

<b>Bulletin Number:</b> DC_IB_0025	<b>Distribution Date:</b> 1/2/19	<b>Effective Date:</b> 1/6/19
<b>Contact Point:</b> Metrc® Support	<b>Subject:</b> New Features in Metrc	
<b>Reason:</b> Metrc is providing an update on our newest features for additional filtering and multiple row entry enhancements		

Greetings Metrc Users,

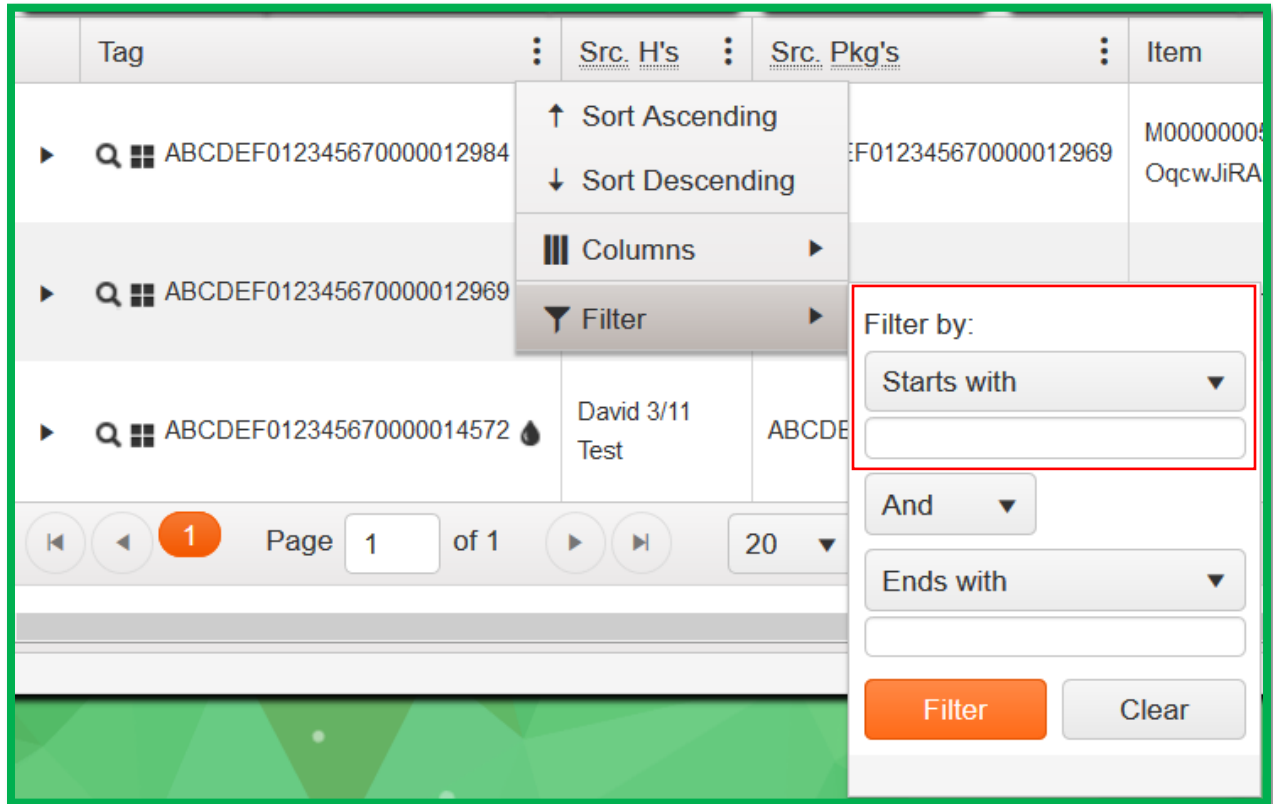
Metrc is pleased to provide information on our newest enhancements within the software that will be available on January 6<sup>th</sup>, 2020.

All users will now have new selectable “Starts With” option when filtering any column in the system. Additionally, all users will now see that multiple rows can be entered across all action windows in the system. This feature was initially released for just the packages action window.

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

## New Filter By Option

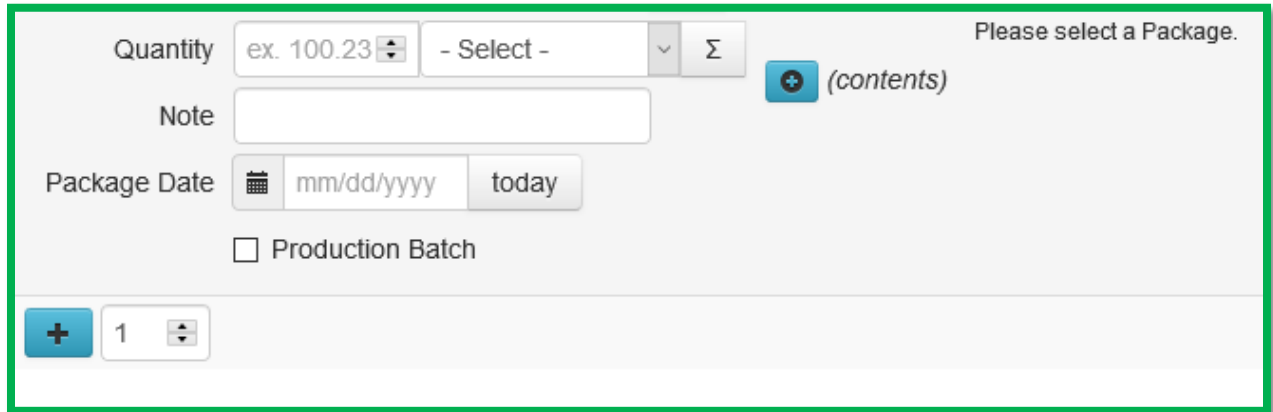
Each column and grid in Metrc has been updated to include a ***Starts With*** filter option, as seen in **Figure 1** below.



### Figure 1: Starts With Filter

## Add Multiple Rows Functionality

The add multiple rows functionality from the package's action window has been added to all action windows within Metrc. The user will enter a value into the field next to the + icon and the action window will create that many rows for use.



The screenshot shows a form with the following fields and controls:

- Quantity:** A text input field with the value "ex. 100.23" and a spinner icon.
- Select -:** A dropdown menu with a downward arrow.
- Σ:** A button with the summation symbol.
- Please select a Package:** A text label.
- + (contents):** A blue button with a plus icon and the text "(contents)".
- Note:** A text input field.
- Package Date:** A date picker with a calendar icon, a text input field with the value "mm/dd/yyyy", and a "today" button.
- Production Batch:** A checkbox.
- + 1:** A blue button with a plus icon and a text input field with the value "1" and a spinner icon.

**Figure 2: Plus X addition**

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