\)](#)
[Add Product](#) |  [Sentinel](#)

If a mistake is made, use the [\(Remove\)](#) link to remove the product.

NB: To add a brand new product see page 15.



8. Click in the **Reason** box to manually type a reason.
Alternatively, click the [Pick Reason](#) link to use the predefined list exported from Gatekeeper (recommended).

Click the [Pick](#) link to select.

9. **Optional** - Some other options within this window are; **Area**, **Warn flag** and **Growth stage** and can be set if required, in the same way as all others thus far.

10. **Optional** - Add a comment. Same procedure as adding a reason (see step 8)

11. Click the [Next Field >>](#) link to move to the next field in the recommendation.

12. The name of the field at the top of the window will have changed to the next field in the job.

The inspection can be created in the same way as the first, or you can copy the previous or any existing jobs on the device.

To copy a Job click the **Copy existing Job** button which will bring up the window called 'Same As'.



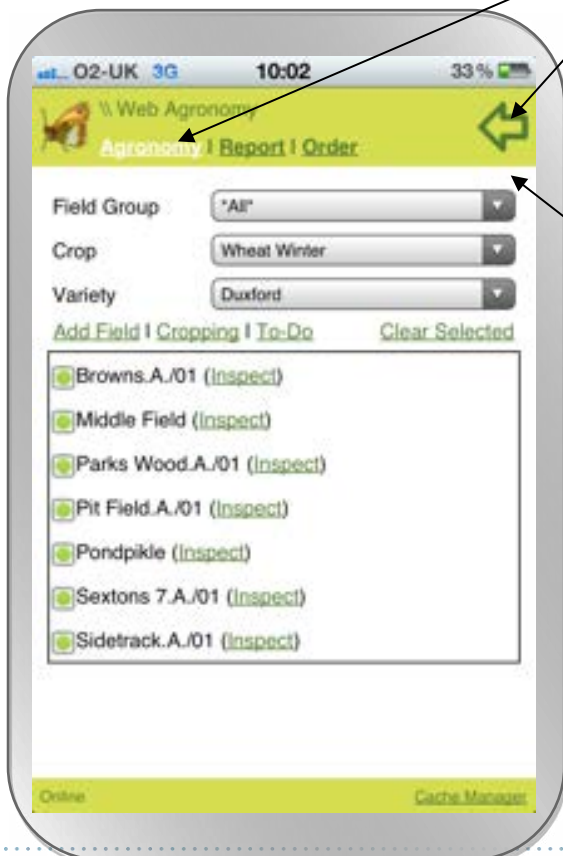
Choose the job from the list by clicking the [Pick](#) link.



This screenshot illustrates a completed inspection.

13. Continue the process for the remaining fields.

Once all fields are complete, you will be returned to the main window. All fields that have had an inspection added will have a green dot on the left-hand side to represent a change (shown in the image in the bottom left hand corner).



Tip: At any time while using Web Apps, the **Back button** can be used to return to previous window. Alternatively you can use the links at the top of the window.

14. Repeat the procedure for all inspections. When complete, see page 42 'Exchanging recorded data with Gatekeeper'.

Adding a brand new Product within an Inspection

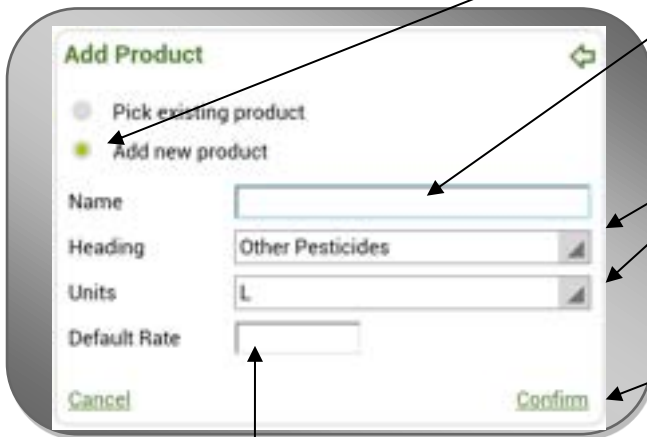
1. Click the [Add Product](#) link, next to Pick Product (circled in blue on image shown on page 13) and the Add New Product window will open.

2. Select the **Add new product** radio button.

3. Enter the product name using the box provided.

4. Use the **Heading & Units** dropdown boxes to select the heading group and product unit.

5. Click the [Confirm](#) link to save and exit.



Optional - Add a default rate to the product. This rate will be used when the product is initially picked, however it can be over written at any time.


The four other options in the Agronomy window (Add Field, Cropping, To-Do & Clear_Selected):-



The Add Field link opens a window to create a new field (see next page).

The Cropping link when clicked with a field selected brings up a dropdown box allowing you to change the fields crop and variety (see Page 18).

The To-Do link allows a note to be recorded that is passed back to

Gatekeeper's Business Module  (see Page 19)

Adding a new field

1. Click the Add Field link as shown on previous page.

2. Click in the **Name** box and enter the field name.

3. Use the dropdown boxes to set the **Field Group, Crop and Variety**.

4. Click in the **Area** box and type in the field area.

5. Click the Confirm link to create the field.

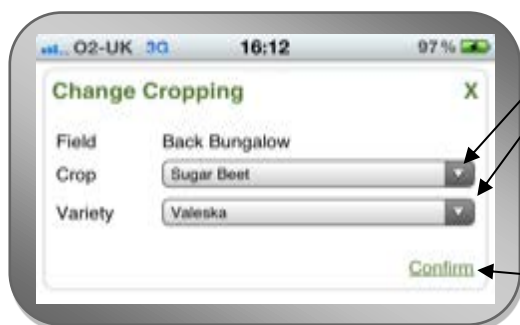


Cropping

1. Select the field(s) whose cropping you wish to change. In this example, the field 'Back Bungalow' has been selected. The field will be highlighted when selected.




2. Click the [Cropping](#) link.



3. Use the dropdown boxes provided to change crop and/or variety.

4. Click [Confirm](#) to save changes and exit.

To-Do

Either a **Business To-Do Log**, or a **Business Note** may be saved per main business in Web Agronomy. These are notes that can be imported into Gatekeeper's Business Module . Business To-Do Logs are flagged as 'To-do' in the Log Tab while the Business Notes are imported into the Notes Tab.

These features could be used for a number of things such as: a To-Do for that client when back in the office, a note record relating to each visit such as time spent etc, or as a reminder to record more complicated setting up of cropping such as splitting of fields etc.


1. Click the [To-Do](#) link as shown on page 16.

2. Select the option button for type of note required.



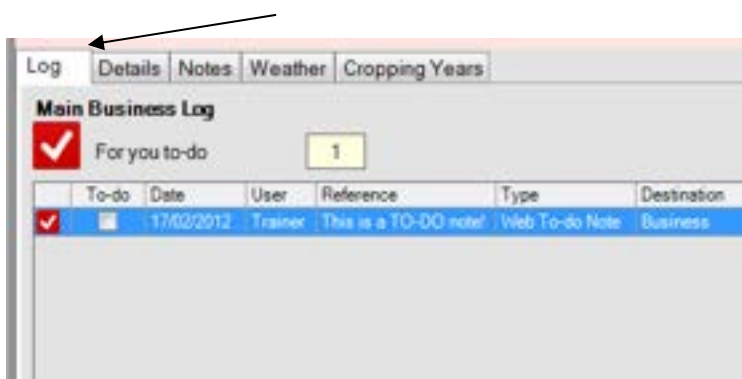
3. Click in text box and type the relevant note.

4. Click [Confirm](#) to save and exit.

Note: Only one note and note type can be recorded per business before exchanging. After data exchange (see page 42) with Gatekeeper, these notes can be found in the Business Module .

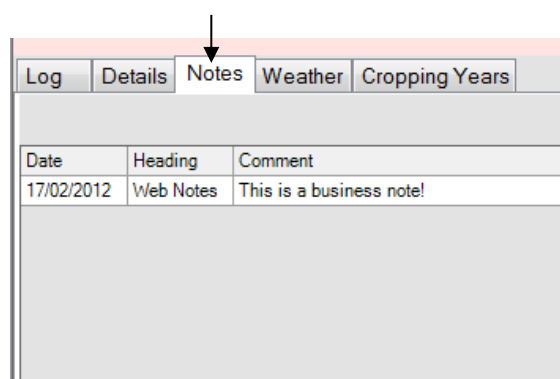
TO-DO Notes

Business Notes



A screenshot of the "Main Business Log" interface. The "Log" tab is selected. A red checkmark icon is next to the text "For you to-do" and a yellow box shows the number "1". Below this is a table with columns: To-do, Date, User, Reference, Type, and Destination. One row is highlighted in blue, showing a checked "To-do" item with the date "17/02/2012", user "Trainer", and reference "This is a TO-DO note!".

