

# AgNav Farmer User Manual

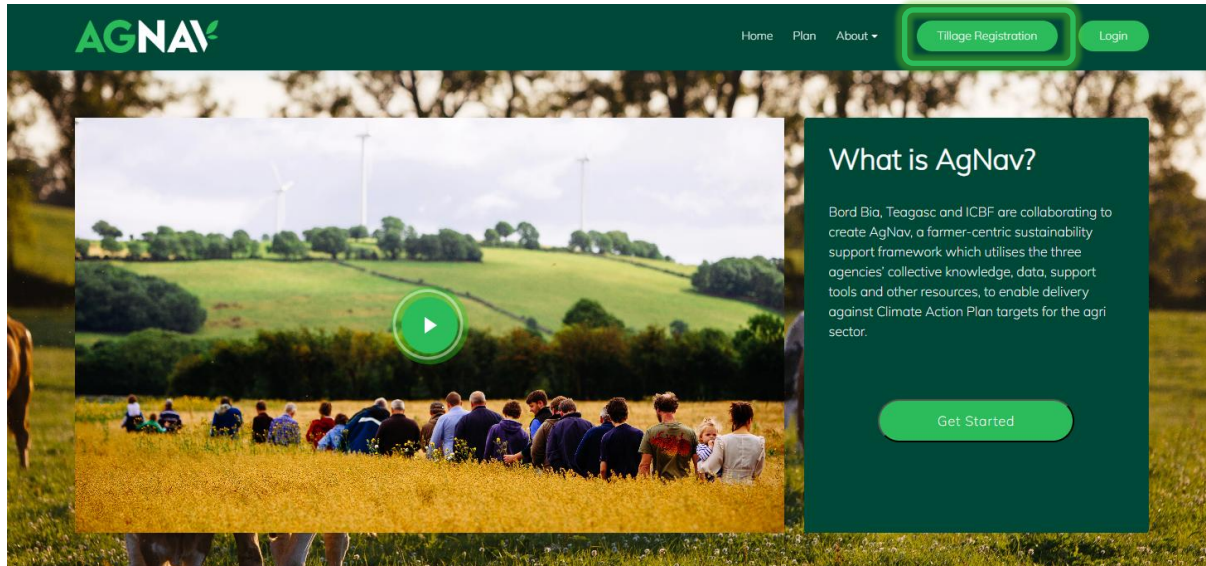
## Tillage

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## 1. Registering for AgNav Tillage

To register for AgNav Tillage, click the 'Tillage Registration' button at the top righthand side of the main page ([www.agnav.ie](http://www.agnav.ie)). You will need to register for AgNav Tillage even if you have a pre-existing AgNav account.



This will bring you to the AgNav Tillage Farmer Registration screen. There are four registration steps.

### Step 1: Enter User Details

In the appropriate boxes, enter your personal details, including your name, address, herd code, email address, and phone number.

#### NOTE:

If you have already signed up to AgNav (dairy and beef), **please use the same email address**. This will allow your accounts to merge, so that you will have access to AgNav dairy, beef, and tillage from the same home screen. If you use a different email when signing up for AgNav Tillage, you will have two separate accounts: one for dairy and beef and one for tillage.

In this step, you will also need to agree to AgNav's Terms and Conditions. You can also optionally select whether or not you would like to be contacted about joining Teagasc's free Signpost Advisory Programme (SAP). You will also be provided with the link if you would like to sign up for SAP yourself.

The screenshot shows the AgNav registration form. At the top is the AgNav logo and navigation links (Home, About, Login). The main content area has a light purple background. It starts with a heading "By completing and submitting the application you:" followed by two bullet points: "i. authorise and agree to ICBF, Bord Bia and Teagasc having access to and sharing the Farm Data identified above (including the relevant Personal Data) and any other data that may be required for the purpose of operating AgNav;" and "ii. confirm that you have read and understood and agree to comply with and be bound by the terms and conditions of AgNav [AgNav Terms & Conditions](#):". Below this is a checkbox labeled "I accept the Terms and Conditions" which is checked. The next section is titled "Teagasc Signpost Advisory Programme" and describes the free advisory support. It includes a link to register: <https://www.teagasc.ie/environment/climate-change/air-quality/signpost-programme/signpost-advisory-programme/sign-up/>. Below this is an "OR" section with a heading "If you would like a climate advisor to get in touch to give you further information on the programme please tick this box:". It includes a bullet point: "i. By ticking this box, you confirm that you agree to the sharing of your personal data, including your name, email, mobile number, address and herd number, with the Teagasc Signpost Advisory Programme for the purpose of contacting you about the programme." Below this is a checkbox labeled "I agree" which is checked. The form then asks "Please verify you are human" and shows a CAPTCHA image with the text "zv67n" and a text input field containing "zv67n". At the bottom is a green "Submit" button.

