Metrc Support Bulletin

Bulletin Number: DC_IB_030	**Distribution Date**: 5/27/20	**Effective Date**: 6/1/20
Contact Point: Metrc® Support	**Subject**: New Features in Metrc and CSV Formatting Guide Update	
Reason: 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 1st, 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.	Finished Packages must be unfinished before users can edit or record sales to the package
VI.	Updated CSV Upload Guide

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

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New Feature: Plant Batch Enhancements

Immature plant batches are not 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.*
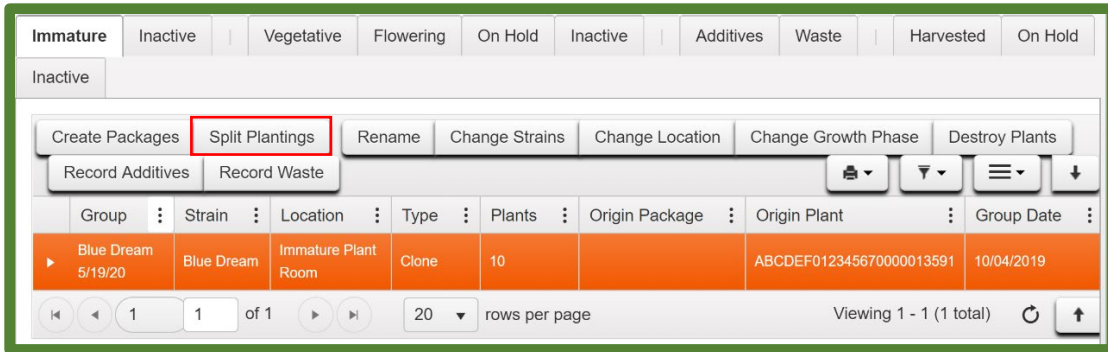

Figure 1: Select the Immature Plant Batch to Split

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.
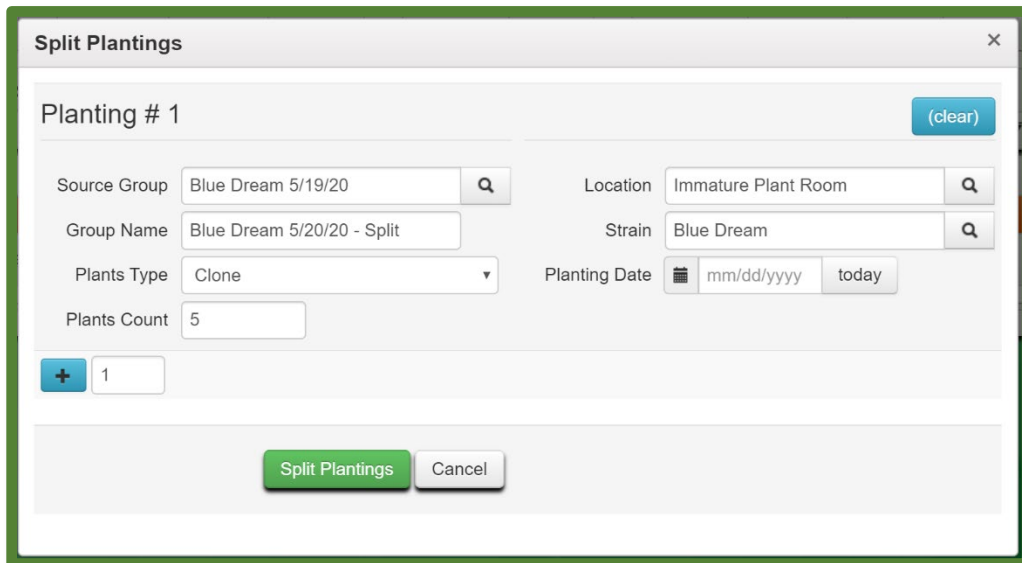
Figure 2: Split Plantings Action Window

