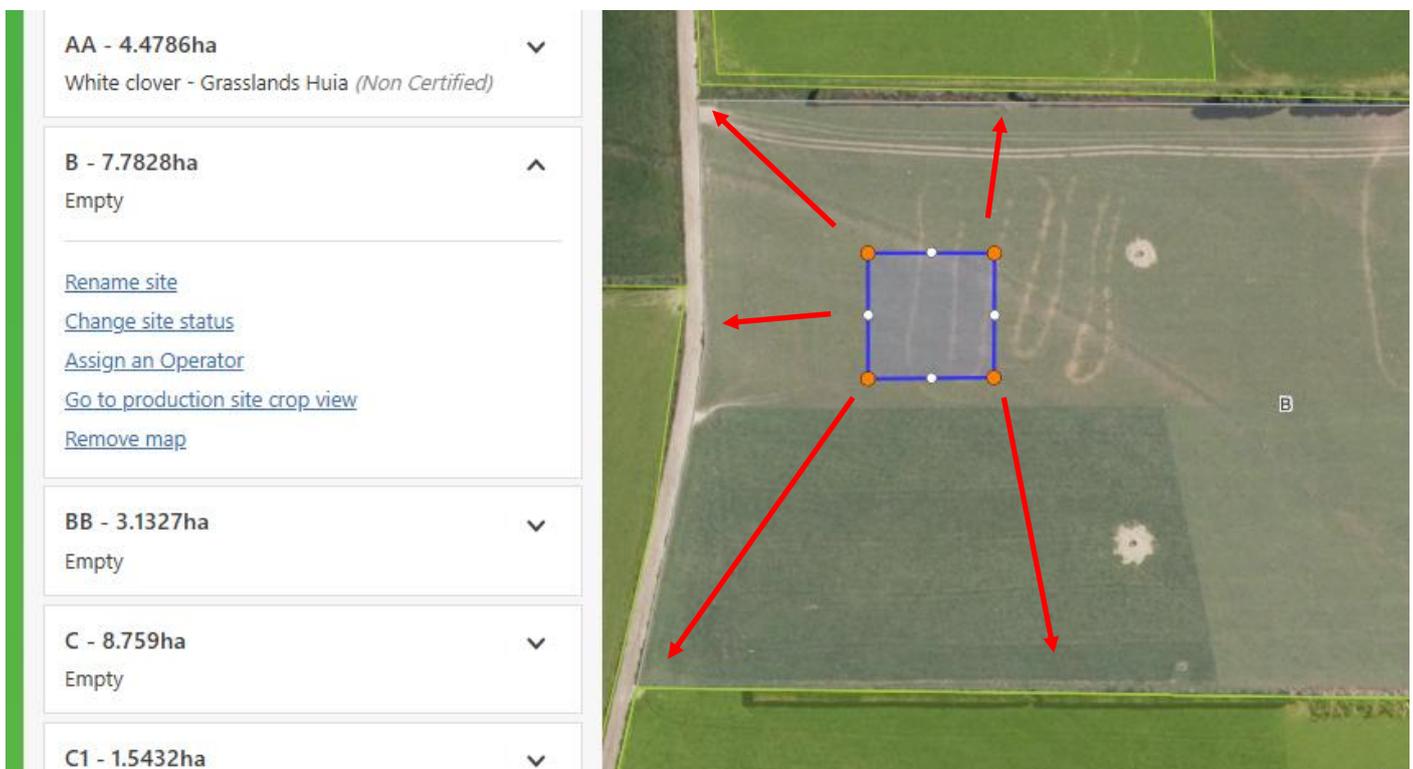


Seed Certification Information System (SCIS)

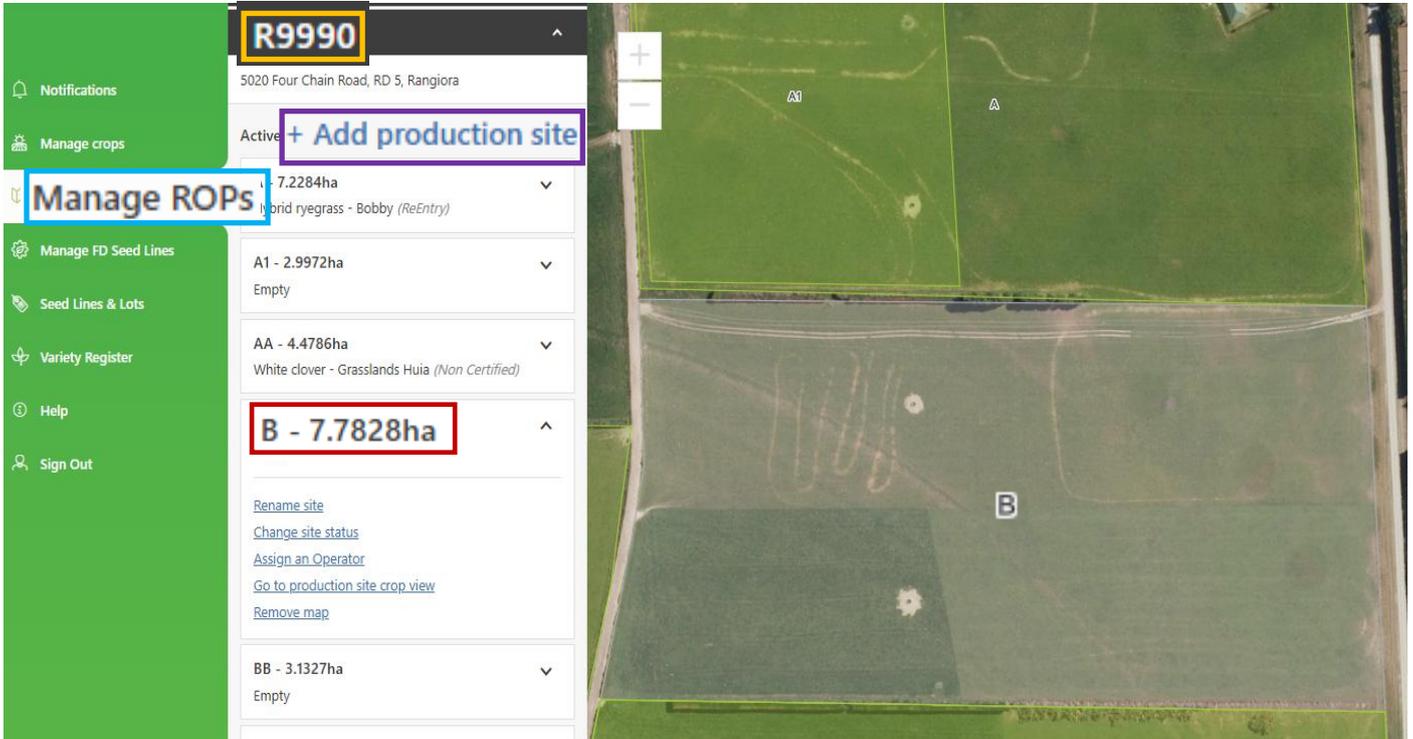
Quick User Guide : Create a Split Paddock



Creating a Split Production Site (Paddock)

If the sowing area of a paddock is less than the total area, or multiple crops are being planted in the same paddock (different species or classes), you may need to create a split paddock(s). The following short guide shows how to create a split paddock within a large paddock.

