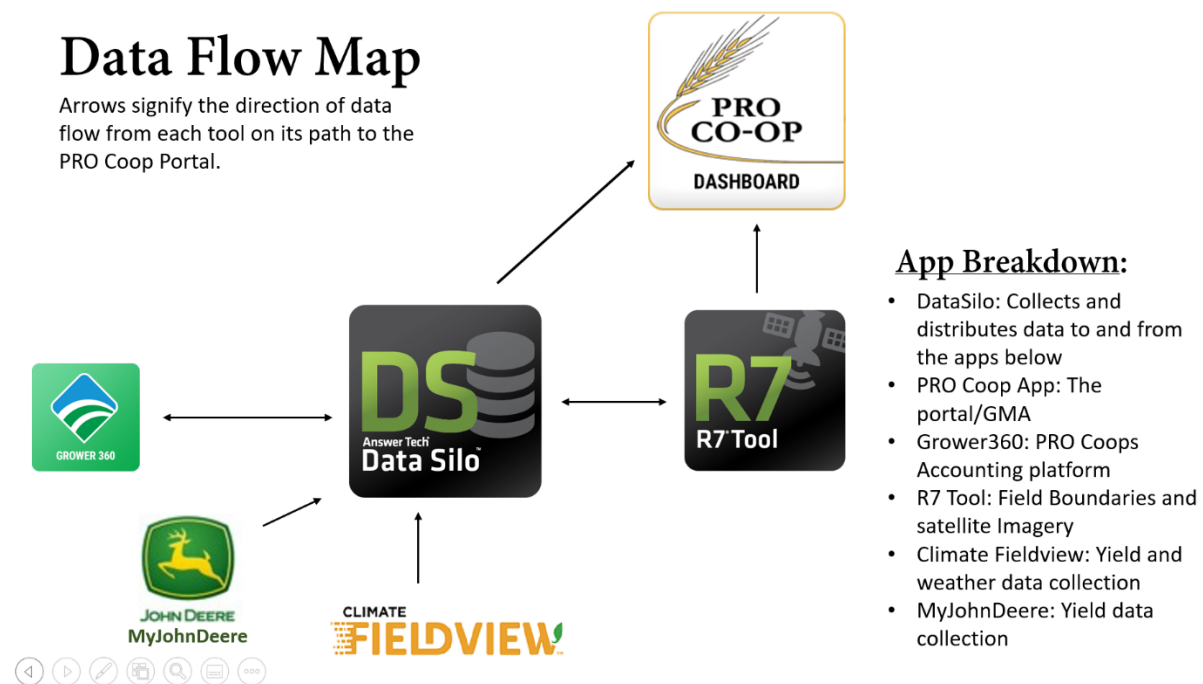# PRO CO-OP
AG CENTER

ProInsider User Guide

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Pro Co-op Customer:

Welcome to our ProInsider online portal and web app!

The ProInsider Portal is another tool from Pro Co-op that will assist in business with us. This is a tool, maybe not the type of tool you're used to, but a tool. Like other tools it takes some set up and experience to use it to it's full potential. This is a guide to get you started integrating this into your business with us. We encourage you to take the time to explore the portal and app for yourself. Your agronomists can help you get everything set up so it works when you need it.

Overview:

Data Flow Map

Arrows signify the direction of data flow from each tool on its path to the PRO Coop Portal.

App Breakdown:

- DataSilo: Collects and distributes data to and from the apps below
- PRO Coop App: The portal/GMA
- Grower360: PRO Coops Accounting platform
- R7 Tool: Field Boundaries and satellite Imagery
- Climate Fieldview: Yield and weather data collection
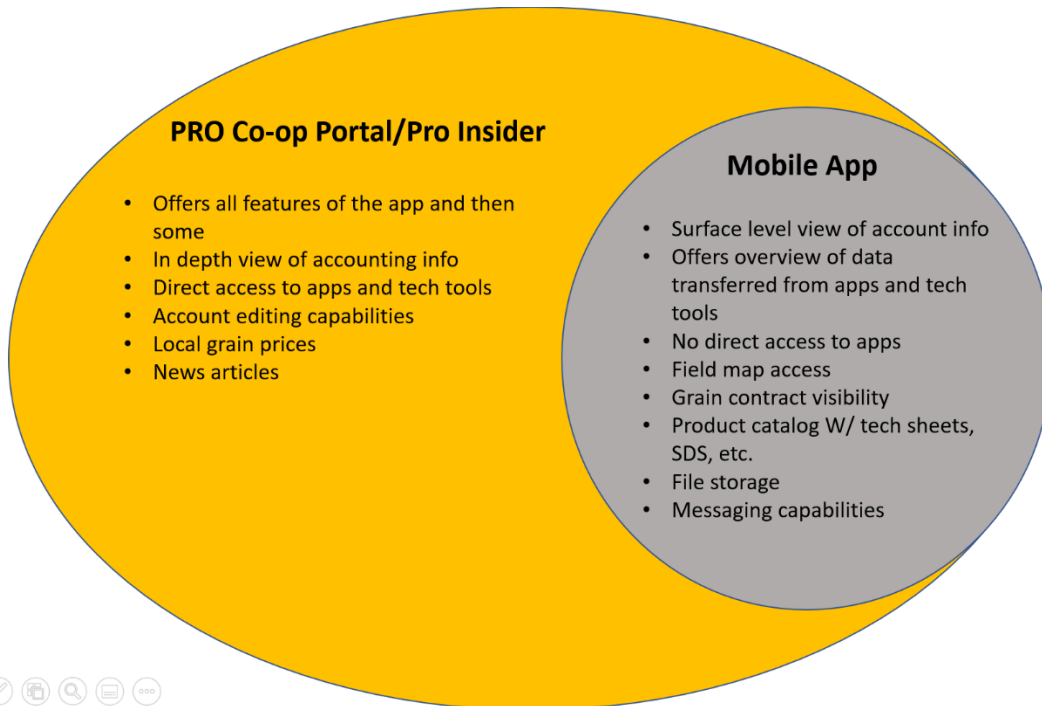- MyJohnDeere: Yield data collection

ProInsider Desktop Portal: The Home Shop

Every farm has a shop or some sort of space where equipment repairs are done, meetings are conducted, plans are formed and more. Not only does this space house the tools but often it is an office as well. The ProInsider Desktop Portal, acts as your shop: it is the base that serves as a connection hub to the other features including WinField Ag Tech tools, customer account info, direct messaging with Pro Co-op agronomists, news articles, the Pro Co-op product catalog and grain prices.

ProInsider Mobile App: The Service Truck

If the PRO Co-op Dashboard is your home shop, then the PRO Co-op Mobile App would be your service truck. It doesn't have the specialty tools you keep at the home shop but it's got the ones that'll be helpful in a pinch and help you keep moving in the field. Think of the app as an extension of the portal rather than a separate entity. The App has access to field maps, accounting data, product catalogue information tissue sample results, messaging and news articles.

What's the Difference?

PRO Co-op Portal/Pro Insider

- Offers all features of the app and then some
- In depth view of accounting info
- Direct access to apps and tech tools
- Account editing capabilities
- Local grain prices
- News articles

Mobile App

- Surface level view of account info
- Offers overview of data transferred from apps and tech tools
- No direct access to apps
- Field map access
- Grain contract visibility
- Product catalog W/ tech sheets, SDS, etc.
- File storage
- Messaging capabilities

User Setup and Login:

Creating a User:

Getting access for new growers (users) requires the growers name, email address and physical address. Helpful but not required is the farm name and cell phone number. Pro Co-op and Winfield tech employees will grant access to the necessary AgVance and Ag Tech accounts.
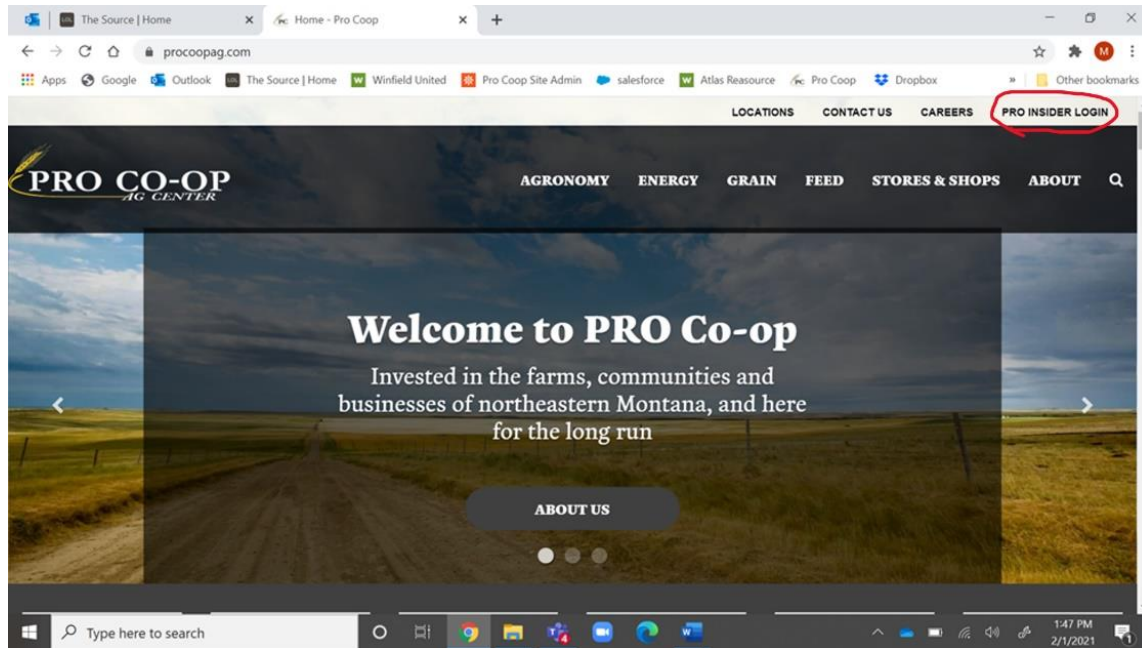
Logging In:

Once a user has been created there are some steps that need to be taken by logging into the desktop ProInsider portal.
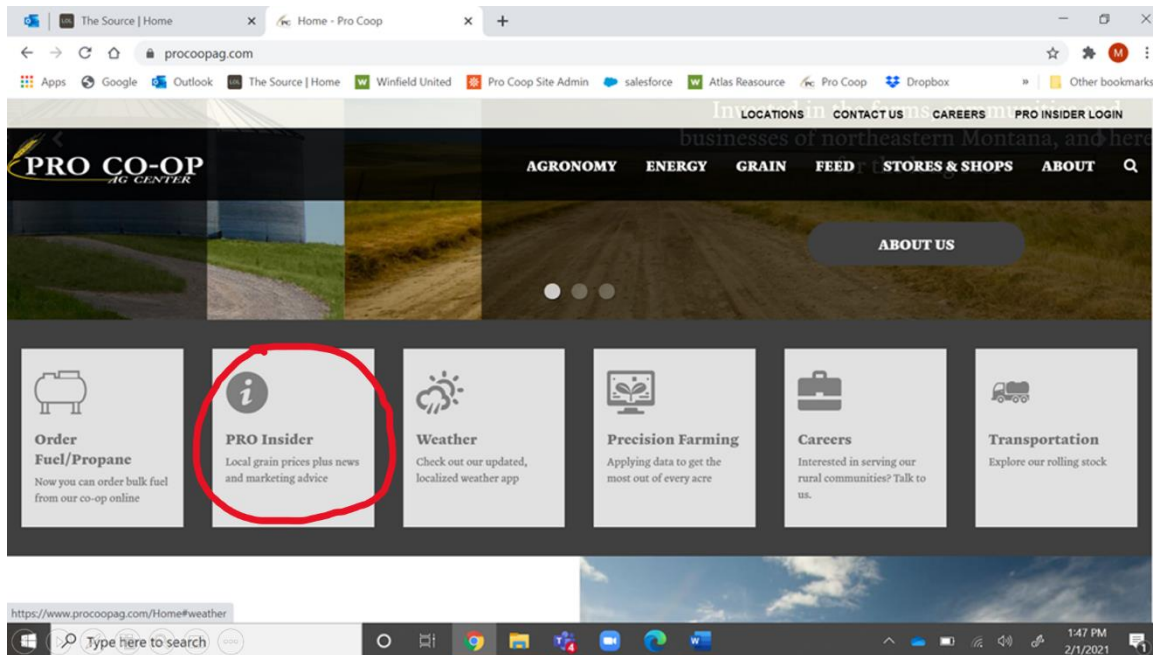
<u>***THESE STEPS CAN'T BE DONE THROUGHT THE APP!***</u>