To-do	Date	User	Reference	Type	Destination
<input checked="" type="checkbox"/>	17/02/2012	Trainer	This is a TO-DO note!	Web To-do Note	Business



A screenshot of the "Notes" tab interface. It shows a table with columns: Date, Heading, and Comment. One row is visible, showing the date "17/02/2012", heading "Web Notes", and comment "This is a business note!".

Date	Heading	Comment
17/02/2012	Web Notes	This is a business note!

Managing To-do:-

All information returned to Gatekeeper is logged as a To-do note. This is a good way of managing work exchanged with devices. These notes can be found in the Business Module

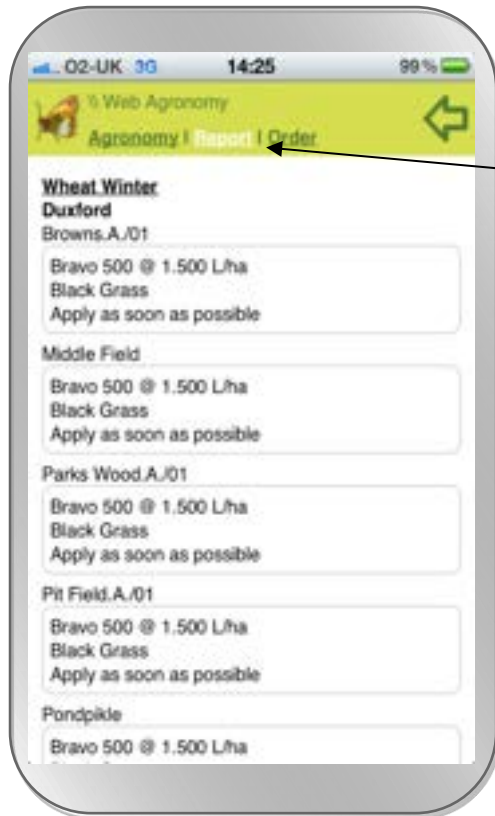


Log						
Details						
Notes						
Weather						
Cropping Years						
Main Business Log			User filter <input type="text"/>			
For you to-do		0		<input checked="" type="checkbox"/> All users to-do		1
<input checked="" type="checkbox"/>	Completed To-do	Date	User	Reference	Type	Destinati
<input checked="" type="checkbox"/>	<input type="checkbox"/>	18/07/2012	Guy Curtis	00122 Wheat and OSR spray	Confirm Web completed jobs	

The To-do list can be managed by ticking off tasks as they are completed. Simply tick the 'Completed To-do'.

Report

The reports section displays an overview of inspected work.

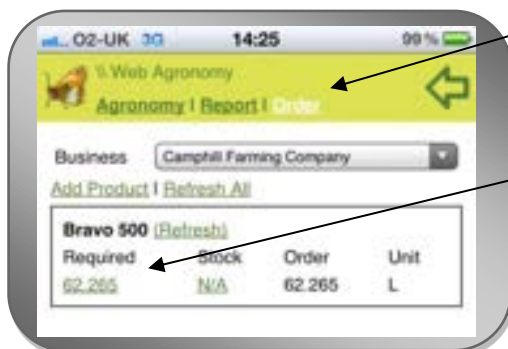


To view, simply click the [Reports](#) link in the main Web Agronomy window and use your finger to scroll down through the data

Orders

The Orders section allows you to view the products required to fulfil the operation inspection notes you have made.

Viewing orders created from inspection

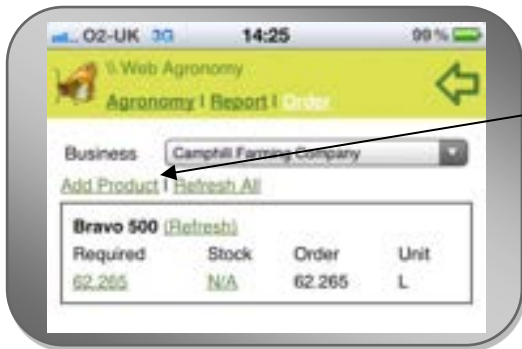


Click on the [Order](#) link in the main Web Agronomy window.

The required product amount from the operations inspections created earlier will be shown in the list.

Creating a product order from scratch

Option 1: Adding a product from a Product pick list (i.e. that was set-up in Gatekeeper). To add a brand new product, see option 2 on the next page.



1. Click the Add Product link.



2. With the default **Pick existing product** option selected, use the 'product' dropdown list to pick required product. The Heading dropdown list is available if you wish to filter by heading.

3. Click the Confirm link to create the product.

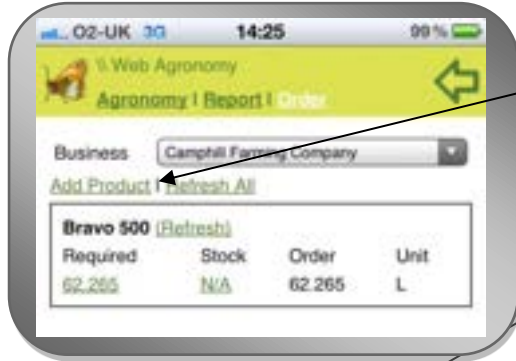
The order will now be displayed on the orders window as shown below.



4. The picked product is now shown in the list allowing you to edit the quantity required by clicking on the **required** link.

5. Add as many products as required by repeating steps 1-4. Once complete go to page **23** 'Exchanging an order with Gatekeeper' to continue.

Option 2: Creating a new product not previously set-up in Gatekeeper. The product will be created in the selected businesses stock and product list.



1. Click the Add Product link.



2. Select the **Add new product** option button.

3. Enter the product name using the box provided. In the example the product is named "Web app created product".

4. Use the **Heading & Units** dropdown boxes to select the heading group and product unit.

5. Click the Confirm link to save and exit.

Optional - Add a default rate to the product. This rate will be used when the product is initially picked, however it can be over written at any time.

The order window will now display the order as shown below.





6. Click the link beneath 'Required' to add the required product amount.


Optional - If the current stock figure for the product is known, it can be entered and deducted from the 'To Order' quantity.

7. Add as many products as required by repeating these steps or steps 1-4 on previous page. for existing products. Once complete go to page 23 'Exchanging an order with Gatekeeper' to continue.

Exchanging an order with Gatekeeper:-

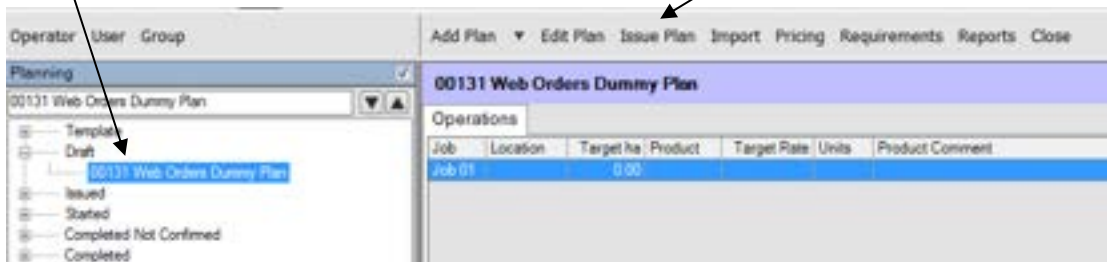
1. You must Logout out of Web Apps before data can be exchanged with Gatekeeper. Click the back button located top right hand corner of the window  until you reach the home page and see the Logout button.

2. Click the Logout button  to exit to the Logon screen. You are now ready to exchange data.

3. In Gatekeeper, go to the Planning Module  .

4. In this example, under the **Draft** node in the treeview, a plan named "Web Orders Dummy Plan" has been created.

5. Select the plan and click the **Issue Plan** button.



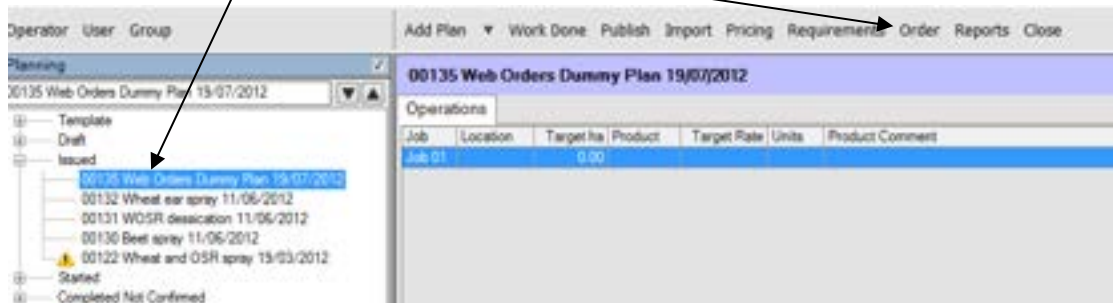
6. The product verification window will appear warning that no products have been entered. Ignore this and click the **Override Warnings and Continue** button located at the bottom right hand side of the window.


