



Tablet User Manual: Stockyard for Sheep eID

Version 1.3

FOR MORE INFORMATION:

TOM NEWSOME
MANAGING DIRECTOR
0409 580 732
TOM@OUTCROSS.COM.AU

MARK BUTTENSCHAW
OPERATIONS MANAGER
0427 866 638
MARK@OUTCROSS.COM.AU

PO BOX 1668, ARMIDALE NSW 2350
www.outcross.com.au

TABLE OF CONTENTS

INTRODUCING STOCKYARD MOBILE 2

SALE PROCESS 3

THE STOCKYARD SYSTEM 4

TROUBLESHOOTING 13

INTRODUCING STOCKYARD MOBILE

This manual provides Agents, Saleyard staff and other users with support in using the Stockyard mobile system for sheep and lambs in three easy parts:

- An overview of the key considerations at each stage of the sale;
- A general overview of the Stockyard system;
- A troubleshooting guide.

A more comprehensive overview of the Stockyard software is available in the knowledge base available on the Outcross Systems website: <https://kb.outcrosssystems.com.au/portal/en/kb/stockyard>

SALE PROCESS

The table below outlines the use of Stockyard at each stage of the sale process.

Sale stage	Key considerations
Arrival	<ul style="list-style-type: none"> • Sheep are unloaded and penned in receival yards with no change in process.
National Vendor Declaration entry	<ul style="list-style-type: none"> • Vendors may be pre loaded in the system before the sale • NVD data entered in office, gate house or ramps • Vendors are assigned a vendor number
In-draft Scanning	<ul style="list-style-type: none"> • Vendor name or number is selected before mob is drafted • Stock drafted and scanned into draft pens • Each draft is a stack pen for EIDs, i.e Draft 1 will be tops through to Draft 3 being tails • EIDs from drafts can be <ul style="list-style-type: none"> ○ 'Booked now' by allocating pen, number of head, stock type and breed; or ○ 'Saved' and allocated to a pen later
Booking	<ul style="list-style-type: none"> • Sale lots can be booked in the 'Booking' function • Lots which have been scanned and saved can be accessed by entering 'Vendor' which will bring up vendors lots post draft • The lots create the sale catalogue consisting of pen number, number of head, stock type, breed, vendor and RFIDs attached • This data is linked to NVD information
Shuffling stock	<ul style="list-style-type: none"> • Stock can be shuffled from pen to pen as agents require • Lots can be moved around the yards simply by changing the pen number on the tablet and confirming ('Save'). All lot information will follow this change in pen number • Multiple lots can be shuffled at once
Selling	<ul style="list-style-type: none"> • Agents can use manual book to record sale • Saleyard clerk can use: <ul style="list-style-type: none"> ○ pre-printed clerking sheet to record sale ○ tablet to clerk price, buyer and way • Tablet checking Buyer/price with agents book • Splits entered and scanned out during sale / delivery
Delivery	<ul style="list-style-type: none"> • Agents can use tablet delivery screen to deliver sheep • Drivers reports can be printed • Reject animals noted and number head changed on tablet
Data Management	<ul style="list-style-type: none"> • Data entry in yards and at office • Data from tablet will sync directly back to the server • Data immediately available to other users

