

<b>Bulletin Number:</b> LA_IB_0015	<b>Distribution Date:</b> 5/29/20	<b>Effective Date:</b> 6/1/20
<b>Contact Point:</b> Metrc® Support	<b>Subject:</b> New Features in Metrc and CSV Formatting Guide Update	
<b>Reason:</b> Metrc is providing an update on our upcoming feature release related to Plant Batches, Ingredients Item field, Additional fields, Sales actions associated with finished packages, and an updated CSV Formatting Guide.		

Greetings Metrc Users,

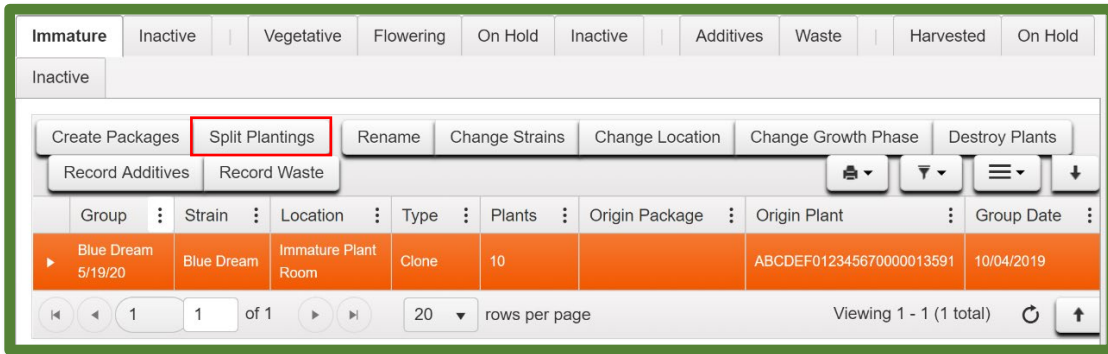
This bulletin provides information on the latest enhancements to Metrc, which will become effective on June 1<sup>st</sup>, 2020. The enhancements are listed below.

- I. Additional Functionality for Plant Batches
- II. The increased character limit for item ingredients field to 1000 (previously set to 500)
- III. Added "Packaged By" field to all Package popovers
- IV. Added the "Strain" column to Lab Samples grids
- V. Updated CSV Upload Guide

Detailed descriptions of each change are provided on the following pages:

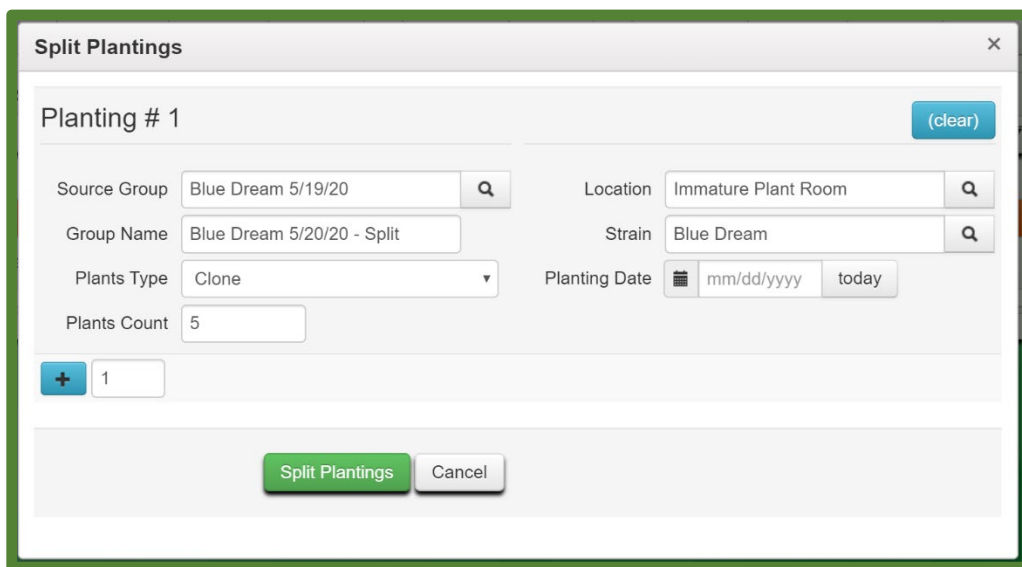
## New Feature: Plant Batch Enhancements