To get to the ProInsider Portal, navigate to https://www.procoopag.com/portal/dashboard to get directly to the login page. The Portal can also be found on the PRO Co-op Ag Center website procoopag.com.
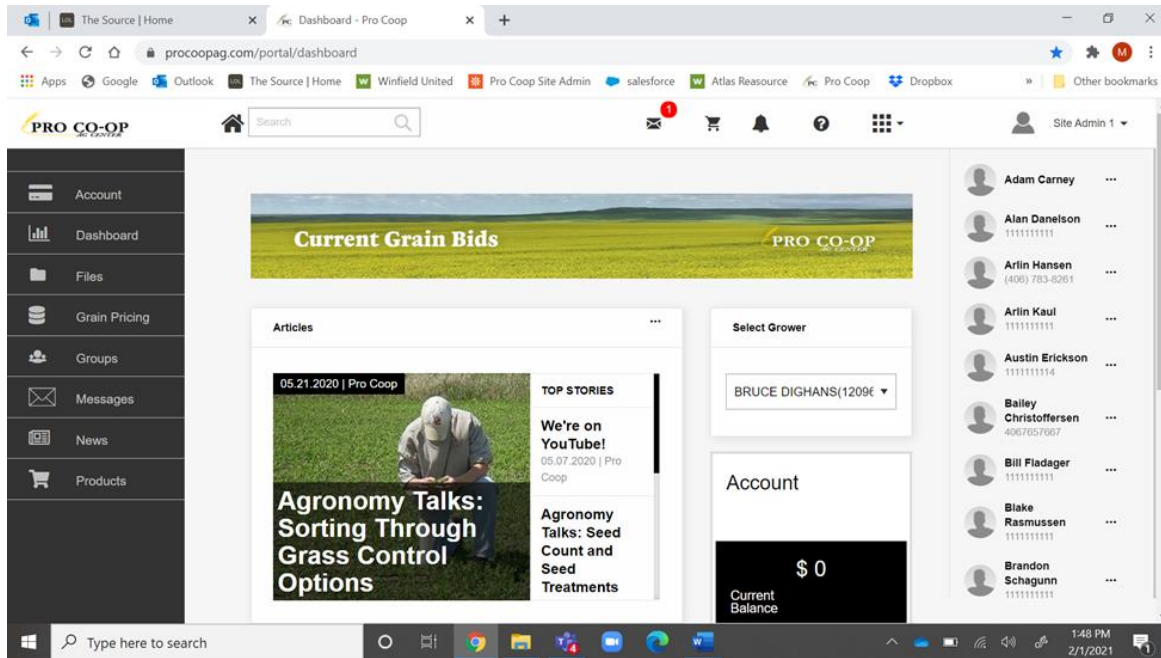
Below is a screenshot of the homepage of the Pro Co-op website. In the top right corner of the screen PRO INSIDER LOGIN will take you to the portal login page (see below circled in red).

The PRO Insider icon in the task bar will also bring you to the portal login page (see below circled in red)

Once you're logged in with your designated username and password you should see something similar to the following image on your screen. (see below)

- **Account tab –** Your account information with Pro Co-op. After Grower360 is connected, you can view your account details here.
- **Dashboard –** The homepage
- **Files –** If you have tissue or soil samples, your agronomist may save them here for your reference.
- **Grain Pricing –** Pro Co-op grain bids.
- **Groups –** Pro Co-op can create crop or interest groups and share information among them. This is still in progress.
- **Messages –** internal messaging system between Pro Co-op agronomists and growers.
- **News –** archive of all the Pro Co-op Agronomy News articles.
- **Products –** Product catalog quick access.

9-Pin Menu: The Toolbox

If the Portal is the "shop" think of the 9-Pin Menu as the toolbox, each drawer holds a specific set of tools for different jobs. To access the 9-Pin, click the icon that looks like a stack of nine blocks at the top of the screen. The 9-Pin is the menu where users can access different tools like the Winfield R7, NutriSolutions, and Field Monitoring Tools, Grower360, the Product Catalog, etc. Your agronomist can give you more insight on utilizing these apps for their full value. If you want access to a tool not listed in your 9-Pin, contact your agronomist.

- **R7 Tool** - Geospatial tool that can be used to view map layers such as NDVI satellite imagery, soil type, Lidar elevation, and yield. Can also be used to create prescription management zones and create crop plans based on varietal recommendations.
- **Nutrisolutions** - The NutriSolutions Tissue Sampling App allows users to see samples they have submitted.
- **FMT: Field Monitoring Tool** - Crop insights dashboard within R7 Crops are measured against any other subscribed fields of the same type within the same geographical area and 4-day planting window. Growers cannot see other Grower information even though fields are being compared against them.
- **Data Silo** - Server that standardizes data as it flows from tool to tool so it will allow information from different platforms to be moved to other platforms. Partners include AgVance, MyJohnDeere, Climate, and others.
- **Grower360** – This is the login page for the AgVance accounting system. Log in through here to see your accounting data on the web portal and on the Mobile App.
- **Pro Co-op Product Catalog** - The Product Catalog can also be accessed through the App. It offers the ability to research product info tech sheets and labels as well as place orders for products.