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**.
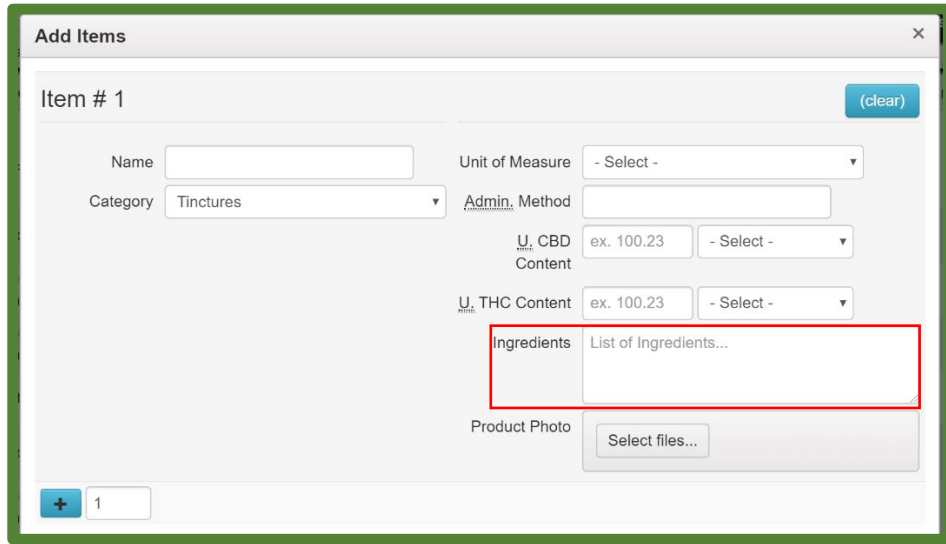

Figure 3: Item Ingredients Field

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**.

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**.

Figure 5: Lab Samples Grid "Item Strain" Field

New Feature: Editing and Recording Sales from Finished Packages

With this new update, recording or editing sales receipts and deliveries from a finished package will no longer be able to be done. Attempting to do so will result in the error message, as seen in **Figure 6.**
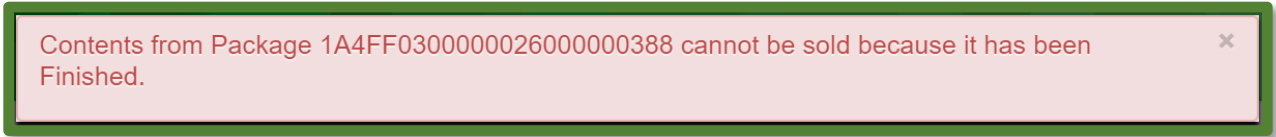
Contents from Package 1A4FF0300000026000000388 cannot be sold because it has been Finished.

Figure 6: Finished Package Sale Error

Unfinishing Packages

To unfinish a package, navigate to the Inactive tab on the Packages grid and select the package finished package with which the action is to be performed in the sales action. Once selected, use the "Unfinish" button as seen in **Figure 7** and confirm the package being unfinished is in the action window that follows.
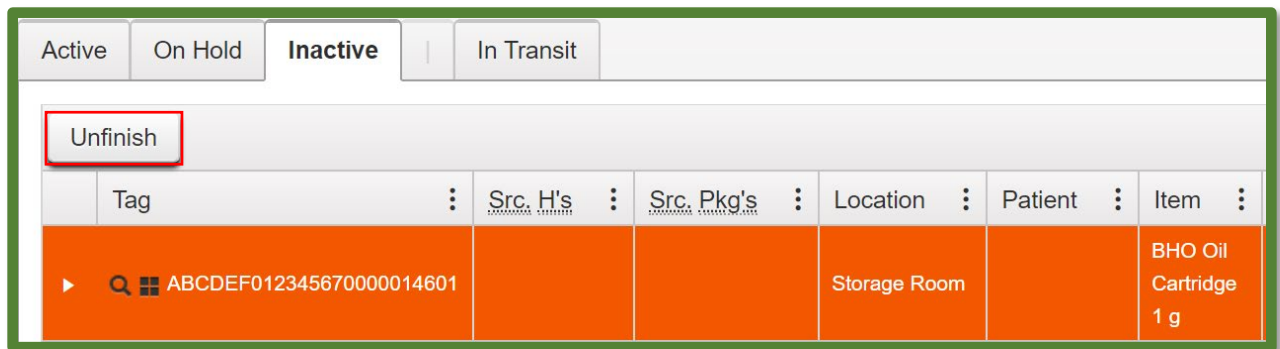

Figure 7: Unfinish Package

Once the package is unfinished, then make any sales actions required. *Please note that if the sales actions are performed that results in a non-zero amount, the package will not be able to be finished.*

Updated CSV Formatting Guide

Metrc Support has updated the CSV Formatting Guide, which can be found under the support tab on the top navigational bar, as seen in **Figure 8.**

Figure 8: CSV Formatting Guide

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