Example – ROP R9990 and Paddock B – to have 1 split created.



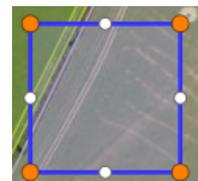
Point 1. Click on the **Manage ROPs** to open the screen, select the **ROP** then select the paddock you want to create the split paddock in (ROP is R9990 and paddock is 'B – 7.7828ha').

Point 2. Move the cursor and click on the **+ Add production site**. This opens the drawing tool bar below.



Point 3. Move the cursor on to the first drawing tool option  (this is the easiest option) and click on it. (it may change colour )

Point 4. Move the cursor to the proposed sowing area within the paddock (the cursor may change shape as you move it back to the paddock). When the cursor is within the proposed split area, click the cursor and a small blue square with orange circles on the corners and white circles in between the orange circles.

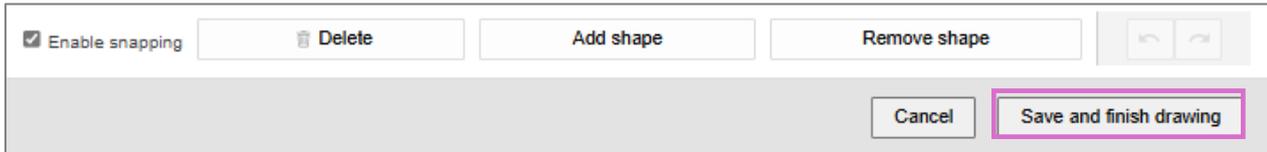


NB. If you accidentally move the cursor as you click to get the blue box, you may get just 1 or more orange dots like this . You need to go back to the drawing tool bar and click on the **Cancel** button. This removes the

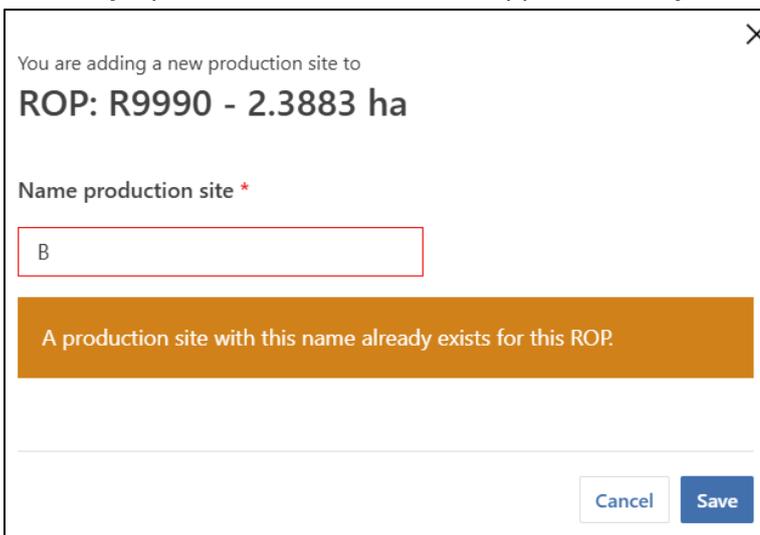
drawing bar tool. You will then have to repeat points 2 to 4.

Point 5. Now you have the blue square positioned within your proposed split paddock, put the cursor onto one of the corner orange dots (the cursor may change shape) and click and hold the cursor button down then drag that orange button out to the point of that corner of your split paddock. Repeat this for the other orange dots. **NB.** Be careful not to overlap into the neighbouring paddock .

Point 6. When you have created your split, go up to the drawing bar tool and click on the Save and finish drawing button.



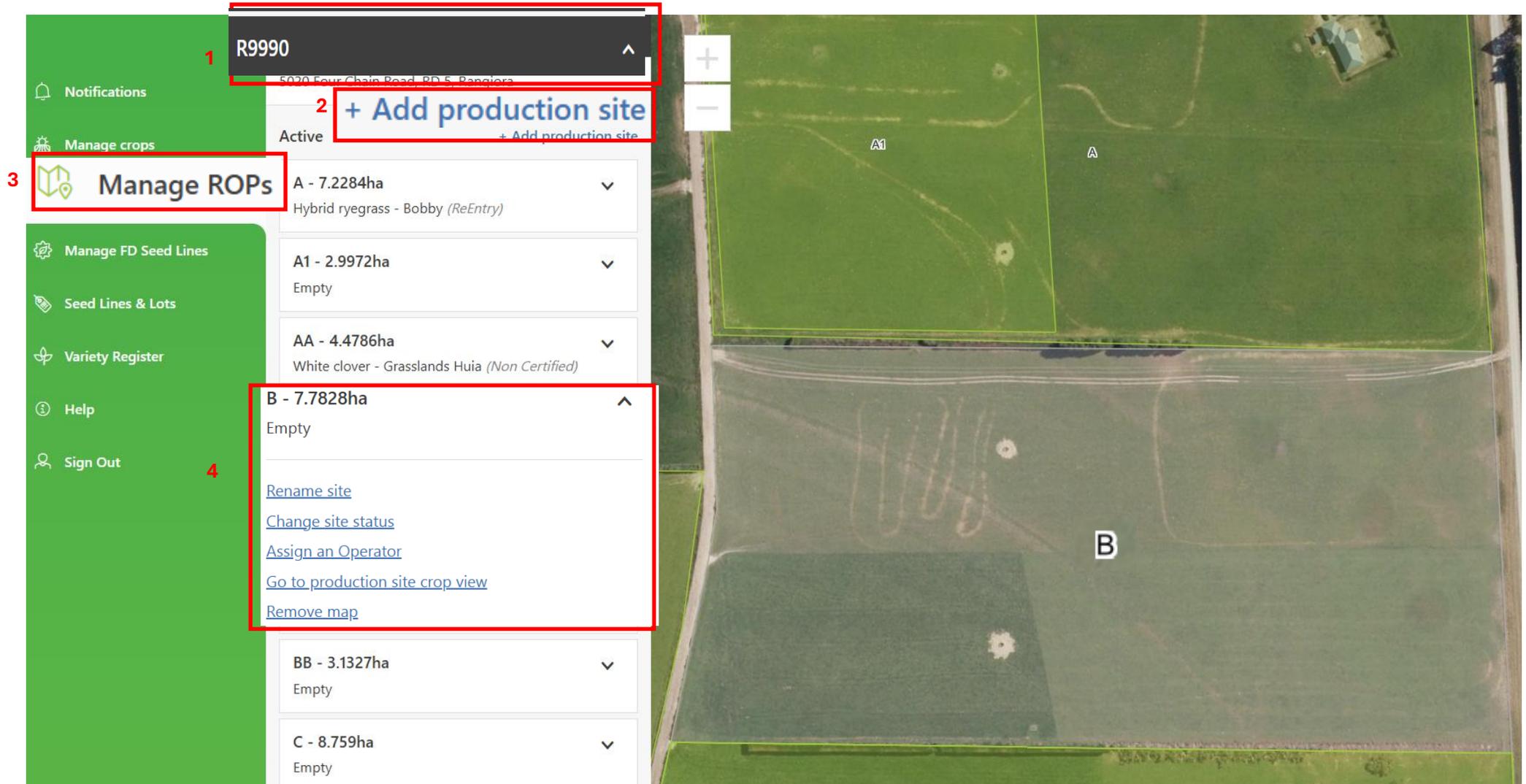
Point 7. You need to name the split you have created. This also shows you the size of the split you have created. The first split for R9990 would be B1. The warning above is given when the letter B was typed as there is already a paddock named B. This disappears when you add the 1.