First steps in the ProInsider Desktop Portal:

Getting your shop organized for easy access saves you time and money down the road; the same goes for the Portal. There are a few housekeeping items that will make the portal fit you better.
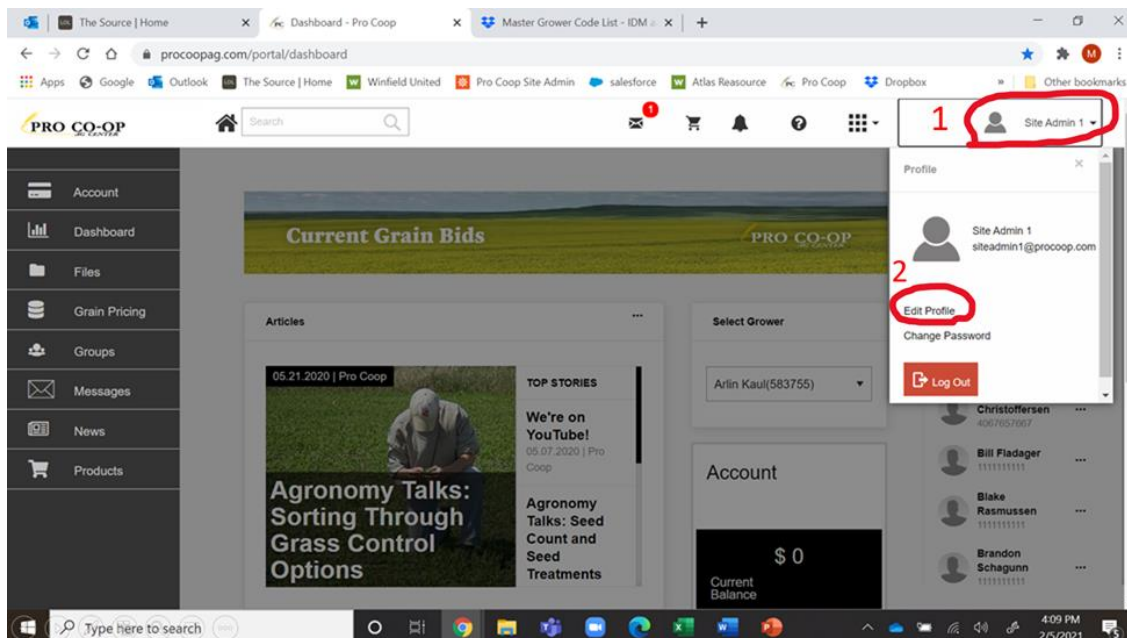
Helpful Notes:

- Do not use Firefox as for the computer browser for the ProInsider Portal.
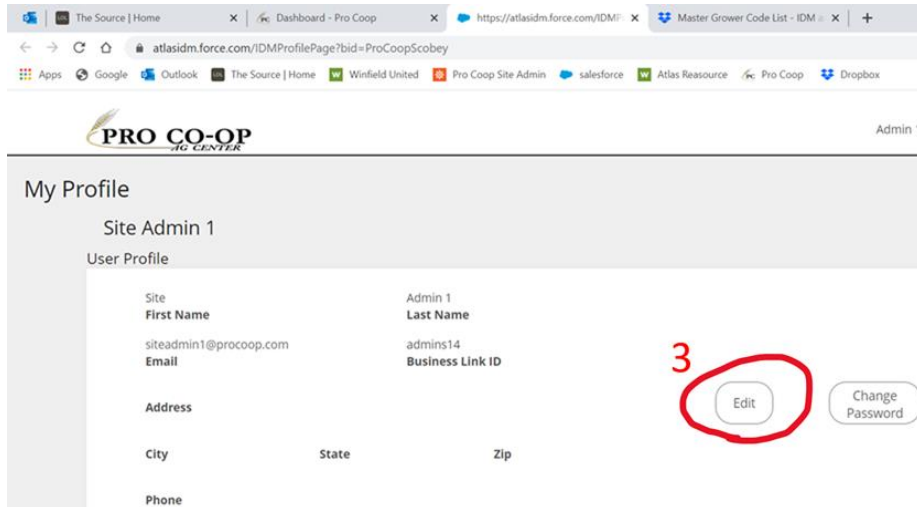- If you're seeing odd info appear, try clearing the cache or delete the browsing history on your computer. If problems persist, try logging in through an incognito window.

