

September, 2011

VINx2 Vintage/Harvest Guide

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1. Preparing for vintage

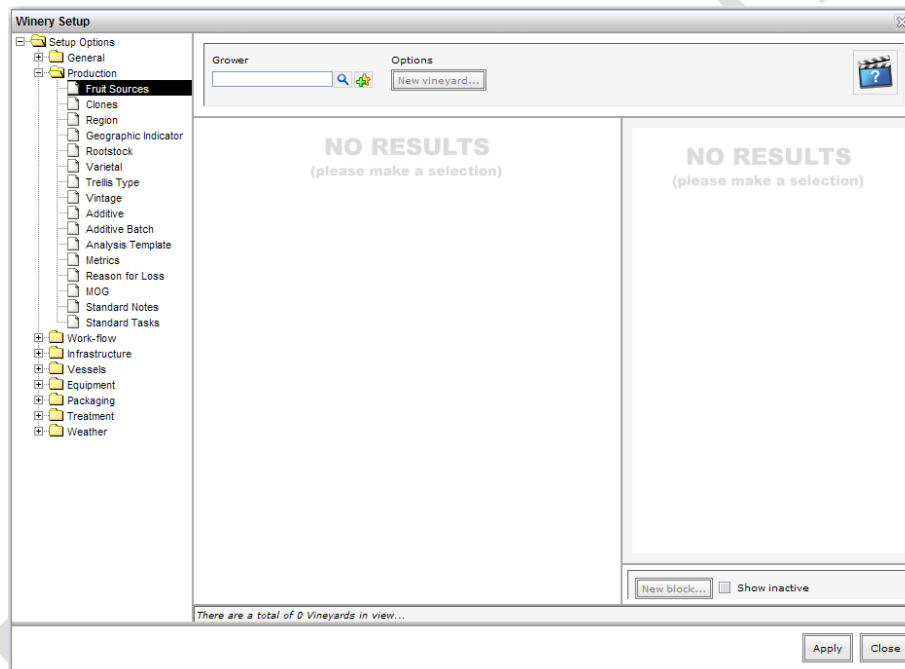
1.1. Growers, Vineyards and Blocks

Before the busy vintage period starts, we recommend reviewing your *Fruit source* setup to ensure all grower, vineyard and block information is correct and up-to-date.

Select *Winery Setup* from the *Quick Launch* menu



Expand the *Production* folder before selecting *Fruit Sources*



You may search for each grower in-turn and a list of the associated vineyards will be displayed. Select each vineyard to see the associated blocks.

To add a new grower select the *New* button next to the grower search field.

To add a new vineyard, search and select the grower before clicking *New vineyard...*

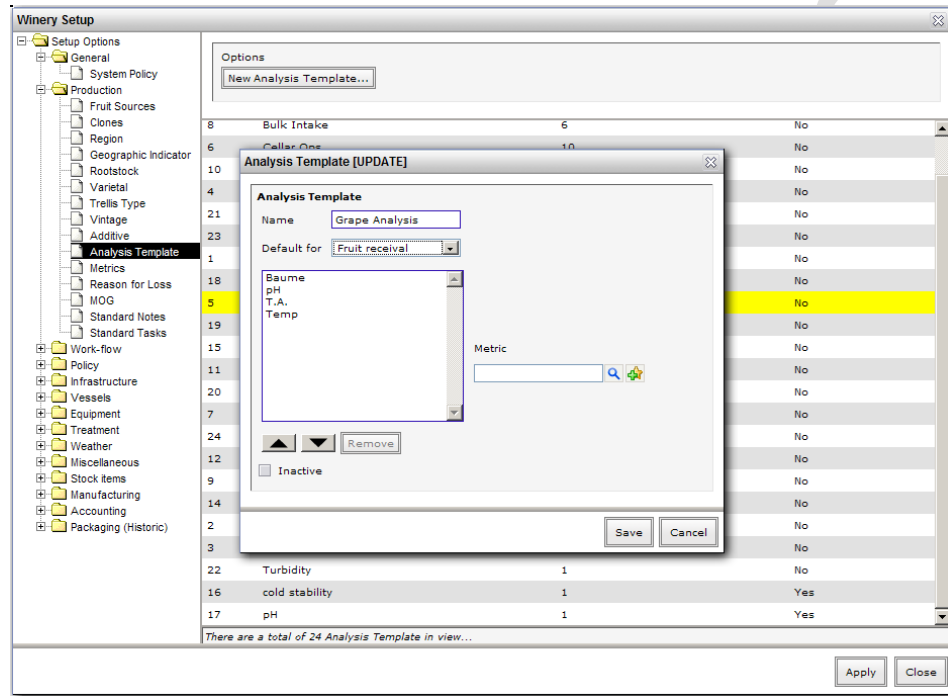
To add a new block, select a vineyard to associate to this block before clicking *New block...*

Please note as of version 2.0 it is no longer mandatory to have vineyards and blocks configured in order to receive fruit into the system. At a minimum the Grower, Region and Varietal are required. This change has also been applied to fruit samples.

1.2. Analysis Templates

Analysis Templates are used throughout the system to group common metrics together and provide the necessary fields when recording measurements in different situations. For example, you will take different readings for a grape sample compared with a ferment analysis. We recommend reviewing the standard templates ahead of vintage to ensure all metrics recorded by your lab are present.

To configure *Analysis Templates*, enter *Winery Setup* followed by *Production* and then select *Analysis Template*.



You can edit existing templates or create new ones for more custom situations by clicking *New Analysis Template...* The example above is for Grape Analysis and contains the metrics Baume, pH and TA and Temp. Whenever an analysis is taken using the V Grape Analysis template, the user will be prompted to enter the measurements for Baume, pH and TA respectively. See section 2 for an example.

You may optionally specify the default template for Fruit sampling, Fruit receival and Ferments by changing the option on the *Default for* field. This will cause the template to be automatically selected in those situations – saving time for the user.

1.3. Auto codes for wine lots/batches

Auto codes are automatic naming templates within VINx2 that allow entities such as wine batches, weighbridge bookings and barrels to be named based on arbitrary properties. For example, a wine batch code could consist of the vintage, region and variety and a unique number (2007MVLSHZ01). Codes are customisable and we advise that you contact us for assistance to configure. If you are familiar with this area of the system they can be configured under *Winey Setup* → *Work-flow* → *Auto-Code*.

1.4. Default vintage

The default vintage is configured under Winery Setup → Work-flow → Defaults and should be set to the current year before clicking *Apply*.

1.5. Vintage end of day procedure

At the end of each day during vintage we encourage you to run the *Grape delivery* and *Crush report* under Winery Reports → Vintage/harvest.

These reports provide a detailed list of all deliveries and all extraction rates from which you can check the validity of data entered by the weighbridge and crush/press. operator Specifically check for:

- Accurate delivery weights
- Accurate extraction rates
- Uncrushed parcels

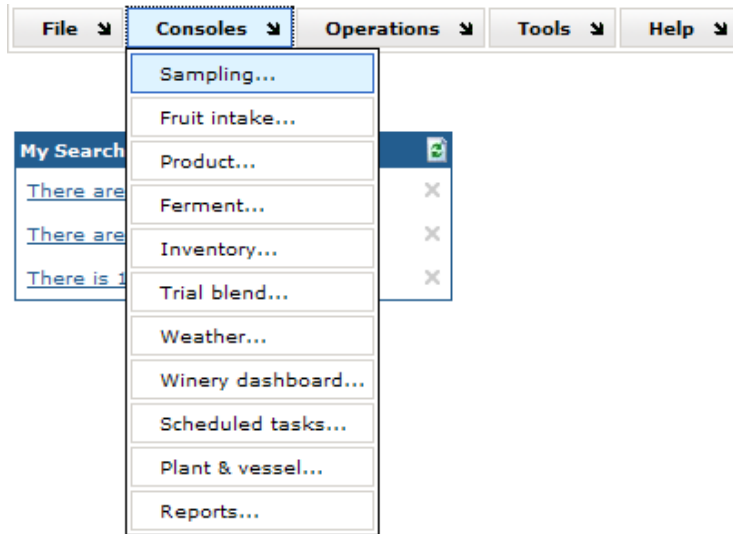
Please note that you can configure a load threshold for the weighbridge as well as a minimum and maximum extraction rate in order to alert the user to potentially incorrect data as they enter it. The weighbridge capacity is configured under Winery Setup → Equipment → Weighbridge. Minimum and maximum extraction rates are configured under Winery Setup → System Policy → Edit threshold settings

2. Fruit sampling

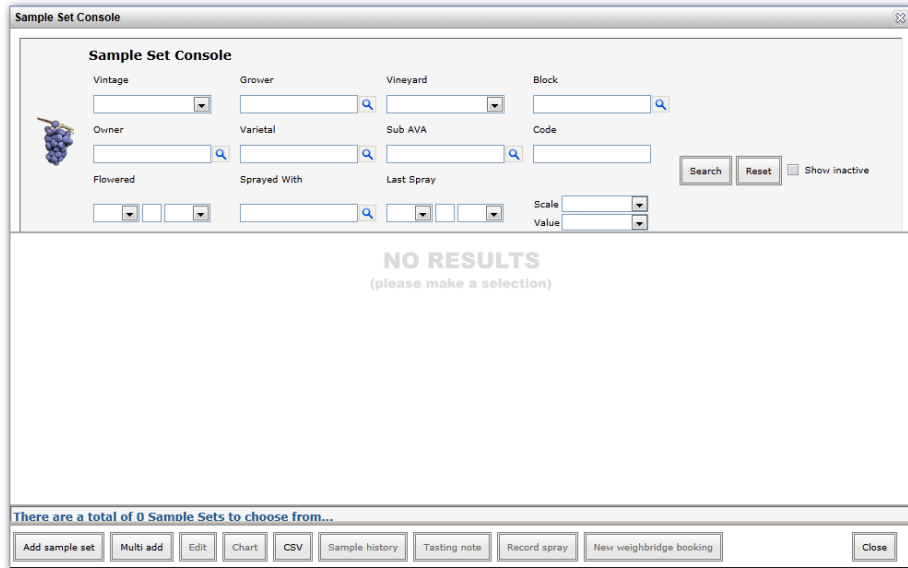
2.1. Sample Sets

Every block that you record fruit samples for should have a sample set created for it and these are configured in the *Sample Set Console*. Sample Sets act as a grouping mechanism and allow individual samples to be recorded over an extended period of time.

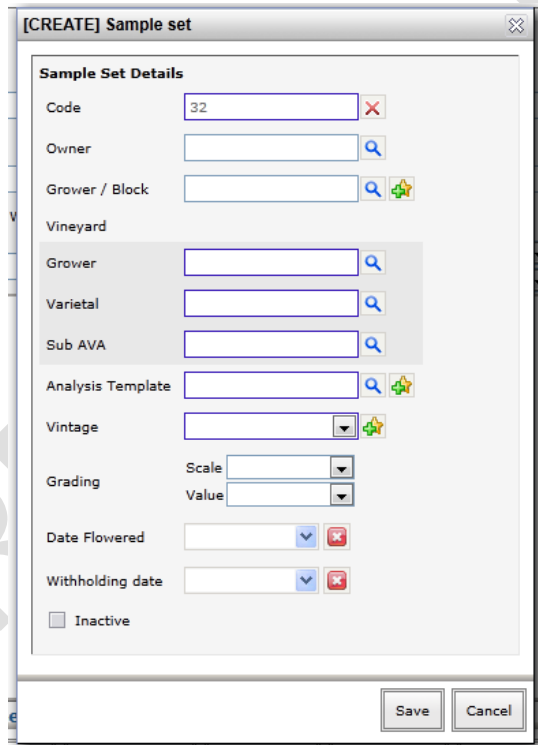
To access the *Sample Set* console, open the *Consoles* menu before clicking on *Sampling...*



The *Sample Set Console* will be displayed. Use the controls at the top of the window to search for existing samples.



To create a new sample set against a single, click the *Add sample set* button and fill in all the necessary information. This includes the owner of the fruit, the default analysis template as well as the fruit source.