THE STOCKYARD SYSTEM

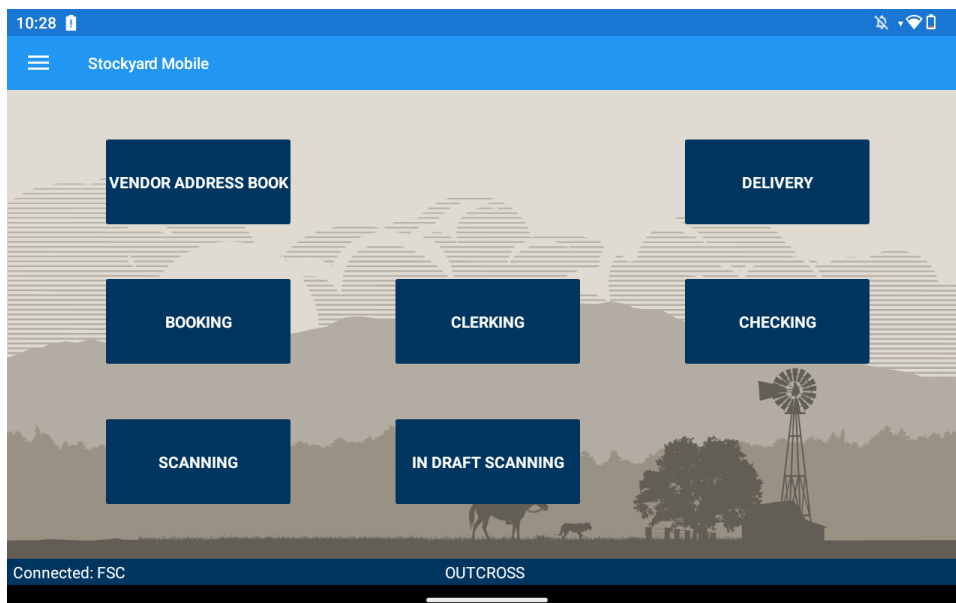
Stockyard mobile is available on the Apple App store and Google Play store.

Apple devices can enter lot data but cannot link to EID readers to scan tags

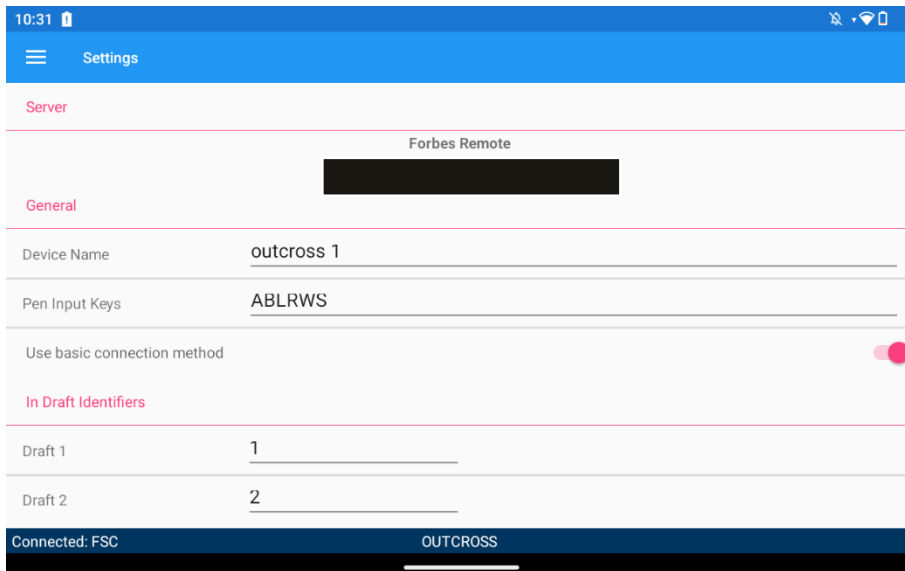
Android devices can enter data and link to EID readers to scan tags.

The Stockyard home screen allows you to choose from the following functions:

- Vendor Address Book;
- Delivery;
- Booking;
- Clerking;
- Checking;
- Scanning; and
- In-Draft Scanning



BEFORE YOU START	
<p>Give each device a name, eg. Booking tablet, Draft Tablet</p>	<ol style="list-style-type: none"> 1. Go to the Stockyard home screen. 2. Click on 'Main Menu' 3. Click on 'Settings' 4. Click on 'Device name' and enter text
<p>Pre-select letters for the pen – For pens that may need an additional letter, eg. D34 or 13A</p>	<ol style="list-style-type: none"> 1. Go to the Stockyard home screen. 2. Click on 'Main Menu' 3. Click on 'Settings' 4. Click on 'Pre Input keys' and enter text
<p>In Draft Identifiers</p>	<ol style="list-style-type: none"> 1. Go to the Stockyard home screen. 2. Click on 'Main Menu' 3. Click on 'Settings' 4. Select the In Draft Identifier and change the number by selecting a new one from the list.
<p>Select RFID readers</p>	<ol style="list-style-type: none"> 1. Go to the Stockyard home screen. 2. Click on 'Main Menu' 3. Click on 'Settings' 4. Click on 'RFID readers' and select draft or wand reader 5. (If not setup prior, you will be asked to allow devices to connect to Bluetooth through tablet settings)