7. Within the 'Issue and Publish Plan' window click the **Issue Plan** button.

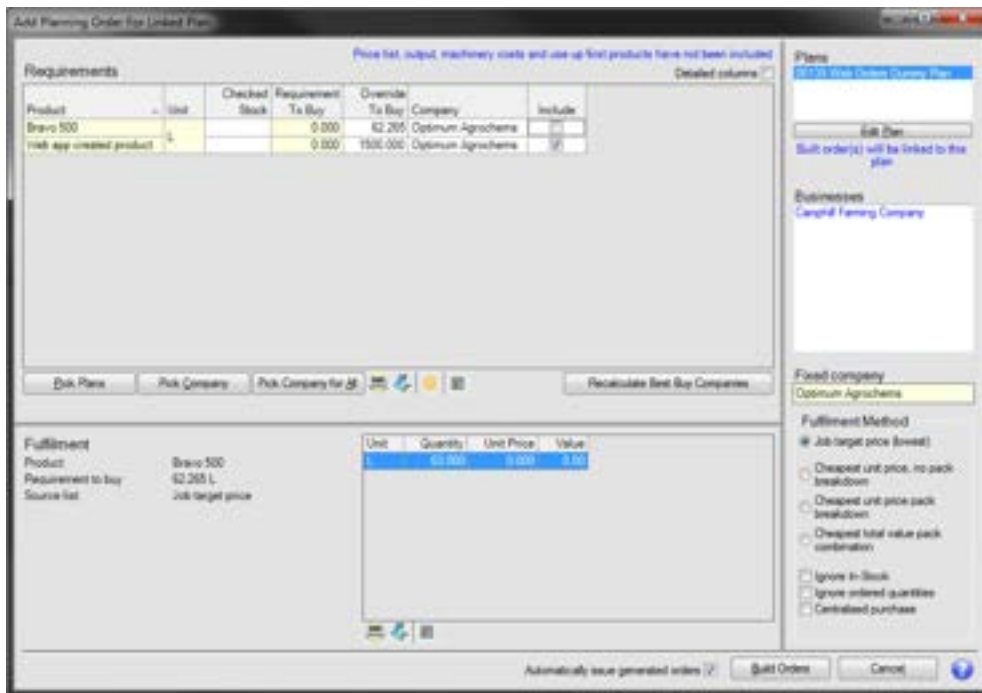
After clicking the 'Issue Plan' button, ignore all the options that appear and click the **Close** button (bottom right corner).



8. Back in the Planning Module under the **Issued** node in the treeview, select the plan and then click the **Order** button.

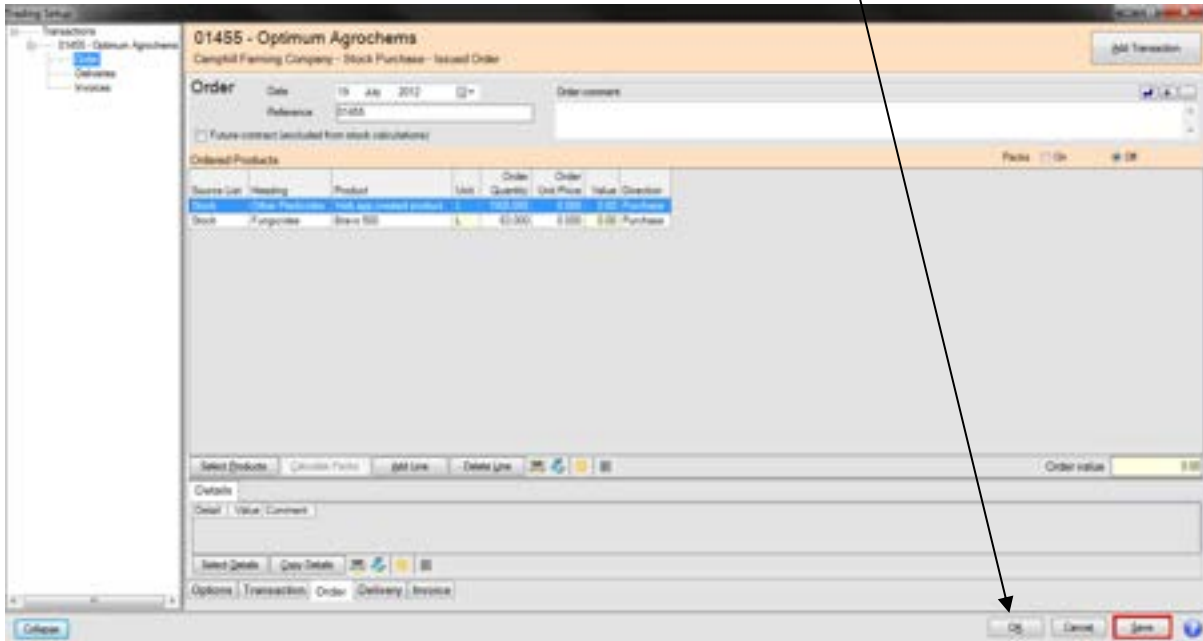


9. The 'Add Planning Order for Linked Plan' window will appear. Pick the required options for the order (see embedded help  for further instructions on how to use



10. Click the **Build Order** button.

11. The 'Trading Setup' window will now open.
The order has been created, click **OK** to save and exit.




Web Work Plans

The 'Web Work Plans' module allows you to complete exported work plans on your device. Exported plans can be edited and new plans can be created. All of the details encapsulated on the paper plan are exported to the Web Work Plan module. The example spray plan shown below (00122 Wheat and OSR Spray) displays the details for the third job 'Solstice'. This example job will be used in the following pages to illustrate the functionality that is available within Web App.

To export the plan(s) from Gatekeeper please refer to page 5 step 11

Plan 00122 Wheat and OSR spray					
Job 3		All Solstice		Application rate: 200 L	
Operator: Guy Curtis					
Tractor unit: JD 6030 (125), Implement: JD 732 Sprayer, Setting: 200 ft Med Lo-drift, Spray quality: Medium, LERAP star rating: Low-drift 3-star					
Product Rates & Quantities		Job 3		Total job area: 64.46 ha	
JD 732 Sprayer		Rate / ha	Units	Required	Total Used
Total Mix		200.000	L	12892.000	
Moddus		0.050	L	3.223	<input type="text"/>
Reason: Growth Regulator					
BASF 3C Chloromequat 720		2.200	L	141.812	<input type="text"/>
Reason: Growth Regulator					
Excelsior		0.600	L	38.676	<input type="text"/>
Target dose percentage: 60		LERAP category: B			
Laminator Flo		2.000	L	128.920	<input type="text"/>
Reason: Disease		LERAP category: B			
Target dose percentage: 61		LERAP category: B			
Load Summary		Job 3			
JD 732 Sprayer		3 Full Loads		1 Part Loads	
Product	Primary	Secondary	Primary	Secondary	Unit
Total mix	4000.000	0.000	892.000	0.000	L
Moddus	1.000	0.000	0.223	0.000	L
BASF 3C Chloromequat 720	44.000	0.000	9.812	0.000	L
Excelsior	12.000	0.000	2.676	0.000	L
Laminator Flo	40.000	0.000	8.920	0.000	L
Fields		Job 3			
America Meadow.A./01		3.00 ha		Growth stage: J1, 1st Node	
Wheat Winter/Solstice		Area Caution		Order <input type="checkbox"/>	
LERAP Complied with: <input type="checkbox"/>		Watercourse width Between 3 and 6m		Share required: 600.00	
Date	Start Time	Finish Time	Wind Speed	Direction	Weather Code
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Beck Field		3.18 ha		Growth stage: J1, 1st Node	
Wheat Winter/Solstice				Order <input type="checkbox"/>	
LERAP Complied with: <input type="checkbox"/>		Watercourse width Between 3 and 6m		Share required: 636.00	
Date	Start Time	Finish Time	Wind Speed	Direction	Weather Code
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Browns.A./01		9.70 ha		Growth stage: J1, 1st Node	
Wheat Winter/Solstice				Order <input type="checkbox"/>	
				Share required: 1940.00	
Date	Start Time	Finish Time	Wind Speed	Direction	Weather Code
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Planning overview

1. On the home screen, select the  **Web Work Plans** App.

Web Work Plans opens by default in the Planning view (screenshot below). You may be prompted to cache your data if you haven't cached already (See page 8 for details on Caching data).



Back button - This button appears throughout all Apps. It can be used to step back to the previous screen.

Add Plan - Use to create a new plan on the device. See page 36.

All exchanged work plans from Gatekeeper are displayed here. Each Plan has two links to the right:

Select - Opens up to display the main information of the job i.e. product(s) and fields etc. See the next page for an in depth look.

Show - Reveals plan date, Status and Operator as shown below

Plan date: 19/03/2012
Status: Issued
Operator: Guy Curtis

? 00132 Wheat ear spray ([Select](#) / [Show](#))

Viewing & completing a work plan

2. In the next few steps we will look at an issued plan from Gatekeeper, from a spray operator's perspective. This will include editing options, and how to complete the plan.

