Metrc Support Bulletin

Bulletin Number: MT_IB_0042	Distribution Date: 10/05/2023	Effective Date: 10/03/2023
Contact Point: Metrc Support	**Subject:** New functionality available in Metrc	
Topic: Quick Scan for Barcode Readers		

Greetings,

Metrc is pleased to provide information on the latest optional system enhancement that will be available on 10/03/23, including:

- Quick Entry for Barcode Scanning Package IDs

Please read on for more information regarding this new functionality.

Metrc LLC
For additional support:
Email Support@metrc.com or call 877-566-6506
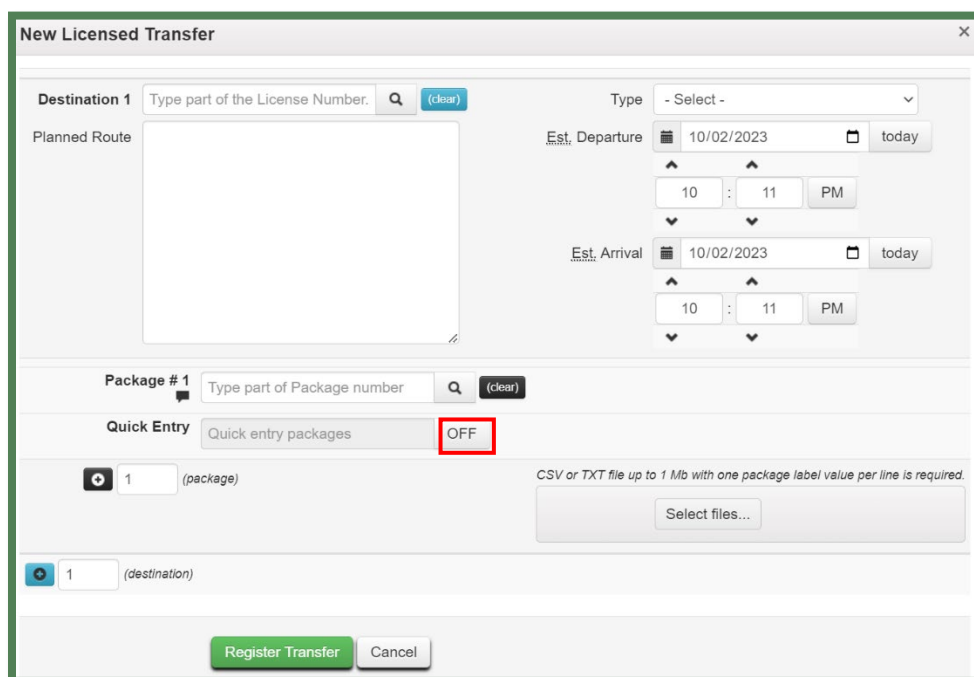
1

<u>Quick Entry</u>

Starting on October 3rd, 2023, a new feature will be added to the Transfer and Package action windows. This feature is called "Quick Entry" and is optional for licensees to use. The feature was designed to enable licensees who use barcode scanners directly within the Metrc application to quickly and efficiently add packages to a transfer manifest or use them as source packages for new packages.

Prior to the implementation of the Quick Entry function, licensed users had to manually select the next package tag entry after scanning each package while creating a manifest. With the new Quick Entry button, users will now be able to scan all packages seamlessly without any added clicks within the system.

Additionally, Metrc has updated the CSV package upload feature for New Transfers to display the package IDs within the order they are uploaded.
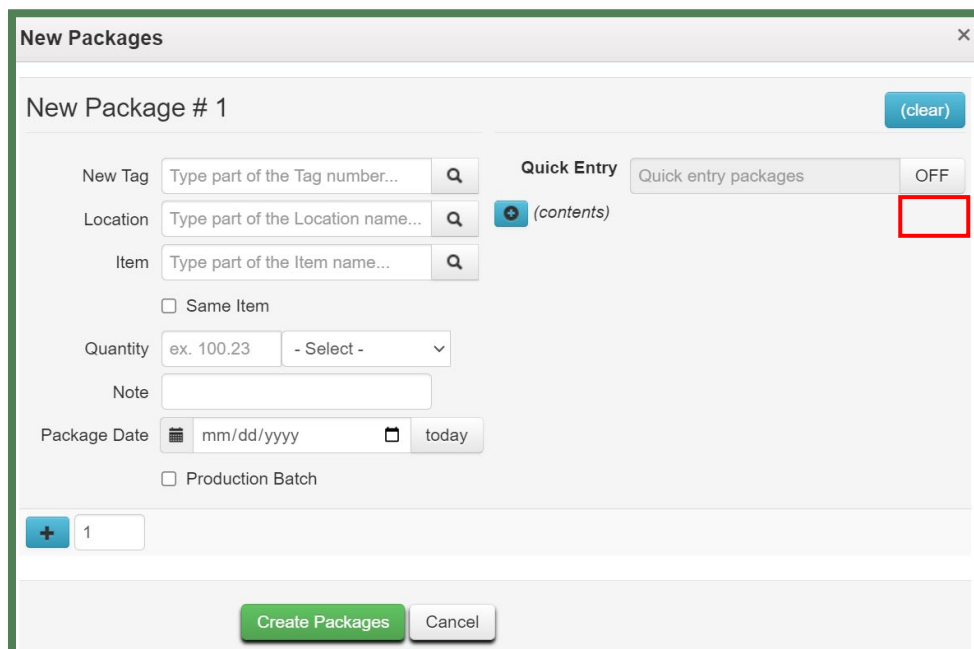
Metrc LLC
For additional support:
Email Support@metrc.com or call 877-566-6506