Immature plant batches are now able to be “split” after creation, as seen in **Figures 1 and 2**. This process can be used in a case of moving part of an immature plant batch to another location. *Please note that there is no way to undo this action nor the ability to merge different plant batches.*




**Figure 1: Select the Immature Plant Batch to Split**

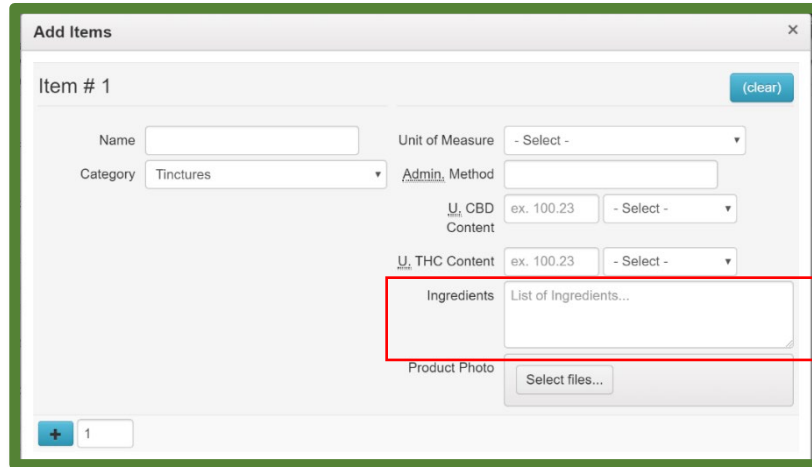
Once the Split Plantings is selected, an action window opens where they will complete the information about the new planting, including Plants Count, Group Name, Strain, Location, and Planting Date. Once this information is completed, then select the "Split Plantings" Button.



**Figure 2: Split Plantings Action Window**


**New Feature: Increased Character Limit for Ingredients**

To ensure that users are not restricted to using abbreviation  when creating items with required ingredients, Metrc has **increased the character limit** (as seen in **Figure 3**) for the **Ingredients field to 1000**.



**Figure 3: Item Ingredients Field**

**New Feature: "Packaged By" Field in All Package Popovers**

A popover grid is displayed by hovering the mouse over the  symbol anywhere in Metrc. In addition to all of the package and item information, newly added is a "Packaged By" field that will display the facility license number that created the package shown in **Figure 4**.



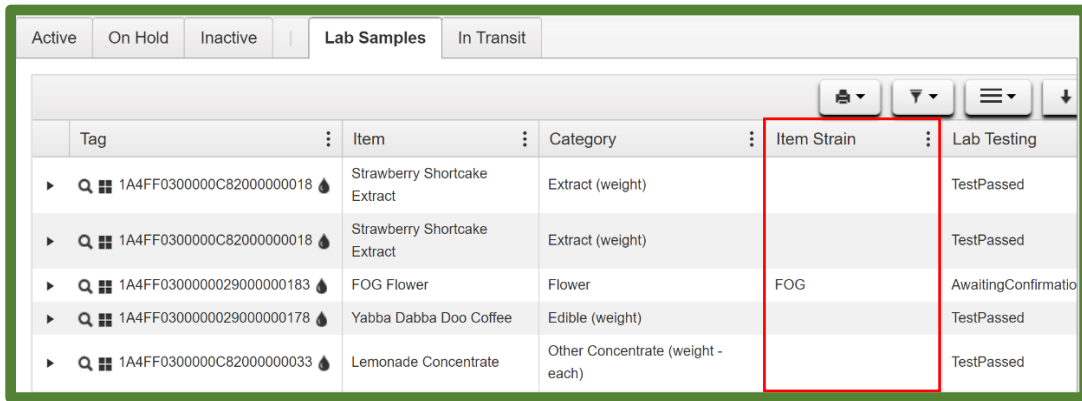
The screenshot shows a popover menu for a package with ID "1A4FF03000000260000000395". The menu is a grid of fields and values. A red box highlights the "Packaged By" field, which contains the value "A11-000002-LIC".