## Step 2: Select Certification Body

Here you will need to nominate a certification body from the provided list.

The screenshot shows the AgNav registration form at Step 2. At the top is the AgNav logo and navigation links (Home, About, Login). Below the logo is a section titled "AgNav Tillage Farmer Registration" with the subtext "Create your own AgNav account". Below this is a progress bar with four steps: "Step 1 User Details", "Step 2 Certification Body", "Step 3 Membership Identifier", and "Step 4 Code". The progress bar is 25% complete, indicated by a green bar. Below the progress bar is a section titled "Select A Nominated Certification Body". It contains a text input field labeled "Select Certification Body" and a green "Submit" button.

### Step 3: Enter your Audit Number

Here you will need to enter your auditing number and agree for AgNav to share your auditing number to verify your membership.

The screenshot shows the AgNav Tillage Farmer Registration interface. At the top, there's a header with the AgNav logo, 'Home', 'About', and a 'Login' button. Below the header, a section titled 'AgNav Tillage Farmer Registration' with a subtext 'Create your own AgNav account' is visible. A progress bar shows four steps: Step 1 (User Details), Step 2 (Certification Body), Step 3 (Membership Identifier), and Step 4 (Code). A green progress bar indicates 50% completion. The main form area is titled 'Enter Your Auditing Number' and contains a text input field with the value 'CO12345'. Below the input field, there's a section titled 'Application to use AgNav' with the text 'By completing and submitting the application you:' followed by a checkbox labeled 'I agree' and the text 'I Agree to AgNav sharing IGAS number with Irish Cereal Association (ICA) to verify membership to the Irish Grain Assurance Scheme;'. A green 'Submit' button is at the bottom of the form.

### Step 4: Verify your Audit Number

A 6-digit verification code will be sent to the phone number associated with your certification body. Please enter the 6-digit you receive into the box and press submit.

The screenshot shows a verification code entry screen. It has a header 'Enter Security Code' above a text input field containing the code '123456'. Below the input field is a green 'Submit' button.

After your phone number has been verified, you have officially registered your account.

### Next Step

If you are new to AgNav, you will receive an email to create a password for your account.

The screenshot shows a success message box. It starts with a green checkmark icon and the text 'Please check your Email'. Below this, it says 'Your account has been created successfully. You need to create your password via the email sent to you.' At the bottom of the box is a green button labeled 'Add Another Account'.

If you already have an AgNav account, you will not receive an email to reset your password; instead, you will be prompted to log into AgNav using your preexisting credentials.

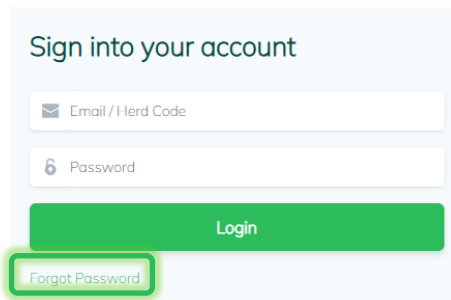
The screenshot shows a success message box. It starts with a green checkmark icon and the text 'Registration Complete'. Below this, it says 'Your tillage enterprise has been merged with your existing account. You can log in using your existing credentials.' At the bottom of the box is a green button labeled 'Add Another Account'.

## 2. Logging in to AgNav

Log in to AgNav from the main website page ([www.agnav.ie](http://www.agnav.ie)) by clicking the log in button on the top righthand side of the screen, which will bring you to the log in page ([www.agnav.ie/login](http://www.agnav.ie/login)).

To log in for AgNav Tillage, enter your email or herd code and your password.

If you have forgotten your password, click 'Forgot Password' and follow the instructions to create a new password.