2

Metrc Support Bulletin

Quick Entry: Off
The 'Quick Entry' option will automatically be turned off when the New Licensed Transfer or New Packages action window populates. When selecting the 'Off' button, it will disable the feature and users can input package information as they currently do today as shown below, in **Figures 1 and 2**.

Figure 1: Transfers Quick Entry Off
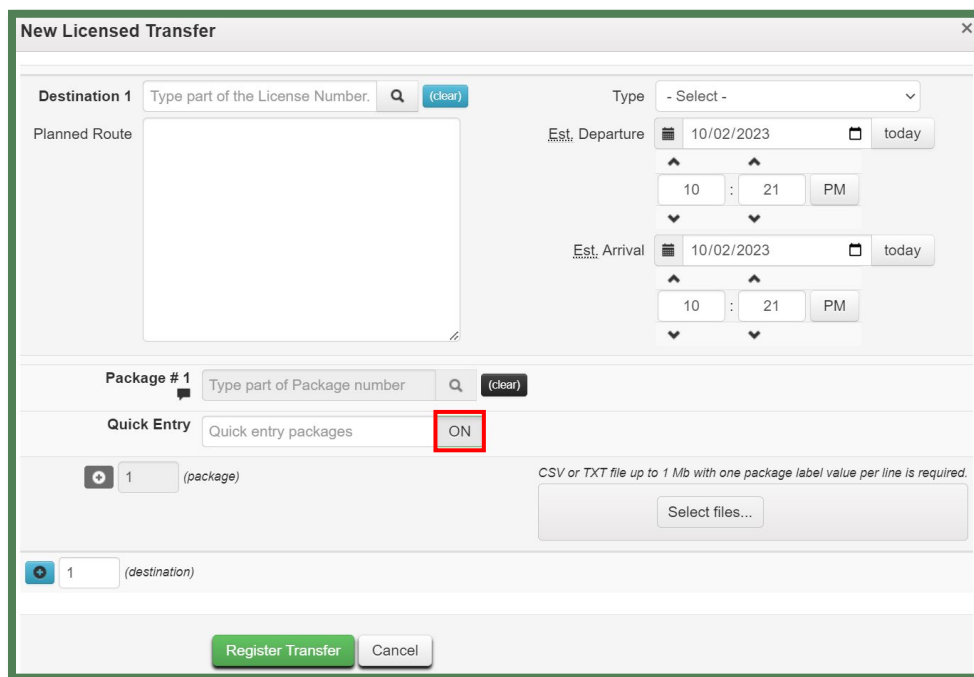
Figure 2: Packages Quick Entry Off