NB1. There is a Production site naming guide uploaded into the Grower user guides that you access by clicking on the  Help screen.

NB2. If the area is too small or too big, you can open the new split paddock and adjust the boundaries.

Screen shots for creating a split paddock



1 R9990

2 + Add production site

3 Manage ROPs

4

Active

A - 7.2284ha
Hybrid ryegrass - Bobby (*ReEntry*)

A1 - 2.9972ha
Empty

AA - 4.4786ha
White clover - Grasslands Huia (*Non Certified*)

B - 7.7828ha
Empty

[Rename site](#)

[Change site status](#)

[Assign an Operator](#)

[Go to production site crop view](#)

[Remove map](#)

BB - 3.1327ha
Empty

C - 8.759ha
Empty

A1

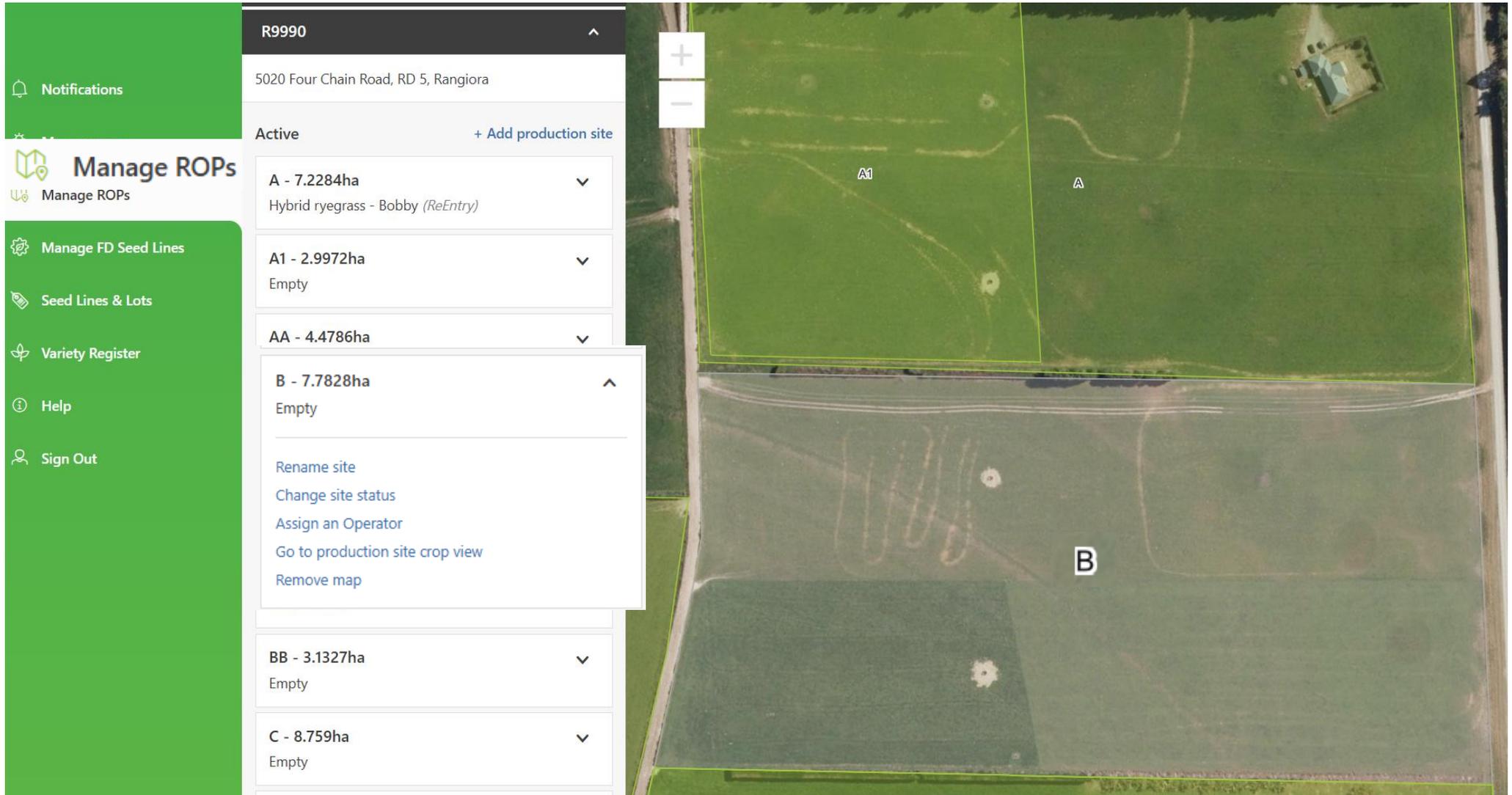
A

B

The key parts to create a split paddock are:

1. ROP number (R9990)
2. + Add production site button
3. Manage ROPs screen
4. Proposed paddock to split (B)

Point 1: Click on the Manage ROPs to open the screen, select the ROP then select the paddock you want to create the split paddock in (ROP is R9990 and paddock is 'B - 7.7828ha').

