Metrc Support Bulletin

Bulletin Number: OK_IB_003	**Distribution Date**: 10/22/21	**Effective Date**: 11/1/21
Contact Point: Metrc® Support	**Subject**: New Features in Metrc	
Reason: Metrc is providing an update on our upcoming feature release.		

Greetings Metrc Users,

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

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

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

Metrc Support Bulletin

![metrc logo]

Harvest/Manicure Batch Weight Template

Cultivation licenses will now be able to record the total weight for harvest batches and using a template, automatically average the individual plant weights across all plants selected.

To record a harvest batch, navigate to the Flowering tab of the Plants screen, select the plants that will be harvested and use the "Harvest" button. This step is shown in **Figure 1** below.
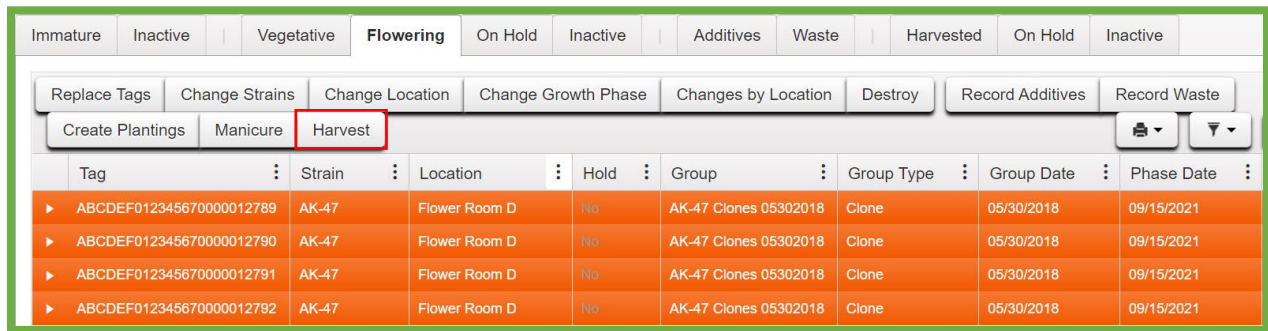

Figure 1: Select Plants and Harvest Button

This button will trigger an action window to enter all the required information for the harvest. There is now a field in the template to enter the **total wet weight of all plants** being harvested. Enter this amount and use the check button to automatically assign the average weight for all plants in the harvest. This step is shown below in **Figure 2**.
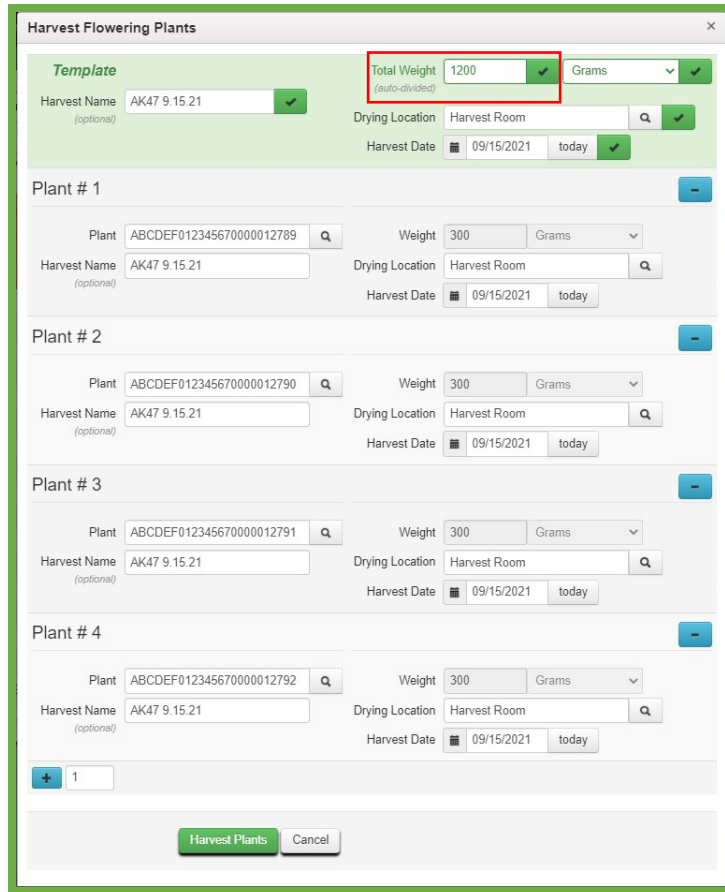
Figure 2: Harvest Batch Action Window

Once all the information is entered, use the "Harvest Plants" button.

Please Note: The individual weights can still be entered for each plant. If the individual weights are wanting to be entered after using the template, then use the check button for the total weight a second time to unlock the individual amounts.

