

See manuals on the Fairport Technologies CD for more detailed information



Getting Started Notes

Contents

Welcome	3
Installation	4
Registration	5
Demonstration Mode	6
Fairport Club Membership	7
Getting Started	8
Selecting software features to suit your needs	8
Settings (1) Tab	8
Settings (2) Tab	9
Cropping Tab	9
Personalising your software	10
Tip: How to List Farms & Paddocks	10
How to add Farm & Paddock Lists	11
How to add Crops and Varieties	12
How to add Chemical and Fertiliser Lists	13
How to add Machinery list	14
The Tool Bar	15
Paddock Activities Diary	15
Paddock Season View	15
Budgeting System	15
Livestock Activities Diary	15
Wool Book	15
Soil, Leaf, Water, Sap & Nutrient Tests	16
Rainfall Recording System	16
General Purpose Diary	16
Browse Any Dataset	16
Display Farm Map	17
Backup/Restore & Transfer Data Files	17
Farm Filter	17
Adding Activities	18
The Add Activity Wizard	18
Reporting	21
Dealer Locations	22
New South Wales	22
Queensland	23
South Australia	24

See manuals on the Fairport Technologies CD for more detailed information

Western Australia	25
Victoria	26
Tasmania	26
Northern Territory	27
New Zealand	27
South Africa.....	27
Available Software Titles	28

Welcome

Thank you for your interest in our PAM software. The PAM story started in 1988. From very humble beginnings PAM has grown, thanks to a dedicated, talented and hard working team of developers, into a powerful and comprehensive primary production recording and planning system. With the optional mapping, precision farming and individual animal modules plus a handheld computer data entry system (PocketPAM), the PAM suite can provide today's farmers a comprehensive and powerful set of management information tools. PAM is used across Australia on thousands of farms, large and small. Since 1997 PAM has also made its mark internationally ... in South Africa, New Zealand and the UK.

I encourage you to read this "Getting Started" booklet to help find your way around PAM. I also encourage you to call us at Fairport or contact your nearest Fairport dealer. We are keen to ensure you understand the software. Our Fairport website has a comprehensive Knowledge Base (or FAQ) section. You'll find a link to it on the "Support" Page.

Once you have purchased PAM, we encourage you to get some "hands-on" training. Training gives you product knowledge and confidence and enables you to get the most benefit from the program. Some dealers like to include a training package with the software ... of course if you are comfortable working on the software at your own pace, that is your choice.

With the many PAM modules and versions (PAM Ultracrop, PAM Crop Dairy, PAM AusVit, PAM QA Plus), there are many different combinations in the PAM suite. You will find a comprehensive software price list on our web site or by calling our office.

We are proud to send you this release of PAM, we'd love to hear your comments about our award-winning software.

Please call on 1800 500 195 for any added queries you may have.

Yours Sincerely,

Roger Wiese

Managing Director

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Installation

Once you place your Fairport CD in your CD-Rom drive, the CD browser screen and menu for installing all Fairport software programs will automatically appear. Follow the prompts for your software installation. If the CD “auto start” system should fail for some reason, do this,

Click on **Start** select **Run**.

Type (CD Drive Letter):\SETUP.EXE in the *Open* box,

(eg D:\setup.exe)Click “**OK**”

When your installation is complete you will be left with a desktop icon for your Fairport software ready for you to run the program for the first time.

Registration

When you first install the software, you will be requested to enter your trading name, address and other details. Please take the time to fill in all of the fields on this screen. If you have an e-mail address, please enter that too. The software requires this information before it can operate. The software will also need a customer serial number entered into it before it is completely "unlocked".

Although you need a serial number to "unlock" your Fairport software, you will be able to run the program 20 times. During the free 20 run times the software is limited in some ways (eg: you are unable to backup your data), however the software is functional enough for you to explore the features and functionality available. Any data you enter will be saved (excluding mapping data) and available to you should you wish to purchase the software. After the 20th run, you will still be able to print a registration form and unlock your program but you no longer are able gain access to the program proper.

A special program registration form must be printed from the program. This form has on it a 15 character product number, which Fairport Technologies will use to generate your customer unlock number. You can only obtain access to registration form when you start the program, so if you are using the program and then decide to register, you will need to exit then re-start Fairport software to print the form.

Demonstration Mode

The rest of this booklet will explain how to configure the PAM software and personalise your pick lists for efficient data entry, you will also be shown some simple data entry examples. We recommend you take the time to look at the demonstration data that is included in the software. To access the demonstration data, click on the **Utilities** menu and select **Switch to Demonstration Data** (or press **Alt + F7**). Once you are in the demonstration data, look through all the available facilities within PAM and get an idea of how everything works. (You can also access reports on the demo data).