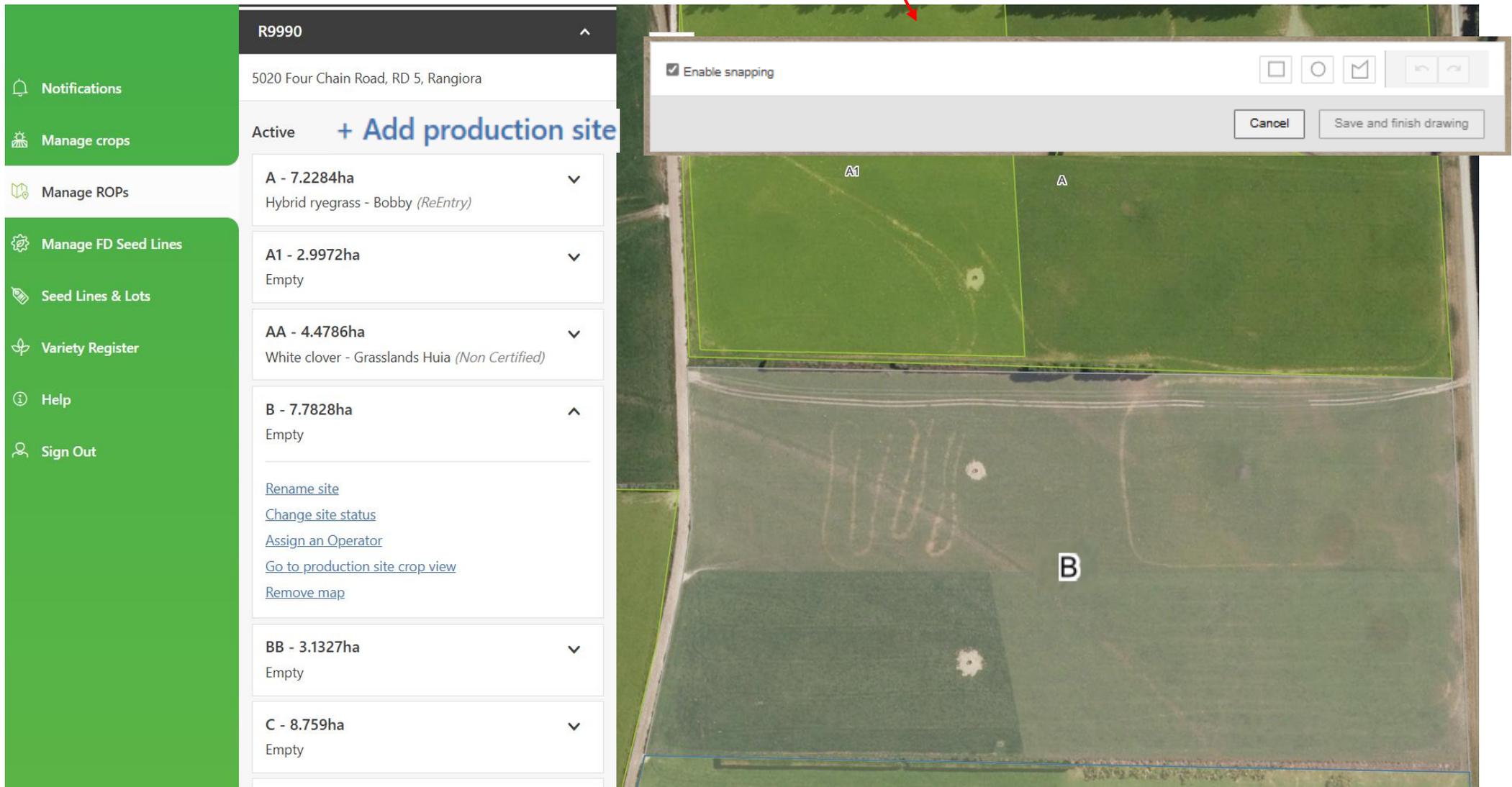


The screenshot displays the 'Manage ROPs' interface. On the left is a green sidebar with navigation options: Notifications, Manage ROPs (selected), Manage FD Seed Lines, Seed Lines & Lots, Variety Register, Help, and Sign Out. The main content area shows the details for ROP R9990, located at 5020 Four Chain Road, RD 5, Rangiora. Below this is a list of active production sites:

Site ID	Area	Status
A	7.2284ha	Hybrid ryegrass - Bobby (ReEntry)
A1	2.9972ha	Empty
AA	4.4786ha	
B	7.7828ha	Empty
BB	3.1327ha	Empty
C	8.759ha	Empty

The 'B - 7.7828ha' site is selected, and a context menu is open over it, showing options: Rename site, Change site status, Assign an Operator, Go to production site crop view, and Remove map. To the right is an aerial map of the paddock, divided into sections labeled A, A1, and B. A house is visible in the top right corner of the map. Zoom controls (+ and -) are visible on the left side of the map.

Point 2: Move the cursor and click on the **+ Add production site** . This opens the drawing tool bar.



The screenshot displays the SCIS web application interface. On the left is a green sidebar with navigation options: Notifications, Manage crops, Manage ROPs, Manage FD Seed Lines, Seed Lines & Lots, Variety Register, Help, and Sign Out. The main content area shows a production site overview for 'R9990' at '5020 Four Chain Road, RD 5, Rangiora'. Below this is a list of production sites:

Site ID	Area	Crop
A	7.2284ha	Hybrid ryegrass - Bobby (ReEntry)
A1	2.9972ha	Empty
AA	4.4786ha	White clover - Grasslands Huia (Non Certified)
B	7.7828ha	Empty
BB	3.1327ha	Empty
C	8.759ha	Empty

Below the list are links: [Rename site](#), [Change site status](#), [Assign an Operator](#), [Go to production site crop view](#), and [Remove map](#). On the right, an aerial map shows a split paddock with areas labeled A, A1, and B. A drawing toolbar is overlaid on the map, featuring a checked 'Enable snapping' option, icons for rectangle, circle, and polygon, and buttons for 'Cancel' and 'Save and finish drawing'. A red arrow points to the '+ Add production site' button in the main panel.

