



## Samples

2024-07-02

This document refers to mostly Service & Certification Samples. See **Regulatory** for Regulatory Samples.

## New Sample

New Service Sample <a href="#">[Help]</a>	
If Sample was Submitted online, Lookup the External Lab # (begins with XT-)	
External Lab #	<input type="text" value="XT-"/>
Date Received	<input type="text" value="2024-05-10"/>
* Owner	<input type="text"/> <a href="#">[Notes]</a>
Conditioner	<input type="text"/> <a href="#">[Notes]</a> <a href="#">[Same as Owner]</a>
Bill To	<input type="text"/> <a href="#">[Notes]</a> <a href="#">[Same as Owner]</a> <a href="#">[Same as Conditioner]</a>
Field Number	<input type="text"/>
* Lot Number	<input type="text"/>
Sender's Info	<input type="text"/>
* Lab Number	<input type="text"/> <a href="#">[Next Lab #]</a>
Seed Class	<input type="text"/>
Crop Year	<input type="text" value="2019"/>
Product Name	<input type="text"/>
* Crop; Variety	<input type="text"/> <input type="checkbox"/> Is Mixture
	<a href="#">[Add Variety]</a>
Lot Amount	<input type="text"/> Units <input type="text"/>
# of Bags	<input type="text"/> Bag Weight <input type="text"/>
Is Treated?	<input type="text" value="v"/> Treatment <input type="text"/>
Origin	<input type="text"/>
Noxious Exam	<input type="text"/>

If this is a certification sample that comes from a known field, you can choose the field and it will populate the crop and variety. It will also add the Field to the seed lot. Crop and Variety can be retrieved together using a partial match on Crop and Variety separated by semicolon.

If you want to override the variety, you can enter Product Name and that will appear on the report instead of variety. You could, for example, use VNS for the variety and "Wild Mountain" for the product name. If you don't want or need to enter all of thousands of varieties in the database, you can use the Product Name field for the actual variety.

If you are entering a Mixture, check the "Is Mixture" and add each crop in the mixture to the form that appears below.

Select which tests and services should be done. Pure Harvest allows you to set up tests in "groups" so you can select them together. One group ( like Complete ) may contain several tests. If a test is in more than one group that you have selected, it will be entered only once.

Test Groups	Tests	Services
<input type="checkbox"/> Complete <input type="checkbox"/> Complete + TZ <input type="checkbox"/> Nox: Continental <input type="checkbox"/> P & G <input type="checkbox"/> RegT <input type="checkbox"/> Variety <input type="checkbox"/> two photo	<input type="checkbox"/> Accelerated aging test <input type="checkbox"/> Cold test <input type="checkbox"/> Cool test <input type="checkbox"/> Dormancy <input type="checkbox"/> Electrophoresis <input type="checkbox"/> Fluorescence test <input type="checkbox"/> Germination <input type="checkbox"/> Herbicide tolerance <input type="checkbox"/> Moisture	<input type="checkbox"/> Fax results <input type="checkbox"/> Phone results <input type="checkbox"/> Purity first <input type="checkbox"/> Return sample <input type="checkbox"/> Rush

Create Sample

## Enter Test Result Data

After you save the new sample, you will see choices for adding more information, or adding test results.

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

Different Test results can be added via different tabs.

- Purity
  - Purity Contaminants
- Viability
- Other Determinations
- Moisture
- Seed Count
- Vigor
- Canada Grade

See document “Test Results” for detailed information.

## Sample Remarks

See document “Define Remarks” for setting up remarks.

Save Changes

## 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

PH allows you to predefine remarks to be used on reports. There are different types of remarks that are used in different ways. The "Types" are called "Usages". The usages shown above stand for Analysis Statement, Other Determination, Sample Remark and Senders Remark.

These Remarks appear on the lab report:

Usage	Title	Description
ANAS	Analysis Statement	Appears in the Status box
SAMR	Sample Remark	Appears in the Remarks box
SENR	Senders Remark	Appears in the Remarks box
OTHD	Other Determination	Appears in the Other Determinations box
OTHC	Other Crops	Appears in the Other Crops box
OTHW	Other Weeds	Appears in the Other Weeds box
NOXW	Noxious Weeds	Appears in the Noxious Weeds box
SENI	Senders Information	Alternative to SENI, appears at the top of the report with the other senders information
Usage	Title	Description
REPH	Report Handling	Appears below Mailing address, Used for providing extra info like 'CC To: Somebody Else'
<b>Other types of remarks mainly for internal use</b>		
PURN	Purity Note	Notes pertaining to the Purity test, also used to store initials of Purity Analyst
GERN	Germination Note	Notes pertaining to the Germination tests (replaced by VIAN)

VIAN	Viability Note	Notes pertaining to any of the Viability tests on the sample
OFFN	Office Note	General office notes.
XTSN	eXTernal Sample Note	Not all data collected from the Online Sample Submission forms map to a specific table or column, especially for customized submission forms. Any information that cannot be stored in a specific column or table is created as an XTSN remark on the sample.