When you are looking at the demonstration data, the title bar at the top of your screen will display Demonstration Database. To switch back to your real data, press **Alt + F7** again or select the **Switch to Master Database** from the **Utilities** menu.

Fairport Club Membership

On purchase of your first Fairport software product you automatically become a member of the 'Fairport Club' for **SIX** months, free of charge. This allows you to take advantage of the 1800 support line which is manned during office hours (WA time 8am – 5pm). Your Fairport Club membership also entitles you to software upgrades as they are released.

After your initial six month membership has expired, you will be sent an invitation in the mail to rejoin the Fairport Club. Membership is optional but of course we encourage you to re-join so you can keep abreast of the software developments.

Benefits of the Fairport Club include

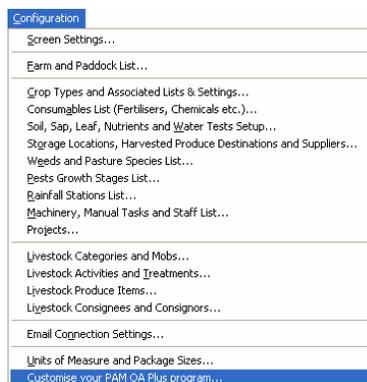
- 1800 toll FREE Telephone technical support on Fairport software
- FREE Incremental release updates: (eg: PAM 5.0 to PAM 5.1),
- Monthly download password email
- Internet download upgrades
- Request a CD to be sent to you in the mail, free of charge.
- Information on upgrades or revisions to Fairport software
- The quarterly Fairport Newsletter
- Facsimile support on Fairport Technologies software
- Email support on Fairport Technologies software
- Discounted version upgrades: (eg: PAM 3.5 to PAM QA Plus)
- Discounts on other Fairport Products
- Help Notes
- Discounts on services required of Fairport Technologies (ie: Data recovery)

Getting Started

Selecting software features to suit your needs

As the PAM software covers many facets of production recording for many industries and standards, the software probably has some features that may not be applicable to your enterprise. By default, the majority of features are switched on. You are advised to look at the feature configuration screens to disable or enable facilities to suit your enterprise. Should you decide at a later date that you would like to use any features that you have disabled, it is a simple task to re-enable them.

Select the **Configuration** menu and begin by looking at the **Customise your PAM program** option (at the bottom of the **Configuration** menu.).



Settings (1) Tab

Livestock: Enable/Disable the Livestock Diary features in PAM. This feature can be turned back on at any time.

Field and property naming: Use this feature to customise the labels used for fields/paddocks and properties/farms throughout PAM, to make the software suit your naming conventions.

PAM Start up screen: select the area of the program that you would like to see when PAM starts up. By default the program starts with no area or screen, just the main menu and toolbar. Some of your choices are Paddock Activities Dairy, Livestock Activities Diary and the General Purpose Diary.

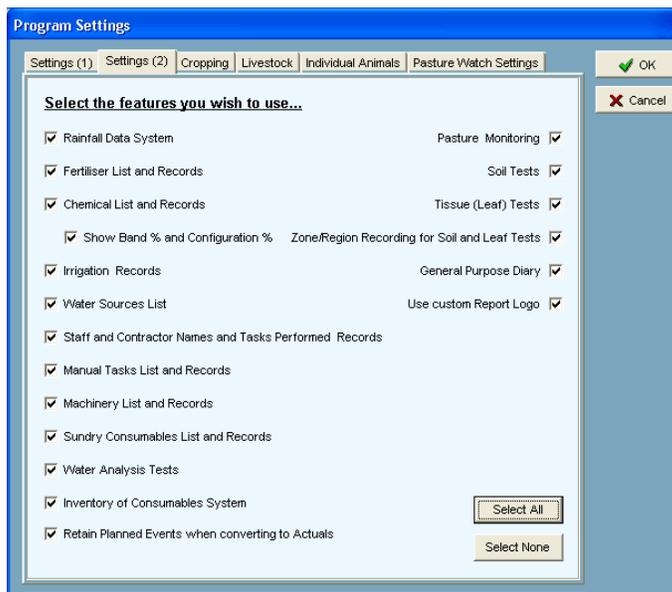
Automatic Backup reminder: With this functionality enabled, PAM will ask you if you would like to backup your data each time you exit the software, a very handy feature.