LOGGING IN

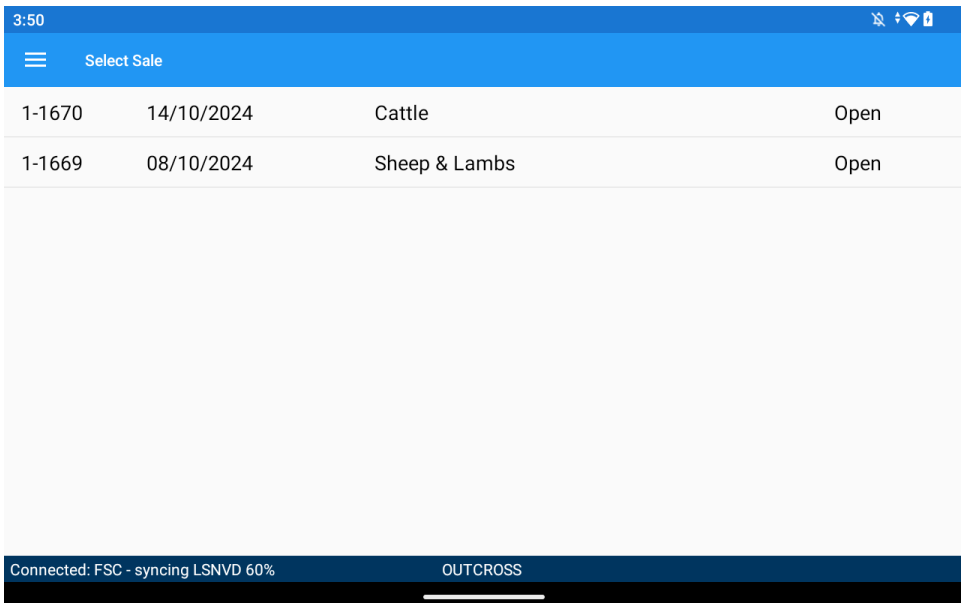
Each agent has their own individual username and password to log in.

To set up the session, the tablet will need to be connected to Wi-Fi. You can see the connection to the server in the bottom left corner. This should show “**Connected: <Database Code>**” in white.

Common steps

Logging in	<ol style="list-style-type: none">1. Ensure that tablet is connected to Wi-Fi - check icon in top right corner2. Enter your username and password. The Stockyard home screen will appear.
Selecting a sale	<ol style="list-style-type: none">1. Go to the Stockyard home screen.2. Click on ‘Main Menu’3. Click on ‘Change Sale’4. Select relevant sale (old sales will disappear once processed)

To start, select the relevant sale from the Main Menu.

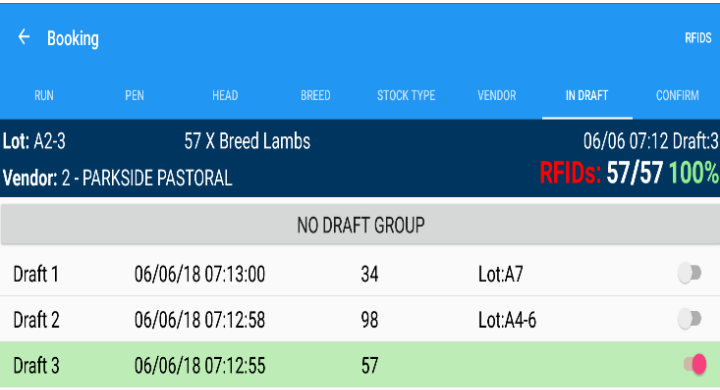


BOOKING

The booking function allows you to:

1. select lamb or sheep run to book into;
2. enter lot information into the system for each sale lot;
3. create a sale catalogue from lots that have been scanned and saved;
4. sync listings from the tablet back to the main computer; and
5. save lot data by selecting 'Confirm'.