The column titled “Remark” is the abbreviated name for this remark. You can enter this name into the web page to automatically retrieve the associated remark. This offers a way to connect a short meaningful name with a long string of text. The text can be edited after it is retrieved. In that case, the remark serves as a re-usable template.

You can see all the available remarks in the picklist, or run the Export called “Seed Testing - Defined Remarks”.

## Special Remarks

Some Remarks have a special meaning, and are used by the system in specific ways.

- if the **Remark** column begins with “Email:” (colon is required), and the remark text contains a single email address, that email address will be included in the list of recipients when the lab report is sent.

Remark	Usage	Line #	Text
[X] Email:	OFFN ▼		change-me@example.com
Add Row Save Remarks			

## Generate Remarks

PH can automatically create some types of remarks from data you have entered. There is a link labelled [Create/Replace Generated Remarks] on the remarks tab that will recreate these remarks.

Some example remarks:

- [PurReqs] “Wheat, soft white winter - AOSA:Requirements (Purity: 100grams; Noxious: 500 grams)”
- [TZDate] “TZ completed on October 18 2014.”

## Sample Sharing

Sample Add Tests Results Remarks Sample Audit Sharing

**Web Sharing** [Help]

Reserved By: YOU for >>05:00<< more minutes

Last Refreshed @ 2017-08-18 16:53:55 [Refresh]

Assoc:  Add to Share List

Associate	Source
[X] Example Seed company (112)	[OwnB]
[X] Example Seed company 2 (113)	[BiT]

[Reset]

If a sample is shared with an associate, that associate will have access to it on the Track interface. By default a row is always created for the owner. Additional defaults can be setup to share with the Bill To associate and the Conditioned By Associates (contact support if you have questions about your sharing defaults)

You can share the sample with any associate by looking them up and pressing the [Add to Share List] button.

## Sample Status

A Sample Status of “Preliminary” means the report is ready to be reviewed or released, depending on your internal process.

**View Report #14-4518**

Sample Status

Lab Status: Completed Ready to bill? Yes

Complete Date: -- Is Locked? Yes

Email Date: --

Save Discard

Preliminary  
Passed  
Failed  
Completed

If you mark a sample as “Preliminary” you can search for it on the sample search screen.

**Samples**

Last Refreshed @ 2015-02-10 10:36:46 [Refresh]

Lab #:  Crop/Variety:  Status:  Lot #:  Test:  Assoc ID:  Search

Showing Rows 1 - 20

Sample	Links	Crop, (Variety/Product)
--------	-------	-------------------------

Incomplete  
Preliminary  
Passed  
Failed  
Completed

## Confirm Sample

The Confirm screen is used as final check for errors and missing data. You can choose to Re-Calculate test values & re-generate remarks.

The screen will tell you when the sample was “Last Confirmed”. (This will not appear on samples confirmed prior to 12/2/2015 when this feature was delivered.)

Confirm Sample

Confirm 15-0021

[Help]

Last Refreshed @ 2015-08-18 17:19:32[Refresh]

Discrepancies found:

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  

Confirm

Currently reported [Show]

The Confirm dialog also has a “Currently reported” section which can be expanded to show a preview of the what the report will look like.

Currently reported [E4a]

Purity Analysis		Viability Analysis						
Component	in 11.1315 grams	Purity	Germ Date	Germ	Dormant	Hard	Viable	PLS
Wheatgrass, western	<i>Pascopyrum smithii</i>	93.32%	08/18/15	82	6	-N-	88	-N-
Weed seed		0.05%						
Crop seed		0.04%						
Inert matter		6.59%						
Other Crop Seeds in 11.1315 grams		# per lb	Noxious Weed Seeds in 100 grams				None Found	
Wheatgrass, slender	<i>Elymus trachycaulus subsp. trachycaulus</i>	41	(P)Prohibited Noxious (R)Restricted Noxious					
Weed Seeds in 11.1315 grams		# per lb	Other Determinations					
Barnyardgrass	<i>Echinochloa crus-galli</i>	41	TZ test Wheatgrass, western				95 %	
			Grams submitted				350 Grams	
			Moisture				6.87 %	
			Seed count				47747 Seeds/lb	

## Sample Billing

See the Sample Billing Page

## Clone Sample

### Single

The [Clone] link will bring up a pop up to make a copy of the sample currently being displayed. Enter a new lot # and Lab # (Use the [Next Lab #] link to get the next available number in the sequence). Optionally copy additional information such as remarks, tests or services requested, and test results.