Sign into your account

Email / Herd Code

6 Password

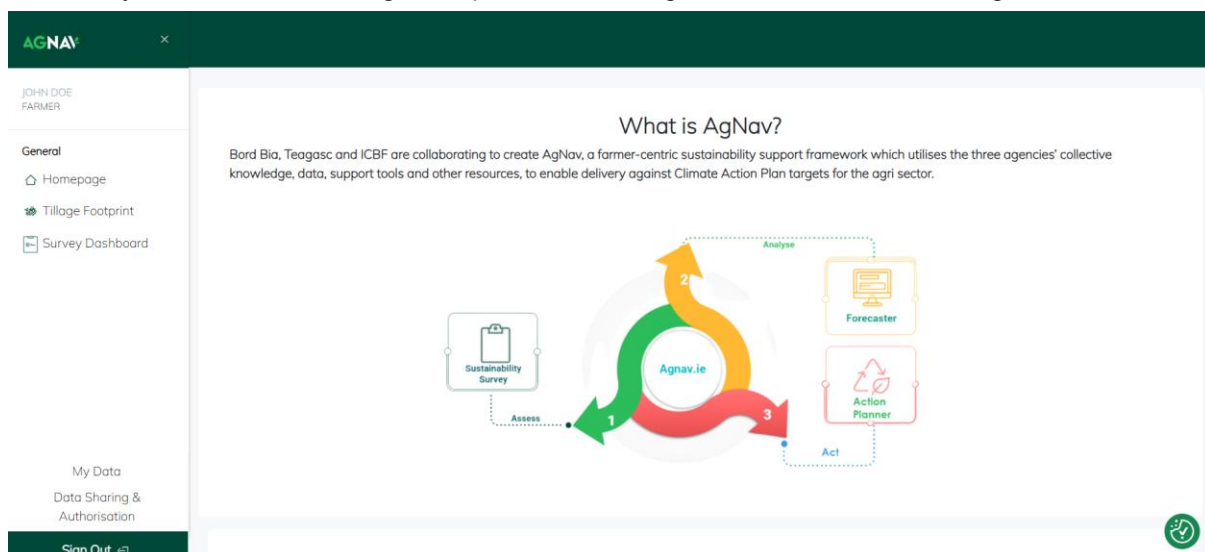
Login

[Forgot Password](#)

## 3. Navigating AgNav

### Homepage

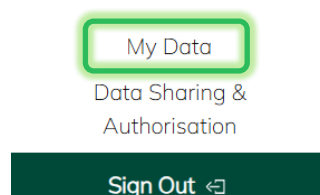
The homepage is the first page that you are directed to after logging into AgNav. It contains links to the Survey Dashboard and Tillage Footprint, as well as general information about AgNav.



The screenshot shows the AgNav homepage. The top header is dark green with the AgNav logo and a close button. Below the header, the user is logged in as 'JOHN DOE FARMER'. The left sidebar contains a 'General' section with links to 'Homepage', 'Tillage Footprint', and 'Survey Dashboard'. Below this is a 'My Data' section with links to 'Data Sharing & Authorisation' and a 'Sign Out' button. The main content area is titled 'What is AgNav?' and describes the collaboration between Bord Bia, Teagasc, and ICBF. It features a circular diagram with three steps: 'Assess' (Sustainability Survey), 'Analyse' (Forecaster), and 'Act' (Action Planner). The diagram is labeled 'Agnav.ie' in the center.

### My Data

Selecting this button takes you to a page detailing who has access your data, such as the AgNav partners (Bord Bia, Teagasc, and ICBF) and any processors (if you are participating in a processor sustainability programme).