Common steps

<p>Select a lamb or sheep run to book into</p>	<ol style="list-style-type: none"> 1. Go to the Stockyard home screen 2. Click on 'Booking' 3. Select relevant 'Book'/'Run'
<p>Save lot data</p>	<ol style="list-style-type: none"> 1. Click 'New Booking' 2. Enter data 3. Click on 'Confirm.' 4. Click 'Save'
<p>Attach RFIDs (Post Scanning)</p> 	<ol style="list-style-type: none"> 1. After entering data up to the 'In Draft' tab 2. You will see saved draft groups 3. Click on the draft group to attach RFIDs. 4. Click on 'Confirm' 5. Click 'Save'
<p>Boxing together RFIDs <i>If draft groups become boxed together down the lane, you can also box together two RFID lots.</i></p>	<ol style="list-style-type: none"> 1. Once in 'New Booking' 2. Select 'In Draft' 3. Click on the toggle switch to the right of the relevant draft (<i>shown in red</i>) and select more than one draft group
<p>To see 'Unallocated draft groups'</p>	<ol style="list-style-type: none"> 1. Go to the Stockyard home screen 2. Click on 'in draft scanning' 3. Click on 'Recent drafts' → view all' 4. Unallocated draft groups won't have a pen attached

QUICK TIP: The drafter and penner will need to communicate to ensure the correct RFIDs are attached to each pen.

SCANNING

Stockyard allows you to scan with a draft reader, lane reader or a wand reader. Wand readers are the most likely option for pre-drafted lots or single lot vendors, that will not pass through draft.

Before you start you will need to:

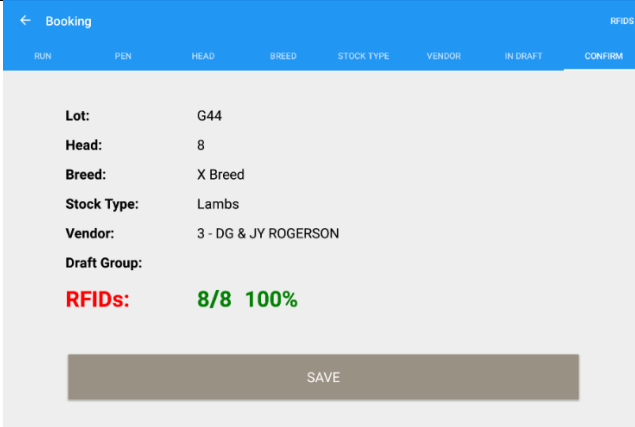
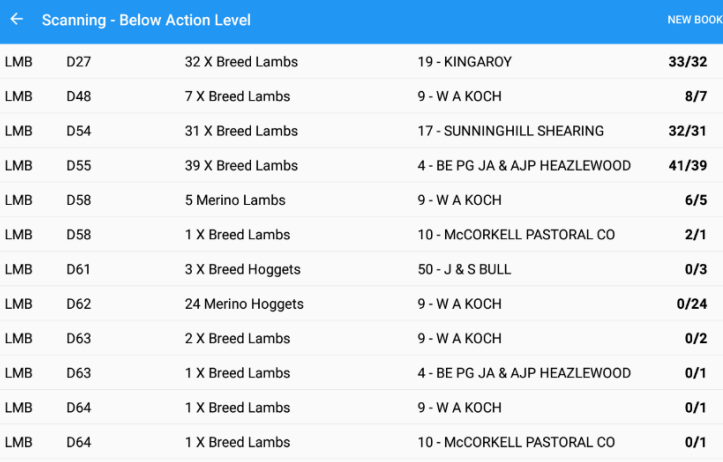
- Connect the reader to the tablet.
- For scanning using a wand reader, select the ‘scanning’ option.
- For scanning using a lane reader, select the ‘in-draft scanning’ option. This option allows for the ‘scan and stack’ method.
- Select the vendor before the mob is drafted; and
- Create a pen to scan data into. A lot must be open to scan data into.