Type	Product	Unit Volume	N/A	Product Requires Remediation	No
Source Harvest(s)	N/A	Unit Weight	1 oz	Contains Remediated Product	No
Source Package(s)	N/A	Unit Quantity	N/A	Administrative Hold	No
Location	N/A	Item Serving Size	N/A	<b>Packaged By</b>	<b>A11-000002-LIC</b>
Location Type	N/A	Item Supply Duration Days	N/A	Packaged Date	05/01/2020
Patient	N/A	Quantity	10 ea	Received Date	N/A
Item	Burnt Brownies	Note	N/A	Received From License	N/A
Item From License No.	N/A	Production Batch	No	Received From Facility	N/A
Item From Facility	N/A	Trade Sample	No	Status	Active
Category	Edible (weight - each)	Donation	No		
Item Strain	N/A	Source Package Donation	No		
Unit CBD Percent	N/A	Donation License No.	N/A		
Unit CBD Content	N/A	Donation Facility	N/A		
Unit CBD Content Dose	N/A	Initial Lab Testing	NotSubmitted		
Unit THC Percent	N/A	Lab Testing	NotSubmitted		
Unit THC Content	N/A	Lab Testing Date	05/01/2020		
Unit THC Content Dose	N/A	Process Val. Sample	No		

**Figure 4: Package Popover Menu**

### **New Feature: Lab Results "Item Strain" Field**

Users within Testing Facilities who have the View Packages permission have access to a new Lab Samples tab on the Packages page. Newly added to the Lab Samples grid is the "Item Strain" column, which will populate with the Strain of the item, if applicable as seen in **Figure 5**.

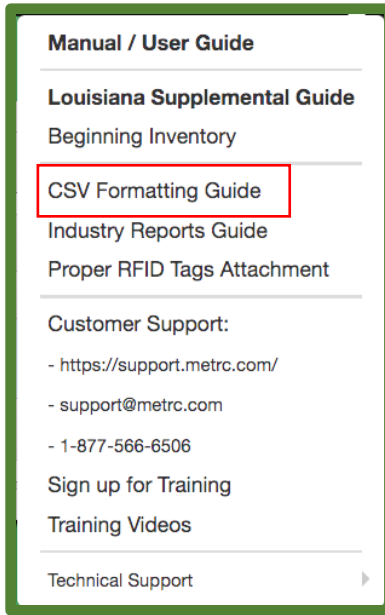


Active	On Hold	Inactive	Lab Samples	In Transit
Tag	Item	Category	Item Strain	Lab Testing
▶ Q 1A4FF030000C8200000018	Strawberry Shortcake Extract	Extract (weight)		TestPassed
▶ Q 1A4FF030000C8200000018	Strawberry Shortcake Extract	Extract (weight)		TestPassed
▶ Q 1A4FF03000002900000183	FOG Flower	Flower	FOG	AwaitingConfirmation
▶ Q 1A4FF03000002900000178	Yabba Dabba Doo Coffee	Edible (weight)		TestPassed
▶ Q 1A4FF030000C82000000033	Lemonade Concentrate	Other Concentrate (weight - each)		TestPassed

**Figure 5: Lab Samples Grid "Item Strain" Field**

**Updated CSV Formatting Guide**

Metric Support has updated the CSV Formatting Guide, which can be found under the support area on the top navigational bar, as seen in **Figure 6**.



**Figure 6: CSV Formatting Guide**

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