**[-]17-0001 - Completed**  
Last Refreshed @ 19:12:17 [\[Refresh\]](#)

PH Lot #

Owner

Crop/Va

Tests/Se

Other In

[<< Prev](#)

Links

Sample Add Tests Results

Tests: Purity Viability O

**Viability**

**On Sample: 17-0001**

Reserved By: YOU for >>05:00

Last Refreshed @ 2017-08-08

**Clone Sample**

**Clone 17-0001**  
Owner: Example Seed Co.: St. Paul,MN  
Lot Number: EXAMPLE\_LOT

New Lot Number

Owners Lot Name

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

Options

- ☒ Copy Remarks
- ☒ Copy Services
- ☒ Copy Tests Requested
- ☒ Copy Test Results

Clone Sample Cancel

ss Service

[\[Clone\]](#) [Delete](#)

## Multiple

This screen will make multiple copies of a sample, copying the lot & sample information, as well as any remarks entered, and tests or services requested. It does not copy test results when creating new samples.

Sample Add Tests Results Remarks Billing Sample Audit Sharing **Multiple**

**Create Multiple Samples** [\[Help\]](#)

Last Refreshed @ 2017-08-08 19:14:21 [\[Refresh\]](#)

🔍 **Lab # 17-0001**

PH Lot # **EXAMPLE\_LOT** CroVar(Product Name) **Wheat/VNS ()**

Owner Lot # **3 - Example Seed Co.: St. Paul,MN**

PH Lot Number	Owner Lot	Lab Number	Product Name	Status
🔍 <b>Tips</b>				
Leave Lab # blank to use next lab # in sequence.				
Enter a Lab # like "15-/2001" to start sequence at a specific # (see [Help] for more)				
Product Name has been preset to match Product name of chosen sample.				
<input checked="" type="checkbox"/> EXAMPLE_LOT_2				VALID.
<input checked="" type="checkbox"/> EXAMPLE_LOT_3		17-/1001		VALID. Lab # will be 17-1001
<input checked="" type="checkbox"/> EXAMPLE_LOT_3.[1]	EXAMPLE_LOT_3			VALID. Lab # will be 17-1002
<input checked="" type="checkbox"/> EXAMPLE_LOT_4		17-2001		VALID. Lab # will be 17-2001

Add Row Validate After Validating, [\[Click here to create samples\]](#)

From this screen you can take an existing sample and use it to create multiple samples. You can leave the lab number blank to use the normal sequence (PH will get the next available lab number). You can enter a lab number like "17-/1001" and the first sample will get 17-1001, and the each sample after it will get the next lab number in that sequence. Or you can manually enter a single lab number like 17-2001

After entering the samples to be created, you need to validate them. During the validation PH will check that the lot number is unique and that the lab number does not already exist. After you have validated the sample, use the [Click here to create new Samples] link to create the samples.

After the samples are created, each row will have a link to the new lab number so you can quickly open one of the samples you just created.

Sample
Add Tests
Results
Remarks
Billing
Sample Audit
Sharing
Multiple

Create Multiple Samples

[Help]

Last Refreshed @ 2017-08-08 19:19:20[Refresh]

Lab # 17-0001

PH Lot #

EXAMPLE\_LOT

CroVar(Product Name)

Wheat/VNS ()

Owner Lot #

Owner:

3 - Example Seed Co.: St. Paul,MN

PH Lot Number	Owner Lot	Lab Number	Product Name	Status
<div>Tips</div> <div>Leave Lab # blank to use next lab # in sequence.</div> <div>Enter a Lab # like "15-/2001" to start sequence at a specific # (see [Help] for more)</div> <div>Product Name has been preset to match Product name of chosen sample.</div>				
[X]EXAMPLE_LOT_2		[17-0005]		Created
[X]EXAMPLE_LOT_3		[17-1001]		Created
[X]EXAMPLE_LOT_3.[1]	EXAMPLE_LOT_3	[17-1002]		Created
[X]EXAMPLE_LOT_4		[17-2001]		Created

Add Row

Validate

After Validating, [Click here to create samples]

## Lab Report

See Lab Report Screen for details.

## View Report #15-0024

[\[Help\]](#)

### Sample Status

Lab Status:  Ready to bill?

Complete Date:  Is Locked?

Email Date:

### Email Document

**Owner: Elko Seed Company (4166)**

Last Emailed on: 07/15/15

Email To:

Optional

Message

[\[Release To PHWWW\]](#) [\[View PHWWW as Associate\]](#)

**PDF LINKS:** [\[Download\]](#) [\[Open in new window\]](#) (File Name: 15-0024.48321.pdf)

**Generate PDF Style:**  ☐ Print To Paper



*Demo Lab Logo*

### Example Seed Lab

123 Notastreet Ave.

Townsville, MN

### Laboratory Report Of Analysis

Account No.	Date Received	Date Completed	Lab Number
4166	06/24/15	Preliminary	15-0024

## Regulatory Samples

Reg samples use a different screen ( [Here](#) ).