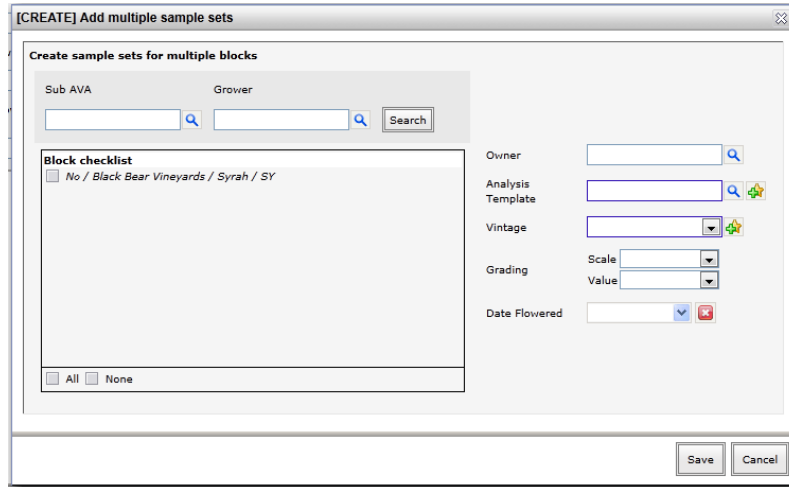


The sample set *Code* can be configured to auto increment or you may specify a code for each sample set that you create. Contact us for assistance to configure if one is not already setup.

The *Grower / Block* search fields allows you to quickly search for a grower by any combination of grower, varietal, region or block name. You can only use this field where blocks are configured in the system. Upon selection it will complete the *Grower*, *Varietal* and *Region* fields automatically.

We recommend configuring all your sample sets well ahead of vintage in order to save time when it comes to recording the analysis readings.

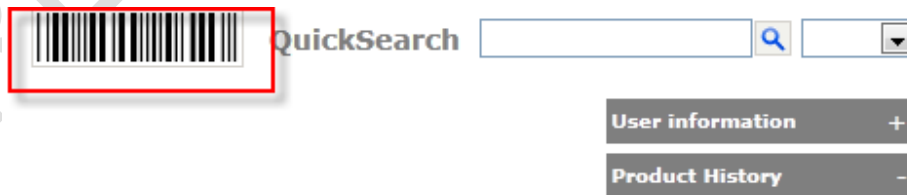
Adding a sample set for each block can be a time consuming process, so to make this easier you can use the **Multi Add** function.



With this option you can add sample sets for a specific Grower or Region by clicking *Search*. Simply check the blocks you want to record fruit samples for this year and fill out the other properties before clicking *Save*.

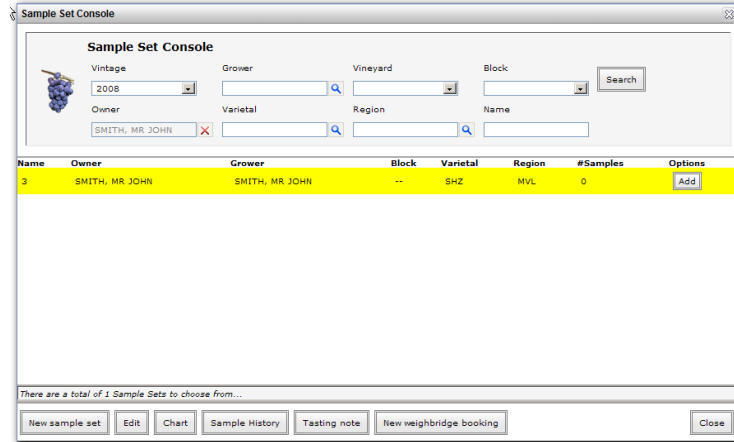
2.2. Recording a fruit sample analysis

A fast way to record the results for a sample set is to click the barcode field from within the VINx2 desktop and enter **BS<sample code>** or if using unique block codes **BS<block code>**. This will take you straight to the *Grape sampling* window to enter analysis results and is similar to how the lab can enter regular wine analysis from a lab label.

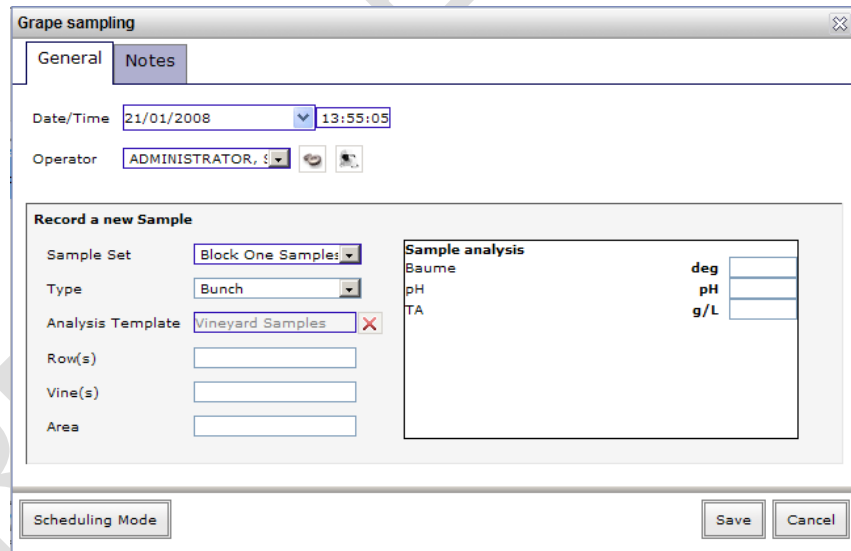


A good way to manage the arrival of sample sets and become familiar with the codes is to use the CSV button from the *Sample Set Console*. This can give you a work-list to use to collect and then process samples.

Alternatively, from within the *Sample Set Console*, find the sample set by using the filter options at the top and clicking *search*. When you locate your sample set click the *Add* button to record the lab results.



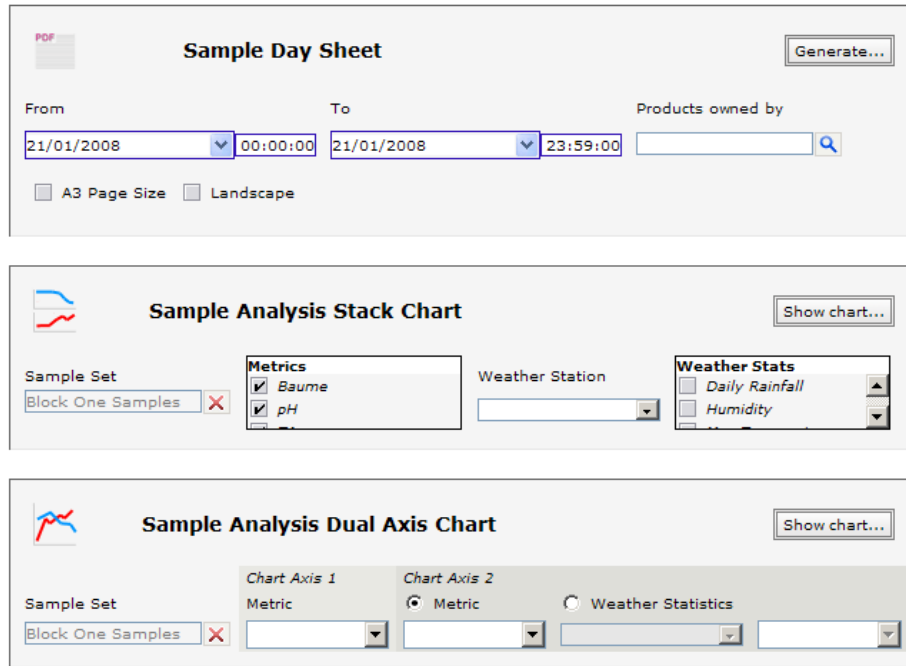
The *Grape sampling* window will be displayed with the default analysis template and *Sample Set* pre-selected. Enter the analysis results into the fields on the right-hand side of the screen and click *Save* to record the data. You may also specify the *Type* of sample. There are several optional fields allowing you to select the type of sample, enter information about the rows or vines and the total sample area.



If required, you can create a cellar note for the grape sampling operation by clicking *Scheduling Mode*, searching for an existing cellar note or creating a new one and clicking *Add to Cellar note*.

2.3. Viewing analysis results

To report on sample data, select a sample set from the list in the *Sample Set Console* and click *Chart*



This will take you to the *Winery Reports* console where you have three options.

Sample Day Sheet

The Sample Day Sheet report produces a PDF document grouping related samples by Grower, Vineyard and Block for the given date range. It’s useful for comparing sample data across multiple fruit sources within the system for arbitrary periods of time. Click *Generate...* after setting your desired options.

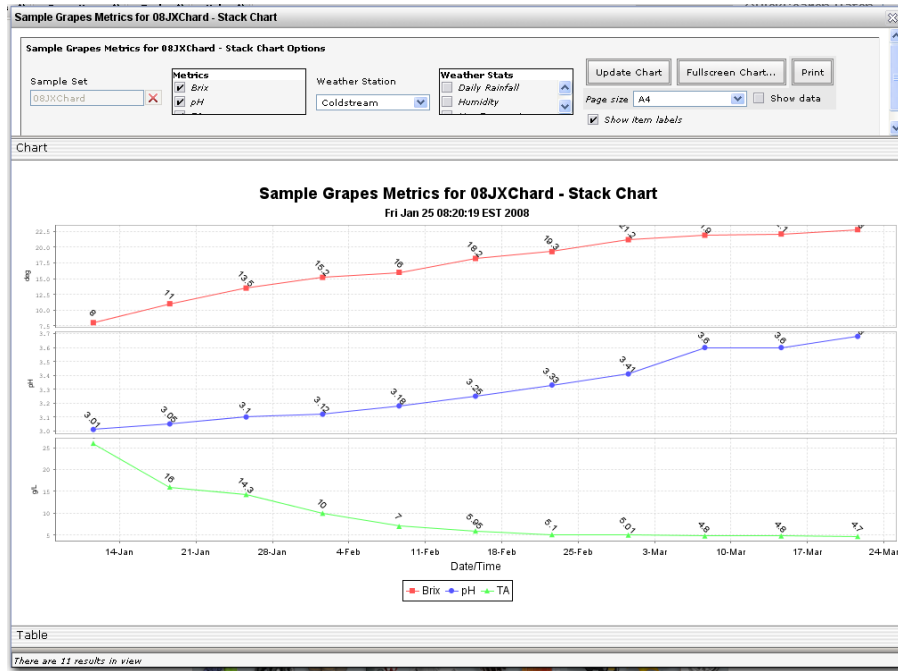
Mon, 21 Jan 08

Sample Day Sheet for 21/01/2008 for SMITH, Mr John

Grower	Vineyard	Block	Date	Metric	Measured Value
Great Fruit Growers	Hay Shed	Block One	21/01/2008 13:55 Vineyard Samples	Baume	10.00 deg
				TA	6.00 g/L
				pH	3.10 pH
			21/01/2008 14:03 Vineyard Samples	Baume	10.50 deg
				TA	6.75 g/L
				pH	3.12 pH

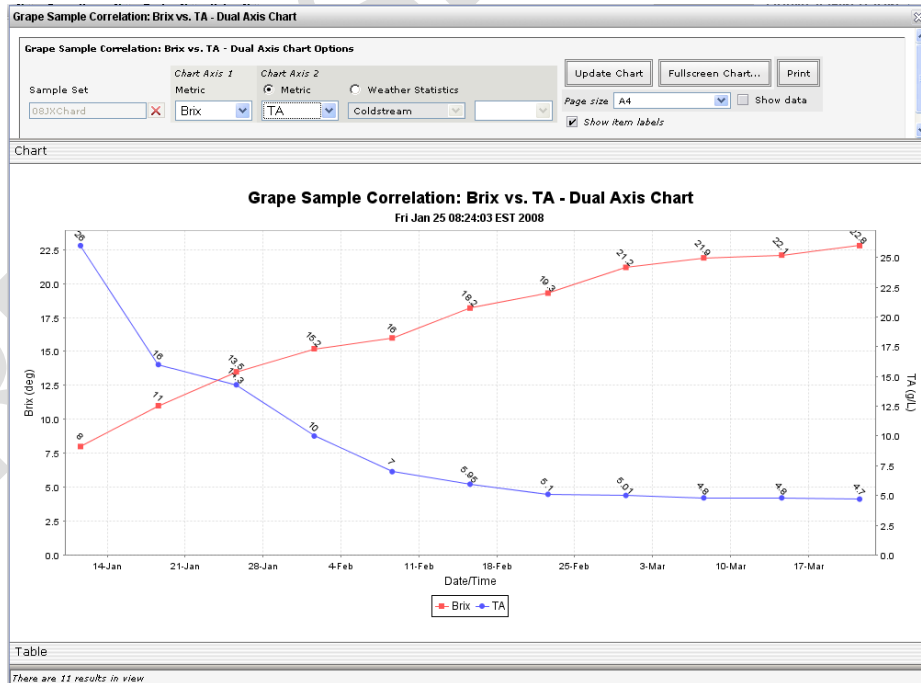
Sample Analysis Stack Chart

This chart produces a line chart over time with each metric (ph, TA etc) reported on its own separate XY axis in a “stacked” formation. Select each metric you wish to see optionally coupled with weather stats if you have purchased a VINx2 Weather Feed. Click *Show chart...* after setting your desired options.



