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|---|--|--------------------------------|
| <b>Bulletin Number:</b> MA_IB_0050  | <b>Distribution Date:</b> 10/22/21     | <b>Effective Date:</b> 11/1/21 |
| <b>Contact Point:</b> Metric® Support   | <b>Subject:</b> New Features in Metric |                                |
| <b>Reason:</b> Metric is providing an update on our upcoming feature release. |  |                                |

Greetings Metric Users,

Metric is pleased to provide information on our newest enhancements within the software. These enhancements, fixes, or document updates include:

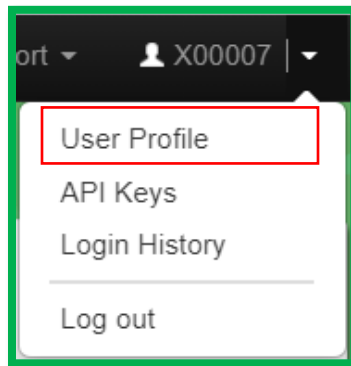
- I. Ability to Save Grid Column Configurations
- II. Magnifying Glass Button for More Details can be Clicked for the Information
- III. Fixed Grid Highlighting Issue
- IV. Updated CSV Formatting Guide

Please find on the following pages a detailed description of the enhancements:

## Save Grid Configurations

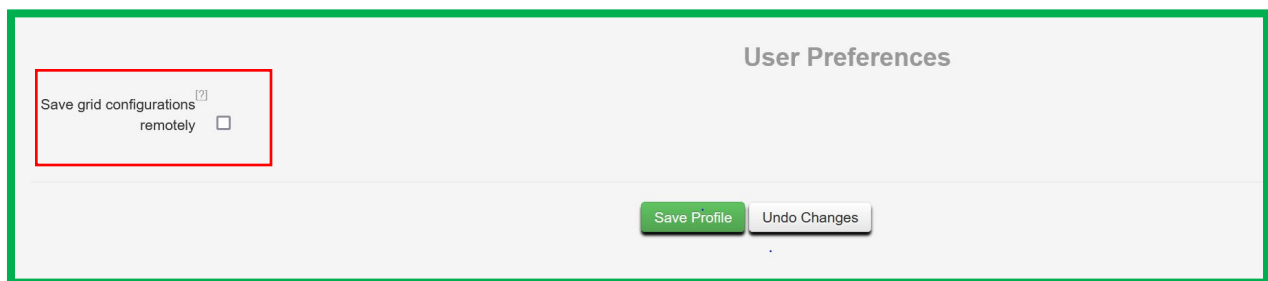
All users will now be able to save their grid configurations in Metrc. This functionality means that if the same user edits the columns shown/hidden for a particular screen (Plants, Packages, Transfers, etc.), the same columns will appear when the user logs into that account. This functionality will even work when logging into different computers.

To turn on this feature, select the User Profile option under the profile dropdown on the top navigational bar. This step is shown below in **Figure 1**.



**Figure 1: Navigate to User Profile**

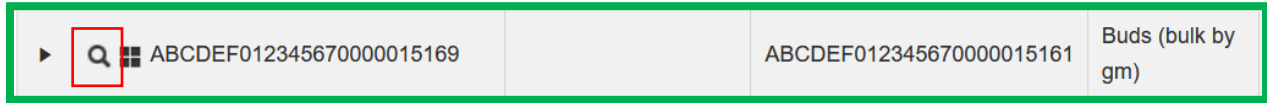
Once on the screen, the option to save grid configurations remotely can be seen under the User Preferences section of the page. If turning on the functionality to save the grid configurations, enable it by checking the box and saving the profile. This new option is shown below in **Figure 2**.



**Figure 2: Save Grid Configurations Option**

## Clickable Additional Details Button

Users will now be able to view additional details about packages and harvests by selecting the magnifying glass symbol instead of hovering over it. The button for all package details is shown below in **Figure 3**. Please note that information will still be accessible by hovering over the magnifying glass.



**Figure 3: Click on the Additional Details Button**

By clicking this button, this will trigger the full package details window that will not disappear once the mouse is moved from magnifying glass button as it did previously. An example of this window is shown below in **Figure 4**.

ABCDEF012345670000015169
✕

|                       |                          |                             |              |                              |            |
|-----------------------|--------------------------|-----------------------------|--------------|------------------------------|------------|
| Type                  | Product                  | Unit Volume                 | N/A          | Process Val. Sample          | No         |
| Source Harvest(s)     | N/A                      | Unit Weight                 | N/A          | Product Requires Remediation | No         |
| Source Package(s)     | ABCDEF012345670000015161 | Unit Quantity               | N/A          | Contains Remediated Product  | No         |
| Location              | N/A                      | Item Serving Size           | N/A          | Administrative Hold          | No         |
| Location Type         | N/A                      | Item Supply Duration Days   | N/A          | Packaged By                  | 060-X0001  |
| Patient               | N/A                      | Quantity                    | 200 g        | Packaged Date                | 09/10/2018 |
| Item                  | Buds (bulk by gm)        | Note                        | N/A          | Received Date                | N/A        |
| Item From License No. | N/A                      | Production Batch            | No           | Received From License        | N/A        |
| Item From Facility    | N/A                      | Source Production Batch(es) | N/A          | Received From Facility       | N/A        |
| Category              | Buds                     | Trade Sample                | No           | Status                       | Active     |
| Item Strain           | Blu Kayote               | Donation                    | No           |                              |            |
| Unit CBD Percent      | N/A                      | Source Package Donation     | No           |                              |            |
| Unit CBD Content      | N/A                      | Donation License No.        | N/A          |                              |            |
| Unit CBD Content Dose | N/A                      | Donation Facility           | N/A          |                              |            |
| Unit THC Percent      | N/A                      | Initial Lab Testing         | NotSubmitted |                              |            |
| Unit THC Content      | N/A                      | Lab Testing                 | NotSubmitted |                              |            |
| Unit THC Content Dose | N/A                      | Lab Testing Date            | 09/10/2018   |                              |            |