Personal Info Set-Up:

Initial setup is important for future applications such as product delivery, soil sampling, product shipping, field mapping, applicationand probably more services PRO Co-op offers to members. Please enter your delivery address and cell phone number. Below are the steps to be taken to edit your profile. (steps 1, 2 and 3 circled in red)

- Step 1: Click the user icon in the top right corner of the dashboard.
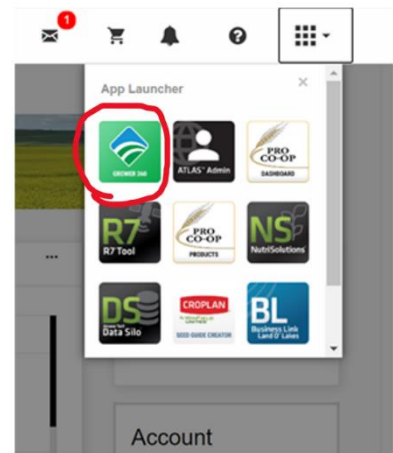- Step 2: Click edit profile, you'll then be directed to your contact page.

- Step 3: Select the "edit" button to update your information
- **NOTE**: If you have not changed your password from the generic one you were initially assigned, take the time to change it now. The new password must include a symbol (!,@,#,$,etc.), a number, and an uppercase letter. (the change password button can be seen in the image below)
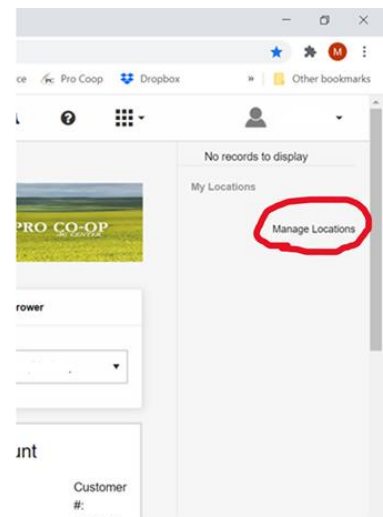
Grower 360 Set-Up:

To see your customer account information, you need to log into Grower360. Click the green Grower360 box found in your 9-Pin. (see screenshot to the right) This will take you to the Grower360 login page. By signing into Grower360 in the 9-Pin, it "opens the gate" for your accounting data (invoices, contracts, current balance, etc.) to flow into your portal and be visible through the app.

- If Grower360 credentials are unknown consult your sales agronomist
- Grain contracts are found in Grower360.
- **NOTE:** consider setting up the login credentials for both your Portal and Grower 360 to the same thing, this can eliminate confusion and a messy list of passwords in the future.

Location Set-Up:

Choose your desired locations. This will be the locations you see on your desktop and mobile app, so you can easily see store hours and phone numbers. Click manage locations in the far-right sidebar of your screen (seen to the right circled in red to be brought to a list of Pro Co-op locations. Mark the boxes on all locations you wish to see.

R7 Access: The portal allows growers direct access to their R7 data including field satellite imagery, nutrient info and more. clicking the R7 icon in the 9-Pin will bring you directly to your R7 account with no additional sign-in needed. If your field and crop data doesn't look correct, work with your agronomist to get it updated.

- If you want the fields subscribed to FMT, you will need to enter planting dates. FMT requires crop type, planting date, and your agronomist must subscribe the field to FMT.

R7 Tool Change Detection:
Change Index With new imagery maps arriving more frequent than ever it can be overwhelming to know what fields to inspect. Change detection provides a number on a scale of 1-10 to notify when there is something different in the most recent image. Fields with a Change Index value different than the others are more likely to have something work investigating.

Hotspots Identify the locations in your field with the most interesting change on each image. Turning on Hotspots allows you to see the 5 locations with the largest change in NDVI as well as the 5 locations with the smallest change. Use this tool to identify areas that are performing best and worst in your fields.

For more information on utilizing R7 see the Winfield Ag Tech User Guide.
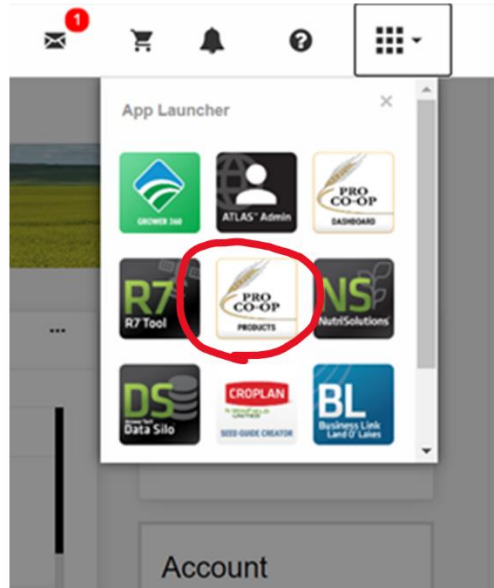
Product Catalog:

The focus of the product catalog is meant to be as much an information resource as an online ordering platform. We are not replacing the way PRO Co-op has served you in the past, just adding more diversity in our business offerings to stay competitive in this digital age.