You can also use this function to add new bookings. In addition to just booking the lot, they can also be scanned as the lot information is entered. Scanning tags into a lot can also be done in the ‘**Booking**’ screen.

Once scanning is complete, you can check the results against the action levels. This ‘**Scanning**’ screen shows the lots with RFID scanning results below 80% or above 100% read rate. These pens must be scanned with the RFID wand reader and re-tagged so the they meet the required level. Pens with scanning rates over 100% should be checked for double tags.

Common steps

<p>Connecting the reader to the tablet</p>	<ol style="list-style-type: none"> 1. Pair your Bluetooth reader to the tablet in the settings app on the tablet 2. Open Stockyard Mobile 3. Go to ‘Settings’ in the menu 4. Scroll to ‘Devices’ 5. Toggle ‘Use Bluetooth RFID Reader’ to the on position 6. Select the RFID Reader or In Draft Wand RFID Reader to pair to your tablet. The reader will then stay paired with the tablet. 7. Select ‘Test RFID reader’ 8. Screen will say CONNECTED. Scanner may make sounds as if it is disconnected, but it will stay connected as long as it is in range.
<p>Scan using RFID wand reader</p>	<ol style="list-style-type: none"> 1. Select ‘Scanning’ on the Stockyard home screen 2. Select ‘New Booking’ 3. Enter data for the lot 4. Once you reach the ‘Confirm’ screen, you will see a tag count 5. Scan the tags into the lot. As you scan, the tag count and percentage will increase with each tag scanned.