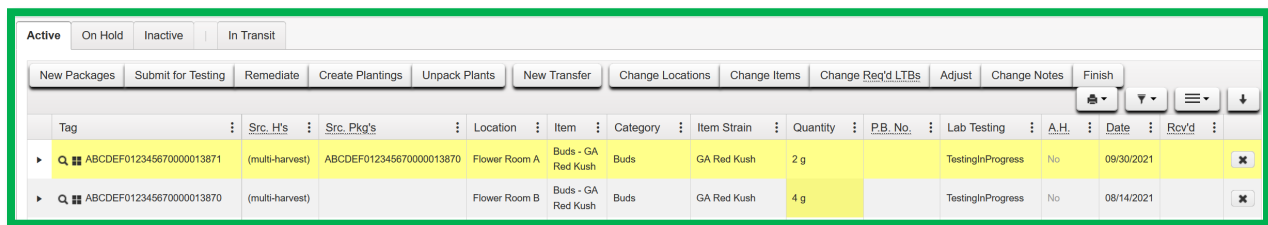
**Figure 4: Package Details Popover Window**

## **Grid Highlight Update**

In the most recent release, users may have noticed when a new action was recorded within the screen they were working in, certain areas highlighted in yellow as you see below in **Figure 5**.

This change was intentional, and the purpose was to provide users a clearer indication when a change had occurred on their screen. Examples of highlighting that could occur would be repackaging, adjusting, changing locations, etc.

It was identified during the release, that some areas were highlighting unexpectedly. Within this release, the areas that aren't changing such as history will no longer highlight when being selected. If there are any areas that are still highlighting when no changes occur, please notify [support@metrc.com](mailto:support@metrc.com).

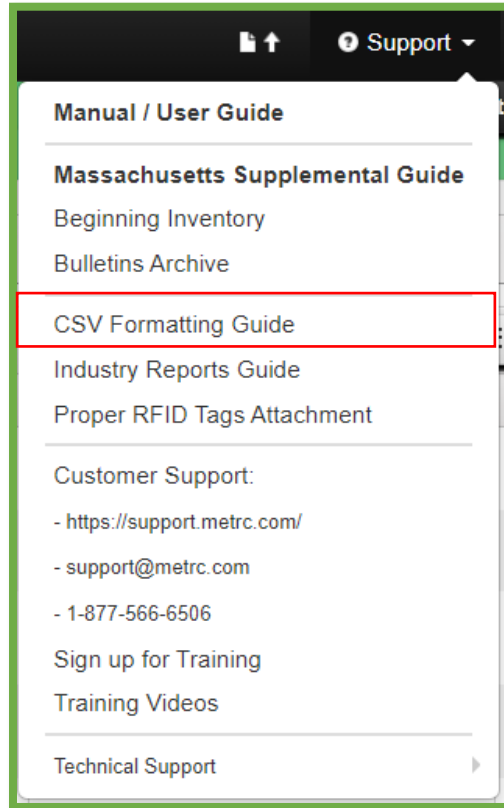


| Tag                      | Src. H's        | Src. Pkg's               | Location      | Item               | Category | Item Strain | Quantity | P.B. No. | Lab Testing       | A.H. | Date       | Rcv'd |
|--------------------------|-----------------|--------------------------|---------------|--------------------|----------|-------------|----------|----------|-------------------|------|------------|-------|
| ABCDEF012345670000013871 | (multi-harvest) | ABCDEF012345670000013870 | Flower Room A | Buds - GA Red Kush | Buds     | GA Red Kush | 2 g      |          | TestingInProgress | No   | 09/30/2021 |       |
| ABCDEF012345670000013870 | (multi-harvest) |                          | Flower Room B | Buds - GA Red Kush | Buds     | GA Red Kush | 4 g      |          | TestingInProgress | No   | 08/14/2021 |       |

**Figure 5: Grid Highlights**

## **Updated CSV Formatting Guide**

Metrc has updated its CSV Formatting Guide to cover all available options. This Guide can be found under the support menu of the top navigational bar. This menu is shown in **Figure 6** below.



**Figure 6: CSV Formatting Guide**

Please feel free to contact support at [support@metrc.com](mailto:support@metrc.com) or 877-566-6506 with any questions.