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Settings (2) Tab

The descriptions for features on this screen should be self explanatory. Spend some time running through the feature descriptions and enable or disable the functionality to suit your needs.

Band % and Configuration%:
Useful for cotton or other irrigated row crops.



Cropping Tab

Yes, more configurable features! Some of the descriptions for items on this page may be a little ambiguous so let us describe them in more detail for you:

Crop Water Use Efficiency Analysis: PAM can calculate your crop's Water Use Efficiency values. You set up the parameters for your water use efficiency on the **Crop Types and Associated Lists and Settings** window by clicking on the "Growing Season Information" button. Find **Crop Types and Associated Lists and Settings** under the **Configuration** menu.

Straw Production: Switch this option on if you bale straw after harvesting crops.

Fodder Crop Production: Switch this option on if you bale fodder hay or make silage. Please note that in PAM fodder crops are not planted. PAM assumes you are baling pasture. Use Hay production to make hay from sown crops.

Hay Production: Switch this option on if you bale hay. In PAM a hay crop must have been planted in the same season (eg. Oats) or be a perennial crop (eg. Lucerne)

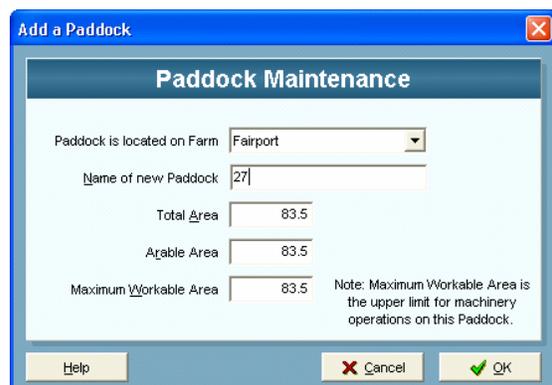
Setting Your Season: When entering crop production data in PAM you must assign all events to a Season. This enables PAM to give you reports by season and collates all for a Season. A Season may not be a calendar year, so to help you keep your records in the correct season, use this option to select your preferred starting month for your Seasons. If in doubt leave it as January. You can

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How to add Farm & Paddock Lists

Menu Option: **Configuration / Farm & Paddock List**

Adding a new farm is as easy as clicking the **New Farm** button. Type in the name of your farm and click **OK**. If you have more than one farm, repeat the process.

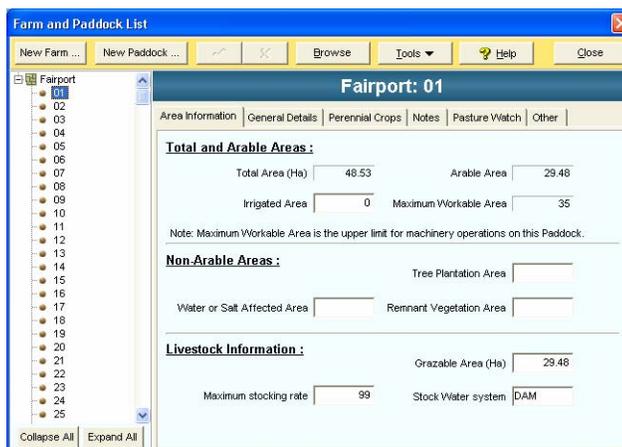


Once you have a complete list of farms, start entering your paddocks. When you click the **New Paddock** button, you will already have a pick-list of farms to choose from. Select the farm that your paddock belongs to then enter a paddock name, (the sort order also applies here, see above for instructions). Complete the new

paddock dialog box by entering the total hectares, arable area and maximum workable area of the paddock.

Now select the other tabs one by one entering in the information required until complete (General Details , Perennial Crops etc...). The notes tab provides a

place to enter any relevant notes for the currently selected paddock. If you make a mistake when entering your farms or paddocks, you can edit, delete or move paddocks from one farm to another by selecting the options available under the **Tools** button.