																																																																		
<p>Check unbalanced lots</p>  <table border="1"> <thead> <tr> <th>Lot</th> <th>Pen</th> <th>Breed</th> <th>Vendor</th> <th>Count</th> </tr> </thead> <tbody> <tr><td>LMB</td><td>D27</td><td>32 X Breed Lambs</td><td>19 - KINGAROY</td><td>33/32</td></tr> <tr><td>LMB</td><td>D48</td><td>7 X Breed Lambs</td><td>9 - W A KOCH</td><td>8/7</td></tr> <tr><td>LMB</td><td>D54</td><td>31 X Breed Lambs</td><td>17 - SUNNINGHILL SHEARING</td><td>32/31</td></tr> <tr><td>LMB</td><td>D55</td><td>39 X Breed Lambs</td><td>4 - BE PG JA & AJP HEAZLEWOOD</td><td>41/39</td></tr> <tr><td>LMB</td><td>D58</td><td>5 Merino Lambs</td><td>9 - W A KOCH</td><td>6/5</td></tr> <tr><td>LMB</td><td>D58</td><td>1 X Breed Lambs</td><td>10 - McCORKELL PASTORAL CO</td><td>2/1</td></tr> <tr><td>LMB</td><td>D61</td><td>3 X Breed Hoggets</td><td>50 - J & S BULL</td><td>0/3</td></tr> <tr><td>LMB</td><td>D62</td><td>24 Merino Hoggets</td><td>9 - W A KOCH</td><td>0/24</td></tr> <tr><td>LMB</td><td>D63</td><td>2 X Breed Lambs</td><td>9 - W A KOCH</td><td>0/2</td></tr> <tr><td>LMB</td><td>D63</td><td>1 X Breed Lambs</td><td>4 - BE PG JA & AJP HEAZLEWOOD</td><td>0/1</td></tr> <tr><td>LMB</td><td>D64</td><td>1 X Breed Lambs</td><td>9 - W A KOCH</td><td>0/1</td></tr> <tr><td>LMB</td><td>D64</td><td>1 X Breed Lambs</td><td>10 - McCORKELL PASTORAL CO</td><td>0/1</td></tr> </tbody> </table>	Lot	Pen	Breed	Vendor	Count	LMB	D27	32 X Breed Lambs	19 - KINGAROY	33/32	LMB	D48	7 X Breed Lambs	9 - W A KOCH	8/7	LMB	D54	31 X Breed Lambs	17 - SUNNINGHILL SHEARING	32/31	LMB	D55	39 X Breed Lambs	4 - BE PG JA & AJP HEAZLEWOOD	41/39	LMB	D58	5 Merino Lambs	9 - W A KOCH	6/5	LMB	D58	1 X Breed Lambs	10 - McCORKELL PASTORAL CO	2/1	LMB	D61	3 X Breed Hoggets	50 - J & S BULL	0/3	LMB	D62	24 Merino Hoggets	9 - W A KOCH	0/24	LMB	D63	2 X Breed Lambs	9 - W A KOCH	0/2	LMB	D63	1 X Breed Lambs	4 - BE PG JA & AJP HEAZLEWOOD	0/1	LMB	D64	1 X Breed Lambs	9 - W A KOCH	0/1	LMB	D64	1 X Breed Lambs	10 - McCORKELL PASTORAL CO	0/1	<ol style="list-style-type: none"> 1. Go to the Stockyard home screen 2. Click on 'Scanning' 3. Screen will show unbalanced lots 4. To view all lots, press the 3 dots on the right hand side of screen, and select 'View All'
Lot	Pen	Breed	Vendor	Count																																																														
LMB	D27	32 X Breed Lambs	19 - KINGAROY	33/32																																																														
LMB	D48	7 X Breed Lambs	9 - W A KOCH	8/7																																																														
LMB	D54	31 X Breed Lambs	17 - SUNNINGHILL SHEARING	32/31																																																														
LMB	D55	39 X Breed Lambs	4 - BE PG JA & AJP HEAZLEWOOD	41/39																																																														
LMB	D58	5 Merino Lambs	9 - W A KOCH	6/5																																																														
LMB	D58	1 X Breed Lambs	10 - McCORKELL PASTORAL CO	2/1																																																														
LMB	D61	3 X Breed Hoggets	50 - J & S BULL	0/3																																																														
LMB	D62	24 Merino Hoggets	9 - W A KOCH	0/24																																																														
LMB	D63	2 X Breed Lambs	9 - W A KOCH	0/2																																																														
LMB	D63	1 X Breed Lambs	4 - BE PG JA & AJP HEAZLEWOOD	0/1																																																														
LMB	D64	1 X Breed Lambs	9 - W A KOCH	0/1																																																														
LMB	D64	1 X Breed Lambs	10 - McCORKELL PASTORAL CO	0/1																																																														
<p>To scan sheep being moved between draft pens</p>	<ol style="list-style-type: none"> 1. Click on the draft pen you want to move sheep into 2. Click on 'wand scan' (Bluetooth will drop the draft and pick up wand) 3. Scan sheep into new draft pen 4. Then 'Save Draft' 5. Click on 'Start Draft' between each mob of sheep drafted. <p>SAVE DRAFT allows the tags to be saved to that Vendor and attached to pens once they are booked. This is the best option, as the penner can allocate tops, seconds and thirds RFID's as they are being penned. The RFIDs will be stored as Vendor number/name – Draft pen number</p>																																																																	
<p>To re-draft (run thirds back around)</p>	<ol style="list-style-type: none"> 1. Click on the 'In-draft scanning' icon on the Stockyard home screen; 																																																																	

	<ol style="list-style-type: none"> 2. Click on 'Save' for the drafts you are happy with to send away to be penned; 3. Click on 'Start Draft' on the Aleis touch screen to clear the screen of RFID counts for all drafts. As sheep are re-drafted, the RFIDs are transferred into their respective draft pen; and 4. Select 'Save Draft' and Continue.
<p>Removing RFID's from a draft group</p>	<ol style="list-style-type: none"> 1. Whilst at the draft and in 'In-draft scanning' RFID's can be removed before they are saved. 2. Select the relevant draft group to view the list of RFID's scanned. 3. Individual RFID's can be removed by simply tapping on them and selecting 'Remove RFID' 4. If all RFIDs need to be deleted out of a draft group, Select 'Options' in the top right corner and 'remove all', or 'remove foreign'. <p>Clicking Remove all removes all RFIDs Clicking "Remove Foreign" removes RFIDs that do not match with the chosen vendor's PIC (highlighted in red).</p>
<p>Check all RFIDs are attached to a lot</p>	<ol style="list-style-type: none"> 5. Select the 'In-draft scanning' icon on the Stockyard home screen; 6. Select 'Recent drafts' 7. Select 'View all.' This shows drafts and pen allocations.