Metrc LLC
For additional support:
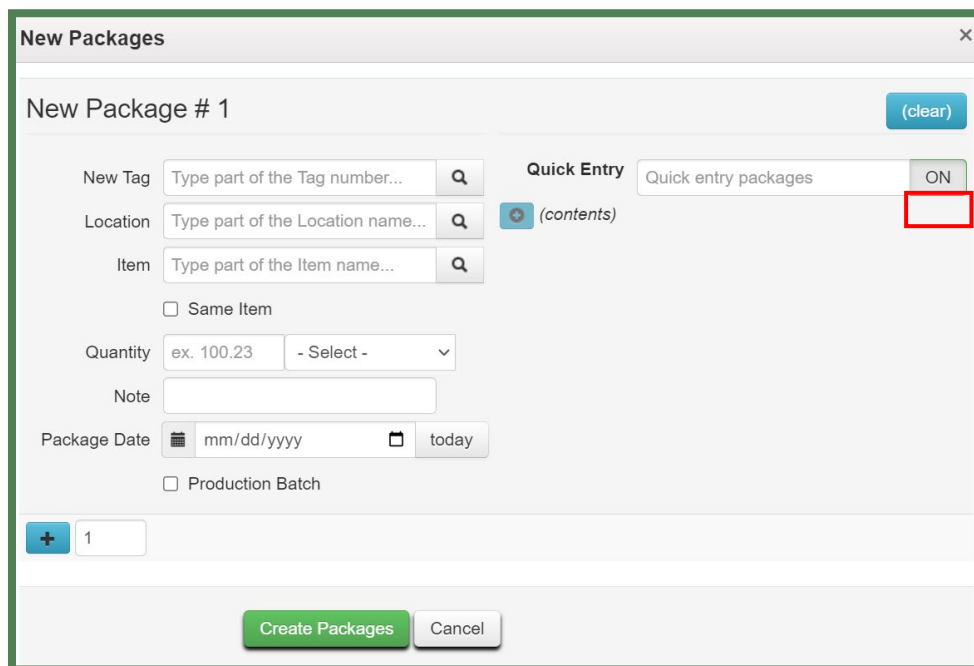Email Support@metrc.com or call 877-566-6506

3

Quick Entry: ON
When the 'Quick Entry' feature has been enabled, licensed users will have the ability to use their scanner directly within the Metrc application to quickly add inventory to their transfer manifest or scan to identify a package as the source when creating a new package, as shown below in **Figures 3 and 4**.
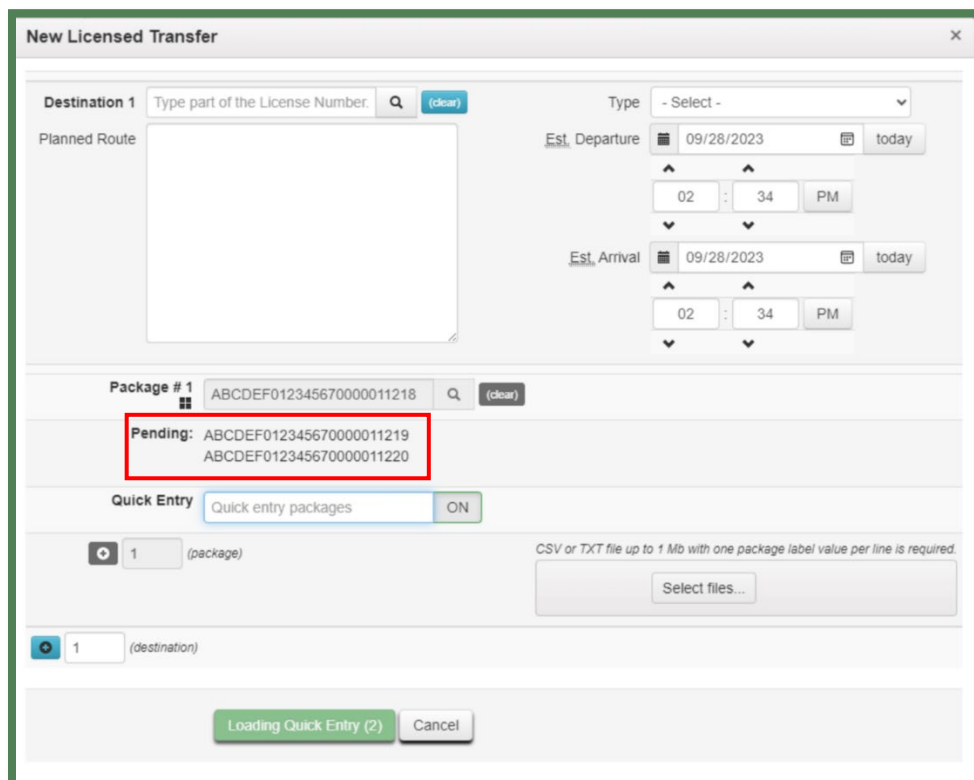
Figure 3: Transfers Quick Entry On

Figure 4: Packages Quick Entry On

Metrc LLC
For additional support:
Email Support@metrc.com or call 877-566-6506

4

While in use, the Quick Entry feature will display a "Pending" status for all tags that have been scanned but not finished being uploaded to the Transfer or Package creation window as seen in **Figure 5**.

Figure 5: Pending Packages Quick Entry

Metrc LLC
For additional support:
Email Support@metrc.com or call 877-566-6506

5