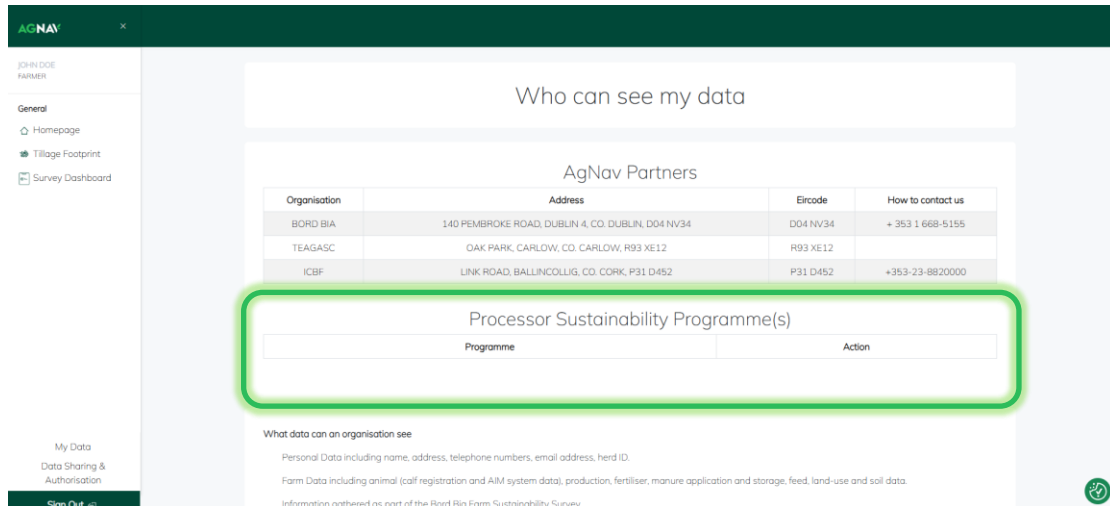
[My Data](#)

Data Sharing & Authorisation

Sign Out <

## Revoking Data Access

On the 'My Data' page, you can revoke data access to processor sustainability programmes that you are a part of. If you are a member of any scheme, in the highlighted green box below you will be able to see the name of the scheme and a red 'Revoke' button in the action column. Press 'Revoke' if you would like to revoke that scheme's access to your data and leave the scheme.



Organisation	Address	Eircode	How to contact us
BORD BIA	140 PEMBROKE ROAD, DUBLIN 4, CO. DUBLIN, D04 NV34	D04 NV34	+ 353 1 668-5155
TEAGASC	OAK PARK, CARLOW, CO. CARLOW, R93 XE12	R93 XE12	
ICBF	LINK ROAD, BALLINCOLLIG, CO. CORK, P31 D452	P31 D452	+353-23-8820000

Processor Sustainability Programme(s)	
Programme	Action
	Revoke

What data can an organisation see

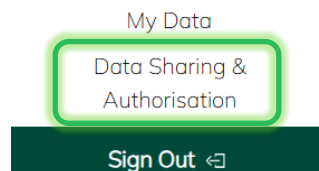
Personal Data including name, address, telephone numbers, email address, herd ID.

Farm Data including animal (calf registration and AIM system data), production, fertiliser, manure application and storage, feed, land-use and soil data.

Information gathered as part of the Bord Bia Farm Sustainability Survey.

## Data Sharing & Authorisation

Selecting this button will open a pop-up window containing information on AgNav's data sharing and authorisation policies. This includes how AgNav uses your data, which data AgNav uses, and how your data is stored.



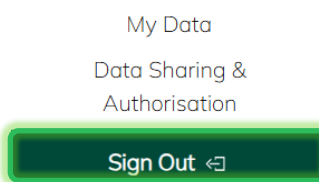
My Data

Data Sharing & Authorisation

Sign Out <

## Signing Out

To sign out of AgNav, click the 'Sign Out' button on the lower lefthand side of the screen.