In the plan view as shown on the previous page, click the [Select](#) link next to the plan.



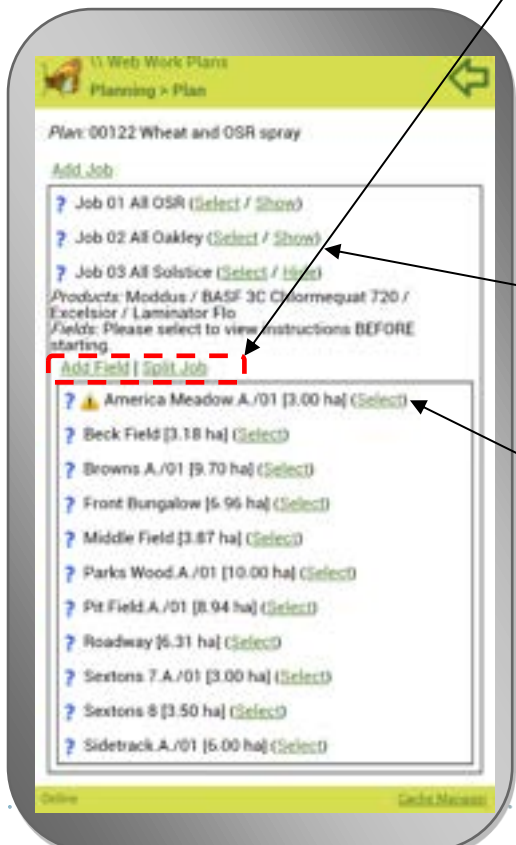
An overview of the plan will appear listing all its Jobs. In this example Job 1 has been expanded to show its details by default.

Tip: Switching jobs - If you intend to start with Job 2 for example, simply click the [Hide](#) link next to the job you wish to hide, followed by the [Select](#) link next to the job you wish to open. In this example, Job 1 is being hidden and Job 3 is being opened.

There are two links above every job:

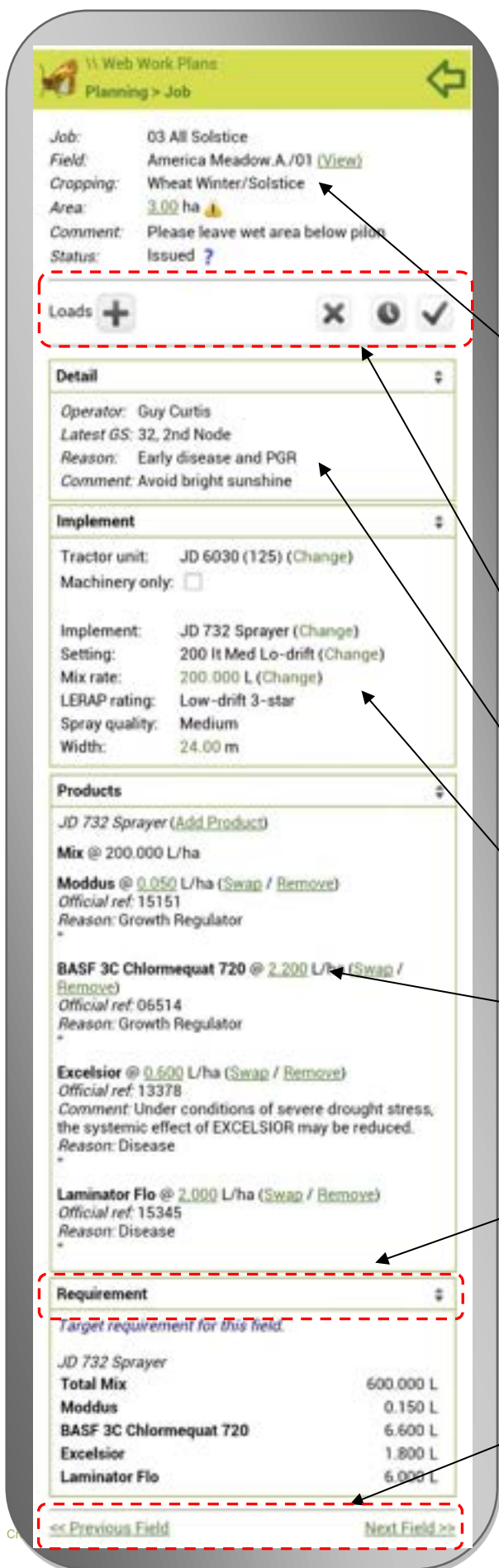
[Add Field](#) - Can be used to add additional fields to a job. Click the link and the add field window will appear. Use the dropdown boxes provided to select the field. Click the [Confirm](#) link to add.

[Split Job](#) - Allows you to move uncompleted fields to a new job. With a minimum of at least one field complete within the job (read this chapter first to learn how), click the [Split Job](#) link followed by [Confirm Split Job](#) on the next window. All incomplete fields will now be in their own job.



3. With Job 3 expanded (See switching jobs tip above) we can start in a couple of ways:

- a. Click the [Select](#) link next to the job. This will start the job assuming the first in the list is the field you are starting with. As you can see in the field list, this would be America Meadow A.
- b. If the job is starting on any other field, simply click the [Select](#) link for that field.



Overview of a started field

Now you will see a detailed view of the field within a job.

The top section is showing the field you are now working on, its Cropping, Area (which in this example has a warning flag as the area has been decreased), the Field Comment and Status.

Tips: A summary of the field details can be viewed by clicking the [\(View\)](#) link.

Field area can be changed by clicking the numeric link [\(3.00\)](#).

Job control buttons - Use to set loads, cancel jobs, log a start and finish time. Full details can be found on the next page.

Detail section - Shows target operator, latest growth stage, job reasons and job comments.

Implement section - Displays implement and all settings. See page 30 for full details.

Products section - Used to view, add/or edit product information. See page 30 for full details.

Requirement section - Shows target requirement information for the field.


NB/Tip: This section is collapsed by default, click on the top bar (circled red) to expand. This can be used in the same way to hide any other sections if you want to create more space on the screen.

The [<<Previous Field](#) & [Next Field >>](#) links can be used to navigate between fields. These links can be found at the bottom of field windows.

Job control buttons explained





Loads  (Loads) - Click to add, view or edit loads see page **32** how to use.

 (Cancel field) - If a field is no longer required as part of a job, click the **Cancel Field** button.


A cancel field window will appear as shown on the right. Click the [Confirm](#) link to cancel the field or the [Cancel](#) link to go back.



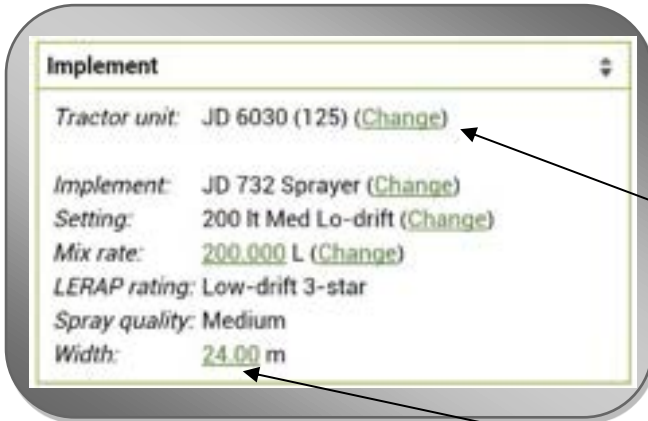
 (Log time) - When clicked the current time on is logged from the device. More on time logging in step 4 below.

 (Add Completion) - Opens the Add Completion window. Here you can complete work done, add interruptions etc. See page **34** for full explanation.

4. Starting the job (logging start time) - All new jobs are set with the start time of 7:00am. When you start a job for the first time, 7.00am will be logged along with today's date. If you use the [Next Field>>](#) link at the bottom of the window, the App will automatically add a finish time from the current time of the device. The next field will have the same start time as the previous field's finish time.

If an actual start time is preferred, click the **log time** button  within job control buttons as shown above. This will add the current time from the device.

