

PocketMeter

- PocketMeter is a program for your handheld (palm) that allows you to enter milk weights. Use this screen to sync those weights with PCDART.

Milk Weight Input

- Use to enter milk weights and other test day data. See the *Milk Weight Input quick reference card* for more details.

Make Preliminary Lab File

- Creates a preliminary lab file that can be sent to the lab.
- Allows the lab to begin running samples before you complete all test day information for this herd
- Gives the option to include milking cows with no sample number.

\$ Input and Calculate Bill

- For herds that aren't enrolled in central accounting, use this screen to view the current bill.
- For herds that are enrolled in central accounting, use this screen to choose test method, and enter other charges.

Scan Herd: Prepare Upload Files

- **Preliminary scan** – checks herd errors, animal errors and verifies the billing
- **Final Scan** and lock herd to be sent

to DRMS. This process does the same things as the preliminary scan, but also creates the files to be uploaded to DRMS.

- Print items that appear in the scan window by selecting them with the mouse and clicking **Print Selected**, or print everything that's in the window by clicking **Print All**.
- To move cow information from batch to group, click the **Batch to Group** button and it will ask for the date you are making the move.

Print Errors, Messages or Billing

- To display or print errors that occurred when doing testday update from the previous test, click **Display / Print errors from Last Download**.
- To display or print the billing statement, click **Display / Print Billing Statement**.
- Your file will open in notepad. Click **File, Print** if you would like a printed copy.

Test Day Menu

QUICK REFERENCE CARD

Test Day Tasks

Notes

- Set Test Date
- Milking Times, Bulk Tank, Milk Price
- Feed Data Screens
- Assign Feed Pgm, String, Conc.
- Herd Identification
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To access **Test Day**, click **Test Day**, press **F6**, or click **View, Test Day**.

Notes

- These notes stay on the computer where they are entered and are for personal reference only. They are not sent to DRMS.
- Use this section for notes about this particular herd – directions on how to get to the farm, reminders to bring more supplies next month, etc.
- Click **Email** if you'd like to send your notes to someone else. For example, the relief tech that will be testing the herd next month.
- There is an option within Milk Weight Input that if you flag (CTRL-A) a cow it will automatically bring us notes. This will allow you to enter notes on a flagged cow in the middle of entering milk weights.

Set Test Date

- Set the date of test. You can either key the date or use the calendar.

Milking Times, Bulk Tank, Milk Price

- Enter bulk tank weights, milking times and milk price information.
- Click the **Batch Milking Times** tab to enter milking times by batch.
- Click **Check this page for errors** to see if there are any errors with the milking times or type of test. If no errors are found, click **Apply Changes** to save your changes.

- Change the type of test or testing code by clicking boxes in the upper right hand corner. Right click on the type of test box to get a list of testing codes. Then left click on the code to choose it.
- Select additional tests (SCC, MUN and SNF) that the lab will run.

Feed Data Screens

- Enter the name of the feed, price per ton and pounds fed for each feed program.
- Enter the class code for that feed. Class code options are in the upper right hand corner of the screen.
- When finished entering feed data, click **Apply Changes** and **Create Converted Feed Screen** to save changes.
- View the converted feed screen by clicking the **Converted Feed** tab at the top of the window.
- If you enter a feed by mistake, or if the producer is no longer using a particular feed, you can delete it using the delete feed button.
- Users can move around the grid using the arrow keys. The enter key will move you through the grid sequentially. You can also use your mouse.

Assign Feed Pgm, String, Conc.

- Use this screen to assign feed programs by batch, group or string numbers; string numbers by batch or

concentrates by batch.

- Feed programs don't need to be assigned if they are the same as string number, or if there are less than 3 feed programs.

Herd Identification

- Make changes to the herd's information – name, address, phone number, etc.
- You can also change association number, publish and string options.

Reports Options

- These options affect the printed reports sent from DRMS.
- Options with a double asterisk (**) and blue print also affect data in PCDART
- Enter the option number to be changed, then enter the new value. Make sure **Apply Changes** is clicked to save changes.
- You can also double click on an option, then enter a new value.

Handling Instructions

- Messages typed in this section are sent to DRMS when the herd is uploaded. Please remember that these messages go to DRMS, not to the labs.
- A copy of this message can be printed for your records.