Expired Soil Sample Reports

December 2022





Expired Soil Sample Report Generator

Since autumn 2020, it has been possible for advisors and Agency's to produce a "Soil Sample Report". This report will obtain all clients plans, on an individual user's client page or agency wide. It searches for plans that will have soil samples expired or expiring next year.

Using the Reports button the user can produce a report that can be exported into excel. The user can then manipulate the data using Microsoft Excel – **See Section 4 for more detail**. This is outlined below in detail. It gives the users a single accessible document, which highlights client's plans within their Client list or Agency that need attention for soil samples for the following season. This saves the advisor having to go into each client's plan individually. The report downloaded from the Soil reports section is a CSV file, when you modify the reports as per section 4 you will need to Save As Excel Workbook to save the changes correctly.

Note: The report generator takes its instruction from the Flags on the plan soil samples page. These Flags take their instruction for what colour they are (green for Valid, orange for Expiring this year and red for expired) from the Planned Whole Farm Stocking Rate (WFSR). If the WFSR is below 170kg/Ha soils will last 5 years. If the WFSR is >170kg/Ha the soils will last 4 years. This is in line with derogation rules.

1. To access the Reports page

The **Reports** button can be found on Top of the Home screen where you find My Clients (with Plans). (Figure 1)

Assertances and Free Devalopment Astroney		Home	Y	$\langle \langle \langle \rangle$				-		
Derogation Training		-	-							
My Clients Plans	Assigned t	o Me	Reports		-			Alert	5	
		1	$ \ge $							
Clients		Plan Ty	Des	PBu	IdUn		Plan)	ear		
Clients My Clients (with plans)	~	All Pla	n Types	P Bu	idUp P Buildup	*	Plan \ A8	'ear ~		
Clients My Clients (with plans)	¥	Plan Ty All Pla	n Types	No P Bu	IdUp P Buildup	*	Plan Y All	Year		
Clients My Clients (with plans)	• Herd I	Plan Ty All Pla	pes n Types	P Bul	IdUp P Buildup	∨ County	Plan Y As	Year Search:	Client Number	
Clients My Clients (with plans) Name Carlow Training Plan	 Herd I A12312 	Plan Ty Ali Pla Number	pes n Types ¢ Ado Cak P	P Bui No Press	idUp P Buildup	County Carlow	Plan 1 AB	Search:	Client Number null	

Figure 1:



2. How to generate a report.

Once you have entered the reports section. You have options to tailor your search. (Figure 2)

Option 1: You can firstly choose to do an Agency wide search or a search for just your clients (plans that you created or edited); who have soils expired or expiring.

Option 2: The user can select a relevant timeframe in the future by clicking on the drop down menu. The soil sample production year operates from 15th September each year. This is the period that is relevant to highlight whether or not the soil sample has expired, is about to expire or is valid. The Search options users can search under are "Start Date: Today" "15 September 2023" "15 September 2023"

Option 3: Users can select which county they wish to search for clients under. The county search takes its information from the clients Herd number letter. It is not compulsory to choose a county. However it will allow you to create the report more quickly as you will be working with a smaller pool of data. It also allows for ease of searching.

Once the desired options have been selected click on the "Generate Report" button.

Note: Generating an Agency wide report will take longer to process compared to an individual agents client search.

Аспессациях лов Рисс Доченских Алтенану	
Derogation Training	
My Clients Plans Assigned to Me Reports	Alerts
Please be advised that generating the Report at Agenc	y level will take longer to process.
Last Option 1 Option 2	Option 3
My Clients Start Date: Today Start Date: Today Start Date: Today Glients Start Date: Today Generate Report 15 September 2020 15 September 2021	County by herd number County by herd number Carlow (A) Cavan (B) Clare (C) Cork (D) Donegal (E) Dublin (F) Galway (G)
Plan + Id Type Plan + Up Year Created + by Edited + by	Kerry (H) Kildare (I) Kildenny (J) Labis (K) Leitrim (L) Longford (N) Louth (O) Mayo (P) Meath (Q) Monaghan (R) Offaly (S) Kerry (H) Lab

Figure 2.



3. The Report

The report will take approximately 1 minute to generate. Once the report is generated (Figure 3) you will notice that the system shows when the report was updated and the criteria you had in the Option boxes will stay. A list of Plan Ids will appear below. If a soil sample is Expiring this year or Expired all soils for that plan will appear in the report even if they are valid. The report will give the user the following information. Plan Id, Plan type, if the plans P Build Up, Plan Year, Created by, Edited by, Farmer Name, Herd Number, Address, Sample Id, Lab Code, Sample Date, Status(Vaid, Expired, Expiring this year, No date available), Sampled Area on soil sample, Plot Name and Soil Type.

Figure 3.

