

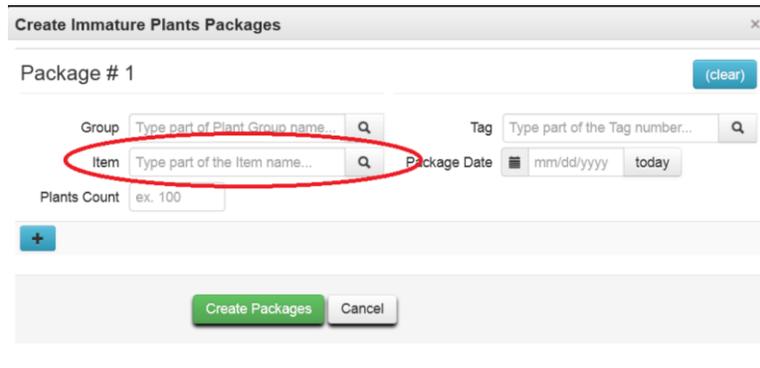
May 24, 2016

We would like to provide you information on some new updates that are now available, as well as reiterate / recap some of the updates that have been released over the last month. The information below outlines the latest additions. Additionally, Franwell sent three Software Update Memorandum bulletins in April and those are provided below as an overview and for reference.

New Features

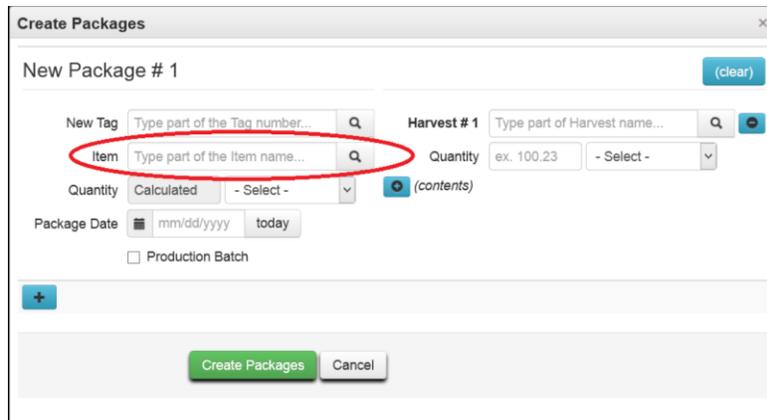
Auto-Complete Feature – The following areas will now contain auto-complete functionality in the Item field when creating new Packages

- Plants/Immature Plant Packages – When creating packages of Immature Plants from the Immature Plants grid, an Item name can be typed into the Item field and the field will automatically fill based on Item names entered into your Item list within Metrc.



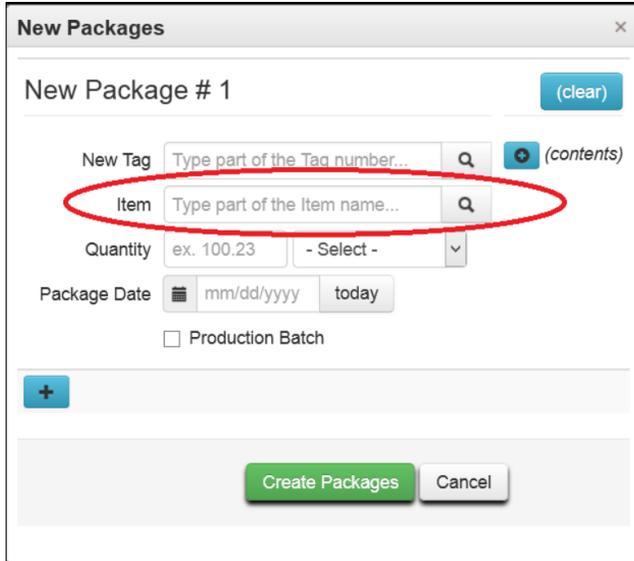
The screenshot shows a dialog box titled "Create Immature Plants Packages". It contains several input fields: "Group" (with placeholder "Type part of Plant Group name..."), "Tag" (with placeholder "Type part of the Tag number..."), "Item" (with placeholder "Type part of the Item name..."), and "Package Date" (with a calendar icon and "today" button). There is also a "Plants Count" field with a placeholder "ex. 100". At the bottom, there are "Create Packages" and "Cancel" buttons. The "Item" field is circled in red.

- Harvests/Create Packages – When creating Packages from a Harvest Batch, the Item name can be typed into the Item field and the field will automatically fill based on the Item names entered into your Item list within Metrc.



The screenshot shows a dialog box titled "Create Packages". It contains several input fields: "New Tag" (with placeholder "Type part of the Tag number..."), "Harvest # 1" (with placeholder "Type part of Harvest name..."), "Item" (with placeholder "Type part of the Item name..."), and "Quantity" (with placeholder "ex. 100.23" and a "- Select -" dropdown). There is also a "Package Date" field with a calendar icon and "today" button, and a "Production Batch" checkbox. At the bottom, there are "Create Packages" and "Cancel" buttons. The "Item" field is circled in red.