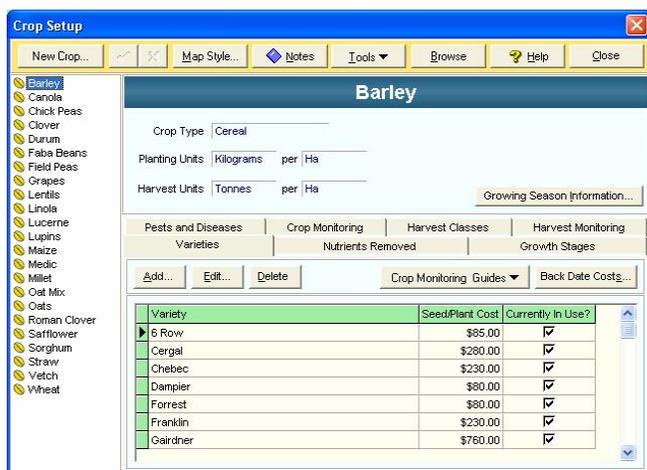
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How to add Crops and Varieties

Menu Option: **Configuration / Crop Types and Associated Lists & Settings**

PAM is designed to handle virtually any crop you might want to grow!

To set up a new crop type, click **New Crop...**
Select the crop type or add a new one, then enter the name of the crop. Once completed, click **OK**.



Ensure the crop you have just added is selected on the left and then select each of the tabs within the form on the right hand side, filling in appropriate information as you go.

Growing Season Information button: Set up the month of harvest (or last effective

rainfall) and other settings to enable PAM to calculate water use efficiency reports and graphs. Check the on-line help within the software for more information (F1).

As the PAM software is targeted at a wide variety of industries, some of the configuration item descriptions may sound a little ambiguous if you are reading them out of context. Should you find yourself in this position, simply click on the **HELP** button, or press the F1 key to open up the help system for more detail.

See manuals on the Fairport Technologies CD for more detailed information

How to add Chemical and Fertiliser Lists

Menu Option: **Configuration / Consumables List**
(Fertiliser, Chemicals etc.)

Adding a new chemical or fertiliser is as easy as clicking the **Add Chemical or Add Fertiliser** button on the respective tab of the Consumables List form.

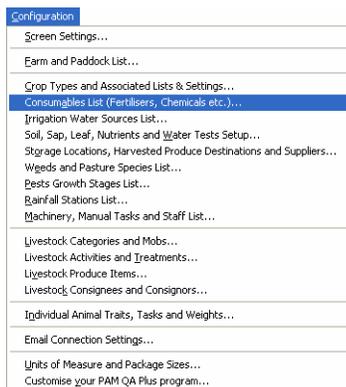
General Information:

All consumables entered and maintained in these lists have the following common properties :

Application Units: Units in which you intend to consume them.

Purchase Units: Units in which you buy them. Please don't confuse this concept with the pack sizes in which you purchase consumables. The purchase unit will be units like Tonnes, Kilograms and Litres as opposed to 200 Litre drums etc. Pack sizes are used in the inventory system when entering consumable purchases. They can be purchased using the **Data Entry / Inventory of Consumables** system. (The inventory system can also be accessed via the **Tools** button on the consumables tab pages).

Type in the name of your Chemical or Fertiliser or select it from the extensive pre-defined list, fill out the appropriate information and click **OK**. Repeat the process for the chemicals and fertilisers that you are likely to use during your data entry. This configuration screen can be revisited at any time to add more items, or you may add more items on-the-fly during data entry (more about that later!).

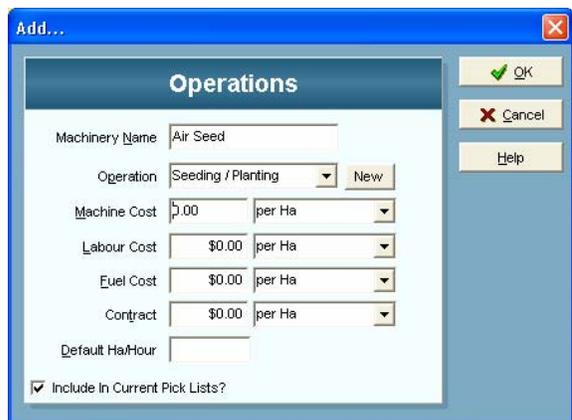
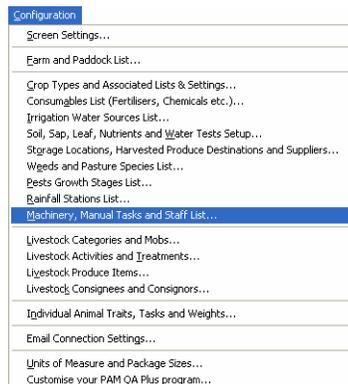