My Cie	ents	~	Start D	ate: Today	~	County by	herd number	~							
Genera	ate Report												Search:		
Plan e M	Plan 0 Type	P Build () Up	Plan () Year	Created () by	Edited () by	Farmer ‡ Name	Herd Rumber	Address	Sample () N	Lab 0 Code	Sample () Date	status 0	Sampled () Area	Piot () Name	Soli () Type
229248	Non- Derogation/ Non-GLAS	No P Sulidup	2020	Tim Hyde	Leon Coe	Soll sample flag testing plan	Harry123	Deerpark, Ballinasioe,	SS 2020	2020	01/04/2020	Valid	1.00	1	Clay
229248	Non- Derogation/ Non-GLAS	No P Bulldup	2020	Tim Hyde	Leon Coe	Soll sample flag testing plan	Harry 123	Deerpark, Bailnasioe,	55 2019	2019	01/04/2019	Valid	2.00	2	Clay
229248	Non- Derogation/ Non-GLAS	No P Bulldup	2020	Tim Hyde	Leon Coe	Soll sample flag testing plan	Harry 123	Deerpark, Bailinasioe,	SS 2018	2018	01/04/2018	Valid	3.00	3	Clay
229248	Non- Derogation/ Non-GLAS	No P Bulldup	2020	Tim Hyde	Leon Coe	Soll sample flag testing plan	Harry 123	Deerpark, Bailnasioe,	SS 2017	2017	01/04/2017	Valid	4.00	4	Ciay
229248	Non- Derogation/ Non-GLAS	No P Buildup	2020	Tim Hyde	Leon Coe	Soll sample flag testing plan	Harry 123	Deerpark, Bailnasioe,	SS 2016	2016	01/04/2016	ExplringThisYear	5.00	5	Ciay
229248	Non- Derogation/ Non-GLAS	No P Buildup	2020	Tim Hyde	Leon Coe	Soll sample flag testing plan	Hany123	Deerpark, Bailmasioe,	SS 2015	2015	01/04/2015	Expired	6.00	6	Clay





Each page on the screen/report will contain 10 plan Id's. At the bottom of the Report you find attitional pages with more information on other plans of clients with soils expiring (Figure 4). At the bottom of the page the "Export List" button can also be found. The report is exported into excel. The user can then manipulate the data using Microsoft Excel. This allows the agent to make the decision on whether or not their farmer clients need to take action i.e. take new soil samples.



My Clie	ints	*	15 Sep	tember 2020	~	Galway (3)	~			
Genera	ite Report							arch	1:		
Plan e M	Plan () Type	P Build († Up	Plan () Year	Created () by	Edited () by	Farmer () Name	Hørd Number	Address	Sample () Id	Lab (Code	
199765	Non- Derogation/ Non-GLAS	No P Bulldup	2019	Leon Coe	Leon Coe	Pertiliser Test plan	G1111102	Fertiliser Test plan	No data avaliable	No data available	10
199765	Non- Derogation/ Non-GLAS	No P Buildup	2019	Leon Coe	Leon Coe	Pertiliser Test plan	G1111102	Fertiliser Test plan	No data available	No data avallable	20
199765	Non- Derogation/ Non-GLAS	No P Bulldup	2019	Leon Coe	Leon Coe	Pertiliser Test plan	G1111102	Fertiliser Test plan	No data avallable		tr D
199765	Non- Derogation/ Non-GLAS	No P Bulloup	2019	Leon Coe	Leon Coe	Fertiliser Test plan	G1111102	Fertiliser Test plan	Y	o data available	10
										_	
						1	Previous 1	5	6 7 8	9 N	ext

Users can go straight to the plan that appears on the NMP report page by clicking on the plan Id in the first column of the screen above (Plan Id).

Note: Once you leave the Report by going into a plan; the report generated disappears and if you return to the report page you will need to generate a report again. The user can navigate between the Home screen pages while the report is generating and the report will be there when you return to the Report screen.



4. Filter your report

When you have exported, your report to excel you can manipulate your data to find what you need. Below we give some pointers in doing this.

Firstly, highlight the data that you wish to work with. Highlight each column. Then double click on the line between the P & Q. This will make all of the text visible to the user by widening the columns to fit all the data into the cells.