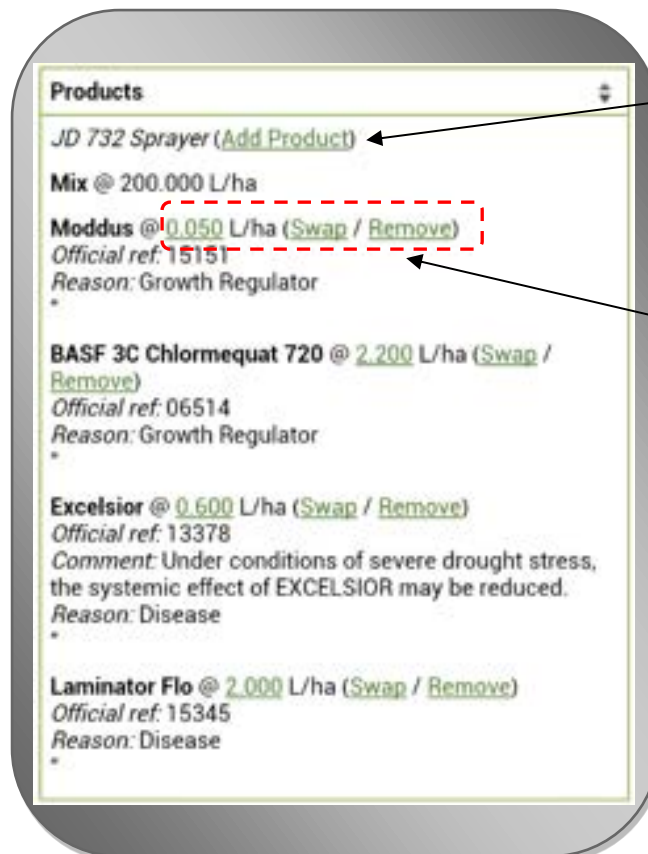
Checking the implement & Setting



5. The **Implement** section displays the target implement and/or its setting. If the implement or any of the settings need to be changed (with the exception of LERAP & Spray quality), click the [\(Change\)](#) link next to the implement or setting you wish to change. A dropdown list will be displayed from the Gatekeeper main program.

Mix rate & Width have a numeric link i.e. [200.000](#) & [24.00](#), these can be clicked and manually changed using the number pad on the device.

Checking the product(s):-



6. The **Products** section details the product information for the job.

To add a new product, click the [\(Add Product\)](#) link, see next page.

There are 3 options available for each product. In this example, using Moddus:-

[0.050](#) numeric link can be clicked and manually change with the number pad on the device.

[Swap](#) link opens the Add Product window the show on next page.

This is used in exactly the same way but whatever product is picked or created will have same rate as the original product.


[Remove](#) Click this link followed by the [Confirm Remove Product](#) link to remove the product from the job.

Adding or swapping a product:-

Skip to **step 8** on the next page to continue if not required.

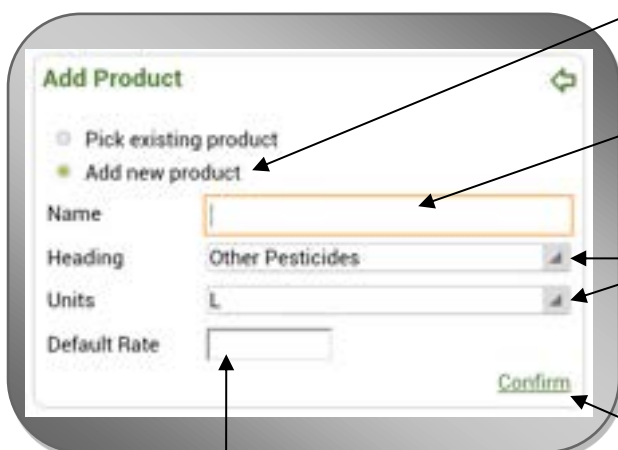
Click the ([Add Product](#)) link as shown on previous page. The Add Product window will appear.

To add or swap a new product from the existing list of products:-



1. With the **Pick existing product** option selected, use the 'Heading' & 'Product' dropdown box to pick the required product.
2. Click the [Confirm](#) link to add the product.

To add or swap a newly created product from the existing list of products:-




1. Select the **Add new product** radio button.
2. Click in the **Name** box and enter the product name with the keypad.
3. Use the **Heading & Units** dropdown boxes to select the heading group and product unit.
4. Click the [Confirm](#) link to save and add the product.

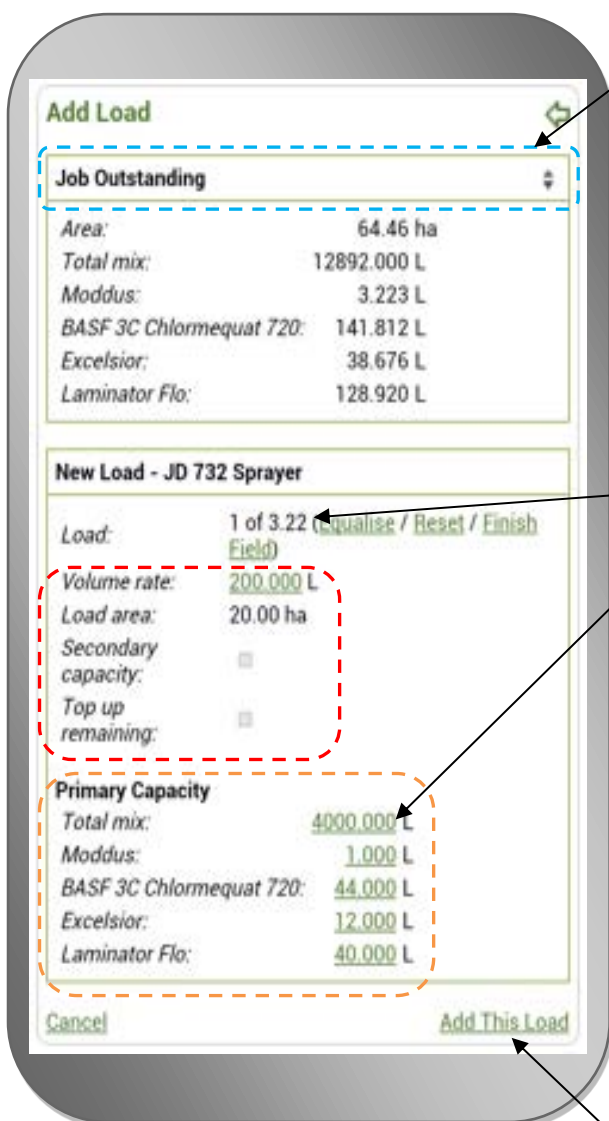
Optional - Add a default rate to the product. This rate will always be used when the product is picked, however it can be overwritten at any time.

NB: New products created in this manner will become added to the main Gatekeeper product list after import.

Working with Loads:-

8. If loads are not required, skip to **step 10** on page **34**. Not using loads will work off the target quantities.

Click the **Loads**  button within the job control buttons section as shown on page **28** to access Add Load screen.



The Job Outstanding section reveals the total area and individual product amounts for the job. As fields are completed they will adjust accordingly.

NB/Tip: This section is collapsed by default, click on the top bar (circled blue) to expand. Equally this can be used in the same way to hide any section if the screen on your device requires more room.

The example load is currently '1 of 3.22'. The quantities are shown at the bottom of the section under Primary Capacity (circled orange). Any one of these figures can be manually changed by clicking the link to their right and typing it in.

Next to the load there are 3 links:

Equalise - When clicked all load quantities are evened out to give an equal number of tanks.

Reset - Click to reset all figures to original (excludes Volume rate)

Finish Field - Calculates the load to finish the field. This assumes all other fields are complete.

9. Click the Add This Load link to add the load.

Other options in load (circled red):-

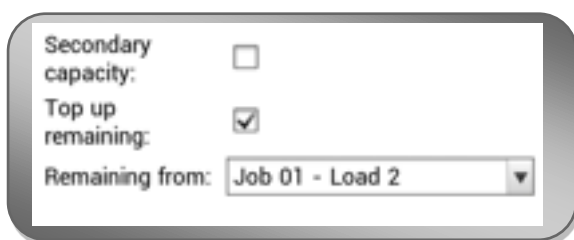
Volume rate - The numeric link (200.00) can be clicked and manually edited.

Secondary capacity - If the sprayer has a second tank, click the **Secondary capacity** tick box and secondary tank will appear under the primary tank. Edit accordingly.


Top up remaining - If a tank has a quantity remaining and but you wish to fill up, click the **Top up remaining** tick box quantity required to top up will be calculated.

Carry a load from one job to another:-

This can be used if a job has exactly the same product mix required as a part load left in the tank from a previous job. When adding a load (see previous page), if the **Top up remaining** option is used, a dropdown box will appear with the load available to select. This will now be taken into account when calculating the loads.

A screenshot of a software interface showing three options: 'Secondary capacity:' with an unchecked checkbox, 'Top up remaining:' with a checked checkbox, and 'Remaining from:' with a dropdown menu currently displaying 'Job 01 - Load 2'.

Adding work done:-

10. Click the **Add completion** button  within the job control buttons section as shown on page 28 to open the Add Completion window.

Quantity allocation - By default, quantities are recorded for each field. If a single total quantity is preferred, click the 'Record used quantities when job is completed' option. When the last field is complete, the target quantity will be proportioned out between all fields within the job. The option to manually enter a total will also be available.

All recorded information can be edited before completing by clicking the respective link (circled blue).

Interruptions - Click the box to add an **Interruption**. This will log a completion against the field. Area should be adjusted accordingly (circled orange).

Operator & HSE - Use the dropdown boxes provided to select the **Operator, Wind direction, Weather & Soil**. For **Wind speed & Temperature** click in the box provided and type the value. Optional add a completed comment if you wish.

Tick the '**Job HSE checklist**' for full operator check list.