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How to add Machinery list

Menu Option: **Configuration / Machinery, Manual Tasks and Staff List...**

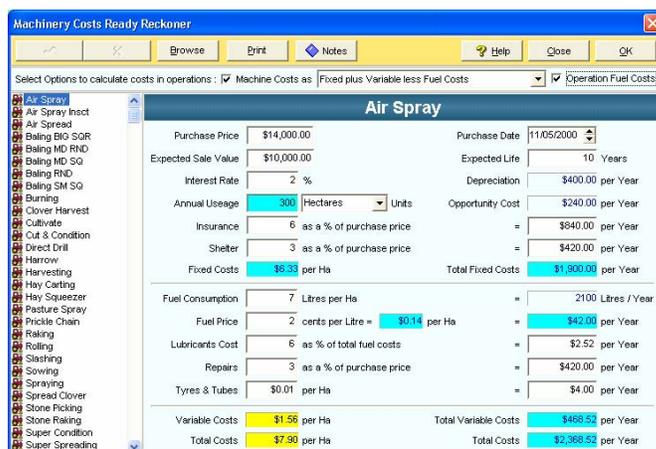
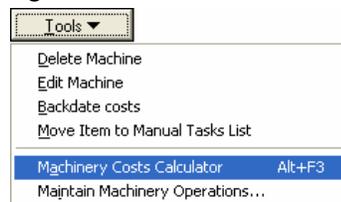
To add a new machine, simply click on the **Add** button...



As you add new machines you will see that you can select the operation that a machine is to perform... (Chemical Application, Fertiliser

Application, Harvesting, Planting/Seeding etc.). There are special reports which use these machinery categories. You can also set up a machine to perform "Any operation". Typically tractors will be set up in this way, for example a machine that is set as having the operation type of Chemical Application will not be an available machine for selection when entering operations for seeding etc...

Machinery Cost Calculator: Should you need assistance in accurately calculating the operational costs of your machinery, why not use the machinery cost calculator? **Tools / Machinery Cost Calculator**



The Tool Bar

Paddock Activities Diary



The activities diary is the "nerve centre" of the paddock database system. This is your main screen for entering cropping and related data. The daily activities are listed by date on the screen as they are entered, building up a daily log book of all your paddock activities.

Paddock Season View



The Paddock-Season screen is best described as a screen of review, where all the activities carried out in a paddock in a single season are displayed. The data entered in the Paddock Activities Diary is transferred to the records displayed in this screen. Data can be entered in this screen as well. The steps are the same as those for the Paddock Activities Diary Add Wizard.

Budgeting System



This system allows you to create a set of PAM data for experimenting with possible outcomes from possible management decisions. Budgeted events can be converted to planned or actual events as the season unfolds.

Livestock Activities Diary



The livestock database allows you to keep accurate control of stock numbers, stock movements, paddock stocking rate histories, production histories and costs. The daily activities are listed on the screen as they are entered, building up a daily log book of all your livestock activities.

Wool Book



The shearing and wool recording system has been designed to make it easy to enter your wool clip details on a mob by mob basis. The system is divided into three sections. They are called The Mob Wool Book, Test Results & Prices and Wool Sale Summary.

Soil, Leaf, Water, Sap & Nutrient Tests



The "tests" systems in PAM are designed to provide as much flexibility as possible. Due to the number of laboratories being used and the many different elements being analysed, PAM provides you with a completely "user-configurable" system.

Rainfall Recording System



The rainfall database system is as versatile as it is powerful. Up-to-date technology has been used to make your rainfall records come to life for you in the graphical reports. Automatic calculations and conversion facilities have been built in to make your task easier. Rainfall may be entered (or imported from other software) into this program as monthly totals or on a daily totals basis.

General Purpose Diary



The general purpose and reminder diary is a convenient place to store notes for future reference and to remind you of future appointments. It enables you to keep a standard diary of personal and business events. For your convenience the diary can be accessed while operating any other part of the PAM QA software.

Browse Any Dataset



This feature gives you a highly configurable system to access raw data (dataset) from the PAM database. Browsing a dataset allows you to view the data in a table layout. You may customise the datasets in many ways, for example: sort multiple columns at the same time, move the columns around and save the layout of the dataset for future viewing... you can also print from your customised dataset.

Display Farm Map



As the mapping section of the program would require it's own booklet to get you started, we will not attempt to explain this section in this getting started booklet. You can however, find a great deal of information about the mapping module of the PAM software in the online help which you can view by clicking F1 at any time when the software is open.

Backup/Restore & Transfer Data Files



It is absolutely imperative that you regularly back-up your database files. PAM will ask you if you want to back-up the data files each time you exit out of the program (this optional feature is turned on by default). The data restore facility is used to restore data that has previously been saved with the program's data back up facility. Other features available via this menu include import harvest data from external sources, exporting information to financial software packages and advanced features for consultants.