Fi	e Ho	me Inse	ert Pa	ge Lay	yout For	rmulas (Data R	eview Viev	w 🖓 Tell	me what you	i want to do							
					e lat													
AI		•	XV	J	fx Plan	i Id												
1	A	В	C		D	E	F	G	Н	E	J	К	L	М	N	0		Q
1	Plan Id	Plan Type	P Build	d Up I	Plan Year	Created b	y Edited b	y Farmer N	a Herd Num	Address	Sample Id	Lab Code	Sample Date	Status	Sampled A	Plot Name	Soil Type	1
2	290923	Non-Der	NO PE	Build	2022	Ruth Duni	n Ruth Du	inn William 8	¥1822036	Coolharbo	71186	No data a	07/03/2022	Valid	1.05	Y1821203	Loam	
3	290923	Non-Der	NO PE	Build	2022	Ruth Duni	n Ruth Du	inn William 8	¥ Y1822036	Coolharbo	71104	No data a	07/03/2022	Valid	2.02	Y1821204	Loam	
4	290923	Non-Der	NO PE	Build	2022	Ruth Duni	n Ruth Du	inn William 8	¥ Y1822036	Coolharbo	71118	No data a	07/03/2022	Valid	2.01	Y1821204	Loam	
5	290923	Non-Der	NO PE	Build	2022	Ruth Duni	n Ruth Du	inn William 8	¥ Y1822036	Coolharbo	71125	No data a	07/03/2022	Valid	2.01	Y1821204	Loam	
6	290923	Non-Der	NO PE	Build	2022	Ruth Dun	n Ruth Du	unn William 8	¥ ¥1822036	Coolharbo	71133	No data a	07/03/2022	Valid	2.01	Y1821204	Loam	
7	290923	Non-Der	NO PE	Build	2022	Ruth Dun	n Ruth Du	unn William 8	¥ ¥1822036	Coolharbo	71143	No data a	07/03/2022	Valid	2.01	Y1821204	Loam	
8	290923	Non-Der	NO PE	Build	2022	Ruth Dun	n Ruth Du	unn William 8	¥1822036	Coolharbo	71279	No data a	07/03/2022	Valid	2.01	Y1821204	Loam	
9	290923	Non-Der	NO PE	Build	2022	Ruth Dun	n Ruth Du	nn William 8	¥1822036	Coolharbo	71220	No data a	07/03/2022	Valid	2.39	Y18801004	Loam	
10	290923	Non-Der	No P E	Build	2022	Ruth Dun	n Ruth Du	unn William 8	Y1822036	Coolharbo	71210	No data a	07/03/2022	Valid	2.39	Y18801004	Loam	
11	290923	Non-Der	No PE	Build	2022	Ruth Dun	n Ruth Du	unn William 8	Y1822036	Coolharbo	71155	No data a	07/03/2022	Valid	2.01	Y1821204	Loam	
12	290923	Non-Der	NO PE	Build	2022	Ruth Dun	n Ruth Du	unn William 8	Y1822036	Coolharbo	71166	No data a	07/03/2022	Valid	2.01	Y1821204	Loam	
13	290923	Non-Der	NO PE	Build	2022	Ruth Dun	n Ruth Du	nn William 8	Y1822036	Coolharbo	71179	No data a	07/03/2022	Valid	2.01	Y1821204	Loam	
14	290923	Non-Der	NOPE	Build	2022	Ruth Dun	n Ruth Du	nn William 8	¥1822036	Coolharbo	71244	No data a	07/03/2022	Valid	2.01	Y1821204	Loam	
15	290923	Non-Der	NOPE	Build	2022	Ruth Dun	n Ruth Du	unn William 8	Y1822036	Coolharbo	71252	No data a	07/03/2022	Valid	2.01	Y1821204	Loam	
16	290923	Non-Der	NOPE	Build	2022	Ruth Dun	n Ruth Du	unn William 8	¥1822036	Coolharbo	71258	No data a	07/03/2022	Valid	2.01	Y1821204	Loam	
17	290895	Derogati	DI NO PE	Build	2022	Ruth Dun	n Ruth Du	Inn Padraig D	c y1794024	Coolteigue	No data a	No data a	No data available	No data	a No data a	AREA	No data a	railable
18	290895	Derogati	DI NO PE	Build	2022	Ruth Dun	n Ruth Du	nn Padraig D	c y1794024	Coolteigue	xam1834	xam1834	23/12/2014	Expired	2.61	21	Loam	
19	290895	Derogati	NO PE	Build	2022	Ruth Dun	n Ruth Du	nn Padraig D	c y1794024	Coolteigue	XAU2185	XAU2185	17/12/2015	Expired	7.78	22	Loam	
20	290895	Derogati	DI NO PE	Build	2022	Ruth Dun	n Ruth Du	unn Padraig D	c y1794024	Coolteigue	xam1666	xam1666	16/12/2013	Expired	2.67	23	Loam	
21	290895	Derogati	DI NO PE	Build	2022	Ruth Dun	n Ruth Du	Inn Padraig D	c y1794024	Coolteigue	xam1840	xam1840	23/12/2014	Expired	1.38	10b	Loam	
22	290895	Derogati		Build	2022	Ruth Dun	n Ruth Du	Inn Padraig D	c y1794024	Coolteigue	xam1840	xam1840	23/12/2014	Expired	1.76	10a	Loam	
23	290895	Derogati	DI NO PE	Build	2022	Ruth Dun	n Ruth Du	Inn Padraig D	c y1794024	Coolteigue	XAU2184	XAU2185	17/12/2015	Expired	2.68	20	Loam	
24	290895	Derogati	DI NO PE	Build	2022	Ruth Dun	n Ruth Du	nn Padraig D	c y1794024	Coolteigue	XAU/2509	No data a	24/01/2017	Expired	3.11	14	Clay	
25	290895	Derogati	DI NO PE	Build	2022	Ruth Dun	n Ruth Du	unn Padraig D	c y1794024	Coolteigue	xam1838	xam1838	23/12/2014	Expired	2.4	15	Loam	
26	290895	Derogati		Build	2022	Ruth Dun	n Ruth Du	Inn Padraig D	c y1794024	Coolteigue	xam1837	xam1837	23/12/2014	Expired	2.61	16	Loam	
27	290895	Derogati		Build	2022	Ruth Dun	n Ruth Du	nn Padraig D	c y1794024	Coolteigue	xam1835	xam1835	23/12/2014	Expired	2.87	17	Loam	
28	290895	Derogati	DI NO PE	Build	2022	Ruth Dun	n Ruth Du	Inn Padraig D	c y1794024	Coolteigu	xam1836	xam1836	23/12/2014	Expired	4.83	18	Loam	
29	290895	Derogati	DI NO PE	Build	2022	Ruth Dun	n Ruth Du	Inn Padraig D	c y1794024	Coolteigue	XAU2183	XAU2184	17/12/2015	Expired	2.9	19	Loam	
30	290895	Derogati	NOPE	Build	2022	Ruth Dun	n Ruth Du	Inn Padraig D	c v1794024	Coolteigu	xam1839	xam1839	23/12/2014	Expired	2.4	7	Loam	