NB: Once HSE information is set, each field to follow will be give the same details until changed.

11. Click **Add This Completion** to complete the field.

Operator signature - Within Gatekeeper, a signature pin can be setup for an operator (this is located in Setup > Operators> Click on the operator in the treeview > signature box on the right). If a pin is set for an operator and the pin is not entered on completion of the job, when the completion is imported into Gatekeeper the field(s) will have 'warning' flagged against it and the plan will be put under the completed not confirmed node in the treeview. A detailed log of the warning can be found on the job header tab within the plan.

The job will now have moved to the next field. If you navigate back to a completed field, there will be a completed section at the bottom of the window (shown below). If the completed records need to be removed, click the [Remove All Completions](#) link and all completions for the field will be removed.



12. Continue this process until the job is complete. When the last field in the job is completed, the 'Job Totals' window will appear (shown below).

This example was completed using the 'Record quantities used for each field' option as shown on the previous page. A slightly different set of options will be available if the 'Record used quantities when job is complete' option is used.

This is the final window before the job is confirmed as having been completed.

Wastage - Click this box if a wastage amount is required. A wastage figure will appear as part of the product quantities but does not affect the applied rate. Example for Moddus below -

<i>Moddus:</i>	0.050 L/ha
<i>Quantity:</i>	3.224 L
<i>Wastage:</i>	0.000 L
<i>Total quantity:</i>	3.224 L

Allocation of quantities - Click the option button to choose the allocation type, either;


- 'Allocate to fields in proportion to recorded quantities' - Allocates the amount recorded for the individual field (complex mode).
- 'Allocate average rate to completed fields' will proportion out the total quantity for the job over all fields allocating an average rate by field area.

NB: Any figure with a link (example circled in blue) can be edited by clicking. Editable options vary by allocation options etc.

13. Click the [Confirm](#) link to finalise the job. To exchange completed jobs with Gatekeeper, see page 42.

Adding a new plan from scratch:-

1. Click the [Add Plan](#) link as shown on page 26. The Add plan window will appear -

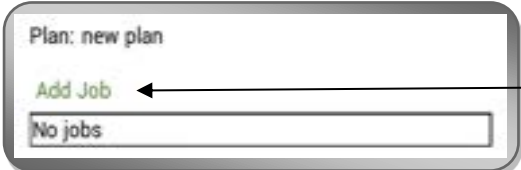


2. Click in the box provided and give the plan a name.


3. Use the dropdown box provided to select the operator.

Optional - A **Comment** and **Condition** can added. Click in the box provided and type to enter.

4. Click the [Confirm Add Plan](#) link.



5. A blank plan screen will appear with no jobs in it. Click the [Add Job](#) link.



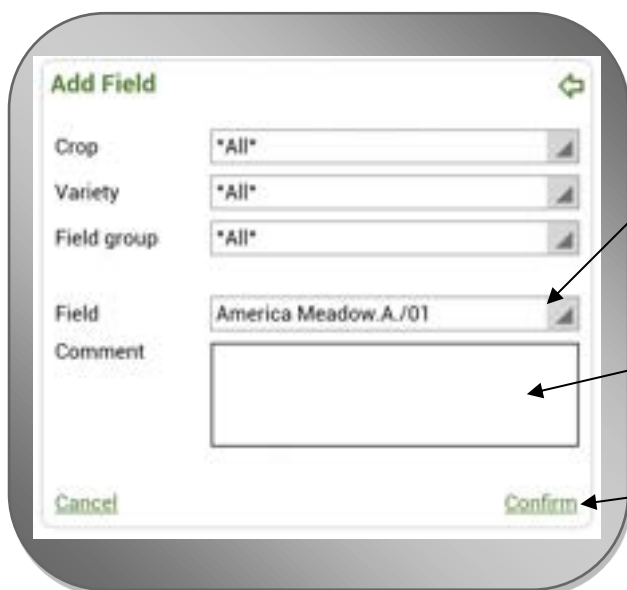
6. Click in the box provided and give the Job a name.

Optional - A **Reason** and **Comment** can added. Click in the box provided and type to enter.

7. Click the [Confirm](#) link.



8. Click the [Add Field](#) link to add field to the job.



9. Use the dropdown box provided to select the **Field**.
Tip: The three dropdown boxes above; Crop, Variety and Field group can be used to filter fields.

Optional - A **Comment** can added. Click in the box provided and type to enter.

10. Click the [Confirm](#) link to add the field.

Repeat from step 8 to add more fields. Once the job has been fully created, see 'Web Work Plans' section starting page 25.

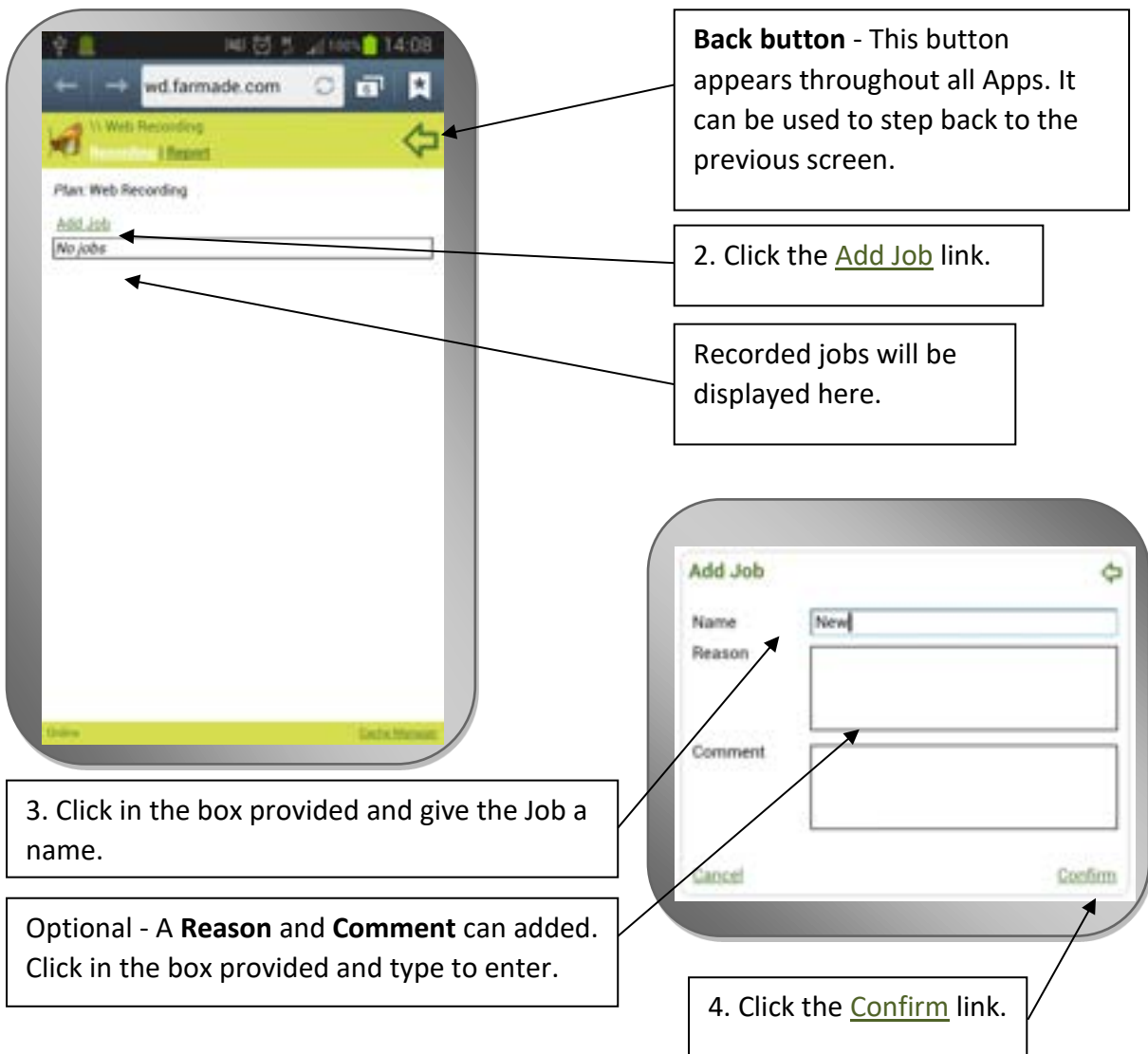
Web Recording

The 'Web Recording' module allows you to input completed work using your device, without the need for a work plan. This would typically be used for machinery only job. For product based jobs it is recommended that a work plan be created in Gatekeeper and sent to the device using Web Work Plans (see page 25 for further detail).

1. On the home screen, select the  Web Recording App.

Recording Overview

Web Recording opens by default in the Recording view (screenshot below).



Back button - This button appears throughout all Apps. It can be used to step back to the previous screen.