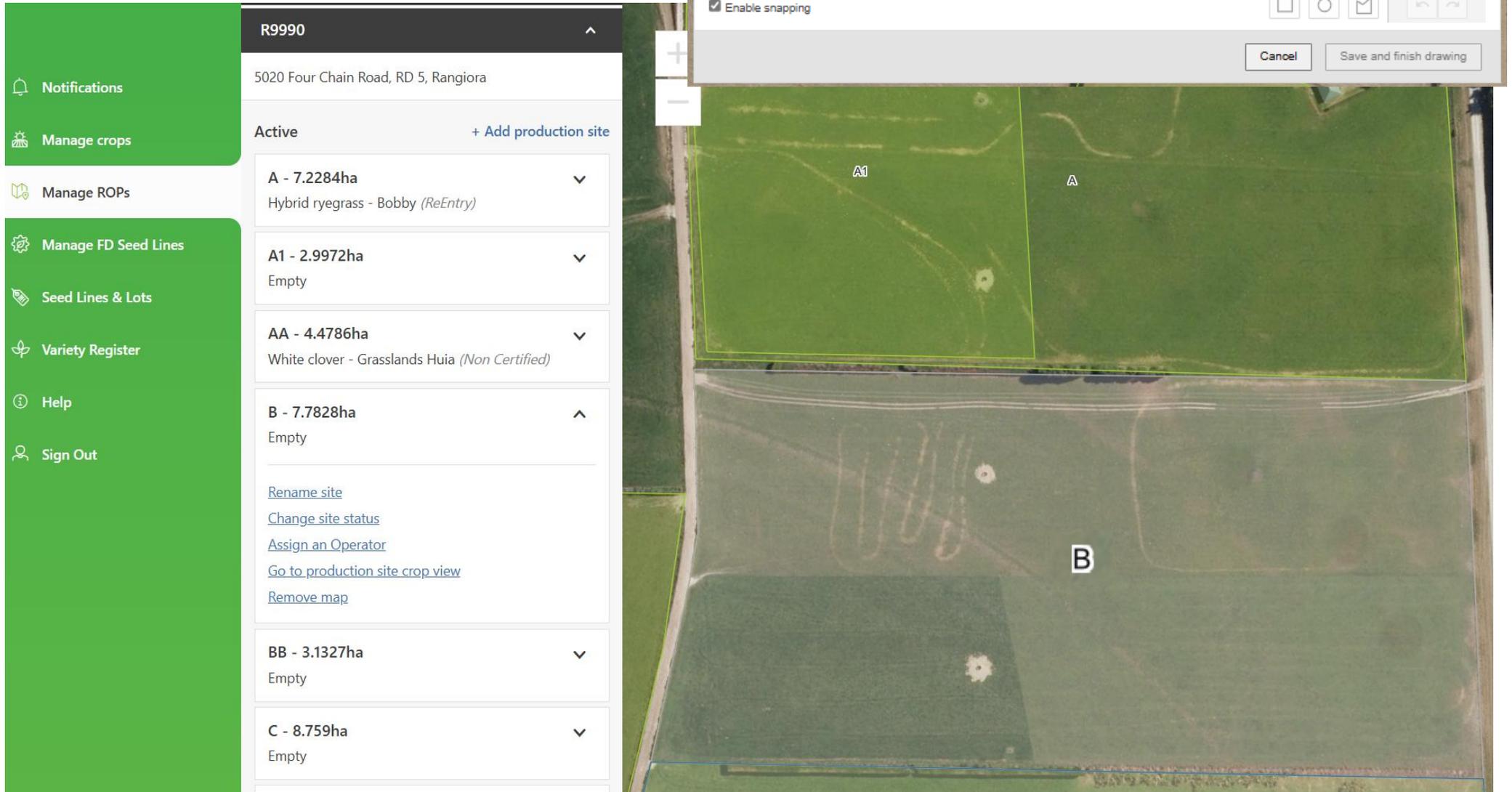
Point 3: Move the cursor on to the first drawing tool option



(this is the easiest option) and click on it (it may change colour



).



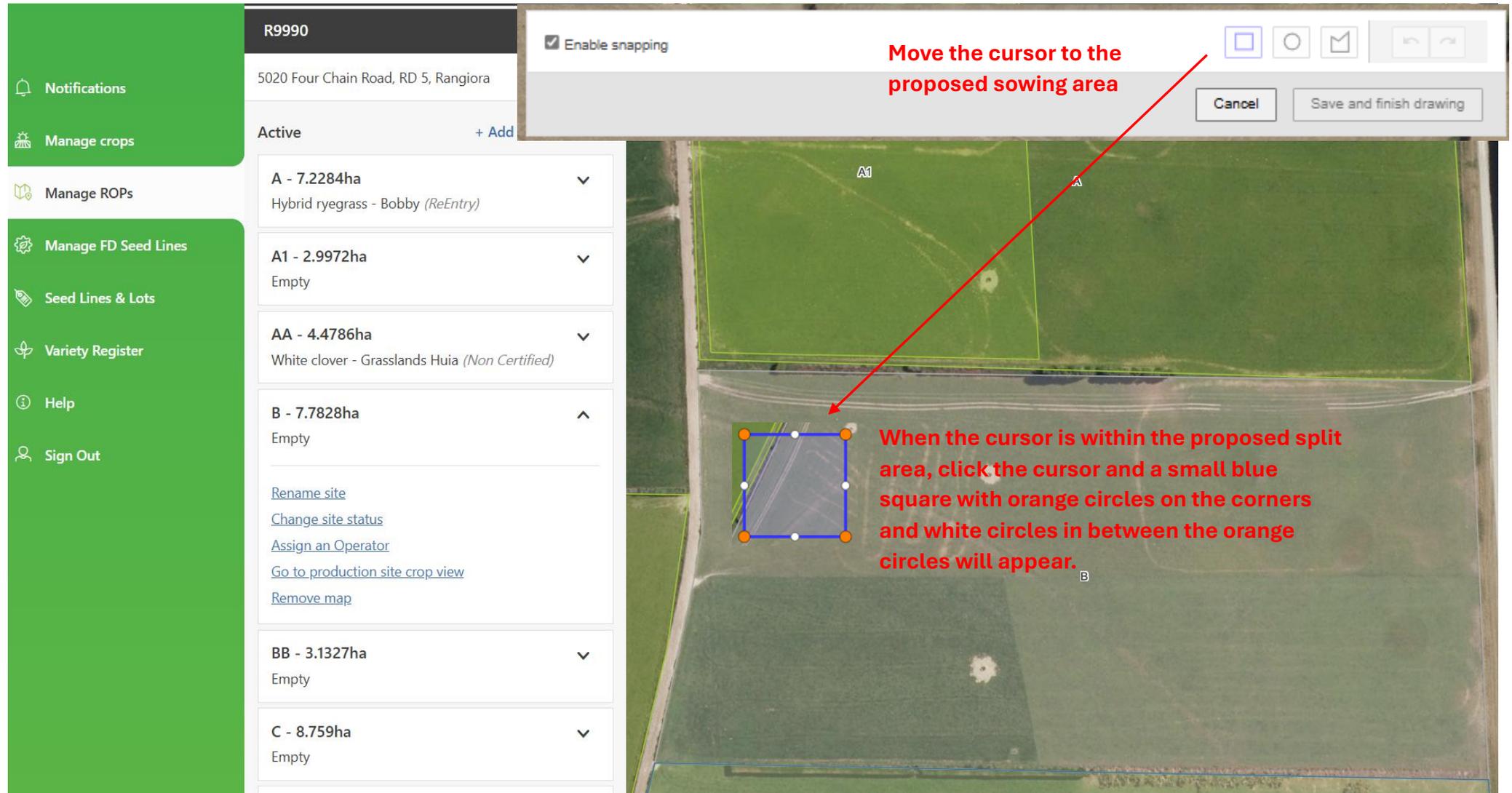
The screenshot displays the SCIS application interface. On the left is a green sidebar with navigation options: Notifications, Manage crops, Manage ROPs, Manage FD Seed Lines, Seed Lines & Lots, Variety Register, Help, and Sign Out. The main content area shows a site overview for 'R9990' at '5020 Four Chain Road, RD 5, Rangiora'. Below this is a list of active production sites:

Site ID	Area	Crop
A	7.2284ha	Hybrid ryegrass - Bobby (ReEntry)
A1	2.9972ha	Empty
AA	4.4786ha	White clover - Grasslands Huia (Non Certified)
B	7.7828ha	Empty
BB	3.1327ha	Empty
C	8.759ha	Empty

The right side of the interface shows an aerial map of the paddock with drawing tools overlaid. A toolbar at the top of the map includes a checked 'Enable snapping' option, a square icon (the first drawing tool), a circle icon, a rectangle icon, and undo/redo buttons. Below the toolbar are 'Cancel' and 'Save and finish drawing' buttons. The map shows a split paddock with areas labeled A, A1, and B. A red arrow points to the square icon in the toolbar.