My Data

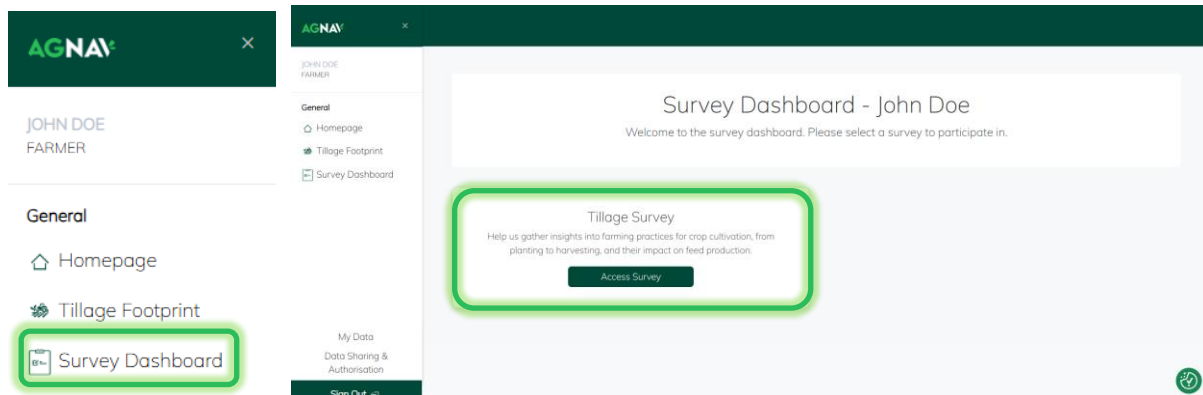
Data Sharing & Authorisation

Sign Out <

## 4. Accessing and Completing your Tillage Survey

### Access the Tillage Survey

The Tillage Survey can be accessed from the Homepage by clicking the menu option on the lefthand side of the screen. This will take you to the Survey Dashboard. From here, click 'Access Survey'.



### Completing your Tillage Survey

To complete your tillage survey, navigate through the survey using the dropdown menus and text boxes to fill in your farm's information.

On the first page, you enter the harvest year. On the second page, you can add information on up to 10 crops. The survey requires information regarding: crop type, straw incorporation, cover crops, soil type, fertiliser application, and organic manure application.

Once you have entered all of the information for all the crops on your farm, click complete.

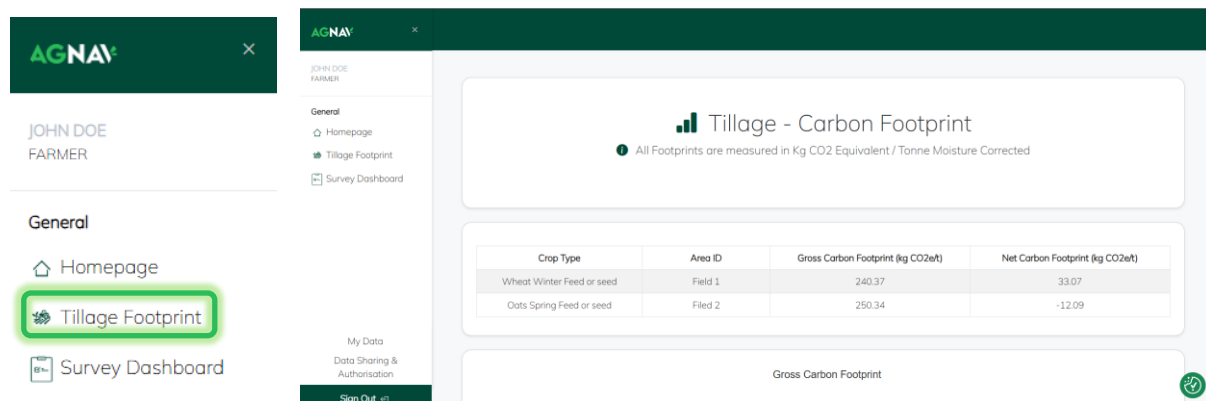
### Tillage Survey

A screenshot of the 'Tillage Survey' form. At the top, it says 'Main Survey: You Can Add Up to 10 Entries'. Below this is a list of crops. The first entry is 'Crop Type: Wheat | Season: Winter | Area Id: Field 1'. The second entry is 'Crop Type: Oats | Season: Spring | Area Id: Field 2'. Below the list is a button that says 'Add Another Crop'. At the bottom of the form are three buttons: 'Previous', 'Complete' (which is highlighted with a green rounded rectangle), and 'Cancel'.

When you click complete, this brings you back to the Survey Dashboard.