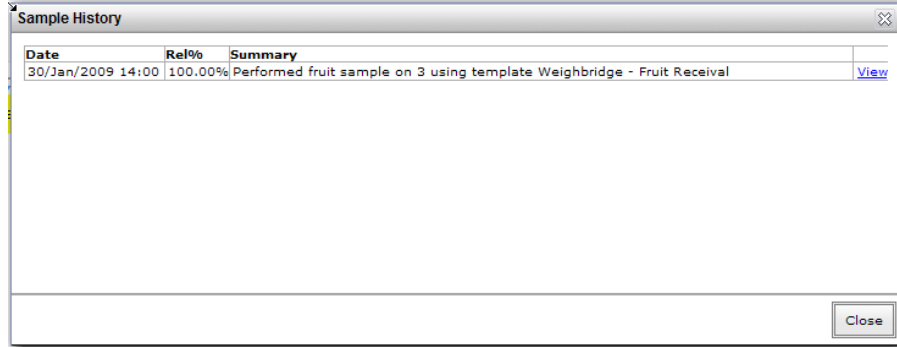
Sample Analysis Dual Axis Chart

This chart allows you to report on two metrics on the one chart providing for a closer correlation. Select any two metrics to correlate or a metric and a particular weather statistic. Click *Show chart...* after setting your desired options.

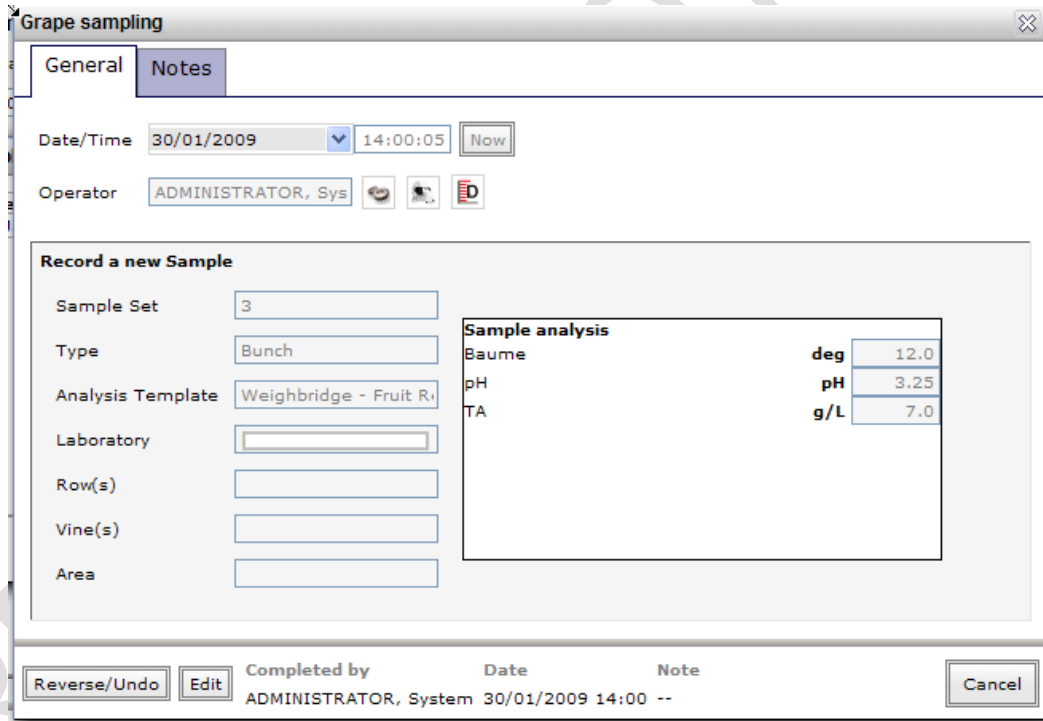


2.4. Viewing sample history and making corrections

From the *Sample Set Console* locate the sample set and select the *Sample history* option.



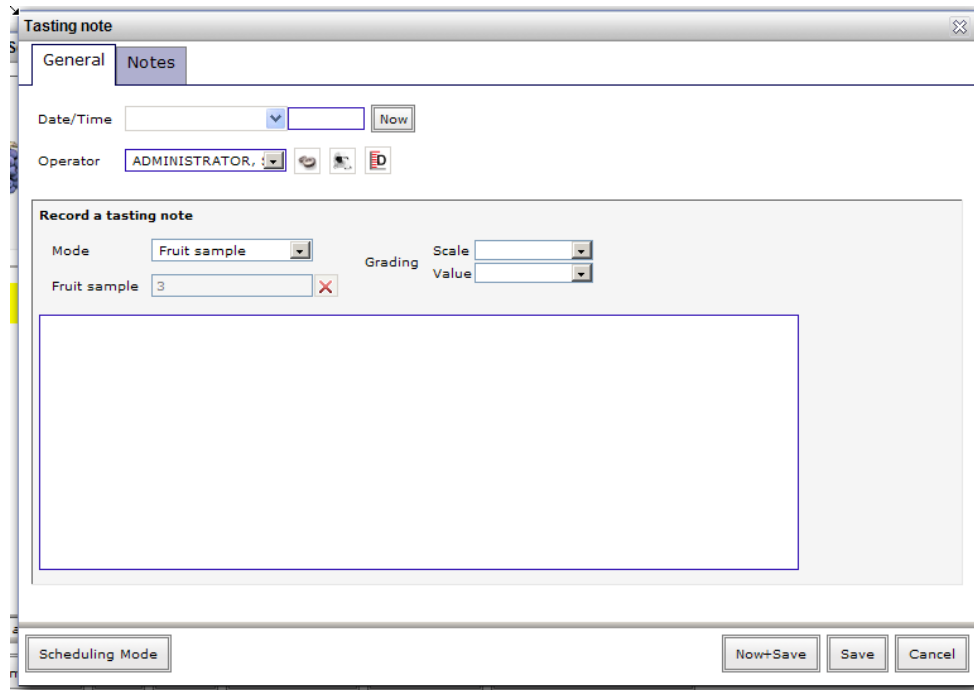
You will be provided with a list of past samples. Click the *View* option to see more detail.



You can see all the values selected by the user when the sample was recorded. To reverse the analyses click the *Reverse/Undo* button. To edit the measurements, click the *Edit* option.

2.5. Record a tasting note against a sample set

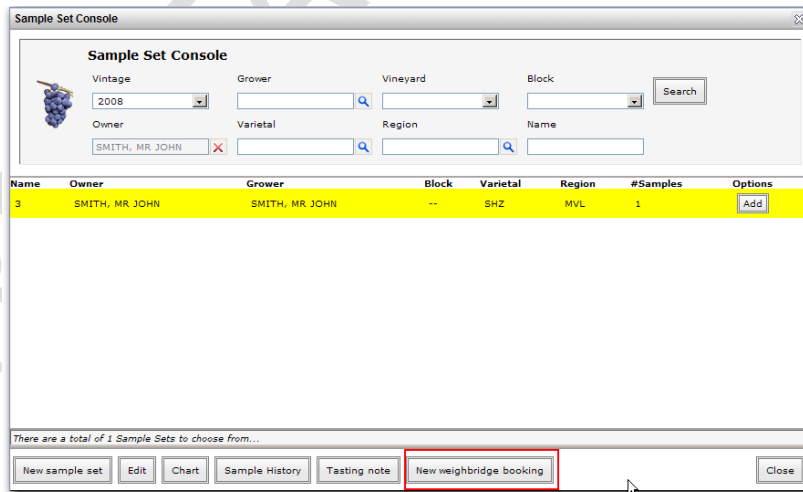
To record a tasting note, open the *Sample Set Console* and locate the sample set. Click the *Tasting note* button.



Enter your tasting notes in the text box before clicking *Now+Save*.

2.6. Creating a weighbridge booking from a Sample set

VINx2 streamlines the creation of a *weighbridge booking* if you already have a *sample set* configured for the block of fruit. Open the *Sample Set Console*, select the *sample set* and then click *New weighbridge booking*



See the next section on weighbridge bookings for more information.

3. Managing weighbridge booking / delivery

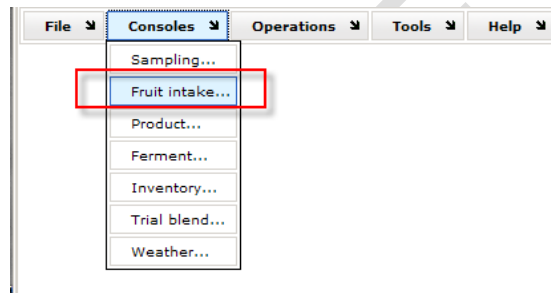
3.1. Weighbridge booking

In a similar concept to the *sample set*, you will need to create single *weighbridge booking* for each block that you expect to receive fruit from. Ideally these should be created ahead of time as part of your general vintage planning. A *weighbridge booking* groups related parcels of fruit together and can be used across multiple deliveries. For example, if you are expecting to receive fruit in more than one delivery from the same block, you would use the same weighbridge booking for each delivery. If you are expecting deliveries from more than one block, you would establish a *weighbridge booking* for each.

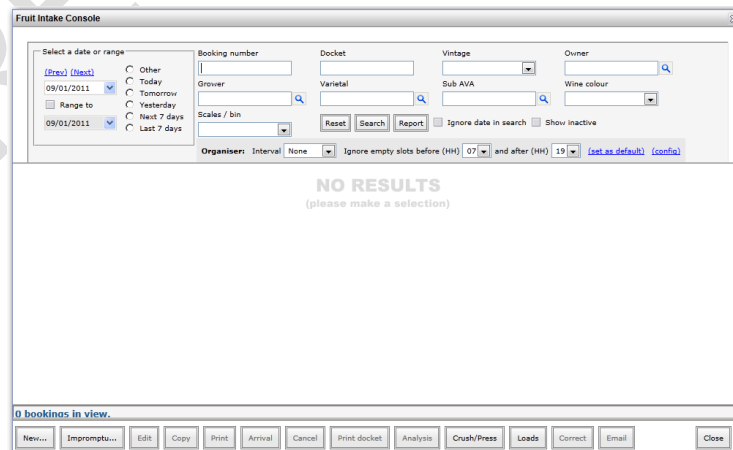
If you are expecting deliveries from the same block over a large enough time periods you can create a separate *weighbridge booking* for each. There's no hard and fast rule in this regard but be aware that you can enter the number of *loads* expected for a single block for a single day.

3.2. Creating a new Weighbridge booking

Managing the receipt of fruit into the winery is done via the *Fruit Intake Console*. It is accessible from the Consoles menu and by clicking *Fruit intake...*



This console has a number of filter controls at the top that determine the *weighbridge bookings* displayed on screen.



By default, all bookings for the current day and current vintage are displayed. You have several options for broader date ranges or to isolate specific bookings based on such fields as *Grower*, *Varietal* and *Region* etc.