Next, freeze the panes. This will allow you to see the title on each column clearly, as you work. Go to View – Freeze Panes – Freeze Top Row.

e Layout	Formulas Data	Review View	♀ Tell me what you	want to do			
☑ Ruler ☑ Gridli	Formula Bar ines Headings	Zoom 100% Zoom t Selectio	o New Arrange n Window All	Freeze Panes • Unhide	C View Side by Side C Synchronous Scrolling S Reset Window Position Paper	Switch Windows *	Macro
n-GLAS	No P Buildup	2022	Ruth Dunne	Unlock all	rows and columns to scroll		in a city
n-GLAS	No P Buildup	2022	Ruth Dunne	through th	e entire worksheet.		
n-GLAS	No P Buildup	2022	Ruth Dunne	Freeze To	p <u>R</u> ow		
n-GLAS	No P Buildup	2022	Rut	Keep the t	op row visible while scrolling		
n-GLAS	No P Buildup	2022	Ruth Dunne	through th	e rest of the worksheet.		
n-GLAS	No P Buildup	2022	Ruth Dunne	Freeze Fin	st <u>C</u> olumn		
n-GLAS	No P Buildup	2022	Ruth Dunne	Keep the f	Irst column visible while	ot	
n-GLAS	No P Buildup	2022	Ruth Dunne	Nutri Dunne	william & simon ball	cy	
n-GLAS	No P Buildup	2022	Ruth Dunne	Ruth Dunne	William & Simon Bail	ey	
n-GLAS	No P Buildup	2022	Ruth Dunne	Ruth Dunne	William & Simon Bail	ey	
n-GLAS	No P Buildup	2022	Ruth Dunne	Ruth Dunne	William & Simon Bail	ey	
n-GLAS	No P Buildup	2022	Ruth Dunne	Ruth Dunne	William & Simon Bail	ey	
n-GLAS	No P Buildup	2022	Ruth Dunne	Ruth Dunne	William & Simon Bail	ey	
n-GLAS	No P Buildup	2022	Ruth Dunne	Ruth Dunne	William & Simon Bail	ey	
~		2022	S .1 S		11 C C C C		



Next, you need to set the sheet up so that you can filter easily. Go to Data – Filter. You can filter each column as necessary from here.