## 5. Viewing your Tillage Footprint

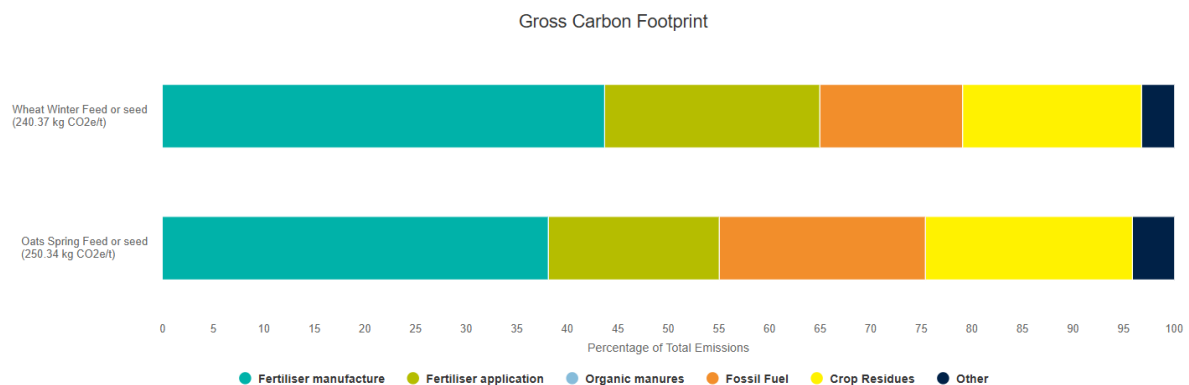
To navigate to your Tillage Footprint, click the menu button on the lefthand side of the screen. This will bring you to the Tillage – Carbon Footprint screen.



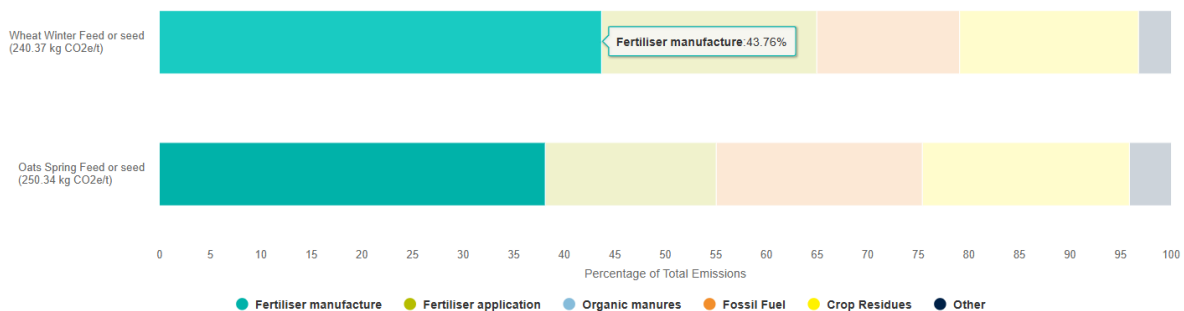
The first section shows you the Gross Carbon Footprint (kg CO<sub>2</sub> equivalent/tonne) and Net Carbon Footprint (kg CO<sub>2</sub> equivalent) for each crop that you entered in the survey.

Crop Type	Area ID	Gross Carbon Footprint (kg CO <sub>2</sub> e/t)	Net Carbon Footprint (kg CO <sub>2</sub> e/t)
Wheat Winter Feed or seed	Field 1	240.37	33.07
Oats Spring Feed or seed	Filed 2	250.34	-12.09

The Emissions Breakdown shows you how much each of the inputs (fertiliser manufacture, fertiliser application, organic manure, fossil fuel, crop residues, and other) are contributing to your Gross Carbon Footprint as a percentage. The Gross Carbon Footprint for each crop is also shown on the lefthand side of the bar chart.



You can view the percentage that each input is contributing by hovering your mouse over that section of the bar chart.





## 6. General Information

### Who to contact if you have a general question about AgNav?

If you have a general question about AgNav, you can ring the Bord Bia Helpdesk on (01) 524 0410, Monday to Friday, 9am to 8pm.

### Who to contact if you want to update your Bord Bia Sustainability Survey?

If you want to update information in your Bord Bia Sustainability Survey, you can ring the Bord Bia Helpdesk on (01) 524 0410, Monday to Friday, 9am to 8pm.

### Who to contact if you have a query regarding the technical content of AgNav?

If you have a technical or scientific question about the contents of AgNav, we suggest you sign up to Teagasc's free Signpost Advisory Programme (SAP). If you sign up to SAP, you will be contacted by your local SAP Climate Advisor, who will organise a visit with you to help you create your AgNav Sustainability Action Plan.

For more information on SAP: <https://teagasc.ie/environment/climate-change-air-quality/signpost-programme/signpost-advisory-programme/what-is-the-signpost-advisory-programme/>

To sign up for SAP: <https://teagasc.ie/environment/climate-change--air-quality/signpost-programme/signpost-advisory-programme/sign-up/>