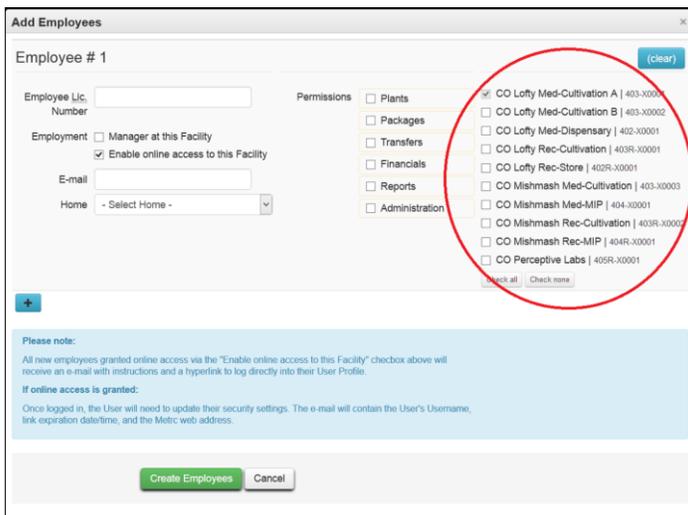
- Packages/Create New Packages – When creating new Packages, the Item name can be typed into the Item field and the field will automatically fill based on the Item names entered into your Item list within Metrc.



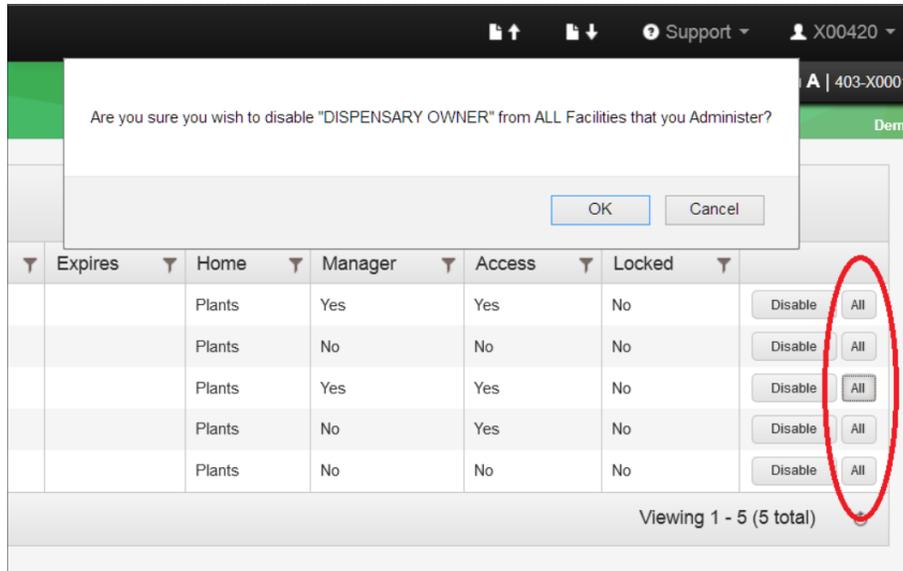
- Submit for Testing Packages – When creating a new Test Package, the Item name can be typed into the Item field and the field will automatically fill based on the Item names entered into your Item list within Metrc.

Multi-Facilities Features – The following areas within Metrc now contain the ability to add the new functionality to be includes in additional Licenses within your business(es).

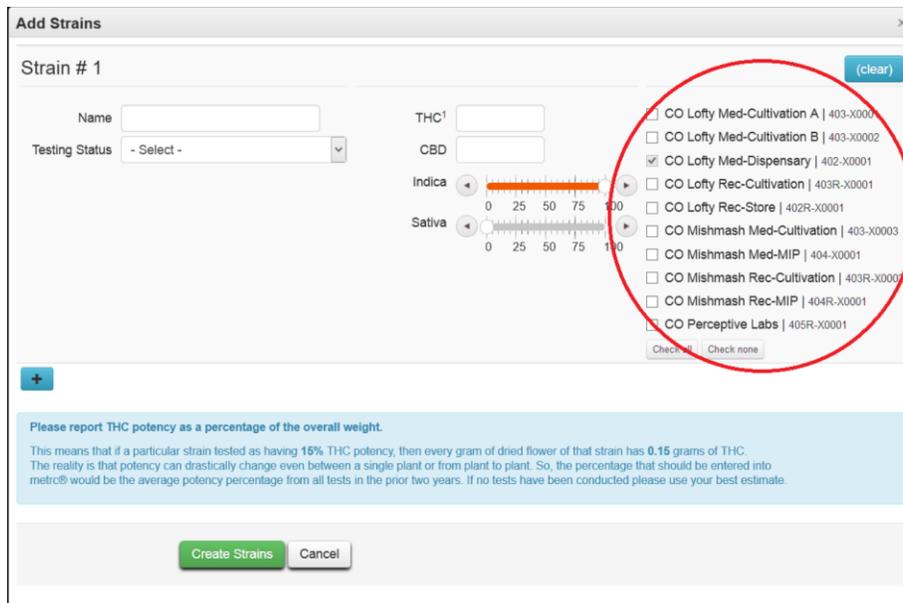
- Employees
 - Add Employees – You can now enter Employees into multiple facilities with one entry. Permissions will be consistent throughout each facility, so if permissions are varied then the permissions will need to be changed within each individual facility. However, you will no longer need to enter each Employee into each facility individually.



