

## Document for accessing and using the GrainCo Internet Site

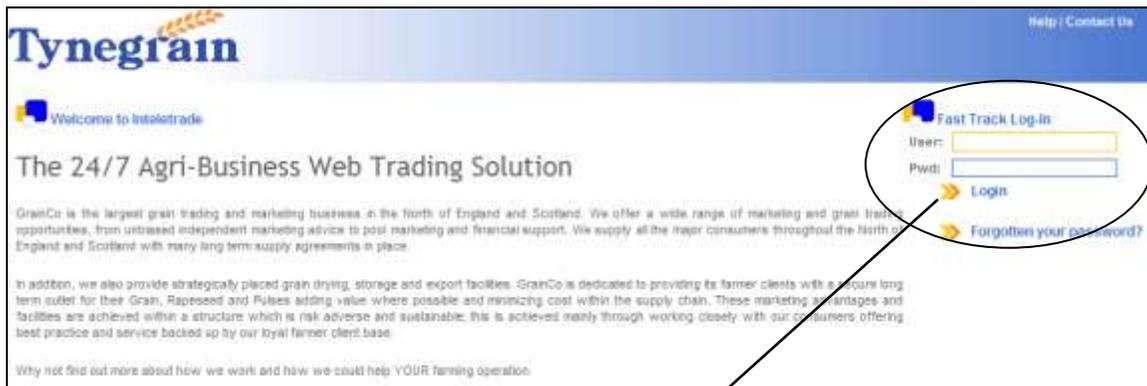
To access the site, you first need to log into the Tynegrain website site - [www.tynegrain.co.uk](http://www.tynegrain.co.uk). On the main you will see the following.



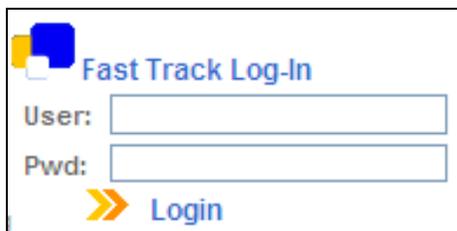
To access you account details, click on the 'Fast Track Log-in' button, situated on the top left hand side of the screen.



This will take you to the Fast Track Log-in screen on the GrainCo site.



At the top right of the screen there is the login box.



Enter you User name and password here and then click 'Login'.

This will then take you to your home page.

If you do not yet have a user name or password, please contact **Mark Bell** on **0191 428 7702**.

If you decide to change your password, it will need to be a minimum of 5 or a maximum 12 letters.

Your homepage will display your account details as follows:

The screenshot shows the Tynegrain user interface. At the top, there is a navigation bar with tabs: Summary (highlighted in blue), Storage, Contracts, Planned, Moved, Samples, and Ledger. To the right of the tabs, there is a lock icon, the account number 001776, a user icon labeled 'All', a calendar icon showing 'July 09 - Jun 10', and a 'Key' icon. Below the navigation bar, there are several dropdown menus: 'Account: GrainCo Ltd', 'Company: All', and 'Crop Year: July 09 - Jun 10'. Below these, there is contact information for GrainCo Ltd (001776) located at Tynne Dock, South Shields, Tyne & Wear, NE34 9PL. The contact details are: TEL: 0191 428 7700, FAX: 0191 428 5202. The user is identified as 'Rep: Administrator' with an email address 'info@tynegrain.co.uk'. A note states: 'If any of the above contact details are incorrect, please call us on 0191 428 7700 or you can email us at support@grainco.co.uk'. Another note says: 'If you would like to change your account password, please click [HERE](#).' At the bottom, there is a table with the following data:

Group	Committed Qty	Moved into Storage
Barley	54,566	0,000
Wasting Barley	8,925,000	638,538

The navigation tabs will allow you to access various areas of the internet side, giving you visible information regarding deliveries / collections into Tynegrain (or relevant store) and direct to the end consumer.

This image is a close-up of the navigation bar from the screenshot above. It shows the tabs: Summary (highlighted in blue), Storage, Contracts, Planned, Moved, Samples, and Ledger. To the right, there is a lock icon, the account number 001776, a user icon labeled 'All', a calendar icon showing 'July 09 - Jun 10', and a 'Key' icon.

