

Sample Processing

This guide will cover the process of entering a new sample through sending the completed report to the customer.

Entering The Sample

Begin by entering the associate who submitted the sample, and enter the Lot #, Lab #, Crop & Variety (or multiple crops if it's a mixture) and selecting the tests or services to add to the sample, then press the create sample button.

New Sample [\[Help\]](#)

If Sample was Submitted online, Lookup the External Lab # (begins with XT-)
External Lab #

Date Received

* Owner [\[Notes\]](#)

Conditioner [\[Notes\]](#) Same as Owner

Field Number

* Lot Number

* Lab Number [\[Next Lab #\]](#)

Report Type ▼

Crop Year

Product Name

* Crop, Variety Is Mixture
[\[Add Variety\]](#)

Seed Class

Lot Amount Units

Noxious Exam

Add Tests

Test Groups	Tests	Services
<input type="checkbox"/> Clearfield	<input type="checkbox"/> Accelerated aging test	<input type="checkbox"/> Fax results
<input type="checkbox"/> C-Soil	<input type="checkbox"/> All State Noxious Weed Test	<input type="checkbox"/> Phone results
<input type="checkbox"/> Export	<input type="checkbox"/> Annual Bluegrass Exam	<input type="checkbox"/> Purity first
<input type="checkbox"/> G-Only	<input type="checkbox"/> Carboxin + Thiram germ	<input type="checkbox"/> Return sample
<input type="checkbox"/> KOH	<input type="checkbox"/> Clearfield	<input type="checkbox"/> Rush
<input type="checkbox"/> Moisture	<input type="checkbox"/> Electrophoresis	
<input type="checkbox"/> NoxOnly	<input type="checkbox"/> Export	
<input type="checkbox"/> P-Germ	<input type="checkbox"/> Export Other Material	
<input type="checkbox"/> P-Only	<input type="checkbox"/> Export Pure Seed	

Entering Results

See the Test Results page for details.

Once you have created the sample & added the tests to be performed you can enter the results on the Results tab of the Samples page. There are separate tabs for Purity, Viability, Moisture, and Seed Weight tests, all of which can calculate the final values from the raw data.

Tests/Services [Germination, Purity, Seed count]

Other Info

Links [\[Lab Entry\]](#) [\[Lab Report\]](#) [\[Lab Card\]](#) [\[Label\]](#) [\[Confirm Now\]](#) [\[Clone\]](#)
[\[Delete\]](#)

Sample Add Tests Results Remarks Bill Sample Sample Audit Fields In Lot Confirm

Purity Viability Other Determinations Moisture Seed Weight Vigor Canada Grade

Sample Purity [\[Help\]](#)

Lab # :15-1406

Entering Remarks

See Sample Remarks for details.

Additional remarks can be added to a sample, some are for internal use, others will appear on the Lab Report. Pure Harvest can generate certain remarks using the information defined in the Sample or Test Results. Contact us for a list of the types of remarks can be generated, custom remarks can also be generated to meet your lab's needs.

Save Changes

Add Tests Purity Viability Vigor Canada Grade **Remarks** Bill Sample

Remarks [\[Help\]](#)

Last Refreshed @ 2014-01-07 16:49:06 [\[Refresh\]](#)

Usage	Remark	Order	Text
<input checked="" type="checkbox"/> ANAS	--		Test results [snip].. ICIA will determine final class [snip]
<input checked="" type="checkbox"/> OTHD	UGS		Undesirable Grass Seed (UGS) None found in 10.16 grams analyzed.
<input checked="" type="checkbox"/> SAMR	--		Germ in process -
<input checked="" type="checkbox"/> SENR	--		Idaho Certified Field No. 51070059 Grower: Leitch Farms

Add Row Submit

Confirming the Sample

Once you have entered all the test results, open the Confirm Popup to rerun any calculations, generate any remarks, and preview the lab report.

The Confirm popup will also alert you to any possible mistakes or missing information, such as Purity percentages not totaling to 100%, or the Viability seed counts not matching the total number of seeds tested.

Confirm Sample x

Confirm 15-0021 [\[Help\]](#)

Last Refreshed @ 2015-08-18 17:19:32 [\[Refresh\]](#)

Discrepancies found: x

Germination - Wheatgrass, western: Total counts(399) do not equal amount tested (400)

TZ test - Wheatgrass, western: Total counts(190) do not equal amount tested (200)

Calculate tests

- Purity
- Moisture
- Seed count
- Germination - Wheatgrass, western
- TZ test - Wheatgrass, western
- Pure live seed - Wheatgrass, western

Regenerate Remarks

Currently reported [\[Show\]](#)

Completing the Sample

Once you have confirmed the sample and verified the calculations are correct, and the report preview looks good, you can set the sample status to Complete (or Pass/Fail if applicable) and the sample will be flagged as ready to print /email.

Batch Printing & Emailing Samples

From the Batch Reports Page, you can see all the samples you completed within a number of days (use the lookback filter to show older samples, and check them off to print them to PDF files. A separate PDF will be created for each sample, after all the reports have been generated on the server, a single PDF containing all the report you just generated will be opened so you can print all of them to paper more easily.

Batch Print/Email Samples

Batch Print Reports [\[Help\]](#)

Filter Samples

Completed Since: Order by

Notice: x

No samples found matching filter.

Once you have printed the Reports, go to the Email Tab, and the customers that have a "Lab Report" type email address defined can be selected and their reports will be emailed directly to them.