There is also an **Organiser** mode which allows you to see available time slots as well as booked time slots in a similar way that your Microsoft Outlook allows you to make appointments in the Calendar. Set the *Interval* to *None*, *15 mins*, *30 mins* or *60 mins* and nominate the default time range in 24 hour format that you want displayed. Clicking the (set as default) option will remember the organiser settings for next time.

To make a booking from an available time slot, simply click the empty slot and you will be taken straight to the Weighbridge booking. Alternatively you can click the *New* button:

The *Weighbridge Booking* window will be displayed.

Booking number – you can have an auto-generated booking number produced by the system and provided to your growers as a reference. **To help streamline the intake of fruit we recommend that your growers provide this reference on the consignment note for the fruit in order for your staff find it in the system quickly.** Alternatively you can enter this number manually. Consult us for assistance in configuring for your needs.

Note – enter any general note or description about the booking here

Arrival date – the scheduled arrival date for the fruit

Arrival time – the expected time the fruit will arrive

Weight estimate – an estimated weight in tonnes for the fruit

No of Loads – Enter the number of loads expected from this block throughout the day

Scales / bin – If you're managing multiple receival bins or scales at your winery, select the appropriate one.

Carrier – if you know the transport company ahead of time select them here

Reference# - an arbitrary reference filed that can be used to note a reference from the transport company, the grower or anything else

Owner – the owner of the fruit

Grower / Block – if you have blocks configured this field allows you to nominate the specific block from which the fruit is expected. You can enter any search text including the growers name, growers code, varietal, region or block name to help locate the block. Upon selection the *Grower*, *Varietal* and *Region* field will be automatically populated.

Grower – the grower of the fruit

Varietal – the type of fruit


Region – the region the fruit is from

Vintage – the current vintage

Grading – any grading / allocation to be set on the fruit as it arrives

Harvest – the harvest method, Hand, Machine or Unknown

Click **Now+Save** to save the booking. Upon saving the new booking a *Weighbridge booking receipt* will print that is designed to be sent to the grower or owner of the fruit. It has all the details about the booking. We advise that you ask the grower to ensure a copy of the weighbridge booking receipt arrives back at your winery with the fruit. The barcode on the receipt can be scanned at the weighbridge to quickly locate the booking in the system.

Weighbridge booking		Booking No. AB0065	JX2 Technology
Owner:	JX2 Technology		
Grower:	JX2 Technology		
Address:	10 Ronald St, MITCHAM, VIC 3132		
Booking:	16/02/2009 14:00		
Grower:	JX2 Technology		123456789
Vineyard:	JX2 Vineyard		
Region:	Yarra Valley		DELIVER TO:
Block:	SHZ NS		Level 40, 140 William St
Variety:	Shiraz		MELBOURNE, VIC 3000
Allocation:	A		Postal Address:
Weight:	8 t		Level 40, 140 William St
 WEBAB0065			Phone: (03) 8337 0444 Fax: (03) 8621 8918 Email: info@jx2.com.au
Notes:			
Entered by: ADMINISTRATOR, System			Date/Time: 16/02/2009 12:54

3.3. Crush / Press loads

You may not see this enabled within your version as it's turned off by default but if you have the need to manage the crush or press of multiple blocks of fruit within the one individual *load* then this option is for you. Contact us if you would like this feature enabled in your version. It must be said this feature is ideal for white dominate producers that have a number of presses with complicated blends to manage.

Why a Crush/Press load makes things easy is that you select the Crush/Press load for an extraction cellar note ahead of the fruit coming in which will print and clearly show the blocks / fruit required for the load. It also has its own easy to use management console available under Consoles → Crush/Press loads that allows you to manage to the loads and report on the planned receipt of bins versus the actual.

For example, for sparkling wine producers you may wish to crush 3 t of Pinot Noir with 2 t of your Chardonnay in the one load to create your base sparkling wine. You can create separate bookings for each block or blocks of fruit (i.e. book in the arrival of the Pinot Noir as one booking, then Chardonnay on another) but importantly you can link these to the same Crush/Press load.

When creating the booking you will see a table that allows you designate which Crush/Press loads the fruit is destined for. You can designate all of the fruit delivery to a single Crush/Press load or across multiple. You may need to have multiple designations if you receive 11 t of fruit but your press can only hold 5 t at any one time.

Click *Add line* to make each of these designations.

You can select from an existing Crush/Press load by using the search option or simply click the *New* button to add a new one.

Load# - If using Crush/Press loads the system can automatically generate an incrementing code to reference the load which may be as simple as a number starting from one. Contact us to configure an appropriate automatic naming convention.

Crusher or press – Select the appropriate crusher or press being used for the load

Date – The date for the load. By default this will assume the same date as the linked booking.

Instruction – this can be used as a brief instruction that will appear on the Extraction cellar note. As an example it may say Heavy press to T11, Free Run to OF2. Or may be as simple as “See winemaker before start”. It’s up to you how you use it.

Click *Save* to create the new Crush/Press load.

Once you have created or selected a Crush/Press load you can optionally indicate the number of bins expected to fill the load. This is only an estimate at this point based on what you expect to come in.

3.4. Managing the receipt of fruit

There are several options when it comes to recording the receipt of fruit into the winery.

Option (1) Record the delivery as it occurs or afterwards

Option (2) Schedule ahead of time and prepare a cellar note for the delivery.
This may be particularly useful if you wish to nominate specific bins to be used for the pick-up/drop-off of fruit.

Option (3) Record the delivery in stages

The best method will depend on your standard operating procedure and will need to consider factors such as the presence of a computer near the weigh station or scales. Read the steps below and consult JX2 if you are still unsure.

With each option, you will need the *Fruit Intake Console* on-screen and have the appropriate filters set in order to select your *weighbridge booking* to record a delivery for. By default the view defaults to show all bookings for the current day.

Before looking at each of the options in turn, let’s look at the Intake / Delivery forms in general. The delivery form contains information relating to each truck of fruit received. Multiple loads can be specified by adding additional ‘loads’ to the one delivery.

3.4.1. Intake delivery window

The screenshot shows a software window titled "Intake delivery" with two tabs: "General" and "Notes". The "General" tab is active. It contains the following fields and controls:

- Date/Time:** A text input field with a dropdown arrow and a "Now" button.
- Operator:** A dropdown menu showing "ADMINISTRATOR," with three small icons to its right.
- Delivery Information:** A section containing:
 - Weighbridge:** A dropdown menu with "Weighstation" selected and a green plus icon.
 - Carrier:** A dropdown menu with a green plus icon.
 - Connote:** A text input field.
 - Truck rego.:** A text input field.
 - Driver name:** A text input field.
 - Buttons:** "Edit", "Remove", and "Add load" buttons are located to the right of the input fields.
- Bottom Buttons:** "Now+Save", "Save", and "Cancel" buttons are located at the bottom right of the window.

Weighbridge - specify the weighbridge/scales the fruit is being weighed at.

Carrier – company or individual responsible for transporting the fruit

Connote – connote or cart note reference number for the delivery

Truck rego. – vehicle registration number of the truck delivering the fruit

Driver name – name of the driver delivering the fruit

Receipt – print a grapes received receipt

Truck loads – click the Add load button to add a load of fruit delivered by this truck. You can select other loads and edit or remove them from the delivery.

3.4.2. Intake details window

Intake Details

Fruit | Bins | QA / Cost / Analysis | Photos | Crush/Press Load(s)

Weigh in: Weighbridge booking:

Gross (T): Owner:

Tare (T): Grower/Block:

Nett (T): Vineyard:

No. of bins: [\(Weigh each bin\)](#) Grower:

Bin description: Varietal:

Sub AVA:

Vintage:

Intake Details

Fruit | Bins | QA / Cost / Analysis | Photos | Crush/Press Load(s)

Add each bin as it is weighed

Bin	Crush/Press load	Gross(T)	Tare(T)	Nett(T)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

[Add a bin to total weight]

Intake Details

Fruit | Bins | QA / Analysis | Photos

Harvest method:

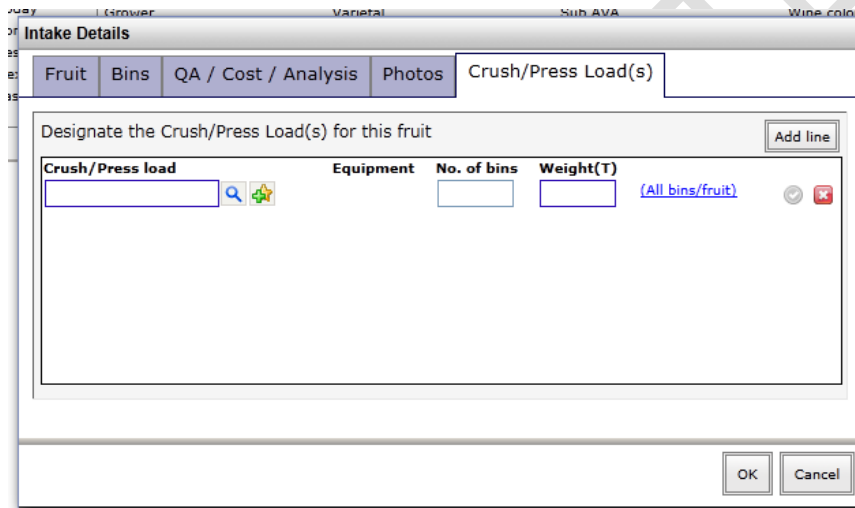
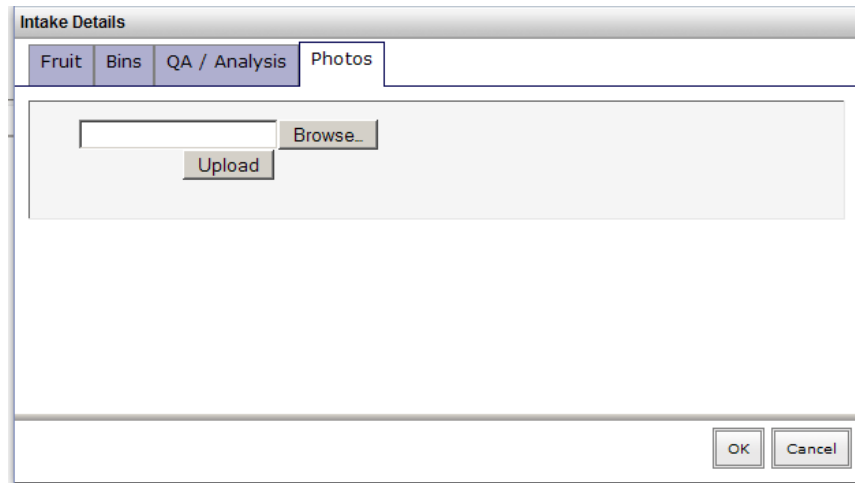
MOG:

Grading: Scale Value

Analysis template:

Rate per tonne (\$):

Intake Analysis
No metrics defined



The *Intake Details* window records the details for each unique load of fruit brought in as a delivery to your weighbridge / scales.

Fruit tab

Weight unit - the weight unit (TONNES or KILOGRAMS) to use when recording the weight of the fruit. The default is TONNES.

Gross – gross weight of the load of fruit entered according to the nominated *Weight unit*. This field is automatically calculated if using the **Each bin Weigh Mode**.

Tare – tare weight of the load of fruit entered according to the nominated *Weight unit*. This field is automatically calculated when using the **Each bin Weigh Mode**.

Nett – the nett amount of fruit entered according to the nominated *Weight unit*. By entering both a **Gross** and **Tare** amount this field can be automatically calculated by clicking the calculator button. It is automatically calculated when weighing each bin.

No. of bins – record the number of bins of fruit received for this load of fruit

Bin description - when weighing a truck and you want to record bin numbers you may enter the numbers in this field

Weighbridge booking – the original booking that this intake/delivery relates to. If not already selected this field will pre-populate all the fruit source information upon selection.