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 their profile dropdown on the top navigational bar. This step is shown below in **Figure 3**.
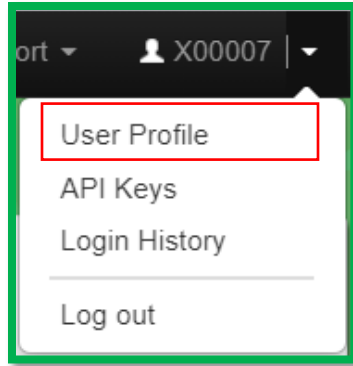
Figure 3: Navigate to User Profile

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 this by checking the box and saving the profile. This new option is shown below in **Figure 4**.
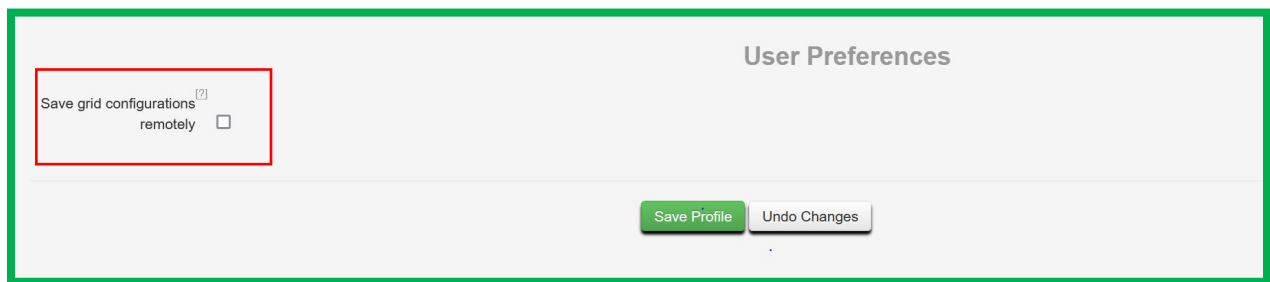

Figure 4: Save Grid Configurations Option

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 5.** Please note that information will still be accessible by hovering over the magnifying glass.
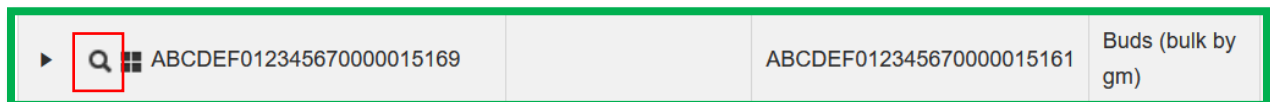

Figure 5: Click on the Additional Details Button

By clicking this button, this will trigger the full package details window that will not disappear once the mouse is moved from the magnifying glass button as it did previously. An example of this window is shown below in **Figure 6**.

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		

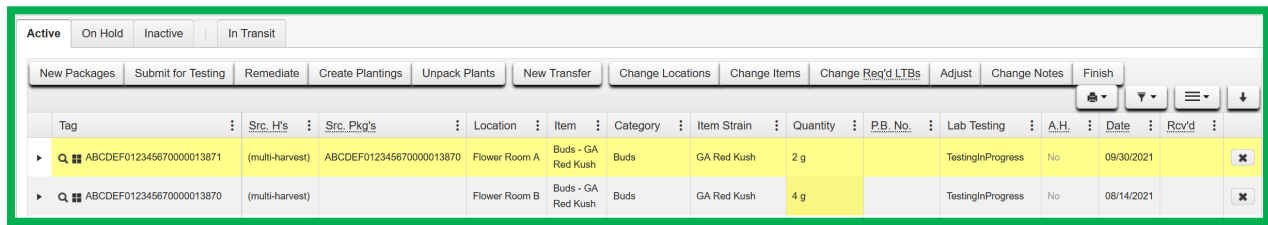**Figure 6: Package Details Popover Window**

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 7**.

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.

Figure 7: 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 8** below.
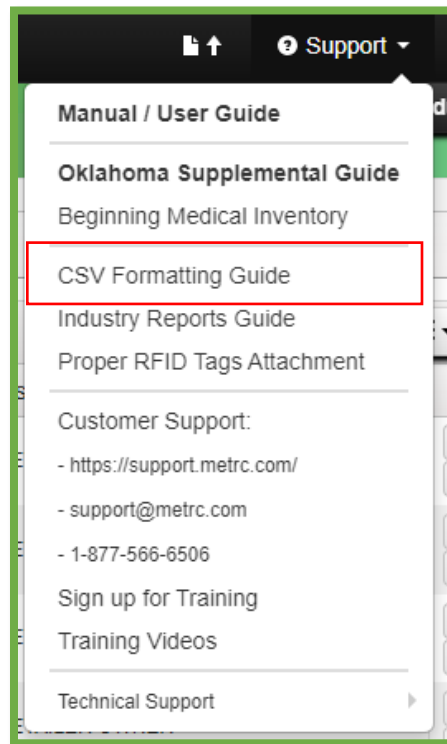

Figure 8: CSV Formatting Guide

Please feel free to contact support at support@metrc.com or 877-566-6506 with any questions.