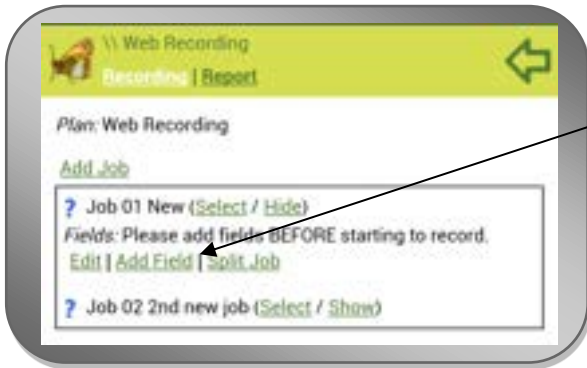
2. Click the Add Job link.

Recorded jobs will be displayed here.

3. Click in the box provided and give the Job a name.

Optional - A **Reason** and **Comment** can be added. Click in the box provided and type to enter.

4. Click the Confirm link.



5. Click the [Add Field](#) link to add field to the job.



6. Use the dropdown box provided to select the **Field**.

Tip: The three dropdown boxes above; Crop, Variety and Field group can be used to filter fields.

Optional - A **Comment** can be added. Click in the box provided and type to enter.

7. Click the [Confirm](#) link to add the field.

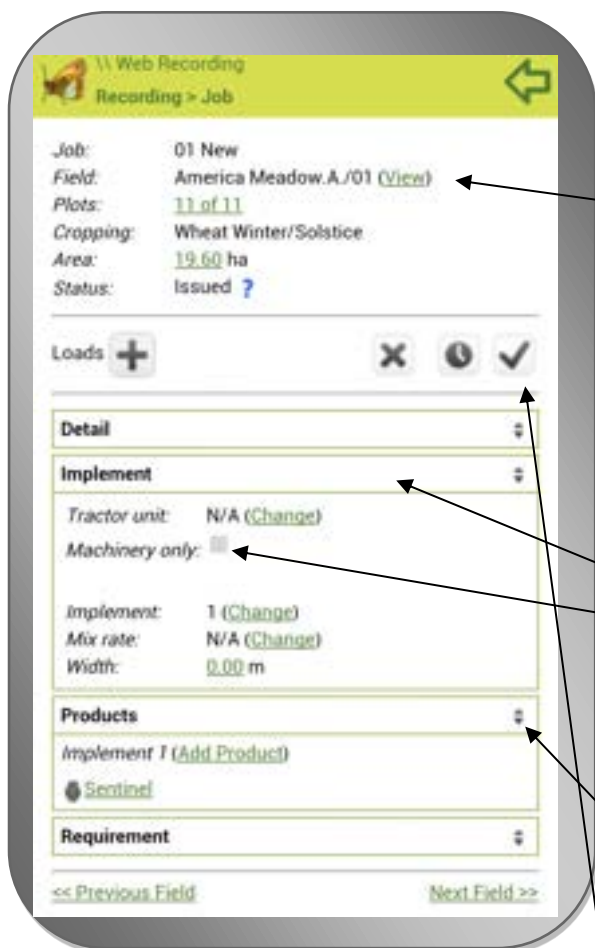


8. The field is now part of the job. Click the [\(Select\)](#) link to add work done

Tip: The [Edit](#) link can be used to edit job details.

Recording work done: -

Overview (see pages 28 to 33 of web Work Plans for full detail of this window)



The top section is showing the field you are now working on, its Cropping, Area (which in this example has a warning flag ⚠ as the area has been decreased), the Field Comment and Status.

Tips: A summary of the field details can be viewed by clicking the [\(View\)](#) link.

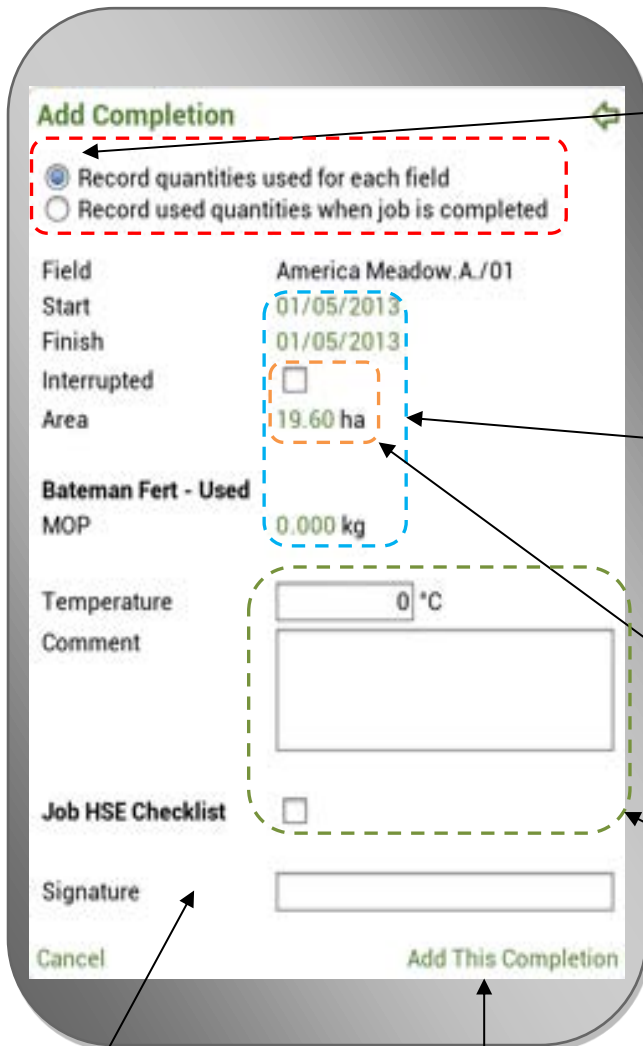
Field area can be changed by clicking the numeric link [\(3.00\)](#).

9(a). **Implement** section - Use to add implement and all settings to job. See page 32 for full details.

Tip: use the 'Machinery only' tick box to make the job machinery only.

9(b). **Products** section - Use if recording a product applied. See page 31 for further detail on viewing, adding and/or editing product information.

10. Click the **Add completion** tick box within the job control buttons section to open the Add Completion window. See page 29 for full details on job control buttons.



Quantity allocation (circled red) - By default, quantities are recorded for each field. If a single total quantity is preferred, click the 'Record used quantities when job is completed' option. When the last field is complete, the target quantity will be proportioned out between all fields within the job. The option to manually enter a total will also be available.

All recorded information can be edited before completing by clicking the respective link (circled blue).

Interruptions - Click the box to add an **Interruption**. This will log a completion against the field. Area should be adjusted accordingly (circled orange).

Optional (circled green) - A temperature and/or completed job comment can be added by clicking in the allocated box provided.


Job HSE - Click tick box to activate a full HSE check list.


11. Click Add This Completion to complete the field.

Operator signature - Within Gatekeeper, a signature pin can be setup for an operator (this is located in Setup > Operators> Click on the operator in the treeview > signature box on the right). If a pin is set for an operator and the pin is not entered on completion of the job, when the completion is imported into Gatekeeper the field(s) will have 'warning' flagged against it and the plan will be put under the completed not confirmed node in the treeview. A detailed log of the warning can be found on the job header tab within the plan.


12. Once the all recordings have been complete, see 'exchange completed jobs with Gatekeeper' section on the next page.

Exchanging recorded data with Gatekeeper

1. You must Logout out of Web Apps before data can be exchanged with Gatekeeper. Click the back button located top right hand corner of the window  until you reach the Logout button.

2. Click the Logout button  to exit to the Logon screen. You are now ready to exchange data.

NB: It is not possible to logout without an internet connection (3G/Wireless).

3. Within Gatekeeper select the Devices Module 

4. Using the treeview to navigate to the device you wish to exchange data with (as shown below) and select the device. In the example, the device is named 'Smartphone' and can be found under the **Farmade/Generic** and **GK Web Apps** nodes in the treeview with the treeview filters buttons of **Manufacturer** and **Type** presses.