Owner - the owner of the fruit

Grower / Block – if you have blocks configured this field allows you to nominate the specific block from which the fruit is expected. You can enter any search text including the growers name, growers code, varietal, region or block name to help locate the block. Upon selection the *Grower*, *Varietal* and *Region* field will be automatically populated.

Grower – the grower of the fruit

Varietal – the variety of the fruit

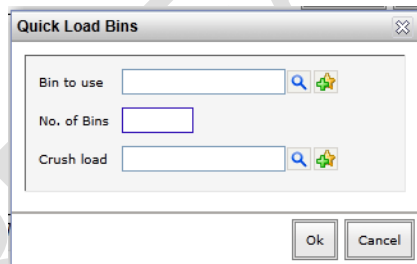
Region – the region from which the fruit was sourced

Vintage – the current vintage

Bins tab

If you weigh individual bins to calculate a total gross and tare weight then you can enter bin information on this tab. Click the *Add line* button to add new entries to the table. The *Update* button will recalculate the total weight on the Fruit tab and the *Verify* option ensures all mandatory fields are set – it will alert you by highlighting fields in pink if anything is missing.

The *Quick Load* button allows you to quickly add a number of line items so that you don't have to click the *Add line* button for each.



This function is particularly useful if you have only a handful of standard sized fruit bins configured in VINx2 and don't have them all uniquely numbered/labeled. i.e. it allow you to use the one Bin type entering the gross/nett weight as required.

Bin – the bin. Bins should be preconfigured in the system or may be added by clicking the new button. Upon bin selection any tare weight set on that bin will automatically drop into the tare weight on the weight screen.

Crush/Press load – If using this feature you can designate particular bins of fruit to a specific crush/press load. This will help to ensure when crushing/pressing fruit from different blocks, the specific bins make it into the right load.

Gross - the gross weight of the bin in the nominated weight unit

Tare – the tare weight of the bin after it has been emptied

Nett – the nett weight of the fruit

QA / Analysis tab

Harvest Method – HAND or MACHINE

MOG – the level of Material Other than Grape

Rate per tonne (\$) – the rate paid per tonne for the fruit

Grading – an optional grading / rating for the quality of the fruit. Grading Scales are configurable under *Winery Setup* -> *Work-flow* -> *Grading Scales*

Analysis Template – the analysis template to use in order to record fruit sample analysis on arrival

Photos tab

Photos can be added under the Photos tab of the Intake details window when processing a delivery. More than one photo can be added and then subsequently viewed by opening the intake details once the delivery is saved.

To upload a photo, browse for the file on your computer and then click Upload. Each photo will be listed. Click View to see the photo and Remove to delete it from the system.

Crush/Press Load(s) tab

If this feature is enabled as explained in the [section](#) above, then this tab will be available upon an arrival to confirm the designation of bins or total weight received at the scales for the nominated Crush/Press load. If weighing individual bins then this section will be filled out automatically for you. If you're entering a total gross/tare/nett weight then you can simply click the (All bins/fruit) option in this window to copy that across or manually specify the weight designated for a particular load.

3.4.3. Weighbridge booking console options

Option (1) Record the delivery as it occurs or afterwards

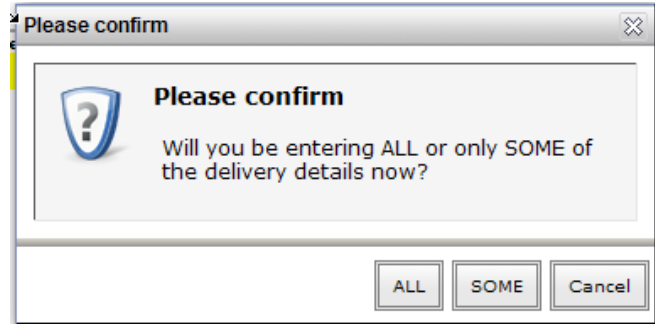
This option allows you to enter the arrival information as it happens or after the fact if you find yourself catching up on paperwork at the end of the day. You will require all weights and details about the delivery before commencing. From the *Weighbridge booking Console* select the *weighbridge booking* and then click *Arrival*.

The Intake Details form will appear and require all mandatory information to be completed. Upon clicking *Ok* you will be able to click *Save* and save the information directly to the database.

Option (2) Schedule ahead of time and prepare a cellar note for the delivery.

Please note: this mode needs to be enabled by us so please contact VINx2 support at support@jx2.com.au to request this feature.

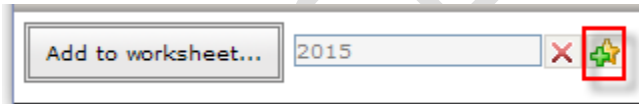
To schedule ahead of time, select the booking in the *Weighbridge booking Console* before clicking *Arrival*. You will be prompted with the following question:



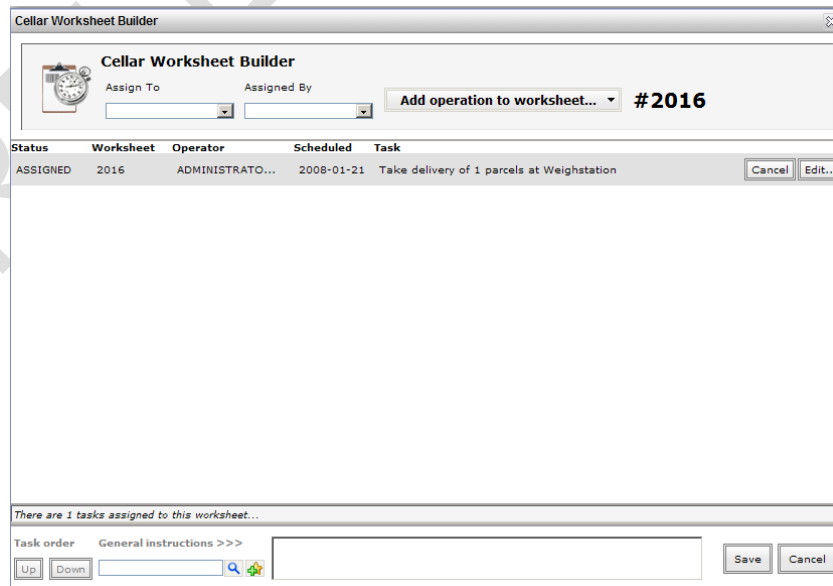
Click *SOME* as we are not saving all the delivery information in this instance.

The *Intake Details* window will be displayed with some information pre-populated. At this point complete any additional information known to you at the time – including any bins that you wish to nominate. Click *OK* which will bring you to the *Intake delivery* window. You may optionally add another load on the same truck by selecting *Add load*.

When satisfied that you have all information, you can add the note to a new cellar note by clicking the *New* button as indicated below.




Click *Add to cellar note* to bring up the *Cellar Note Writer*. Here you can add additional tasks, such as a *Crush* note, or simply click *Save* to print.



The printed worksheet will look very similar to the below image with enough space to write detailed information about the delivery including individual bin information where required.

ASSIGNED TO:		ASSIGNED BY:	
ISSUED DATE:	Mon, 21 Jan 08	ISSUED TIME:	18:53



TWL2016

Cellar Operation Worksheet											
From / Task Info					Operation/Treatment	To					
Vessel	Batch code	Before		After		Vessel	Batch code	Before		After	
		DIP	Litres	DIP	Litres			DIP	Litres	DIP	Litres
Grower: Great Fruit Growers		Gross:				Intake (Parcel 1/1)	Bin	Gross		Tare	
Vineyard: Hay Shed		Tare:				P08ADHSHZ01	BIN 3				
Block: Block One		Weight:				Carrier:	TIPPER 1				
Varietal: Shiraz		MOG:				Truck/Rego:	TIPPER 2				
						Connote:	Ownership: SMITH, Mr John				
General instructions						Operation notes					
Worksheet completed at ____:____ on ____/____/2008 by _____											

Re-entry of the worksheet occurs in the same way as all other cellar operations. If weighing each bin, be sure to select each bin on the Bins tab and enter the gross / tare amounts before clicking *Update*.

Option (3) Record the delivery in stages

Please note: this mode needs to be enabled by us so please contact VINx2 support at support@jx2.com.au to request this feature.

This option allows you to start a scheduled delivery in real time when the truck arrives, through unloading, fruit analysis and tare weight measurement.

To start a delivery click *Arrival*. Complete the gross amount and any other delivery information (such as connote, driver name, truck rego. etc) as the truck or bins are being weighed. To **suspend the uncompleted** delivery click *Suspend* which pauses the delivery in the system until more information is known. As the truck is unloaded, weighed again and sample results become available you can continue the paused delivery at any and each point by selecting the *weighbridge booking* and clicking *Resume*. This option will allow you to add more information at any time and as it becomes available.

To finalise the delivery and print a receipt – click *Arrival* and then *ALL* when prompted about whether you are entering all or only some details.

3.5. Receiving an impromptu (un-booked) load of fruit

In the event you receive a load of fruit at the weighbridge with no prior booking it is not necessary for you to create one. From the *Fruit intake console* you can click *Impromptu delivery* and enter the delivery in one simple step.

3.6. Weighbridge docket

The weighbridge docket has been standardized to look much like the dispatch receipts printed by the system. The docket contains details about the owner, carrier and grower of the fruit as well as a comprehensive breakdown of the weight. If bins are used in the

intake, then the gross/tare of each bin will be printed. The gray area contains fruit sample readings that you may have taken on delivery.

Grapes received - Weighbridge		Docket No. 98 / 1	YOUR LOGO HERE						
Owner:	Real Wines								
Address:	_____								
Carrier:	_____	Con Note:							
Grower	GROWER, Joe		Analysis						
Vineyard	House Vineyard								
Region	McLaren Vale								
Block	BB1234								
Variety	Shiraz								
Harvest / MOG	MACHINE / --		<table border="1"> <tr> <td>Baume</td> <td>13.00 deg</td> </tr> <tr> <td>pH</td> <td>3.25 pH</td> </tr> <tr> <td>TA</td> <td>7.10 g/L</td> </tr> </table>	Baume	13.00 deg	pH	3.25 pH	TA	7.10 g/L
Baume	13.00 deg								
pH	3.25 pH								
TA	7.10 g/L								
No. of Bins	Gross (t)	Tare (t)		Nett (t)					
12	44.15	12.25	31.90						
Address: 10 Ronald St MITCHAM, VIC 3132 Postal Address: PO BOX 5124 BURNLEY, VIC 3121 Phone: (03) 8337 0444 Fax: (03) 8621 8918 Email: info@jx2.com.au									
Signed: _____ Driver: _____ Rego: _____ Date/Time: 24/01/2008 11:20									

A note about the *Docket No.*

The docket sequence is represented as a *Unique delivery number / Sequence of the intake*. The delivery number will increment for each new delivery of fruit and the load sequence number will only increment – per delivery – if there is more than one load (fruit from a different fruit source) on the truck. For example, a truck arrives with fruit from two different growers. Each load of fruit from a different source should be entered as a separate load on the delivery (see section 3.4.1). The first load will have the docket number of 1/1 and the second will be 1/2. The next truck has fruit from the one grower. The docket number for that load will be 2/1 and so on.

3.7. Reprint a docket

To re-print a docket for a completed delivery, select the Weighbridge booking from within the *Weighbridge booking Console* and click *Print docket*. If there are multiple deliveries for this Weighbridge booking the system will prompt you to select from a list.

3.8. Prepare a crush note

You may prepare a crush note from the *Weighbridge booking Console* by first selecting the appropriate *Weighbridge booking* and then clicking *Crush/Press*. The *Extraction* window will be pre-populated with the Weighbridge booking or the Crush/Press load if you have that feature enabled.