You can browse products offered by PRO Co-op and access tech sheets, product labels, general product info and more. Products can be ordered by the grower or by a seller on behalf of a grower. Once an order on behalf is placed for a grower, they will then be required to accept or decline the order If accepted, the order can either be directed to in store pickup or delivery to the farm. This can be handy for busy times of year and keeping track of those late-night requests.
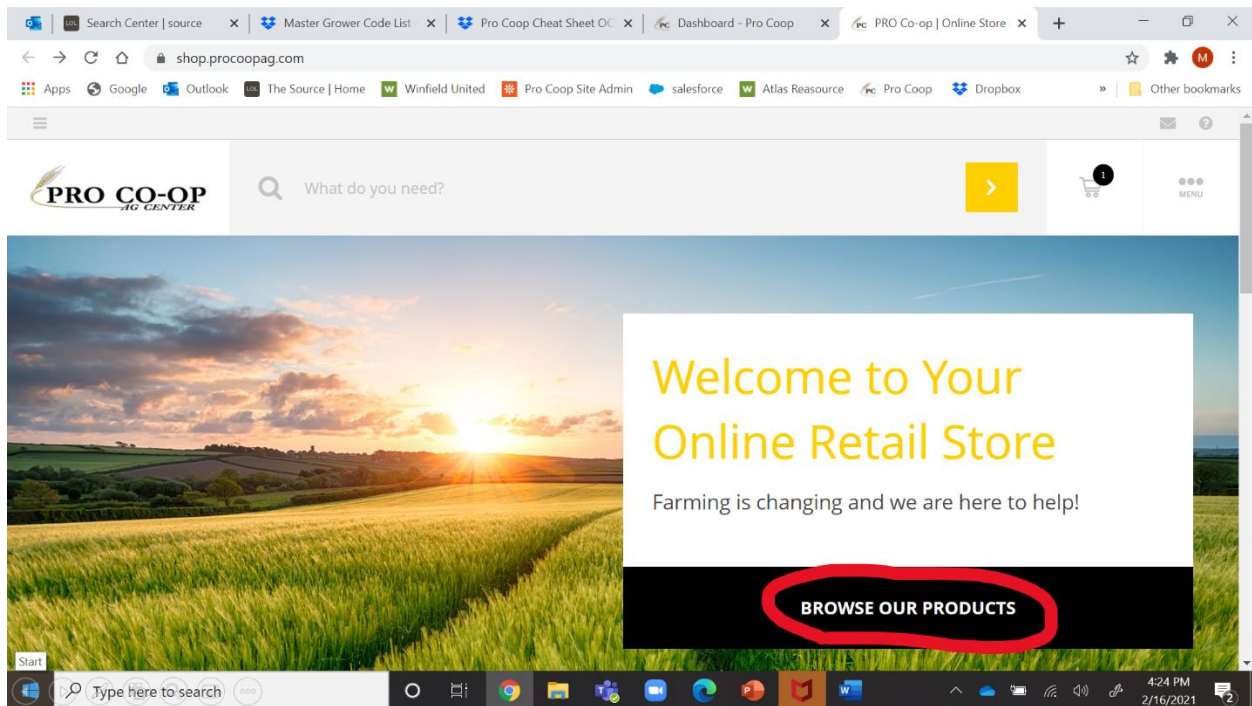
Benefits:

- See all pro coop products pack size offerings
- Ability to see product information easily and in one place
- Premade bundles for efficient pick up

To access the Product Catalog in the ProInsider Portal, select the white PRO Co-op Products Icon in the 9-pin. (Seen in the image below circled in red)