ile ⊦	lome Insert	Page Layout	Formulas Data Review	v View	🔉 Tell me w	hat you want	to do				
m From ess Web	From From O Text Source	ther Existing s * Connectio	Store veries New From ble Query + Co Recompositions	Refresh All -	Connections Properties Edit Links	2↓ Z A Z↓ Sort	Filter	Clear Reapply Advanced	Text to Flash Remove D Columns Fill Duplicates Valid	ata Consolidate R	[Rela
290923	Non-Derogatio	on/ Non-GLAS	No P Buildup	2022	Ruth Dunne	R	301			Y	182
290923	Non-Derogatio	on/ Non-GLAS	No P Buildup	2022	Ruth Dunne	R	Filte	+ Shift + L)	Y	182
290923	Non-Derogatio	on/ Non-GLAS	No P Buildup	2022	Ruth Dunne	R			furn on filtering for the selected	Y	182
290923	Non-Derogatio	n/Non-GLAS	No P Buildup	2022	Ruth Dunne	Ri			cells.	V	187
290923	Non-Derogatio	n/Non-GLAS	No P Buildup	2022	Ruth Dunne	R	- •	Tellip Den * Den Tele Tue Delition Open Star Sea	Then click the arrow in the column	V	187
290923	Non-Derogatio	n/Non-GLAS	No P Buildup	2022	Ruth Dunne	R	2	Statute (See	header to narrow down the data.	V	187
200023	Non-Derogatic	n/Non-GLAS	No P Buildup	2022	Ruth Dunne	R				v	191
290923	Non-Derogatic	n/ Non-GLAS	No P Buildup	2022	Ruth Dunne	Di Di		Central Centra			102
290923	Non-Derogatic	n/ Non-GLAS	No P Buildup	2022	Ruth Dunne	D				V	102
290923	Non-Derogatic	n/ Non-GLAS	No P Buildup	2022	Ruth Dunne	D.	0	Tell me more		, vi	102
290925	Non-Derogatic	n/Non-GLAS	No P Buildup	2022	Ruth Dunne	n.	uth Du		Villiam & Simon Bailou	1.	102
290925	Non-Derogatic	n/ Non-GLAS	No P Buildup	2022	Ruth Dunne	n.	uth Dui	nne v	Villiam & Simon Balley	1.	102
290925	Non-Derogatic	IN NON-GLAS	No P Buildup	2022	Ruth Dunne	ni Di	uth Du	nne v	villian & Smon Balley	1.	104
290923	Non-Derogatio	on/ Non-GLAS	NO P Buildup	2022	Ruth Dunne	R	uth Dui	nne v	villiam & Simon Balley	Y.	184
290923	Non-Derogatio	on/ Non-GLAS	No P Buildup	2022	Ruth Dunne	Ru	uth Du	nne V	Villiam & Simon Bailey	Y1	182
290923	Non-Derogatio	on/ Non-GLAS	No P Buildup	2022	Ruth Dunne	Ru	uth Du	nne V	Villiam & Simon Bailey	Y	182
290895	Derogation		No P Buildup	2022	Ruth Dunne	Ru	uth Du	nne P	adraig Doyle	y1	179

You can filter for example based on plan type.

	А		В				
1	Plan (👻	Plan Ty	ре		٣	Ρ	Build Up
L.	Sort A to	Ζ					o P Buildur
i)	Sort Z to	A					o P Buildur
	Sort by C	olor				.	o P Buildur
_	5012 09 0	0101					o P Buildur
×	Clear Filt	er From '	'Plan Type'				o P Buildur
	Filter by	Color				-	o P Buildur
	Text Filte	rs				.	o P Buildur
	Text Litte						o P Buildur
	Search				~	2	o P Buildur
	(Sel	lect All)					o P Buildur
	🗹 Der	ogation					o P Buildur
		NS Dorogot	ion / blon Cl	46			o P Buildur
		t Plan 201	6	.45			o P Buildur
			-				o P Buildur
							o P Buildur
							o P Buildur
							o P Buildur
			ок	Cance	el		o P Buildur
	(-			o P Buildur
42	290846	Deroga	tion			N	o P Buildur

Alternatively, based on who created the plan. Select or deselect as relevant.



Barnadown Farr	m Ltd							
С			D			E		
P Build Up		٣	Plan Ye	•	Created	by	٣	Edited by
No P Buildup	<u></u> 2↓ <u>S</u> ort	A to	Z					Ruth Dun
No P Buildup	ZL Sort	Z to	A					Ruth Dun
No P Buildup	A¢ 5 <u>v</u> rt							Ruth Dun
No P Buildup	Sort	by C	_olor				,	Ruth Dun
No P Buildup	T _X <u>C</u> lear	Filt	ter From		eated by"			Ruth Dun
No P Buildup		by					Þ	Ruth Dun
No P Buildup	Text	Cil+4						Ruth Dun
No P Buildup	Text	Euro	215					Ruth Dun
No P Buildup	Sear	ch					ρ	Ruth Dun
No P Buildup		(Se	lect All)				^	Ruth Dun
No P Buildup		Ad	rian Allma	in				Ruth Dun
No P Buildup		Avr	ril Rothwe					Ruth Dun
No P Buildup		Bar	rry Mcwilli	ams				Ruth Dun
No P Buildup		Bre	ndan Rei	d	eu			Ruth Dun
No P Buildup		Bria	an Cahill					Ruth Dun
No P Buildup		Bria	an Miley					Ruth Dun
No P Buildup		Cat	therine Co	lfer				Ruth Dun
No P Buildup		Cat	therine Kil	mar	tin			Ruth Dun
No P Buildup		Cli	/e.Cramm	y ond				Ruth Dun
No P Buildup		Col	lin Brenna	n				aul Keop
No P Buildup		Col	lm Doran					aul Keop
No P Buildup		Co	nor Mullig	gan				aul Keop
No P Buildup		Dei	irdre Doy	le				aul Keo
No P Buildup		Edi	ward Rure	ce				aul Keo
No P Buildup		Eo	ghan OBri	ien				aul Keo
No P Buildup		Eoi	n Kinsella				v	aul Keo
No P Buildup								aul Keo
No P Buildup					ОК	Cancel		aul Keor
No P Buildup	L							Daul Keor
No P Buildup			20)22	Paul Keo	gh		Paul Keo
No P Buildup			20)22	Paul Keo	gh		Paul Keor