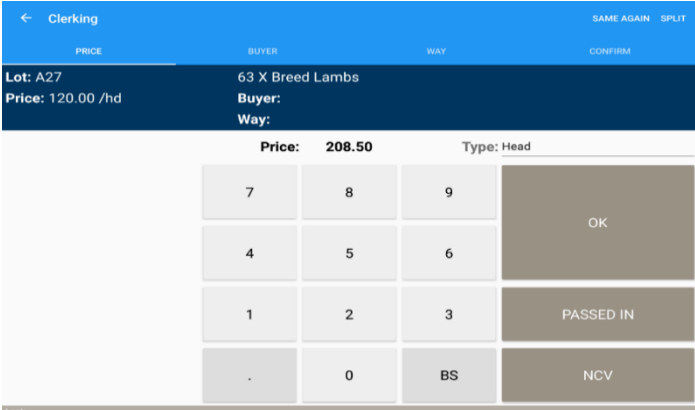
QUICK TIPS: Once you have finished scanning, disconnect the tablet. As tablets cannot connect to more than one device at a time, this allows you to connect the device to another tablet.

We recommend you designate a tablet for penning (to connect to the RFID wand reader) and a tablet for the draft (to connect in-draft scanner).

CLERKING

Tablet clerking is available for agents to record price, buyer and way during the sale. For tablet clerking, lots need to be booked into the system prior to selling.

Common steps

<p>To clerk</p>	<ol style="list-style-type: none"> 1. Click on 'Clerking' function in Stockyard home screen; 2. Select the relevant lot from those that appear on the screen; 3. Note missed lots are shaded grey to make it easy to see where you are up to.
<p>Creating a new lot for stock that is split at point of sale</p> 	<ol style="list-style-type: none"> 1. Click on the 'Clerking' option on the home screen. 2. Click on 'Split' and clerk that lot. 3. It is important to split out only the rejects from the whole lot, 4. Scan out the animals which have been split. (this can be done in the 'scanning' screen. Split lots will show up as pen ../1

QUICK TIPS: Several functions will speed up clerking:

<i>Same again</i>	Allows the clerk to select the same price and buyer as the previous lot
<i>Favourites list</i>	Displays the main buyers and recent buyers to speed up clerking.
<i>Temporary purchaser</i>	Allows the clerk to add a purchaser who is not registered on the system. Just select 'temp purchaser' and manually type in the buyers name. New temp purchasers only need to be entered into system once in the sale. If the purchaser buys again, select 'temp purchaser' and the buyer will appear in the ways column. PIC numbers for temp purchasers must be entered into the system after the sale.


CHECKING

After selling a run, agent's clerks are required to 'check off' the buyer, and price information. 'Check off' is a virtual signature that confirms the information on that lot is correct, and is used to ensure the information in the database is correct.

The checking screen is also useful for deliveries. It is easier to find lots as the screen can be sorted by lot number, vendor, buyer, price and way, simply by tapping on the respective column you wish to sort.

