Metrc Support Bulletin

Bulletin Number: NV_IB_0046	**Distribution Date**: 03/10/2021	**Effective Date**: 03/15/2021
Contact Point: Metrc® Support	**Subject**: New Features in Metrc	
Reason: Metrc is providing an update on our upcoming feature release along with an update to the Metrc logo		

Greetings Metrc Users,

Metrc is pleased to provide information on our newest enhancements and updates within the software.

1. Users with plant permissions will now be able to update harvest batch names.
2. Users can now view recorded remediation methods and steps under the package history when drilling down on those packages that were remediated in Metrc.
3. There is a new addition to the canned sales reports related to the sales data optimization to enable finalized sales receipts and completed sales deliveries inclusion in the reports.
4. Optional Item Ingredients field for internal use purposes. The previously used "Ingredients" field will now be "Public Ingredients" and that functionality will remain the same.
5. The Metrc logo has been updated to match the updated branding of Metrc LLC.
6. The Metrc General User Manual has been updated to revision 10.3.
7. The Metrc CSV Formatting Guide has been updated to revision 11.1.

Please find on the following pages a detailed description of the enhancements:

New Feature: Renaming Harvest Batches

When creating a harvest batch, a harvest batch name will be added. If there is a mistake made in assigning a harvest batch name during the harvest batch creation process, the harvest batch in need of correction can be selected and use the new "Rename" button to update the harvest batch name. These steps are demonstrated below in **Figure 1** and **Figure 2**.

Please note: The rename functionality is only available <u>before</u> any waste or package weight is recorded.