When you have filtered for the plans that are of interest to you, your focus will be on <u>column L</u> <u>Sample Date</u>, Sample Date. This is where the soil samples are clearly valid or not. To make it easier for you to analyse the data please highlight the column as per the image below.

- I >	√ ∫x Sample Date					
н	I. I.	J	к	L	м	N
Herd Number	/ Address	 Sample Id 	 Lab Code 	👻 Sample 🔤 👻	Status 👻	Sampled Area
Y1822036	Coolharbour, Wells, Gorey, Co Wexford,	71	1186 No data available	(2022	Valid	1.05
Y1822036	Coolharbour, Wells, Gorey, Co Wexford,	71	1104 No data available	3/2022	Valid	2.02
Y1822036	Coolharbour, Wells, Gorey, Co Wexford,	71	1118 No data available	3/2022	Valid	2.01
Y1822036	Coolharbour, Wells, Gorey, Co Wexford,	71	1125 No data available	3/2022	Valid	2.01
Y1822036	Coolharbour, Wells, Gorey, Co Wexford,	71	1133 No data available	3/2022	Valid	2.01
Y1822036	Coolharbour, Wells, Gorey, Co Wexford,	7:	1143 No data available	3/2022	Valid	2.01
Y1822036	Coolharbour, Wells, Gorey, Co Wexford,	7:	1279 No data available	07/03/2022	Valid	2.01
Y1822036	Coolharbour, Wells, Gorey, Co Wexford,	7	1220 No data available	07/03/2022	Valid	2.39
Y1822036	Coolharbour, Wells, Gorey, Co Wexford,	7:	1210 No data available	07/03/2022	Valid	2.39
Y1822036	Coolharbour, Wells, Gorey, Co Wexford,	7	1155 No data available	07/03/2022	۲ Valid	2.01
Y1822036	Coolharbour, Wells, Gorey, Co Wexford,	7	1166 No data available	07/03/2022	Valid	2.01
Y1822036	Coolharbour, Wells, Gorey, Co Wexford,	7	1179 No data available	07/03/2022	Valid	2.01
Y1822036	Coolharbour, Wells, Gorey, Co Wexford,	7	1244 No data available	07/03/2022	1 Valid	2.01
Y1822036	Coolharbour, Wells, Gorey, Co Wexford,	7	1252 No data available	07/03/2022	Valid	2.01
Y1822036	Coolharbour, Wells, Gorey, Co Wexford,	7	1258 No data available	07/03/2022	۲ Valid	2.01
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	No data available	No data available	No data available	No data available	No data available
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	xam1834	xam1834	23/12/2014	1 Expired	2.61
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	XAU2185	XAU2185	17/12/2015	Expired	7.78
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	xam1666	xam1666	16/12/2013	Expired	2.67
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	xam1840	xam1840	23/12/2014	Expired	1.38
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	xam1840	xam1840	23/12/2014	Expired	1.76
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	XAU2184	XAU2185	17/12/2015	Expired	2.68
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	XAU/2509-(1)	No data available	24/01/2017	Expired	3.11
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	xam1838	xam1838	23/12/2014	Expired	2.4
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	xam1837	xam1837	23/12/2014	Expired	2.61
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	xam1835	xam1835	23/12/2014	Expired	2.87
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	xam1836	xam1836	23/12/2014	1 Expired	4.83
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	XAU2183	XAU2184	17/12/2015	Expired	2.9
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	xam1839	xam1839	23/12/2014	Expired	2.4
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	XAU/2507-(1)	No data available	24/01/2013	* Expired	1.7
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	XAU2182	XAU2182	17/12/2015	Expired	3.07
y1794024	Coolteigue, Bree, Enniscorthy, Co Wexford,	xam1662	xam1662	16/12/2013	Expired	1.03

We are going to use conditional formatting to highlight the samples that have expired etc. As per the image below select Home – Conditional Formatting – Highlight Cells Rules – Less Than.





