

# Montana - Metrc Support Bulletin



<b>Bulletin Number:</b> MTIB#010_092019	<b>Distribution Date:</b> 09/20/19	<b>Effective Date:</b> see each
<b>Contact Point:</b> Support@metrc.com	<b>Subject:</b> Release Memo - New Features	
<b>Reason:</b> Metrc® is providing details on new features & functionality within Metrc.		

Greetings Metrc Users,


Metrc is pleased to provide information on our newest enhancements within the software that will be available on September 23<sup>rd</sup>. Users with permission to manage transfers will now see color coded transporters and packages on the PDF transfer manifests. Users with permission to manage packages will now see enhancements around the New Package(s) process. All grids in Metrc will now have a Clear Filter button that indicates the filters currently in use. When the Clear Filter button is selected, the user will be able to remove multiple filters within the grid at one time.

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

**Additional Information: Color-Coding Transporters and Packages**

Transfer Manifests in Metrc will now be color-coded according to the status of each transfer in the system. “Outbound” and “Return” transporters will be color-coded to indicate the direction of the transfer. Outbound transporters will have light green shading, while Return transporters will have light red (or pink) shading as shown in **Figure 1**.

Any package in transit package, meaning the package has not been received or rejected, will have light gray shading. Once the destination facility takes an action to receive or reject a package, the package status on the manifest will be updated and color-coded accordingly. Received packages will have a status of “Accepted” with light green shading. Rejected packages will have a status of “Rejected” with light red (or pink) shading. Rejected packages that have been received back into the shipping facility’s inventory will have a status of “Returned” with light red (or pink) shading.

<b>1. Outbound Transporter</b>		OR LOFTY ESTABLISHMENT, LLC		<b>No Layover Scheduled</b>	
Transporter License Number	020-X0002				
Address of Transporter	9079 SE McLoughlin Blvd. Portland, OR 97222-7355				
Contact Phone No. for Inquiries: 123.456.7890					
Name of Person Transporting	X	Employee ID of Driver	X		
State Driver's License No.	X	Signature of Person Transporting			
Make, Model, License Plate No.	X X X				
<b>2. Return Transporter</b>		OR LOFTY ESTABLISHMENT, LLC		<b>No Layover Scheduled</b>	
Transporter License Number	020-X0002				
Address of Transporter	9079 SE McLoughlin Blvd. Portland, OR 97222-7355				
Contact Phone No. for Inquiries: 123.456.7890					
Name of Person Transporting	X	Employee ID of Driver	X		
State Driver's License No.	X	Signature of Person Transporting			
Make, Model, License Plate No.	X X X				
Name of Person Transporting	X	Employee ID of Driver	Pending		
State Driver's License No.	X	Signature of Person Transporting			
Make, Model, License Plate No.	X X X				
<b>1. Package   Rejected</b>	<b>Production Batch No.</b>	<b>Item Name</b>	<b>Quantity</b>		
ABCDEF012345670000012370 Lab Test:		Shake/Trim (Shake/Trim)	Shp: 11.0000 g		
<b>Item Details</b>					
Source Harvest(s)	2017-08-16-Harvest Room-M				
9/17/2019 10:26:31 AM -04:00		Page 1 of 2		Transfer Form (Demo-OH) Metro® Form rev. 2019-08.2	
		<b>METRC®</b> <b>MARIJUANA TRANSPORTATION MANIFEST</b>			
All sales transactions are to be completed prior to transportation of any MARIJUANA. The receiving entity may reject product delivered, but amount delivered must be limited to amount agreed upon in prior sales transaction.					
<b>Manifest No.</b>	<b>000000016</b>	<b>Date Created</b>	<b>10/5/2017 4:31 AM</b>		
<b>2. Package   Accepted</b>	<b>Production Batch No.</b>	<b>Item Name</b>	<b>Quantity</b>		
ABCDEF012345670000012371 Lab Test:		Shake/Trim (Shake/Trim)	Shp: 14.0000 g Rcv: 14.0000 g		
<b>Item Details</b>					
Source Harvest(s)	2017-08-16-Harvest Room-H				