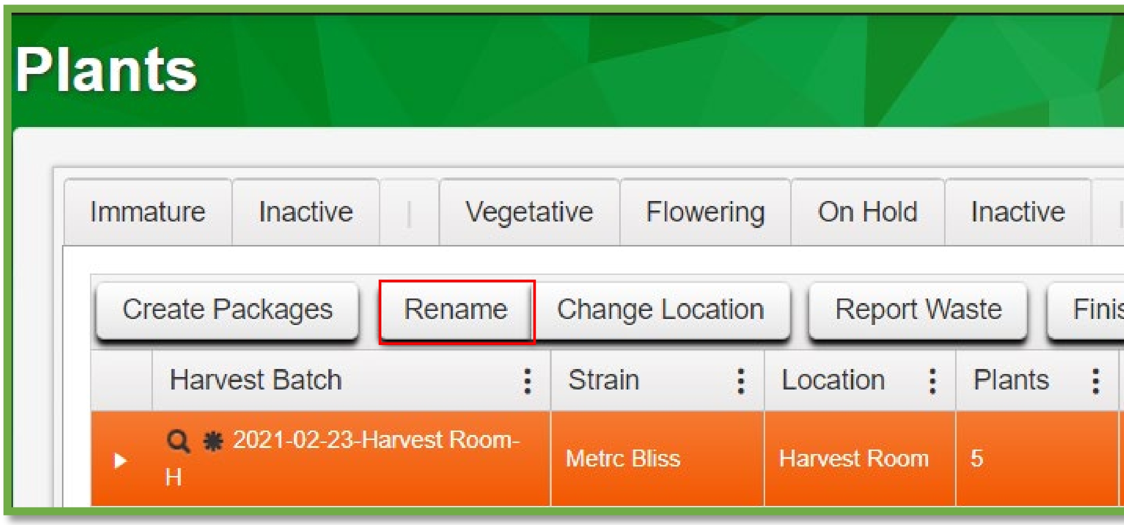

Figure 1: Select Harvest Batch for Renaming

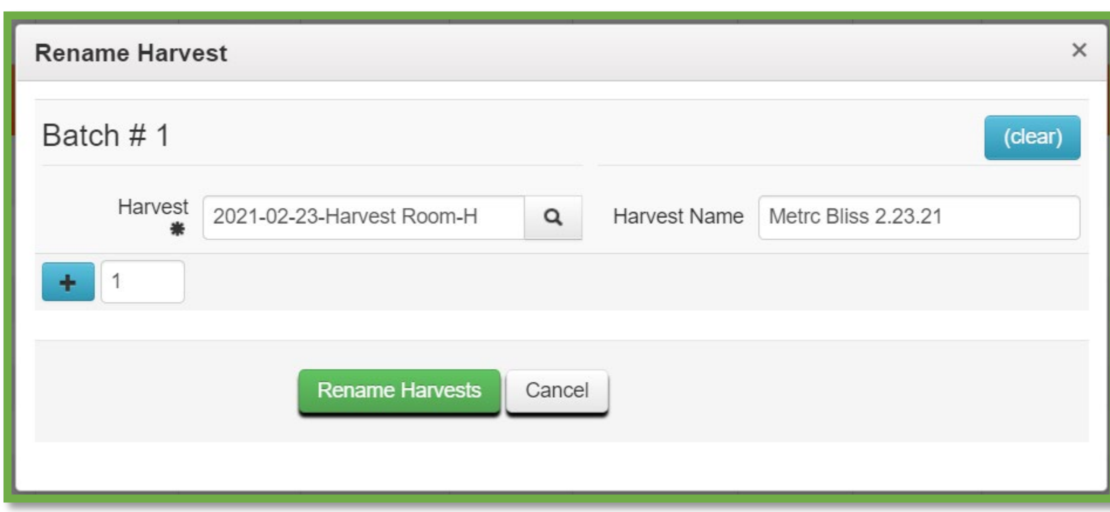

Figure 2: Rename Harvest Batch

Sales Reports: Include Finalized Sales

Included in this update is the ability to toggle the inclusion of finalized sales receipts and completed sales deliveries in canned sales reports. This update is related to the previously released sales data optimization and will allow users to run reports that includes all sales.

This checkbox will appear when running both the Sales Transaction and Monthly Sales reports. If the user wants to include all sales for a given time period and include both active and inactive receipts, they must ensure the box for this option is checked.

An example of this is shown below in **Figure 3**.

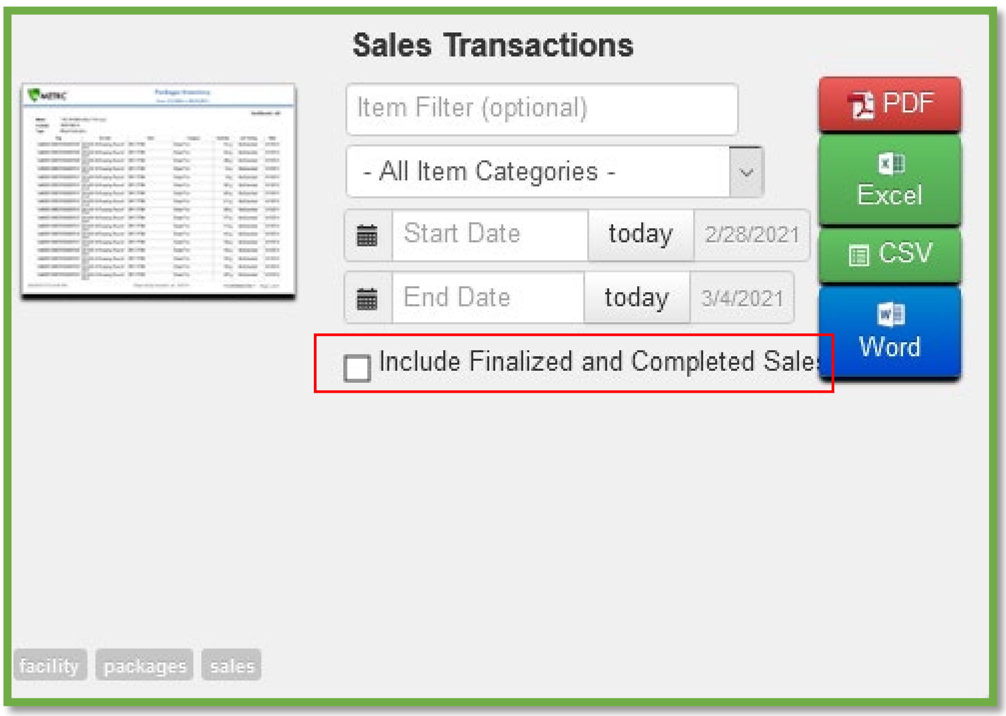

Figure 3: Sales Transaction Report with Finalized Sales Enabled

New Feature: Optional Item Ingredients Field

Now there is the ability to add item ingredients when adding or editing an item. This feature will not replace the required ingredients for items (this field is now named "Public Ingredients"). The optional ingredients added will only be visible within the current license.

To add a non-public ingredient, the user would use the ➕ button for ingredients. This can be seen below in **Figure 4**.