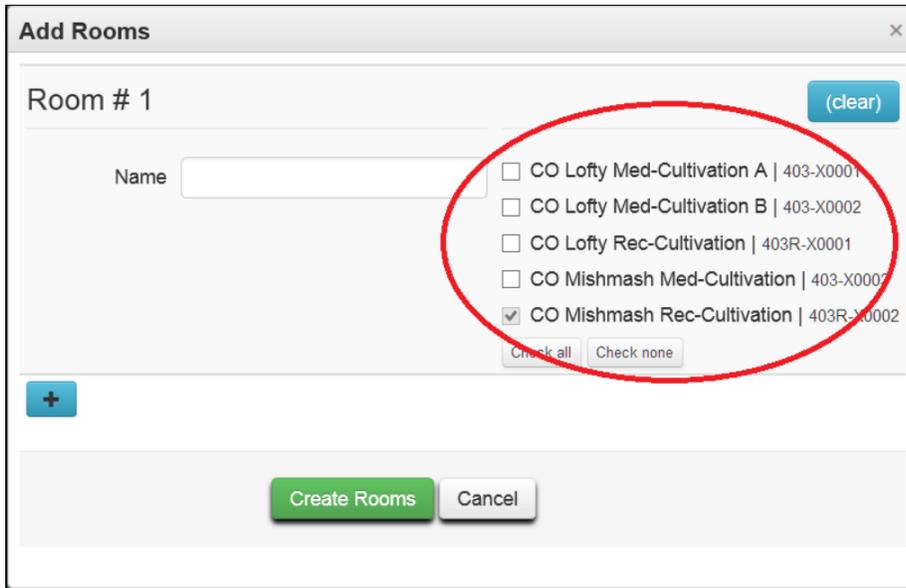
- Employees/Disable – When disabling an Employee, you can now Disable that employee from one or multiple facilities. You can also select “All” to remove that employee from all facilities where you are an Administrator and they are a registered employee.



- Strains – When adding Strains into your Metrc account, you can now select one or multiple facilities in which to enter the strain.



- Rooms – When adding Rooms into your Metrc account, you can now select one or multiple facilities in which to enter the Room.



Color coding of Plant and Package rows within the Plant, Harvest and Package grids.

- Any “On Hold” Plant, Harvest or Package now displays in **RED** to assist in quick identification of product placed On Hold by the state.
- Any package with a Zero quantity now displays in **Light Grey** to assist in identification of packages that no longer contain product. A Package will now switch to **Light Grey** *prior* to it being Finished.

April 11, 2016 Bulletin

The April 11th bulletin addressed the following updates:

- New Package Adjustment Report – Can be run by date range and filtered by Adjustment Reason, Item Name, and Item Category (filters are optional).
- New Transfer Report – Can select any Transfer type by incoming or outgoing as well as the date range.
- Add Facilities function will be moving to under the Admin’s User dropdown (top right corner that lists your User Name).
- Added restriction to prevent untagged Vegetative Plants from being Manicured.
- Masked the last 3 characters of each user for all Metrc events to further secure user identity.
- Harvest Batch testing results, when testing packages are made correctly, will carry through to all additional packages made after testing is complete.

The April 11th bulletin can be downloaded by clicking [HERE](#)

April 15, 2016 Bulletin

This bulletin provided information regarding the addition of a user’s email address as another security measure for logging into Metrc. As Occupation License numbers and associated names are public



Software Update Memorandum

information, the State and Franwell worked together to further protect your user information and the information of the Licensees you work for.

The April 15th bulletin can be downloaded by clicking [HERE](#)

Please note: The Metrc Support team cannot add, edit or disable any employees; we do not have that functionality. We can only credential the primary Metrc Administrator, edit that Administrator's email address and reset passwords for all users.

**The Metrc Support Desk will be CLOSED on Monday, May 30th
in observance of Memorial Day.**

Any questions about these updates can be directed to the Metrc Support Team by emailing support@metrc.com or calling 877-566-6506.