**Figure 1: Color Coded Manifest Layout Example**

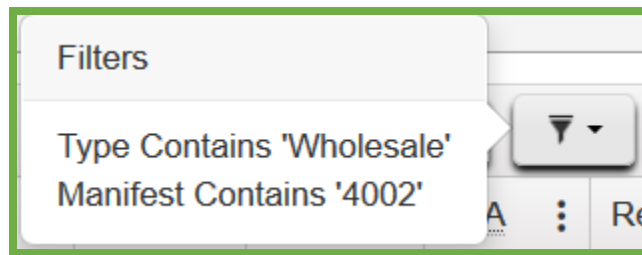
### New Button: Clear Filter

Users will now have a new button, as seen in **Figure 2**, on the right-hand side of all grid toolbars.



**Figure 2: Clear Filter Button**

Placing the mouse over the clear filter button, shown in the example below from **Figure 3**, will show all currently applied filters. Clicking the clear filter button will display a drop-down menu including **Clear Filters**. Click **Clear Filters** and all applied filters will be cleared.



**Figure 3: Hovering over Filter Button**

### Feature Enhancement: Remaining Quantity in New Package

The remaining quantity of a source/content package(s) in the New Packages modal will now take into account all other New Package entries for that same source/content package. In the past, using a package multiple times would subtract the amount used from the package's quantity independently. As shown in the Figures below, a user will now see the true total remaining quantity when the same package is used to create New Packages.

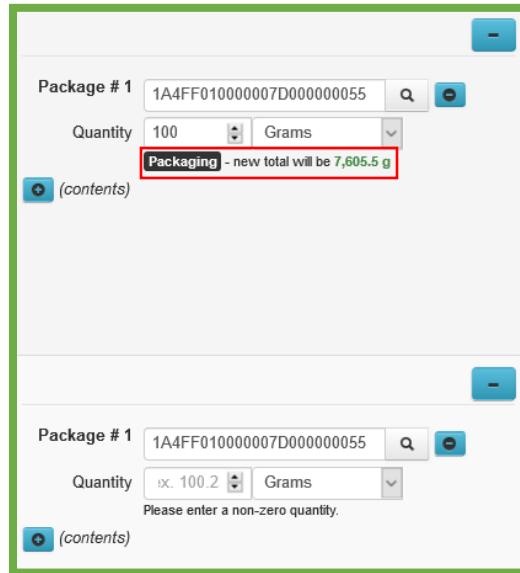


Figure 4: Remaining Quantity in Source Package

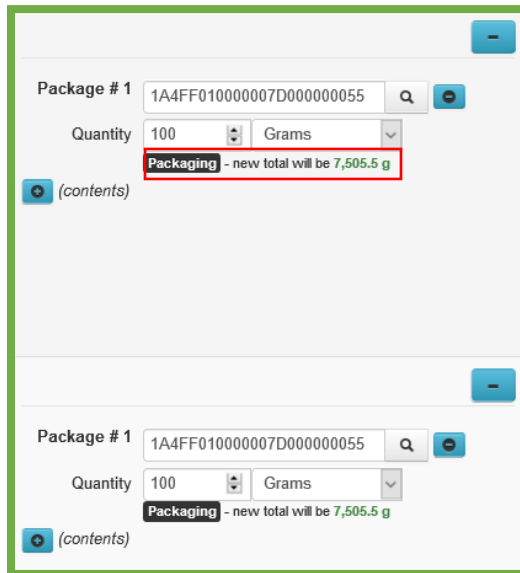


Figure 5: Remaining Quantity Removing Total Amount Deducted

### Feature Enhancement: Finish Package in New Packages

If a source/content package remaining quantity is calculated to be zero (0) when creating a new package, the user will now be able to finish that source package at the same time as creating the new package(s). **Figure 6** below shows an example of finishing a source package when creating a new package. Once the user has selected the Finish Package box, identified a Finish Date, and selected “Create Packages” the source package will be moved to the Inactive tab.

