

# **Grower Reports Guide**

You can access a variety of reports in the Customer Hub. Simply log in and navigate to the Reports feature to view and download a report. You can also set up the favourites tab to display all your most commonly used reports in the one location.

#### 1. Accessing Reports



1. Click the 'Reports' tile on the homepage.

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DURITES (7) FINANCES (1) TICKETS (4)	ר		
arch report name Q			
Delivery to Crush Plant Report	GrainFlow Grower Delivery Report	On-Farm Pickup Report	Upgraded Ticket Report
Shows defails of lickets delivered to Cargill much plants.	Shows details of grower lickets delivered to GrainFlow stres.	Report to show on farm pick up delivaries.	Report to show tickets which have been upgraded.
Data table +1 more	Reconcilation	Recordiation	(*) Graphical Insights - Diagrams

- 2. The Reports Dashboard has three tabs:
  - Favourites: Customise this tab to display your most utilised reports
  - Finances: EOFY Tax report
  - Tickets: Delivery reports, on-Farm pick up report and upgraded ticket report

### 2. Customising and filtering reports

Reports		
FAVOURITES (0) FINANCES (1) TICKETS (6)	]	
Search report name Q		
ruuuu Delivery to Crush Plant Report_v1	reens Upgraded Ticket Report	AWB GrainFlow Grower Delivery Report
Shows details of tickets delivered to Cargill crush plants. Pleconditation +1 more	Report to show tickets which have been poradod. Craphical Insights - Diagrams	Shows details of grower tickets delivered to GrainFlow sites.

1. The add a report to your favourites tab, check the flag in the bottom left corner of any report card.

To remove a report from your favourites tab, simply uncheck the flag on the report card.

Click on any report card to view that report.

											COMPANY
	Cargill	AV	AWB GrainFlow Grower Delivery Report					1.56K MT COMENNY			COMPANY
Summ	nary	Grover0 Ste	CFP Commode	Grade Tonnes	ADMX OL MO P	R SC By Com	modity	Carrent Inc		By Season	
		Celler			1.02 47.11 4.60						FARMING
t Patient						figures)		540		1 (100)	
elivery Date	Site Pad	Idock Ticket	No. Groverio OFP	OFP Farm Truck	Rego Acquirer	Variety		Payment Method	Bace Rate	Contract Net Tonnes , Glyphosate (1-	Contraction of the Contraction
	Calclands		N N		Cargil	PIONEER 44Y30 (RR)		Purchase Contract	0.00	18.24	
	Opiriands		14		Cargill	PIONEER 44/30 (RR)		Purchase Contract	0.00	19.08	
	Oaklands		N .		Cargil	PIONEER 44Y30 (RR)		Purchase Contract	0.00	\$1.82	
	Califenda		N.		Cargil	PICINEER 44Y30 (RR)		Purchase Contract	0.00	25.26	654002 612.00
	Oaklands		1.14		Cargil	RONEER AIV30 (RR)		Purchase Contract	0.00	51.20	1.2.1.2.2.2.2.1.1.2.2.2.2.2.2.2.2.2.2.2
	Oaklands		14		Cargill	PIONEER ARYSO (RR)		Purchase Contract	0.00	27.52	
	Caliands Caliands		14		Cargil	PIONEER 44Y30 (RR)		Purchase Contract Durchase Contract	0.00	54.10	
	Callands		14		Cargil	PICHIER 44Y30 (RR) PICHIER 44Y30 (RR)		Purchase Contract	0.00	26.70	Season
	Calcands Optionds		N		Cargill Cargill	RONEER 44Y30 (RR)		Purchase Contract Dischase Contract	0.00	34.74	Marvest 2023/2024
	Calands		15		Carpl	PONER 4030 (RE		Purchase Contract	0.00	24.14 52.54	
	Caliands		N		Cargil	PICNEER 45Y28 (RE)		Purchase Contract	0.00	52.72	584
	Caldande		N		Caroli	PONER 45Y22 (RF)		Purchase Contract	0.00	28.02	Caltants
	Options		N.		Cargit	DICINEER 45Y22 (RR)		Purchase Contract	0.00	\$1.20	- Carle La
	California		1.75		Cargil	PICNEER 45Y28 (RR)		Purchase Contract	0.00	26.40	
	Calante		CN .		Caroli	DICASER ADVID (RE)		Functions Contract	0.00	52.90	Commedity
	Oaklands		1 N		Cargil	PIONEER 45Y28 (RR)	CANG	Purchase Contract	0.00	13.28	Carola
11/2023	Celdends		1.54		Cargil	RONER 45Y28 (RR)	CANS	Purchase Contract	0.00	14.56	Wheat
	Califands		1 N		Caroli	RONEER 45728 (RR)		Purchase Contract	0.00	51.70	
	Oaldands		1.84		Cargil	PIONEER 45Y23 (RF)		Purchasa Contract	0.00	\$5.74	Bin Snada
	Optiands		196		Cargil	PONER 45Y28 (RR)		Purchase Contract	0.00	54.94	1 ASP1
	Opitands		N N		Cargil	RONEER 45Y28 (RR)	CANIG	Purchase Contract	0.00	49.20	APW1
11/2023											

2. Once you have opened a report, select the NGR you want to view details for in the top right-hand corner of the screen.

Filter the report as required with the available sliders and check box filters located above the reports and on the right-hand side.

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## 3. Exporting Reports



To export a report:

- 1. Click on your data to select it. This is the area with the individual ticket details displayed and outlined in orange above.
- 2. Open the 'More Options' menu by clicking the image of three dots ('...') found on the top right-hand corner of your data, outlined in green above.

\*Note: If you click on the More Options icon ('...') anywhere else on the report, the reports details will not download to excel. 2. Select 'Export Data from the Pop out menu 3. Click the 'Export' button.

The data will be downloaded to your device in an excel spreadsheet.