The area / tab you are presently in will remain highlighted blue.

This image is a close-up of the navigation tabs from the screenshot above. The 'Summary' tab is highlighted in blue, while the other tabs (Storage, Contracts, Planned, Moved, Samples, Ledger) are in yellow.

To view the key for the associated symbols, click on , and the following drop down box will appear.

The key legend dropdown menu shows the 'Key' icon and a refresh icon. Below it, there are four items:

- S** Sale
- P** Purchase
- C** Claim
- A** Analysis

This will stay visible for 3 – 5 seconds

Throughout the site, depending what filters are selected on the main page, Inteletrade will show your selection within the top tool bar. To change these filters, you will need to go back to the selection boxes on the summary page.



To change your search criteria, click on the relevant drop down box and select as required.



When viewing information stored within the Storage, Contracts, Planned, Moved, Samples or Ledger tabs, the user will have the ability to print off or export data into another format as required by selecting the relevant icon.



Within the summary page, your account details will be shown as follows:



Should these be incorrect, please contact either your rep or email us at [support@grainco.co.uk](mailto:support@grainco.co.uk)

At the bottom of the summary page, there will be a box which shows your committed and movement quantities. The committed tonnage is basis the returns sent to us on your commitment forms and the moved quantity will be the balance in store as the tonnage is moved in less any tonnages transferred onto Pool contracts.

Group	Committed Qty	Moved into Storage
Barley	54.566	0.000
Malting Barley	8,925.000	638.539

# Navigation Tabs

Storage

1.

Will list all your storage contracts relating to the committed tonnages (Members only)

Reference	Group	Commodity	Contract Date	Req. From	Req. To	Committed Qty	Moved Qty
SC01505	Barley	Non Assured Substandard Barley	05/10/2009	01/10/2009	31/10/2009	27.283	27.283
PC01507	Barley	Non Assured Substandard Barley	05/10/2009	01/10/2009	31/10/2009	27.283	27.283
PC01337	Mating Barley	Pearl Mating Barley	25/07/2009	01/07/2009	31/07/2009	258.000	0.000
PC01336	Mating Barley	Pearl Mating Barley	25/07/2009	01/07/2009	31/07/2009	258.000	0.000
PC01331	Mating Barley	Topic Mating Barley	23/07/2009	01/07/2009	31/07/2009	208.000	0.000
PC01328	Mating Barley	Topic Mating Barley	23/07/2009	01/07/2009	31/07/2009	125.000	0.000
PC01328	Mating Barley	Topic Mating Barley	23/07/2009	01/07/2009	31/07/2009	125.000	0.000
PC01328	Mating Barley	Topic Mating Barley	23/07/2009	01/07/2009	31/07/2009	158.000	0.000
PC01327	Mating Barley	Topic Mating Barley	23/07/2009	01/07/2009	31/07/2009	158.000	0.000
PC01326	Mating Barley	Topic Mating Barley	23/07/2009	01/07/2009	31/07/2009	158.000	0.000
PC01325	Mating Barley	Topic Mating Barley	23/07/2009	01/07/2009	31/07/2009	1,815.000	0.000
PC01315	Mating Barley	Pearl Mating Barley	23/07/2009	01/07/2009	31/07/2009	2,800.000	0.000
PC01312	Mating Barley	Cassata Mating Barley	23/07/2009	01/07/2009	31/07/2009	2,800.000	526,484
PC01311	Mating Barley	Cassata Mating Barley	23/07/2009	01/07/2009	31/07/2009	278.000	0.000
PC01310	Mating Barley	Cassata Mating Barley	23/07/2009	01/07/2009	31/07/2009	240.000	112,055

Contracts

2.