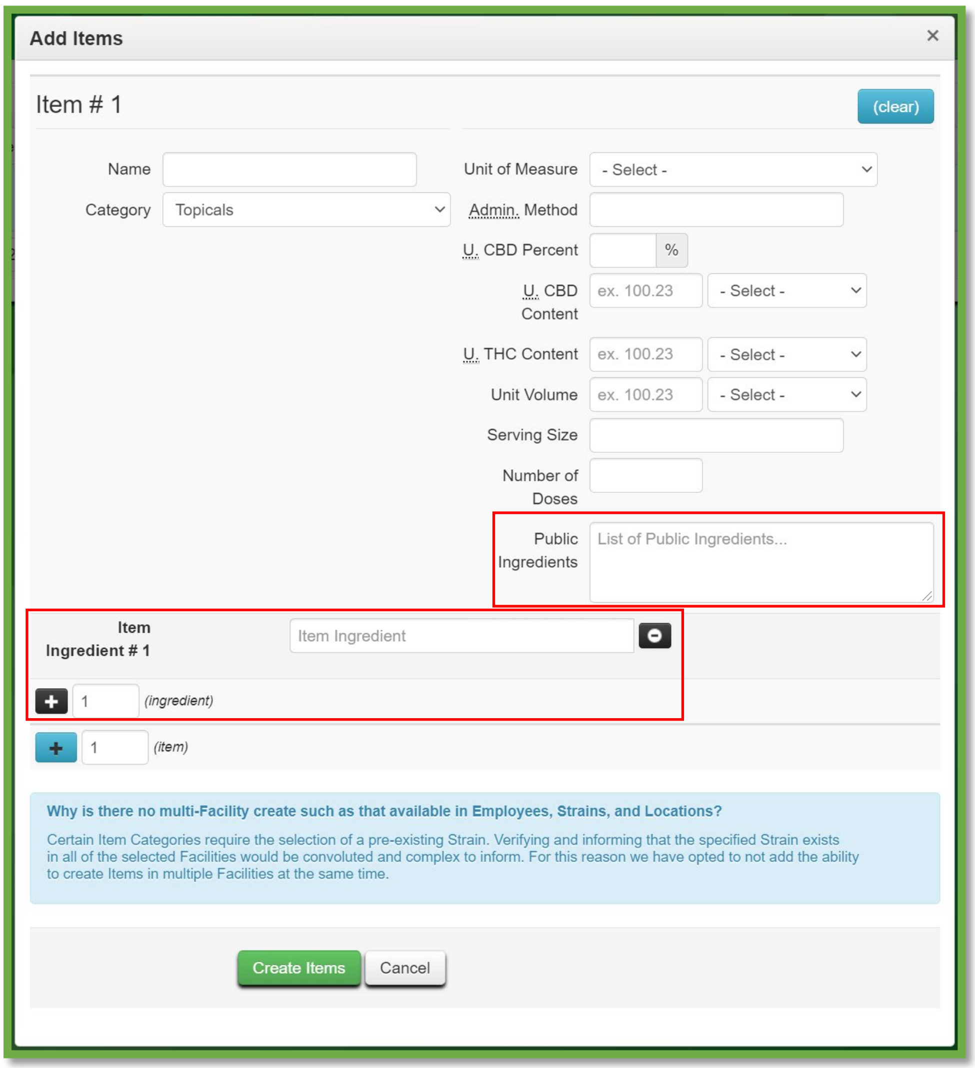

Figure 4: Create Item Action Window with Public Ingredients

Additional Information: Remediation Method

Now the remediation method and remediation steps taken will be visible for a package. This information will be accessible under the package history that can be reached by drilling down on any package, then selecting the history tab. An example of this can be seen in **Figure 5** below.

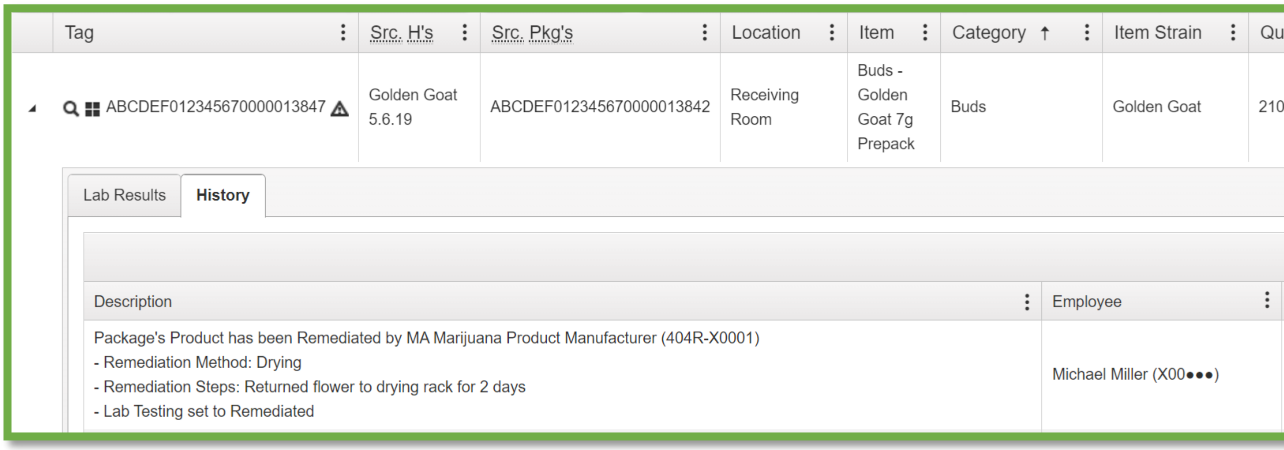

Figure 5: Remediation Method and Steps Under the Package History

Please feel free to contact support at support@metrc.com or 877-566-6506 with any questions.