Point 4: Move the cursor to the proposed sowing area within the within the paddock (the cursor may change shape as you move it back to the paddock).

When the cursor is within the proposed split area, click the cursor and a small blue square with orange circles on the corners and white circles in between the orange circles



The screenshot shows the SCIS software interface. On the left is a green sidebar with navigation options: Notifications, Manage crops, Manage ROPs, Manage FD Seed Lines, Seed Lines & Lots, Variety Register, Help, and Sign Out. The main area is divided into a top toolbar and a map view. The toolbar includes a checked 'Enable snapping' option, drawing tools (square, circle, line), and 'Cancel' and 'Save and finish drawing' buttons. The map view shows an aerial view of a paddock with a blue square overlaying a split area. A red arrow points from the toolbar to the square on the map. A list of paddocks is visible on the right side of the map area.

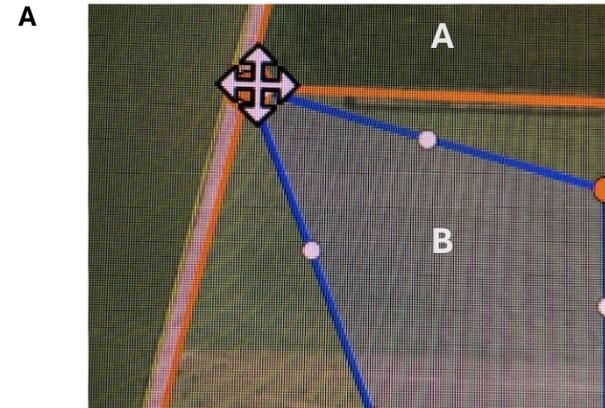
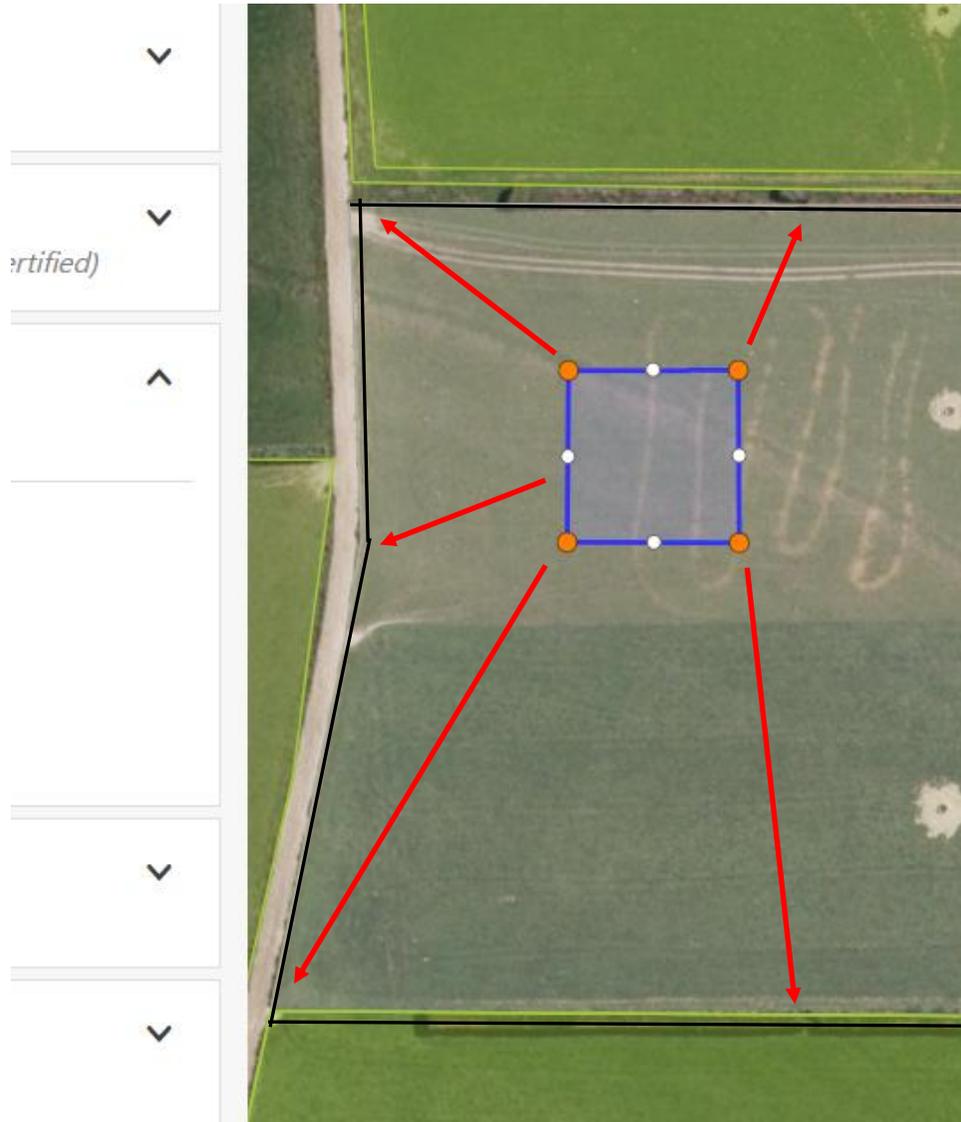
Move the cursor to the proposed sowing area

When the cursor is within the proposed split area, click the cursor and a small blue square with orange circles on the corners and white circles in between the orange circles will appear.