The screenshot shows the 'Extraction' window with the following components:

- General Tab:**
 - Date/Time: 23:31, with 'Now' and 'Yesterday' buttons.
 - Operator: ADMINISTRATOR_S
- Extraction Section:**
 - Load from booking: [Field]
 - Load from crush load: [Field]
 - Parcel(s) for a SINGLE crush/press load: [Field] + Add line
 - Parcel Weight: [Field] lb (Bins...)
 - Available: [List Area]
 - Parcel weight for crush: 0 lb
 - Fruit process: [Dropdown]
 - Crusher/Rollers: [Dropdown]
 - Press: [Dropdown]
 - Destem: Must chill:
- Table Section:**

Add each fraction (Must, Free-run, Pressings etc) extracted from the selected parcels [Verify] [Add line]

Vessel / Batch	Type	Weight/Rate or DIPs	Volume(gal)
[Field]	[Dropdown]	[Field] * [Field]	[Field]
[Field]	[Dropdown]	Weight(T) Rate(gal/ton)	
- Summary:** Estimated extraction volume (gal) = 0 gal Rate = 0 gal/ton
- Buttons:** [Scheduling Mode] [Now+Save] [Save] [Cancel]

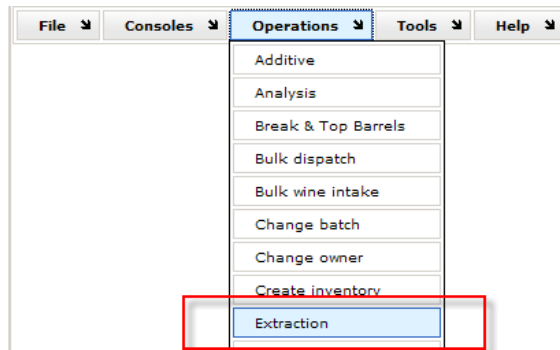
Click *Add to cellar note* or *Now+Save* to open the *Cellar Note Writer* and print the cellar note.

4. Crush / Extraction

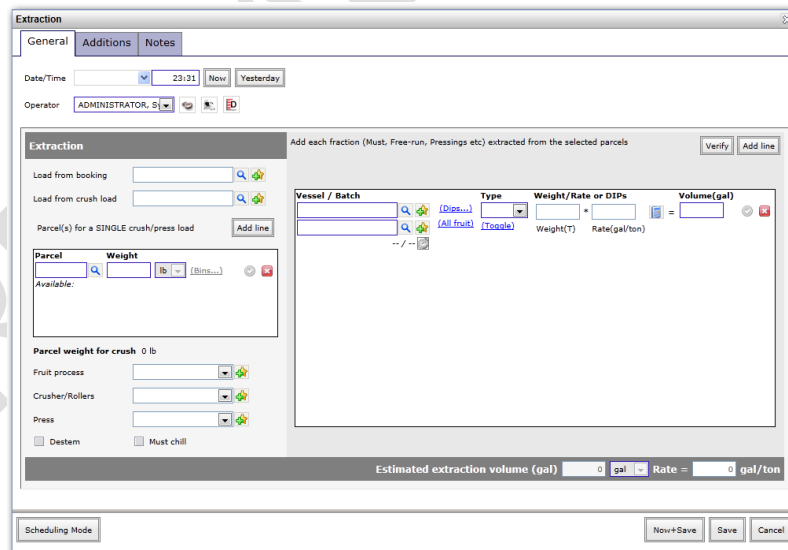
4.1. Extraction operation

The extraction operation is designed to record the initial extraction of must/juice from the fruit by crusher or press.

The *Extraction* window can be accessed from within the Weighbridge booking Console as detailed in section 3.6 or directly via the *Operations* menu on the *VINx2 Desktop*, *Product Overview* or the *Cellar Note Writer*.



The *Extraction* window is comprised of two distinct areas: Extraction and the fraction details table.



Extraction

This section is for information relating to a single load in the crusher/press.

Load from booking – the weighbridge booking containing parcels (fruit deliveries) you wish to extract. Upon selection all those uncrushed parcels received into VINx2 will drop into the parcels list. If you need to crush/press multiple blocks of fruit together it's best to use the Crush/Press load option – you may need to contact us to have this enabled.

Load from crush load – if the Crush/Press load feature is enabled you can select the appropriate crush/press load which will associate the correct fruit to this extraction cellar note.

Parcels – add each parcel that you are including in this crush load. Parcels from different blocks, growers can be added. Search by docket number, varietal code, region code or booking number.

Crusher/Rollers – select the crusher or rollers to use to extract the fruit. Leave blank if using the press – e.g. you may press some whites without the rollers or crusher

Fruit process – setup fruit process treatments under Winery Setup → Treatments → Treatments (Crush). These can be used to supply some instruction on a crush/press note. Some common example are treatments that define the procedure for “Destem only”, “Whole bunch press”, “Crush no Rollers” etc etc.

Press – select a press to use if required

Destem – indicate whether the fruit is to be destemmed

Must chill – indicate whether the must is to be chilled

Details per fraction

This section of the form relates to information for each resulting fraction of must or juice from the crush. These fields will need to be filled out for each fraction before clicking the *Add* button to add an entry to the fraction list.

Vessel – destination vessel or fermenter where the fraction should be processed to

Batch – destination wine batch for the fraction. Fractions can be placed in different vessels and be associated to the same wine batch. For example, in the case of pressings vs. free run, you may like to keep the two wine components within the same batch but simply store separately. You can create a new wine batch by clicking the *New* button or search for an existing batch in the system.

Fraction type – indicate the type of fraction, for example, free run, pressings or must

A note about fraction weight and volume

At the point of extraction, the system converts from weight to volume based measurements for the resulting wine fractions. Therefore, each fraction will require a volume to be calculated – even if just an estimate based on a standard rate of extraction. The volume is coupled with the known weight and both will be displayed to the user. For example, until you take an accurate dip measurement, you will see both an estimated volume and also a weight in tonnes for a wine in ferment. The three fields used for

calculating this amount are **weight, rate and volume**. You are only required to supply values for any two of these fields before clicking the calculate button to calculate the other.

Weight (t) – the weight in tonnes being extracted for this fraction. The value for this field should take into consideration the total weight of the parcels selected on the left and should be proportional to the extracted fraction.

Rate(L/t) – this field represents the rate of extraction per tonne for the fraction. Unless the exact weight and volume are known, it should be entered as an estimate. Default rates can be configured per fraction type (pressings, free run, must etc) under Winery Setup -> System Policy -> Edit extraction rates

Volume (L) – the volume in litres of the crushed fraction. If estimating this amount, then you are only required to enter a Weight and a Rate (L/t) before clicking the calculate button.

Dips – If you have dip measurements for the fraction of wine then click the (Dips) option and calculate before clicking OK. This will drop into the Volume field.

Note: to toggle between the Dips and the RateXWeight options, click the (Toggle) option. If you would like default rates configured for the different fraction types, please contact support for assistance.

Click **Add line** to add another fraction to the fraction table.

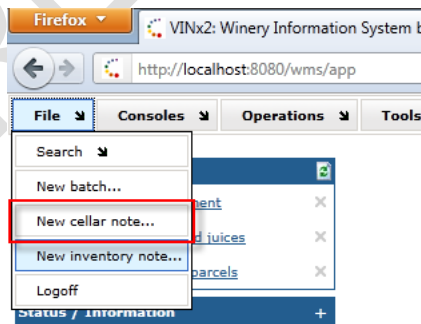
Additions tab

Additions can be record and listed on a cellar note for a crush or press operation. Both of these operations have an Additions tab where all additions being made at the must pump or press tray can be indicated and recorded. You may calculate rates per Ton, Pound, Tonne or Kilogram.

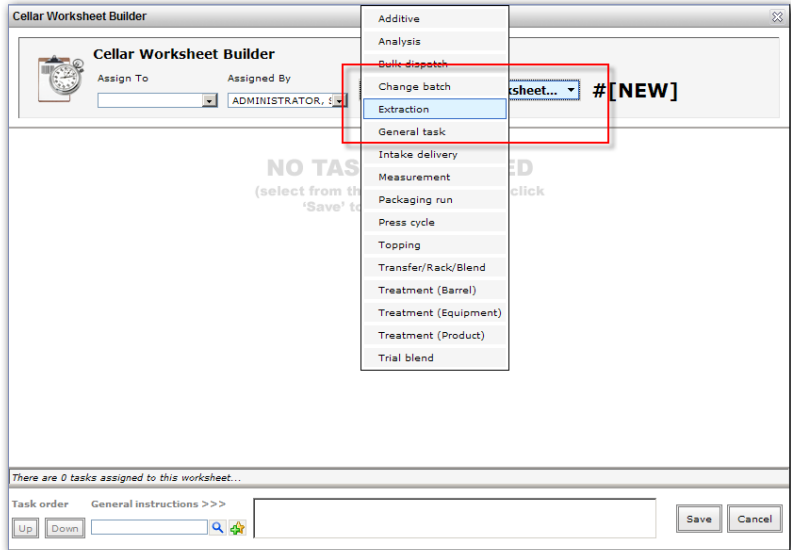
Click the Add line button to enter another entry.

4.2. Creating a cellar note

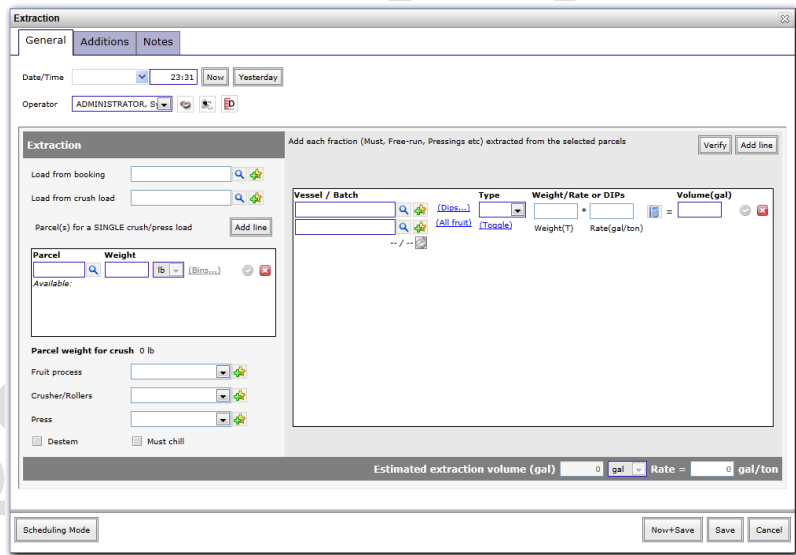
To create a cellar note for extraction, open the *Cellar Writer* via the *File* menu.



Click *Add operation to worksheet*, followed by *Extraction*



The *Extraction* form will be displayed in schedule mode and already associated to the new worksheet.



Complete as much information as possible about the extraction before clicking *Add to worksheet*.

Add any additional operations to the worksheet such as *Additive* or *Analysis* before clicking *Save*. The worksheet will be displayed on-screen ready to be printed.

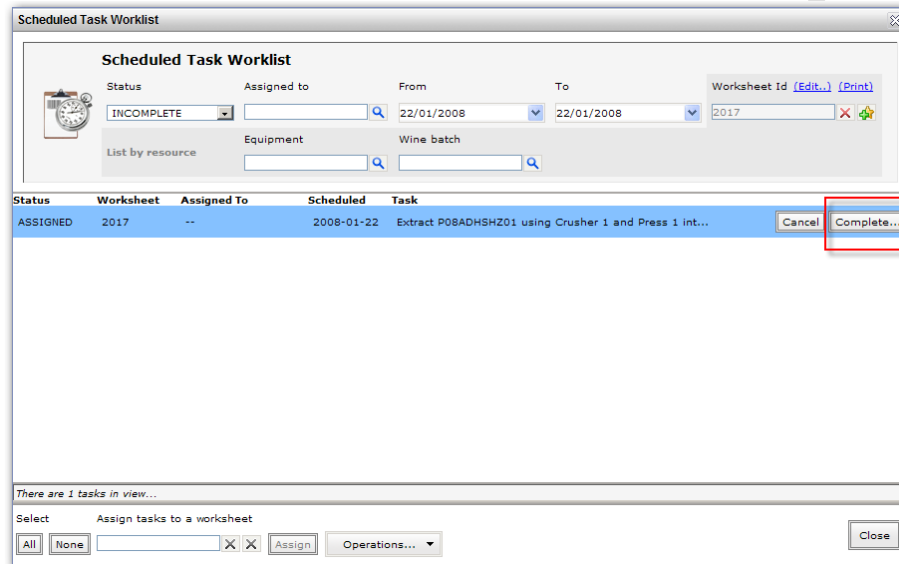
By not specifying any fractions, the system will print a blank template note with space for up to three fractions.