This will list ALL contracts, whether they be storage contracts or grain purchase

Reference	Group	Commodity	Date	Price	Req.From	Req.To	Pool	Commit	Moved
S-SC07295	Oilseeds	Assured Commercial Rape	12/02/10	€238.00	01/11/10	30/11/10		300.000	0.000
P-PC011440	Wheat	Assured Feed Wheat	15/01/10	€117.72	01/09/10	31/09/10		493.000	0.000
P-PC011642	Wheat	Assured Feed Wheat	18/02/10	€107.50	01/09/10	31/09/10		406.000	0.000
P-PC011434	Wheat	Assured Feed Wheat	15/01/10	€117.72	01/09/10	31/09/10		1,622.000	0.000
P-PC012138	Wheat	Assured Feed Wheat	27/05/10	€111.72	01/09/10	30/09/10		522.000	0.000
S-SC070508	Wheat	Assured Feed Wheat	08/05/10	€114.28	01/09/10	30/09/10		522.000	0.000
S-SC070594	Wheat	Assured Feed Wheat	07/05/10	€110.72	01/09/10	30/09/10		812.000	0.000
P-PC011487	Oats	Milling Oats	25/01/10	€89.72	01/09/10	30/09/10		493.000	0.000
P-PC011092	Oats	Milling Oats	27/10/09	€117.72	01/09/10	30/09/10		174.000	0.000
P-PC010940	Oats	Milling Oats	23/10/09	€124.97	01/09/10	30/09/10		580.000	0.000
P-PC010946	Oats	Milling Oats	30/09/09	€113.88	01/09/10	30/09/10		203.000	0.000
P-PC010907	Oats	Milling Oats	12/09/09	€129.43	01/09/10	30/09/10		7,662.000	4,270,070
P-PC010793	Oats	Milling Oats	07/10/09	€122.22	01/09/10	30/09/10		600.000	0.000
P-PC012225	Barley	Assured Feed Barley	02/09/10	€86.72	01/09/10	30/09/10		56.000	0.000
S-SC060493	Wheat	Assured Feed Wheat	03/09/09	€106.22	01/05/10	31/05/10		435.000	426,640
S-SC072118	Wheat	Assured Feed Wheat	22/01/10	€104.72	01/05/10	31/05/10		493.000	500,180
S-SC070672	Oilseeds	Assured Commercial Rape	02/09/10	€255.00	01/05/10	31/05/10		19.540	19,540
S-SC070708	Oilseeds	Assured Commercial Rape	02/09/10	€255.00	01/05/10	31/05/10		103,540	103,540
S-SC070427	Oats	Milling Oats	12/01/10	€82.50	01/05/10	31/05/10		500.000	500,000

**Planned**

3.

Will show if there are any planned movements

Group	Filing	Carrier	Tel	Booking	From	To	Order Ref	Planned Qty
Date	FX168800	Suppliers Own Haulage		OCA11406	14/05/2010	14/05/2010	S-PC09692	28.000
Dats	FX168801	Suppliers Own Haulage		OCA21406	14/05/2010	14/05/2010	S-PC09692	28.000
Date	FX168720	Suppliers Own Haulage		oca11196	11/05/2010	11/05/2010	S-PC09692	28.000
Dats	FX168721	Suppliers Own Haulage		oca21196	11/05/2010	11/05/2010	S-PC09692	28.000
Date	FX168576	Suppliers Own Haulage		OCC31050	10/05/2010	10/05/2010	S-PC09692	28.000
Barley	FX168625	ALLEN W BROWN		09/05/2010	09/05/2010	ST11151		24.000
Barley	FX168470	ALLEN W BROWN		09/05/2010	10/05/2010	ST11151		28.000
Barley	FX168488	ALLEN W BROWN		09/05/2010	10/06/2010	ST11151		28.000
Barley	FX168488	ALLEN W BROWN		09/05/2010	10/05/2010	ST11151		28.000
Barley	FX168484	ALLEN W BROWN		09/05/2010	10/05/2010	ST11151		28.000
Barley	FX168482	ALLEN W BROWN		09/05/2010	10/05/2010	ST11151		28.000
Barley	FX168430	C Q & J S HUGHES & SON		09/05/2010	10/05/2010	ST11150		28.000

**Moved**

4.