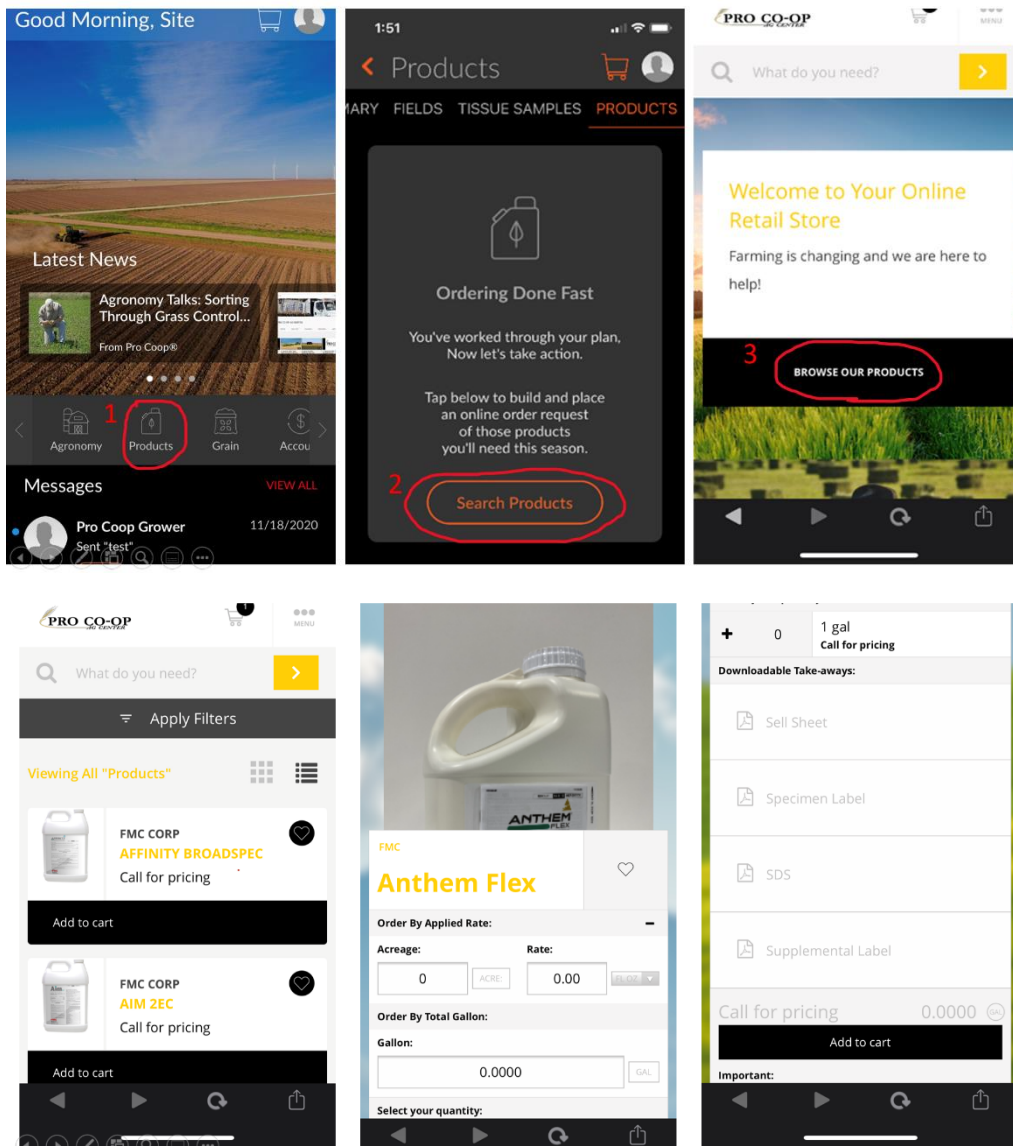Click the Browse our Products to access the catalog. (Seen in the image below circled in red)

Below are some screenshots to help navigate marketplace within Grower Mobile App. (steps are numbered and circled in red)

When accessing the product catalog, you may be asked to login again. This is for security reasons and requires the same credentials you use to login to the ProInsider Portal or App.

The step by step below will bring you to the catalog on the App:

- Step 1: Select "products" icon in the task bar
- Step 2: select "search products" button on the products tab
- Step 3: Select "Browse Our Products" to access the catalog

ProInsider Mobile App:

The ProInsider Mobile App is an extension of the PRO Co-op Portal in a more mobile form. You will see there is no data for grain futures or weather. These services require expensive subscriptions and Pro Co-op believes most farmers will already have apps and websites they prefer for local weather and grain futures. Talk to your agronomist if this is a concern.

Getting Started:

When searching in the Apple or Android app store search "pro coop mt". This is what the app looks like.

Log in with the same username and password you used to access the portal.

- Step 1: Click "sign in"
- Step 2: A pop up will appear notifying you that you'll be redirected to PRO Co-op's Land O' Lake's site to be logged in. Select "Continue".
- Step 3: Enter the same log in credentials you use to sign into the Portal and select the "Sign In" button.