4.3. Completing the cellar note

To complete the cellar note, scan in the barcode or locate the worksheet via the *Scheduled Task Worklist*.



Click “*Complete...*” for the extraction task



The *Extraction* window will be displayed at this point and you are required to fill in the completed cellar note. It's important to double check that the correct parcels are selected and that the total weight of extraction is what you would expect. Match the docket numbers entered on the note to those of the parcels in the list. Select each fraction in turn completing any missing information before clicking Save to record the operation.

5. Press

5.1. Press Cycle operation

The *Press Cycle* is typically used after extraction and after ferment in the case of reds. **It is not designed to be used to extract whites** – that should be done from the *Extraction* operation with a press selected.

The *Press cycle* window can be accessed from the *Operations* menu on the *VINx2 Desktop*, *Product Overview* or via the *Cellar Note Writer*.

The *Press Cycle* operation operates on a very similar principle to the *Extraction* operation in that the product can be split into multiple fractions destined for different vessels. For example, you can elect to send you free run to one of you 10kL tanks and your pressings to a 3kL tank. The *Press Cycle* window is divided into three main areas: *Press*, *Details per fraction* and *Fraction list*.

Press

This section is for general information about the wine to press and any loss that resulted.

Vessel – the vessel that contains the wine to press

Batch – the wine batch to press. The (Copy) link copies the batch to the wine batch field of the *Details per fraction* section.

Press – the press to use for the extraction

Use gas – indicate whether to use gas when transferring wine around. This prints on the worksheet.

Loss – enter or calculate any loss of wine as a result of the operation

Loss reason – a reason for the loss of wine product

Details per fraction

This section of the form relates to information for each resulting fraction of free run or pressings from the press. These fields should be filled out for each fraction before clicking the *Add* button to add an entry to the fraction list.

Vessel – the destination vessel for the fraction

Wine batch – the destination wine batch for the fraction. If it you are using the same batch then you can use the (Copy) link from the left hand side of the form to copy the original batch into this field.

Product state – optionally update the product state for the resulting fraction

Dip Measurements – the pre and post dip measurements of the destination vessel for the fraction. Click the calculate button to calculate the amount or enter the total amount into the *In (L)* field if already known.

Fraction type – indicate the type of fraction, for example, free run, pressings or must

Click **Add** to add each fraction to the fraction list and **Update** to update the entry.

Fraction list

This section contains the list of resulting fractions added for this press operation. Each entry may be selected in turn and removed or updated using the buttons *Remove* and *Update* respectively.

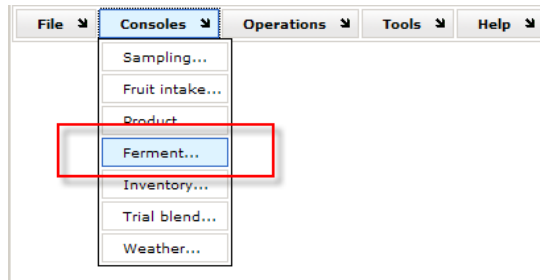
5.2. Cellar note

Creating and completing a cellar note for a Press Cycle occurs in the same way as for an extraction, detailed in section 4. Just be sure to select *Press Cycle* instead of extraction from the operation menu.

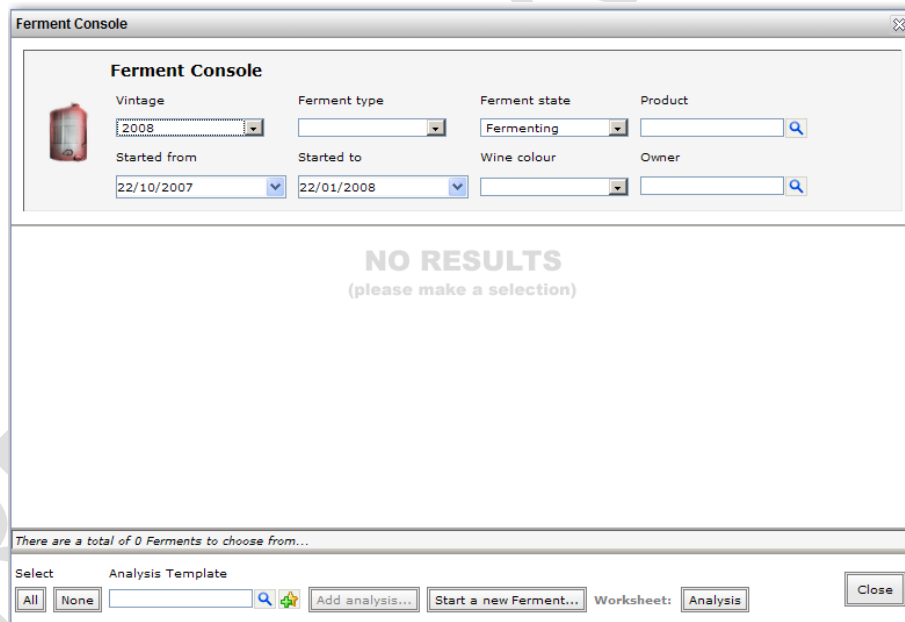
6. Managing ferments

6.1. Ferment console

The ferment console centralises the management of all Alcoholic and Malolactic ferments in the system. It is accessible via the *Consoles* menu and then by clicking *Ferment*.



The *Ferment Console* has a number of controls at the top to provide a filtered list of ferments. By default, all wine products currently fermenting state for the selected vintage are shown.



6.2. Start a new ferment – manually

You may start a new ferment (without producing a cellar note) by clicking the *Start a new Ferment* button on the *Ferment Console*. Alternatively, you may locate the wine product in the *Product Overview* and click *Start ferment* from there.

The *Start ferment* window is displayed.

Vessel – the current vessel of the wine product

Batch – the wine batch of the wine product

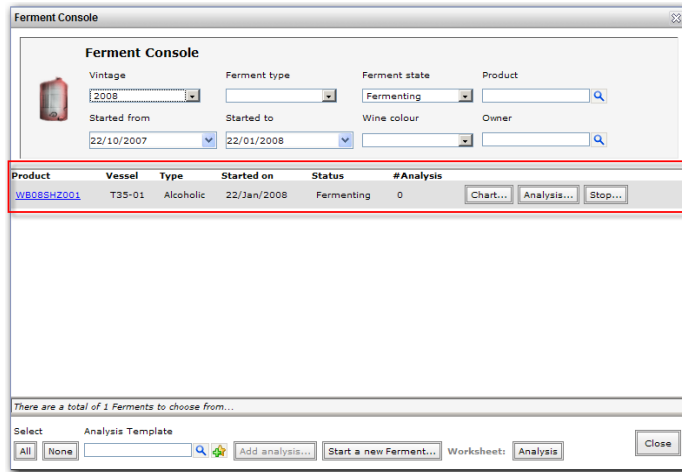
Ferment type – the type of ferment to start, Alcoholic or Malolactic

Analysis Template – the default analysis template to use when recording analysis readings against this ferment

Stop policy – you can configure a stop policy to prompt the user to stop a ferment when recording an analysis where certain values are met. For example, you may configure a stop policy where residual sugar is being tested and is less than 2.0. Click the *New* button or configure the policy under Winery Setup → Policy → Metric threshold. See section 6.10

Start date – the date the ferment was started

Click *Save* and the ferment will be started for the wine product - accessible from within the *Ferment Console*.

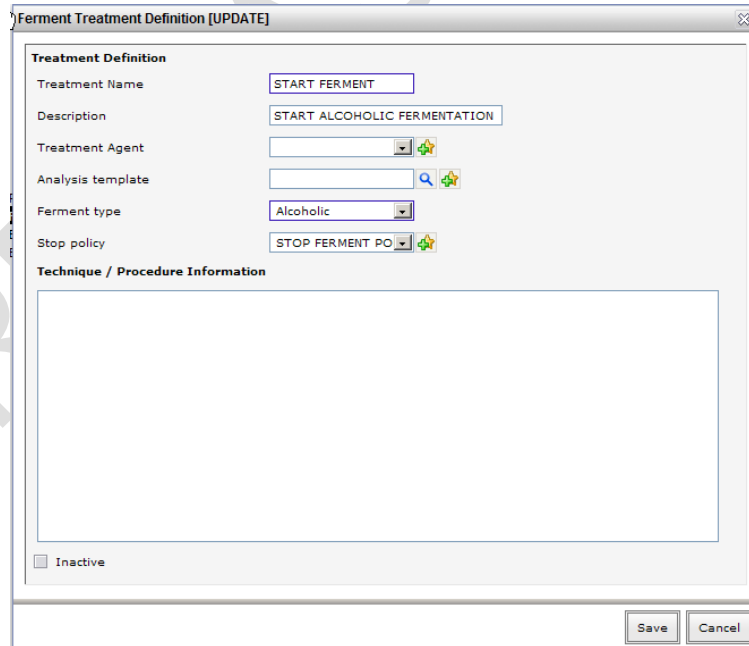


6.3. Start a new ferment – from a yeast addition

Please contact us for assistance in configuring your yeast additions if you are at all unsure of the following steps.

You can now associate a treatment, including a start ferment treatment, to an additive in the system. When the additive operation is processed the nominated treatment will be triggered. This is particularly useful for yeast additives, the addition of which you may want to automatically trigger the start ferment operation in the system.

A start ferment treatment can be configured under Winery Setup → Treatments → Treatment (Ferment).



Treatments can be associated to additives through Winery Setup → Production → Additive. Search for the treatment using the *Cause treatment* field.

When the additive is selected on the Additive operation window, any associated treatment will be selected as well. You may also override the treatment selection or remove it all together.

6.4. Start a new ferment – from a culture transfer

VINx2 allows you to seed the ferment of a wine product when transferring a fermenting wine to another wine product.

Assuming the source vessel contains a fermenting liquid, the transfer operation will ask you to confirm the ferment state (for alcoholic or malo-lactic) of the resulting blend.

In order to make the purpose of the operation clear to your cellar hands we recommend that you configure a ferment treatment called SEED FERMENT and select this on the Transfer/Rack/Blend window.

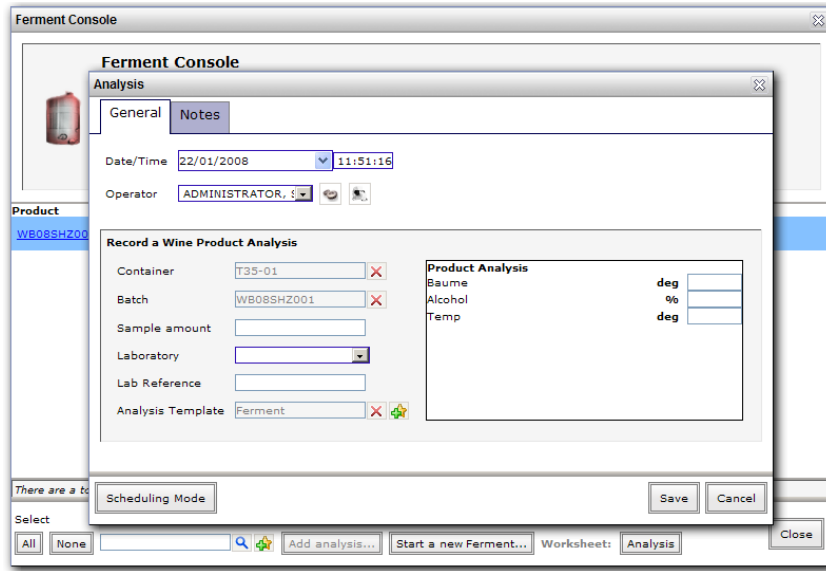
Custom treatments are configurable under *Winery Setup -> Production -> Treatments -> Treatment (Product)*

6.5. Record an analysis

You can record an analysis for a single ferment from within the *Ferment Console*. Adjust the filters so that you can see the desired ferment and then click *Analysis*.

The wine product and analysis template will be pre-populated. Ensure that you enter all measurements before clicking *Save*.