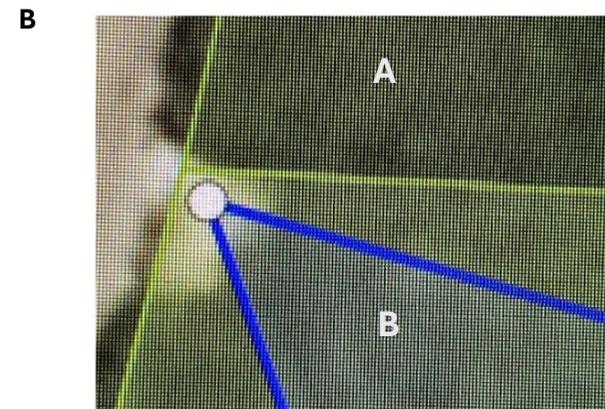
Area	Area Size	Crop
A	7.2284ha	Hybrid ryegrass - Bobby (ReEntry)
A1	2.9972ha	Empty
AA	4.4786ha	White clover - Grasslands Huia (Non Certified)
B	7.7828ha	Empty
BB	3.1327ha	Empty
C	8.759ha	Empty

NB 1. To create the split paddock, put the cursor on an orange dot then click and hold the cursor button down and drag the dot to a corner. In this example, there is also a white dot used at the bend.

NB 2. There are 2 options for the accuracy of the split paddock boundaries.



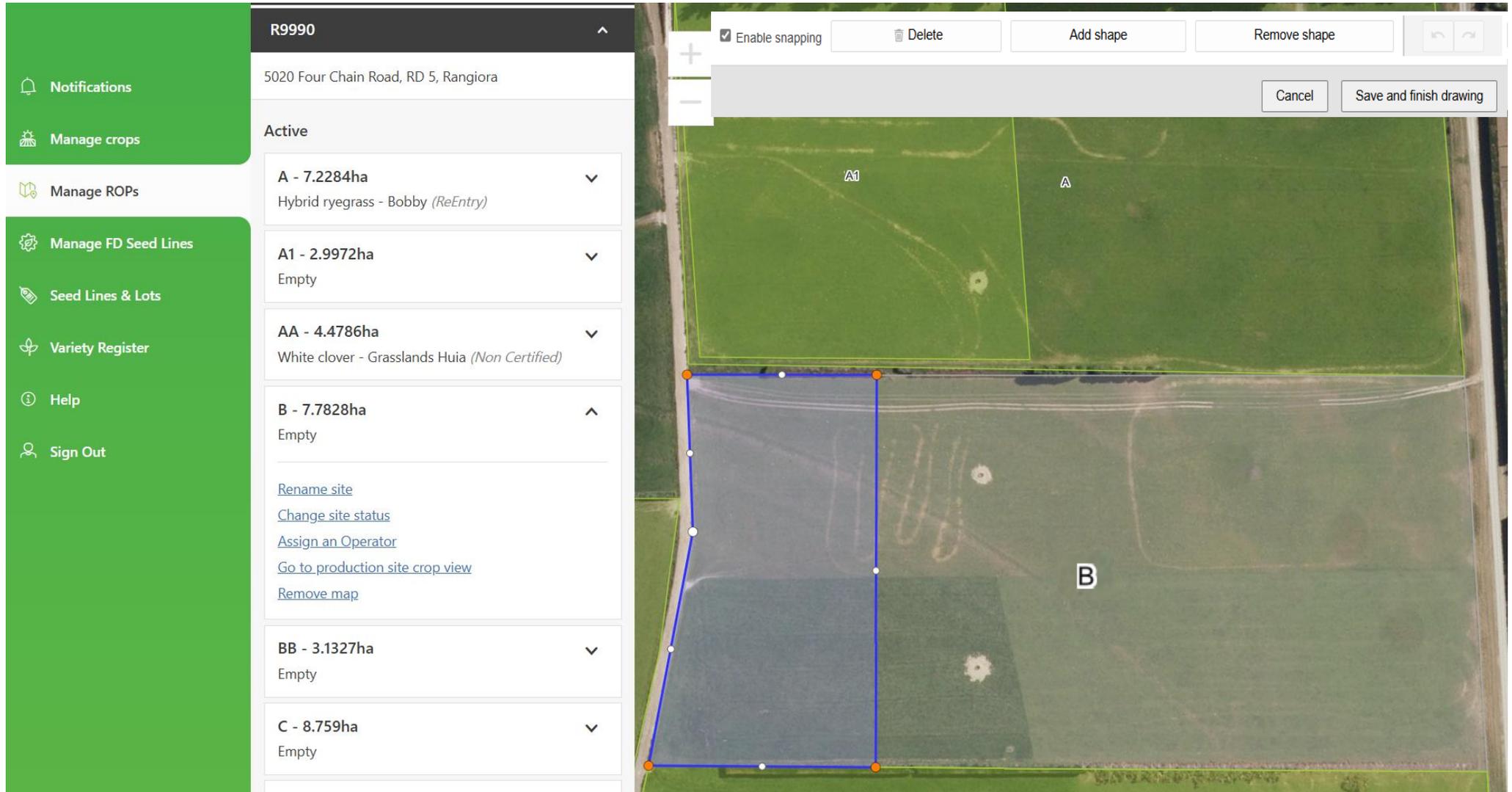
To have the split boundary exactly on top of the original boundary, it should turn orange.



Alternatively, the split boundary could be just inside of the original boundary. To do that, you should zoom in to minimise the space .

If the split is well inside the original boundary then no need to zoom in.

Point 5: Now the blue square is positioned within the proposed split paddock, put the cursor onto one of the corner orange dots and click and hold the cursor button down then drag that orange button out to the point of that corner of your split paddock then release the cursor button. Repeat this for the other orange dots.
NB. Be careful not to overlap into the neighbouring paddock .

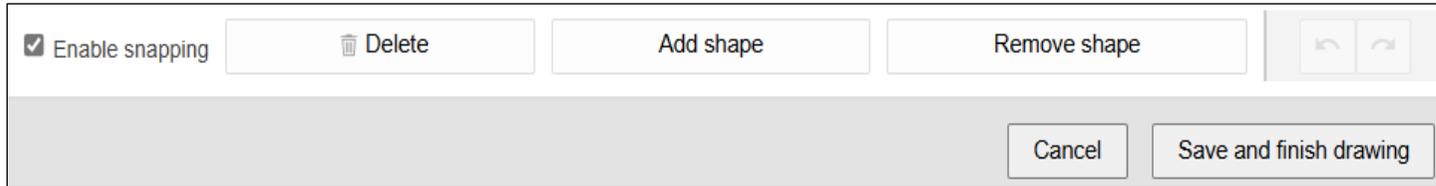


The screenshot displays the SCIS software interface. On the left is a green sidebar with navigation options: Notifications, Manage crops, Manage ROPs, Manage FD Seed Lines, Seed Lines & Lots, Variety Register, Help, and Sign Out. The main panel shows site details for 'R9990' at '5020 Four Chain Road, RD 5, Rangiora'. The 'Active' section lists several paddocks:

- A - 7.2284ha** (Hybrid ryegrass - Bobby *(ReEntry)*)
- A1 - 2.9972ha** (Empty)
- AA - 4.4786ha** (White clover - Grasslands Huia *(Non Certified)*)
- B - 7.7828ha** (Empty)
- BB - 3.1327ha** (Empty)
- C - 8.759ha** (Empty)