Show inactive and unused manufacturers, types and devices

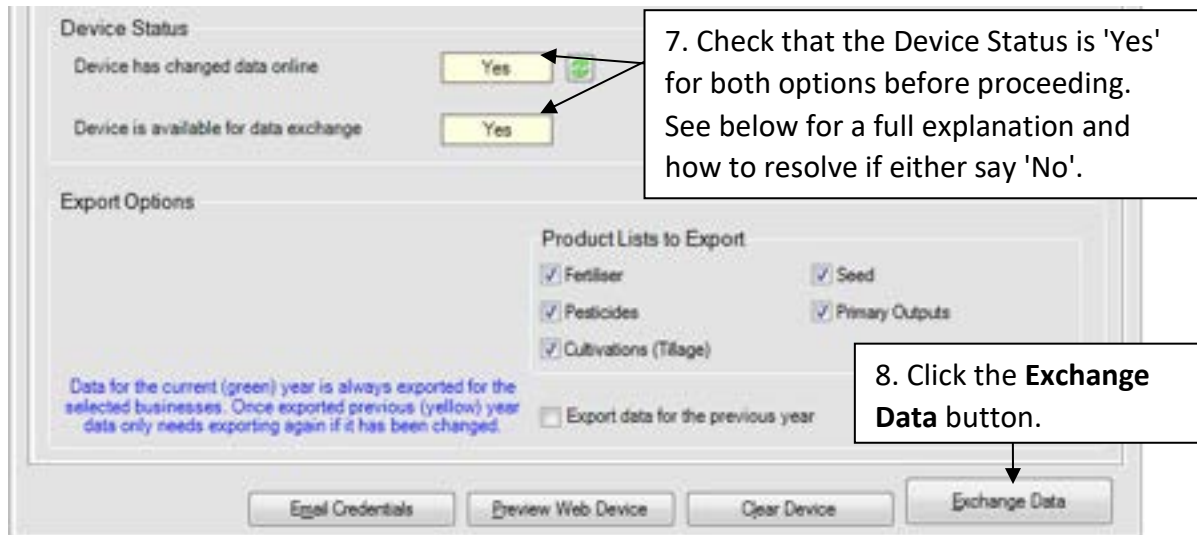
Tip: Within the device module, Use the tick box to show only the active ("used") devices.

5. Click the **Device Sync** button.

6. The 'Device Synchronisation' window will now appear.



Click the **Web Exchange** Tab.




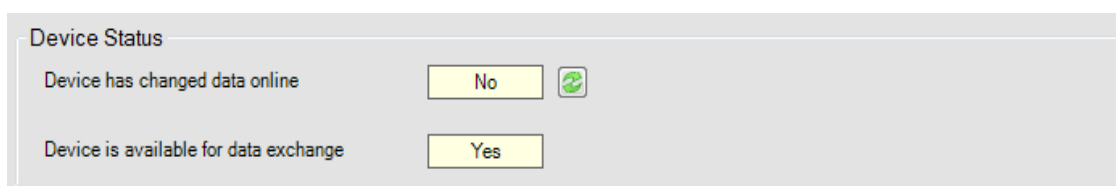
Device Status

The two notification boxes tell you the current status between Gatekeeper and the device -

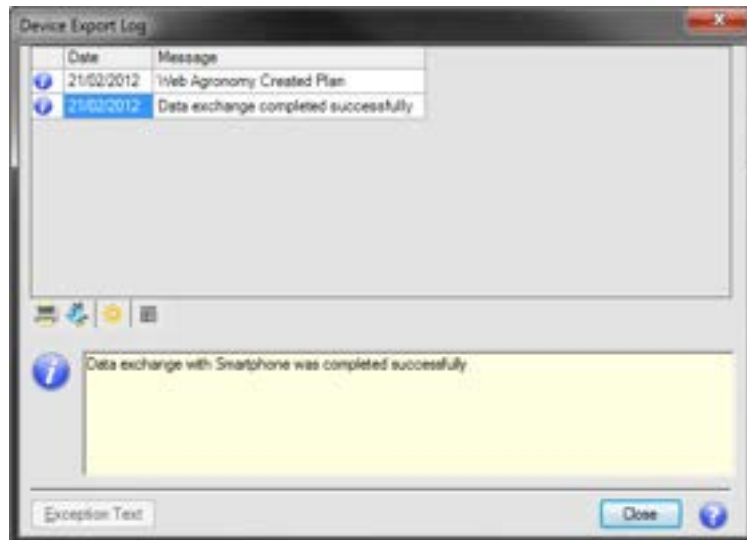
Device has changed data online: Data has been recorded or changed on the Device which can be imported (Yes/No).

Device is available for data exchange: A user cannot be logged into the device at the point of exchange. This notification will tell you if the data can be received now (Yes/No).

Tip: The data will automatically update on opening the device sync window, however a refresh button is available to check the current status . If 'Device is available for data exchange' is set to **No** (it should read yes as shown in image below) and a logout is required, the refresh can be used to update the status.

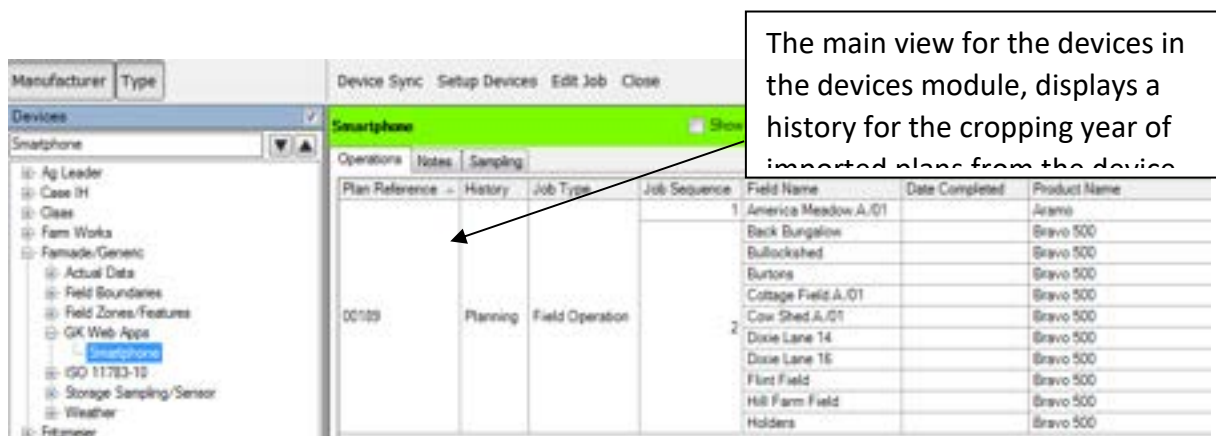


9. Once the data exchange is complete, the Device Export Log window will be displayed. It will confirm that the exchange was successful and the data type exchanged. Click the **Close** button.



10. Back at the Device Synchronisation window click the **OK** button to close. The Devices Module home page will appear. A summary of information recorded on the selected Device will be displayed (see next page).

Any inspections imported in to Gatekeeper will be found in the respective module i.e. an inspection created with 'Web Agronomy' will be found in the Planning module under drafts.



11. To view completed work, go to:-

a. Work completed with 'web Agronomy' or 'Web Work Plans' go to the Planning Module



b. Work completed with 'Web Recording' go to the Recording Module




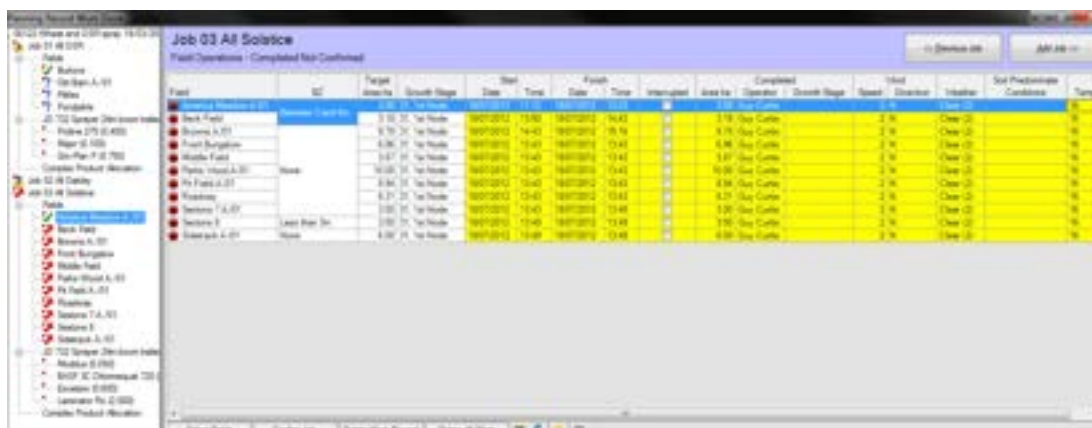
Plans completed or partially completed within GK Web Apps can be viewed and edited. Plans with completed work can be found in one of several nodes in the treeview as follows;

Started – Plans that are partially completed (for example, if one job is complete but other jobs in the same plan have yet to be done).

Completed Not Confirmed – Plans where all fields in all jobs have work recorded but where they have yet to be confirmed or have issues (see the example below).

Completed - Plans where all fields in all Jobs have recorded work done which has been confirmed. If you want Plans to be confirmed automatically, when sending data from Devices, ensure that beneath **Web Work Plans, Imported completed data is automatically confirmed** is ticked. This can be found in devices>Web exchange tab> Apps tap.

An example of a Completed Not Confirmed job below. Note that all the fields are flagged as having issues . This is because the operator signature was not added on completion of the job. See page 34 for more details.



Field	ID	Target	Growth Stage	Date	Time	Harvested	Area Ha	Operator	Growth Stage	Area	Discharge	Volume	Soil Phosphorus	Comments
Back Field	1000000001	1000	1000	10/10/2012	10:00	1000	1000		1000	1000	1000	1000	1000	
...	