This will show all movements against the above storage / non storage contracts

Group	Filing	Carrier	Vehicle	Mov Ref	Mov Date	Order	Inv	Moved Qty
Oats	FX159858				31/05/2010	S-SC07872	SNV00167	19.340
Wheat	FX161902	Suppliers Own Haulage	T34WB		31/05/2010	S-SC07210	SNV00343	29.300
Wheat	FX161901	Suppliers Own Haulage	L505ALH		31/05/2010	S-SC07210	SNV00342	29.820
Wheat	FX161900	Suppliers Own Haulage	RK33DXL		31/05/2010	S-SC07210	SNV00341	29.320
Oats	FX160306				31/05/2010	S-SC07796	SNV00355	103.340
Date	FX160333	Suppliers Own Haulage			31/05/2010	S-SC07427	SNV00236	500.000
Dats	FX160333	Suppliers Own Haulage			31/05/2010	S-PC10873	PNV44717	500.800
Date	FX159109	Suppliers Own Haulage	5B0FPWB		29/05/2010	S-PC09307	PNV44700	29.140
Dats	FX159106	Suppliers Own Haulage	VJ07EYZ		29/05/2010	S-PC09307	PDN01906	28.100
Dats	FX159067	Suppliers Own Haulage	8H8BLEJ		29/05/2010	S-PC09307	PDN01905	28.890
Dats	FX158848	Suppliers Own Haulage	8N57BNK		27/05/2010	S-PC09307	PNV44655	29.280
Dats	FX158848	Suppliers Own Haulage	8N06HZK		27/05/2010	S-PC09307	PNV44664	29.350
Dats	FX158606	Suppliers Own Haulage	8H03LFP		27/05/2010	S-PC09307	PDN01904	28.460
Dats	FX158885	Suppliers Own Haulage	MK55XND		26/05/2010	S-PC09307	PNV44662	28.250
Dats	FX158884	Suppliers Own Haulage	8P00SO		26/05/2010	S-PC09307	PDN01903	27.930
Wheat	FX158988	WATSONS HAULAGE LLP	NG575MU		25/05/2010	ST11144		28.540
Wheat	FX158979	WATSONS HAULAGE LLP	NG575MU		25/05/2010	ST11144		28.540
Date	FX158882	Suppliers Own Haulage	PN04VVK		25/05/2010	S-PC09307	PNV44659	29.350

**Samples**

5.

This will show all 3<sup>rd</sup> party samples taken from the farm and tested in Tynegrain

Sample Ref	Description	Test Ref	Analysis Date	Admix	Bushel	Moisture
E-SAM0916	Barley - Front - Haddon - RED RUST	AN67435	02/11/2009	13.500	88.100	0.000
E-SAM0917	Barley - Back	AN67436	02/11/2009	13.400	87.500	0.000

# Ledger

6.

A list of all invoices and ledger activities against your account

Reference	Type	Invoice Date	Due Date	Invoice Amount	VAT	Paid	Balance
S SINV/30167	Sales Invoice (Gold)	31/05/2010	28/06/2010	£5,279.18	£0.00	£5,279.18	£0.00
S SINV/30340	Sales Invoice (Gold)	31/05/2010	23/06/2010	£3,062.01	£0.00	£3,062.01	£0.00
S SINV/30341	Sales Invoice (Gold)	31/05/2010	23/06/2010	£3,091.33	£0.00	£3,091.33	£0.00
S SINV/30345	Sales Invoice (Gold)	31/05/2010	23/06/2010	£3,064.11	£0.00	£3,064.11	£0.00
S SINV/30346	Sales Invoice (Gold)	31/05/2010	23/06/2010	£3,005.46	£0.00	£3,005.46	£0.00

At the end of each line, there will be a  - invoice paid or  invoice unpaid. There is also a . By clicking on this you can view the invoice

Description	Reference	Weighbridge Number	Movement Date	Invoiced Quantity	Unit Price (£)	Net Value (£)	VAT Code
Assured Commercial Rape	S-SC/07672	Stock	31/05/2010	19.540	255.00	4,982.70	0
				<b>Total Quantity</b>	<b>19.540</b>		

VAT Code	Rate	Amount	VAT
0	0.00%	5,279.18	0.00

<b>Total Goods Value:</b>	£5,279.18
<b>Total VAT:</b>	£0.00
<b>Payment Due:</b>	28/06/2010
<b>Invoice Total:</b>	£5,279.18

VAT Registration No. 633 6931 30