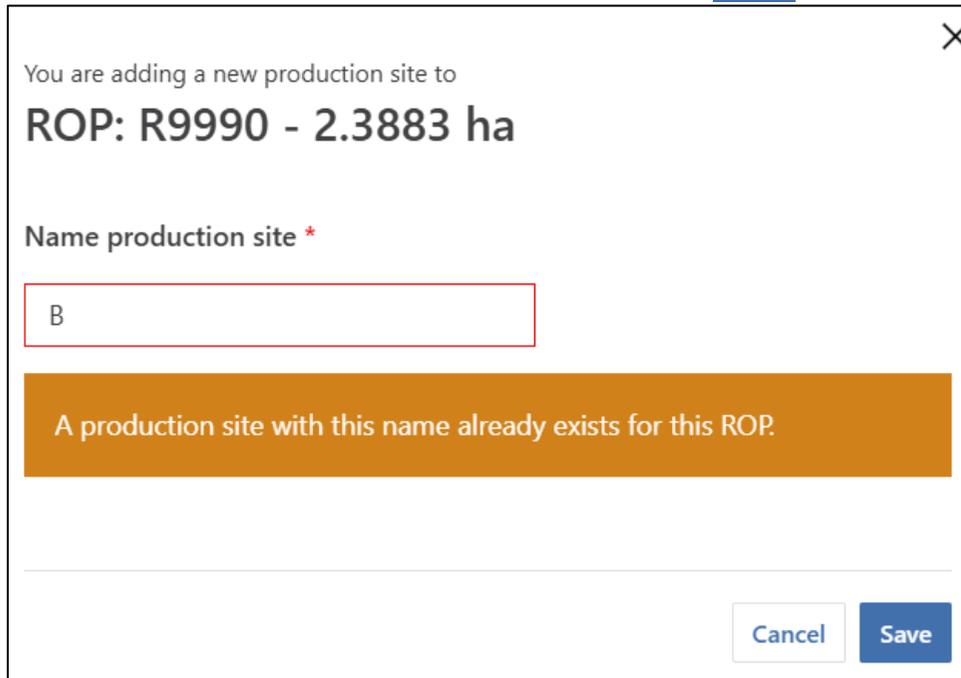
Below the list are links: [Rename site](#), [Change site status](#), [Assign an Operator](#), [Go to production site crop view](#), and [Remove map](#). The right side of the interface shows an aerial map of the paddocks. A blue square is overlaid on the map, with orange dots at its corners. A toolbar at the top right includes 'Enable snapping' (checked), 'Delete', 'Add shape', 'Remove shape', 'Cancel', and 'Save and finish drawing'.

Point 6. When you have created your split, go up to the drawing bar tool and click on the **Save and finish drawing** to get a pop up and enter the split paddock name and check if the size of the split paddock is correct.

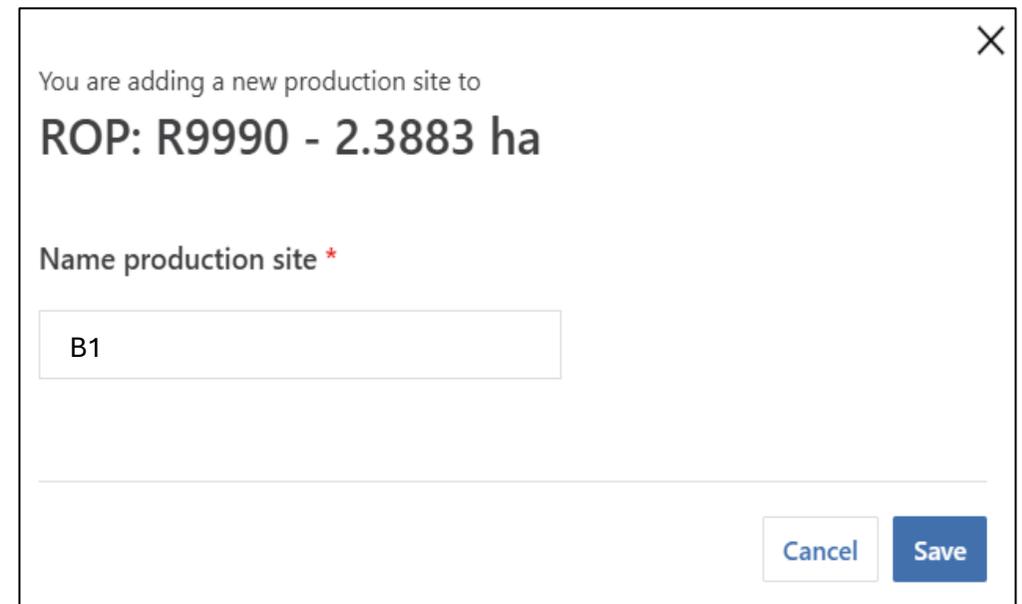


The drawing bar tool interface includes a checkbox for 'Enable snapping' (checked), a 'Delete' button with a trash icon, an 'Add shape' button, a 'Remove shape' button, and two undo/redo arrows. At the bottom right, there are 'Cancel' and 'Save and finish drawing' buttons.

Point 7. Pop up - you need to name the split you have created. This is the first split for this paddock so will be B1. When you type in 'B' it will give you a warning which will disappear when you add the '1'. Then click on **Save**



The warning pop-up dialog has a close button (X) in the top right corner. The text reads: "You are adding a new production site to ROP: R9990 - 2.3883 ha". Below this is a label "Name production site *" and a text input field containing the letter "B". A prominent orange warning banner states: "A production site with this name already exists for this ROP." At the bottom, there are "Cancel" and "Save" buttons.



The successful pop-up dialog has a close button (X) in the top right corner. The text reads: "You are adding a new production site to ROP: R9990 - 2.3883 ha". Below this is a label "Name production site *" and a text input field containing "B1". At the bottom right, there are "Cancel" and "Save" buttons.

The 'new' B1 paddock inside the original paddock B

Notifications

Manage crops

Manage ROPs

Manage FD Seed Lines

Seed Lines & Lots

Variety Register

Help

Sign Out

R9990 ^

5020 Four Chain Road, RD 5, Rangiora

Active + Add production site

A - 7.2284ha v

Hybrid ryegrass - Bobby (*ReEntry*)

A1 - 2.9972ha v

Empty

AA - 4.4786ha v

White clover - Grasslands Huia (*Non Certified*)

B - 7.7828ha v

Empty

B1 - 2.3883ha ^

Empty

[Rename site](#)
[Change site status](#)
[Edit boundary](#)
[Assign an Operator](#)
[Go to production site crop view](#)
[Remove site](#)
[Remove map](#)

BB - 3.1327ha v

Empty