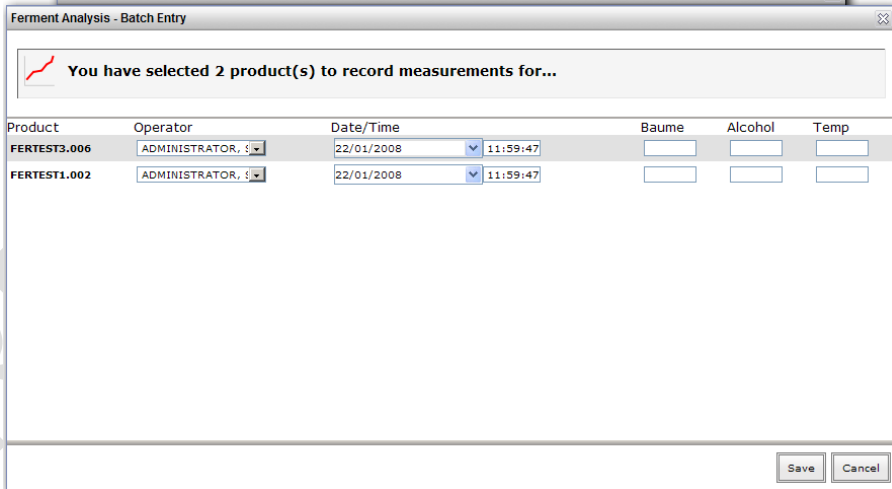
You may also record an analysis for the wine product outside of the ferment console and the data will still be viewable in all ferment based reports.



6.6. Enter analysis data in bulk

The system allows you to select a number of ferments from within the *Ferment Console* and enter analysis readings in bulk.

To do so, select each ferment that you want to record data for or use the *All* and *None* buttons. Select an *Analysis template* and click *Add analysis...* The *Ferment Analysis – Batch Entry* window will be displayed.



Enter your measurements and adjust any date/times before clicking *Save*.

Note: this method of entering analysis is independent of a worksheet and will not complete any outstanding cellar notes that you may have created.

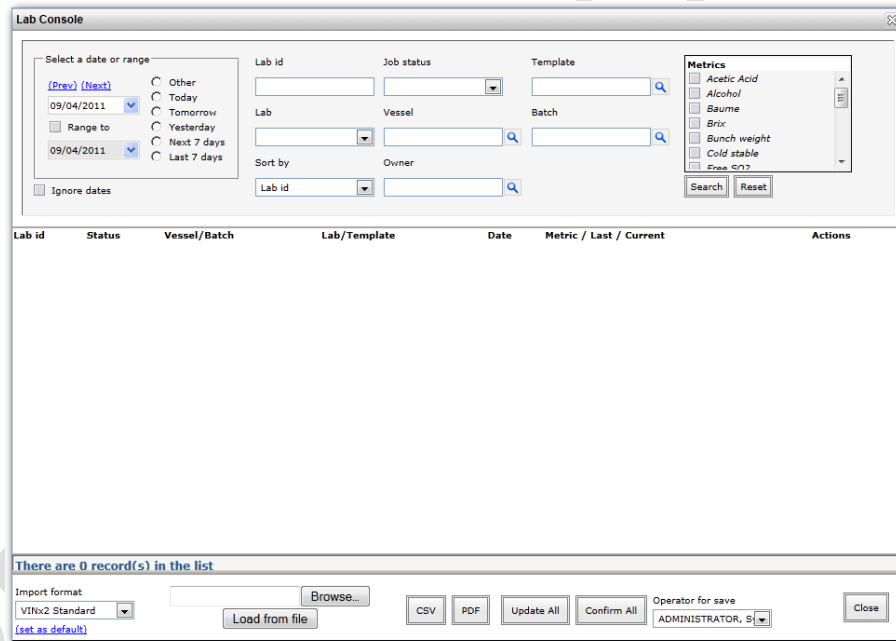
6.7. Enter analysis data using the lab console

VINx2 is equipped with an advanced lab console that allows you to easily manage and enter lab results for wines in bulk.

The lab console only shows wines where a lab label request has been made. To make a request for wines in ferment. Simply use the product search via File → Search → Product search and find all the “Fermenting” wines you want to sample before selecting the wines (or clicking All) and the *Lab labels* button. You don’t need to print all the lab labels but this will create a request for the sample now viewable in the *Lab Console*.

The benefit of this approach over the Ferment console is that results can be Updated before being Confirmed in the case where you want a senior winemaker to approve results before they are saved against a wine. Another benefit is that you can easily produce a CSV (Excel document) to key the results in and then use the Upload function of the lab console to import the results (Sugar/Temp etc) directly into VINx2.

The lab console is accessible via Consoles → Lab

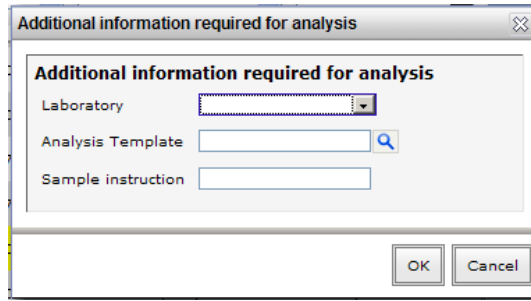


Use the CSV button to produce an Excel document that can be filled out and then uploaded using the *Browse and Load from file* options. Alternatively, simply fill in the results onscreen before using the *Confirm All* option to save the results against the wines.

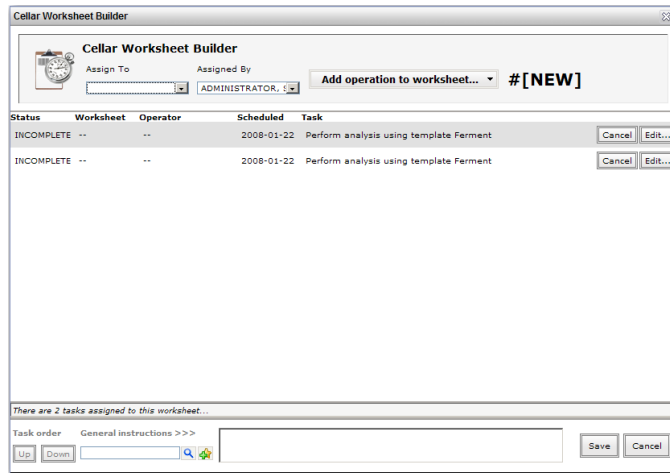
6.8. Create a batch analysis worksheet

You can create a cellar note for multiple ferment samples by selecting multiple ferments from the *Ferment Console* and clicking the *Analysis...* button at the bottom of the console.

The system will prompt you for some additional information



Specify additional information for the worksheet, before clicking *Ok*. The *Cellar Note Writer* will be displayed with a separate task for each wine product currently in ferment.



Click *Save* to print the worksheet.

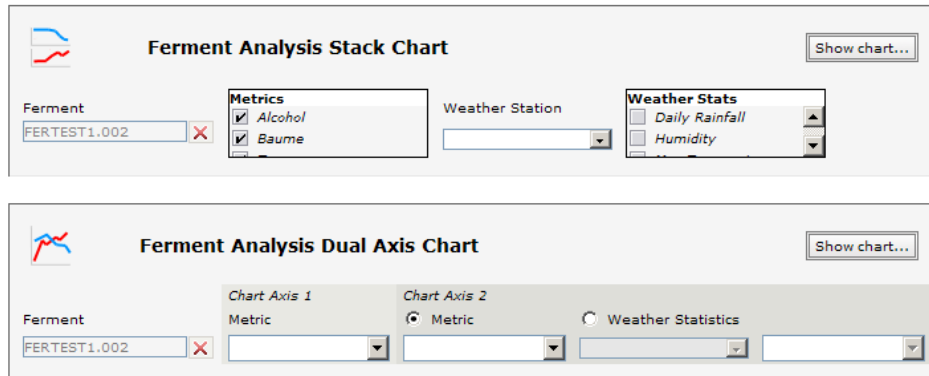
ASSIGNED TO:		ASSIGNED BY:	ADMINISTRATOR, System
ISSUED DATE:	Tue, 22 Jan 08	ISSUED TIME:	12:05



Cellar Operation Worksheet												
From / Task Info					To							
Vessel	Batch code	Before		After		Operation/Treatment	Vessel	Batch code	Before		After	
		DIP	Litres	DIP	Litres				DIP	Litres	DIP	Litres
(Ferment) samples to lab: AWRI Baume / Alcohol / Temp						Analysis Sample 750 mlis	T140-01	FERTEST1 19600L / 138223L				X
(Ferment) samples to lab: AWRI Baume / Alcohol / Temp						Analysis Sample 750 mlis	T140-03	FERTEST3 24605L / 10223L				X
General instructions							Operation notes					
Worksheet completed at ____:____ on ____/____/2008 by _____												

6.9. View ferment analysis data

From within the *Ferment Console* select the ferment and click *Chart...* This will take you into the *Winery Reports* window with the ferment pre-selected for the report options.



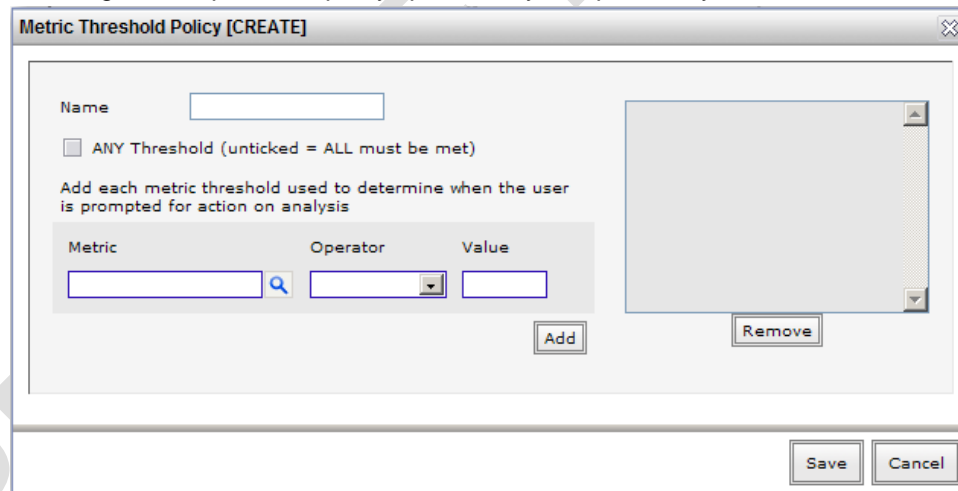
Select your preferred chart and options before clicking *Show chart...*

See section 2.3 which explains the difference between a Stack Chart and Dual Axis Chart.

6.10. Stop a ferment – By Analysis

This feature prompts the user to stop a fermenting wine when an analysis is recorded if the results are greater, less than or equal to pre-defined metric values.

To configure a stop ferment policy open Winery Setup -> Policy -> Metric Threshold



Enter a name for the policy.

If you require *ANY* of the metric values to trigger the implementation of the policy (stop a ferment in this case) then tick the *ANY Threshold* option. Leaving this blank will require *ALL* values to be met.

Select a metric, specify and operator (less than, greater than or equal to) and a value. Click the *Add* button for each metric that you wish to specify.

For example, for a policy that I want to prompt me to stop a ferment when Baume falls within the range of 1 – 3 degrees and Alcohol is greater than 10 percent, I would add the following metric values:

Metric	Operator	Value
Baume	Greater than	1.0

Metric	Operator	Value
Baume	Less than	3.0

Metric	Operator	Value
Alcohol	Greater than	10.0

Your metric threshold policy for stopping ferments **must** be selected when starting a ferment or associated to any start ferment treatments see section 6.2 and 6.3.

6.11. Stop a ferment - Manually

You can stop a product fermenting from the *Ferment Console* or the *Product Overview* by selecting the *Stop ferment* operation. In the *Ferment Console* select the ferment you wish to stop before clicking *Stop...*

The stop ferment window will be displayed allowing you to specify the stop method or stop date. The stop method can be Natural, Pressure, Stuck, Temperature etc.