This will open a text box. In the left hand side, insert "15-9-2019". Please note that this is for analysing based on a 2023 report. Next year it will be as follows "15-9-2020" and for the previous year it will be "15-9-2018". In the right hand side, select "Light Red Fill with Dark Red Text" then select ok. Notice as you do this the relevant dates will be highlighted as you have directed excel.

I		J	К	L	м	
 Address		Sample Id	- Lab Code	* Sample Date	- Status -	Sample
Coolteigue, Bree, Enniscorthy, Co Wexford,		XAU2184	XAU2185	17/12/201	5 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,		XAU/2509-(1)	No data available	24/01/201	7 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,		xam1838	xam1838	23/12/201	4 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,		xam1837	xam1837	23/12/201	4 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,		xam1835	xam1835	23/12/201	4 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,		xam1836	xam1836	23/12/201	4 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,		XAU2183	XAU2184	17/12/201	5 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,		xam1839	xam1839	23/12/201	4 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,	Less Than	6	? ×	24/01/201	7 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,			10 SAME -	17/12/201	5 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,	Format ce	lis that are LESS THAN:		16/12/201	3 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,	15-9-2019	with	Light Red Fill with Dark Red Text	16/12/201	3 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,				24/01/201	7 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,			OK Cancel	16/12/201	3 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,		XAU/2508-(1)	No data available	24/01/201	7 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,		XAU2181	XAU2181	17/12/201	5 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,		xam1665	xam1665	16/12/201	3 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,		xam1663	xam1663	16/12/201	3 Expired	
Coolteigue, Bree, Enniscorthy, Co Wexford,		XAU/2507-(1)	No data available	24/01/201	7 Expired	
c/o Jonathan Williams, Barnadown, Gorey, Co Wexford,		9,10	WAW/39-(1)	23/01/202	0 ExpiringThisYear	
c/o Jonathan Williams, Barnadown, Gorey, Co Wexford,		19 A & B	WAW/45-(1)	23/01/202	0 ExpiringThisYear	
c/o Jonathan Williams, Barnadown, Gorey, Co Wexford,		19 A & B	WAW/45-(1)	23/01/202	0 ExpiringThisYear	
c/o Jonathan Williams, Barnadown, Gorey, Co Wexford,		20 A & B	WAW/46-(1)	23/01/202	0 ExpiringThisYear	
c/o Jonathan Williams, Barnadown, Gorey, Co Wexford,		20 A & B	WAW/46-(1)	23/01/202	0 ExpiringThisYear	
c/o Jonathan Williams, Barnadown, Gorey, Co Wexford,		21 & 22	WAW/47-(1)	23/01/202	0 ExpiringThisYear	
c/o Jonathan Williams, Barnadown, Gorey, Co Wexford,		4,5A&B	WAW/37-(1)	23/01/202	0 ExpiringThisYear	
c/o Jonathan Williams. Barnadown. Gorev. Co Wexford.		4.5A&B	WAW/37-(1)	23/01/202	0 ExpiringThisYear	

Repeat the exercise for <u>column M Sample Date</u>), and this time select Home – Conditional Formatting – Highlight Cell Rules – Text that Contains.



Formulas Data Review View Q Tell me what y	ou want to do							
A A Ă = = = ≫ Y Prap Text	General -	≠		Normal		Bad	Good	*
🖄 • 🛕 • ≡ ≡ ≡ 🔄 🕶 🖽 Merge & Center •	⊊ • % • ⁰⁰ • ⁰⁰	Conditional Formatting •	Format as Table •	Neutral		Calculation	Check (Cell 🗸
ra Alignment ra	Number	High						
Knockduff, Bree, Enniscorthy, Co Wexford	X -(1)	Es nign	light Cells	Rules /	<u>></u>	areater Than	_	19/10/
Knockduff, Bree, Enniscorthy, Co Wexford	65-(1)							19/10/
Knockduff, Bree, Enniscorthy, Co Wexford	ST/67-(1		Bottom R	ules 🔸		ess Than	_	19/10/
Knockduff, Bree, Enniscorthy, Co Wexford	XBT/69-(1							19/10/
Knockduff, Bree, Enniscorthy, Co Wexford	XBT/70-(1	Data	Bars		Beet B	Between		19/10/
Knockduff, Bree, Enniscorthy, Co Wexford	XBT/71-(_		19/10/
Knockduff, Bree, Enniscorthy, Co Wexford	XBT/72-(1	Colo	r Caples		-	augl To		19/10/
Knockduff, Bree, Enniscorthy, Co Wexford	No data av		r <u>s</u> cales	,		qual lo		No data avai
Knockduff, Bree, Enniscorthy, Co Wexford	No data a							No data avai
Gorey, Co. Wexford,	XBY/31-(1] Icon	Sets	•	ab I	ext that Contains		14/10/
Gorey, Co. Wexford,	XAU/2758							20/01/
Gorey, Co. Wexford,	XBY/23-(1	New Ru	le		- A	A Date Occurring		12/10/
Gorey, Co. Wexford,	XAU/2757	. 📑 🖸 Clear Ri	ules					20/01/
Gorey, Co. Wexford,	XBY/22-(1	🔲 🥅 Manage	e Rules 🖌			Duplicate Values		14/10/
Gorey, Co. Wexford,	XBY/20-(1)	-	o data				14/10/
Gorey, Co. Wexford,	XBY/19-(1)		No data	Mor	re Rules		14/10/
Gorey, Co. Wexford,	XBY/35-(1)		No data	available)		12/10/
Gorey, Co. Wexford,	XBY/32-(1)		No data	available)		14/10/
Gorey, Co. Wexford,	XAU/2750	-(1)		graveyar	d field			20/01/
Gorey, Co. Wexford,	XBY/29-(1)		No data	available	•		14/10/
Gorey, Co. Wexford,	XAU/2753	-(1)		Hollow fi	eld and b	brickfield B		20/01/
Gorey, Co. Wexford,	XBY/28-(1)		No data	available			14/10/
Gorey, Co. Wexford,	XAU/2753	-(1)		Hollow fi	eld and b	brickfield B		20/01/