Common steps

Editing a lot



Lot	Description	Vendor	Price	Buyer	Way
G33	32 X Breed Lambs	9 - WINNIBURN P/S - J SHAW	158.00 /hd	R RADFORD & SONS PTY LTD	4
G34	30 X Breed Lambs	7 - AW & DD SATCHELL	145.00 /hd	WESTSIDE MEAT PTY LTD	1
G35	12 X Breed Lambs	1 - NS ROLL	146.00 /hd	R RADFORD & SONS PTY LTD	1
G35	1 X Breed Lambs	8 - GREEN & GOLD CONTRACTORS P/L	146.00 /hd	R RADFORD & SONS PTY LTD	1
G36-37	62 X Breed Lambs	1 - NS ROLL	155.00 /hd	GF & VC HARDWICK	15
G38-39	41 X Breed Lambs	7 - AW & DD SATCHELL	140.00 /hd	MIDFIELD MEAT INTERNATIONAL PTY	1
G40	8 X Breed Lambs	3 - DG & JY ROGERSON	149.00 /hd	HERD GROUP OF COMPANIES	2
G40	7 X Breed Lambs	9 - WINNIBURN P/S - J SHAW	149.00 /hd	HERD GROUP OF COMPANIES	2
G41	29 X Breed Lambs	1 - NS ROLL	137.00 /hd	GF & VC HARDWICK	15
G42-43	41 X Breed Lambs	7 - AW & DD SATCHELL	126.00 /hd	GF & VC HARDWICK	6
G44	8 X Breed Lambs	3 - DG & JY ROGERSON	137.00 /hd	GF & VC HARDWICK	15
G45	32 X Breed Lambs	7 - AW & DD SATCHELL	111.00 /hd	MIDFIELD MEAT INTERNATIONAL PTY	6
G46	18 X Breed Lambs	1 - NS ROLL	124.00 /hd	WESTSIDE MEAT PTY LTD	1
G47	15 X Breed Lambs	6 - DUNGLOE PARTNERSHIP	76.00 /hd	ARARAT ABATTOIRS	LAMBS

1. Go to the Stockyard home screen
2. Click on **'Checking'**
3. Click on the lot
4. Edit the data by selecting either 'booking' or 'clerking'
5. **Save** the data
4. Check the lot by clicking the toggle on the right hand side of the screen (*shown in red*).

Lots which need to be deleted can be Rebooked as --- and the pen can then be deleted back at the office.

DELIVERY

At the conclusion of an agent's run, they will begin to deliver their stock.

The screen can be sorted by lot number, vendor, buyer, price and way, simply by tapping on the respective column you wish to sort.

There is also a toggle, which can be selected and will highlight a lot, showing it has been delivered. This will show on all devices so that anyone checking can see which lots have been delivered.

TROUBLESHOOTING

Problems with...	
Logging in	<ol style="list-style-type: none"> 1. Select 'Setting' in the top left corner of the home screen 2. Select sign in 3. Enter username & password 4. Select sale from the Main Menu
Connecting to database	<p>Ensure Wi-Fi is on and working</p> <ol style="list-style-type: none"> 1. Select 'Setting' in the top left corner of the home screen 2. Sign out then sign back in. This will re-establish connection. 3. Select the sale.
Bluetooth connection	<ol style="list-style-type: none"> 1. Ensure Bluetooth is on both in both tablet settings and Stockyard app. 2. Select 'Setting' in the top left corner of the home screen 3. Select 'Bluetooth' 4. Select the device to pair to your tablet. The in-draft reader will then stay paired with the tablet. 5. Then return to 'Settings' on the home screen 6. Select the RFID number (RFID and In-Draft Wand) 7. Select 'test RFID reader' 8. Screen should say CONNECTED. <p>If Bluetooth connection drops out during scanning, select 'Send All' on the Aleis touch screen to send all RFIDs to the tablet.</p>
Changing booking and lot information	<ol style="list-style-type: none"> 4. Pen numbers, vendor number, number of head, stock type and breed can all be changed at any time on the tablet. Simply change details and confirm. This is easy for shuffling pens once they are already booked
Re-drafting a mob	<ol style="list-style-type: none"> 1. Save or Book the two pens which don't need to be re-drafted 2. Select 'start draft' on Aleis touch screen which re-sets the screen 3. As sheep are re drafted, the RFIDs are transferred into their respective pens
Mis-drafted mobs	<p>Any lambs drafted the wrong way and thrown over the fence need to be scanned into their new pen by using the wand reader.</p>
Scanned under the wrong vendor	<p>Change vendor of draft group by:</p> <ol style="list-style-type: none"> 1. Select the 'In-draft scanning' icon on the Stockyard home screen; 2. Select 'recent drafts' 3. Select relevant 'draft group' 4. Change Vendor 5. Select 'Confirm'.