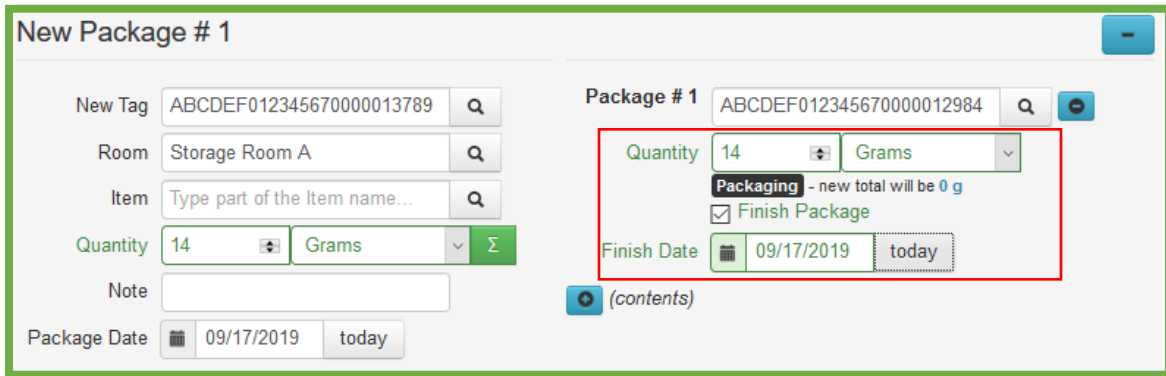


Figure 6: Finishing a Source Package

### New Button: Auto-Sum Quantity in Packages Template

Users will now have a new button within the packages template that will allow for all new package quantities to be “Auto-Summed” from the source package. This button, shown in **Figure 7**, functions exactly as the Auto-Sum button does for each individual new package. Meaning, if a licensee has one source package of one hundred (100) cookies, and that licensee wanted to create ten (10) delivery packages of ten (10) cookies each. Then the source package would be the same for all ten (10) new packages. The quantity removed from the source package would be set to ten (10) each. The auto sum button when selected would populate each new package with ten (10) cookies for the quantity.

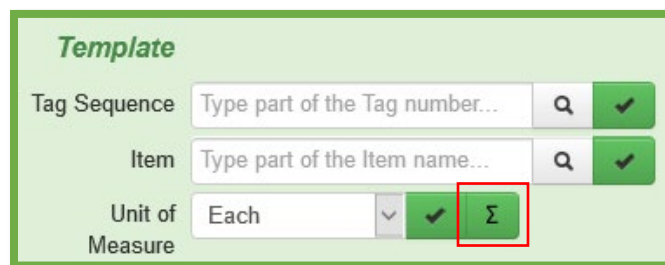


Figure 7: Auto-Sum Button in Packages Template

## Metrc – Industry Training

Metrc provides industry training & education workshops in person and online as well as training guides and videos.

- Register for workshops or classes online at: [www.metrc.com/montana](http://www.metrc.com/montana)
- *You must attend at least one New Business (Level 1) class online before you may register for other classes.*
- *We recommend that all industry users take classes every 3-4 months to stay up to date on any new features or changes.*

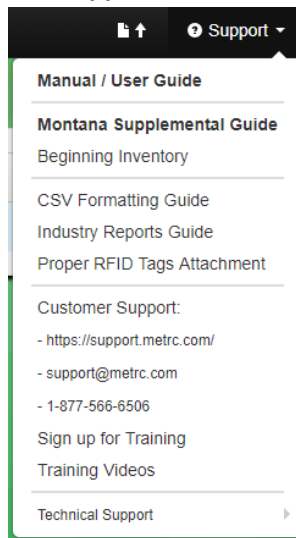
### Online classes:

- Metrc New Business (Level 1) – All Facilities
- Metrc Advanced (Level 2) – All Facilities
- Metrc Advanced (Level 2) – Testing Labs (labs must request training via email to Support)

## Metrc – Industry Support

Metrc provides live interactive support for industry users and licensees. This information can be found on our website, when logged into Metrc under your Support tab, and is listed below.

**Check under the “Support” tab for additional resources.**



Please be advised that the new CSV Formatting Guide and Industry Reports Guide are now located under the Support Tab.

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