You will be presented with another text box. In the left hand side type "Expiring" Light Red Fill with Dark Red Text" and repeat and select "No data available" and select "Yellow Fill with Dark Yellow Text" in the right hand side. Notice as you do this the relevant text will be highlighted as you have directed excel.

	XBT/71-(1)	No data available	19/10/2020	Valid
	XBT/72-(1)	No data available	19/10/2020	Valid
	No data available	No data available	No data available	No da
	Text That Contains	? ×	No data available	No da
			14/10/2022	Valid
	Format cells that contain the text:		20/01/2019	Expire
	No data available 💽 with	Yellow Fill with Dark Yellow Text 🗸	12/10/2022	Valid
			20/01/2019	Expire
		OK Cancel	14/10/2022	Valid
L	XBY/20-(1)	No data available	14/10/2022	Valid
	XBY/19-(1)	No data available	14/10/2022	Valid
	XBY/35-(1)	No data available	12/10/2022	Valid
	XBY/32-(1)	No data available	14/10/2022	Valid
	XAU/2750-(1)	graveyard field	20/01/2019	Expire

If you are looking for a name, or as per the example below a herd number. Press Ctl - F on your keyboard. In the search box type what you are looking for and excel will find it if it is in the sheet, or the highlighted area that you want to search.



2022	Ruth Dunne	Ruth Dunne	Padraig Doyle		y1794024	Co
2022	Ruth Dunne	Ruth Dunne	Padraig Doyle		y1794024	Coo
2 Fin	d and Replace			2 X	y1794024	Coo
2	a and Replace			. ~	y1794024	Coo
2	Find Replace				y1794024	Coo
20	The <u>p</u> lace				y1794024	Coo
2(F	ind what: y1794024F			×	y1794024	Cod
20					y1794024	Coo
20					y1794024	Coo
20				Op <u>t</u> ions >>	y1794024	Cod
2					y1794024	Cod
20			Find All <u>F</u> ind Next	Close	y1794024	Cod
26					y1794024	Co
2022	Ruth Dunne	Ruth Dunne	Padraig Doyle		y1794024	Co
2022	Paul Keogh	Paul Keogh	Barnadown Farm Ltd		Y212207X	c/c
2022	Paul Keogh	Paul Keogh	Barnadown Farm Ltd		Y212207X	cla

Further filtering can be done, on columns J and K for samples called Temp P4, P4 or whatever users put in as temporary created samples at P4. These lands will probably need soil sampling as well and may not appear as Expired or no data available in column M

Most important thing is that when Save As a pop-up screen will appear as below – select Save as Type "Excel Workbook".

Save As						×	
· · •	> This PC > OSD	isk (C:) > Users > tim.t.hyde > Desktop > \sim	ы	℅ Search Desktop		
Organize • Nev	v folder				-	0	
This PC 3D Objects		^	Name			1	
Desktop Documents			 Ger O'Sullivan Client list expired Expiring and no soil samples data Final Ger O'Sullivan Client list expired Expiring and no soil samples data 				
Downloads		ł.					
Pictures							
→ Data (D:) Tim.Hyde (\\te	agasc.net\ballinaslc						
video-store\$ (\\hcvx348) (U:)						
Se je_snared (typ	vx341) (vv.)	~ ·					
File name:	File name: Ger O'Sullivan Client list expired Expiring and no soil samples data Final						
Save as type:	CSV (Comma delimited)						
Authors:	Authors Excel Workbook Excel Macro-Enabled Workbook						
Excel Binary Workbook Excel 97-203 Vorkbook VML Data Smgle File Web Page							
	Web Page						