Farm Filter



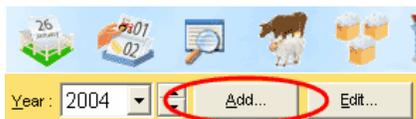
If you are running more than one farm, the farm filter can be used to run PAM in single farm mode. You can set up as many farms as you like in PAM, however all the data is stored in one set of data files. Therefore, if you want to run reports for a single property, or have your pick list of paddocks only display the paddocks of a single farm, you will need to use the farm filter.

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Adding Activities

This section will explain some fundamental actions and features that are involved with recording your day to day enterprise activities. The actions and features that you will see here are applicable to all of the activities that you may enter into the PAM software.

The Add Activity Wizard



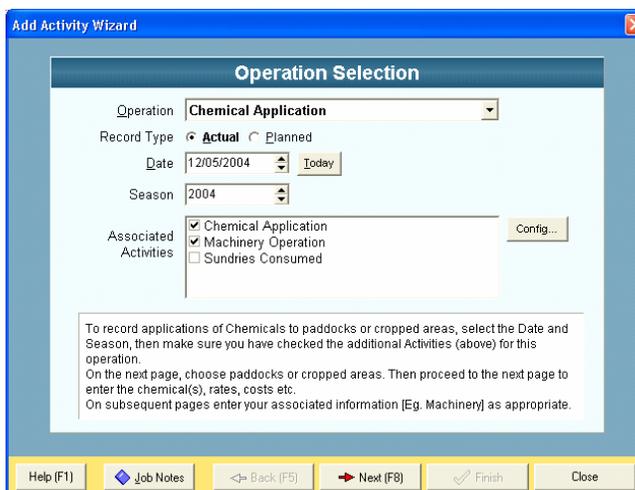
Data entry is done via the '**Add Activity Wizard**', this wizard can be activated by clicking the 'Add' button which is common to the **Paddock Diary**, the **Paddock Season View** and the **Livestock Diary**.

Select the Activity Type you would like to enter, for this exercise we will use the chemical application. We will be entering an 'Actual' record for this exercise you can learn more about plans in the online help (F1). Select your date and season.

You will notice a 'Config...' button, if you select this button you will be able to add or

remove associated activities for this operation. For example; adding a chemical activity you would expect to use a machine of some kind, therefore we will have the machine operation as a 'part' of the 'JOB'. You will see how this aids us in efficient data entry very shortly.

With that said.... Click **Next (F8)**.



Add Activity Wizard

Operation Selection

Operation: **Chemical Application**

Record Type: Actual Planned

Date: 12/05/2004 Today

Season: 2004

Associated Activities:

- Chemical Application
- Machinery Operation
- Sundries Consumed

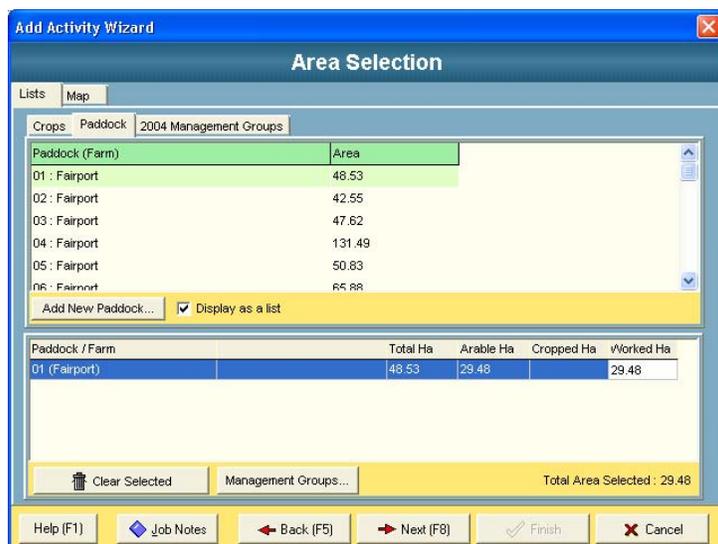
Config...

To record applications of Chemicals to paddocks or cropped areas, select the Date and Season, then make sure you have checked the additional Activities (above) for this operation.
On the next page, choose paddocks or cropped areas. Then proceed to the next page to enter the chemical(s), rates, costs etc.
On subsequent pages enter your associated information [Eg. Machinery] as appropriate.

Help (F1) Job Notes Back (F5) Next (F8) Finish Close

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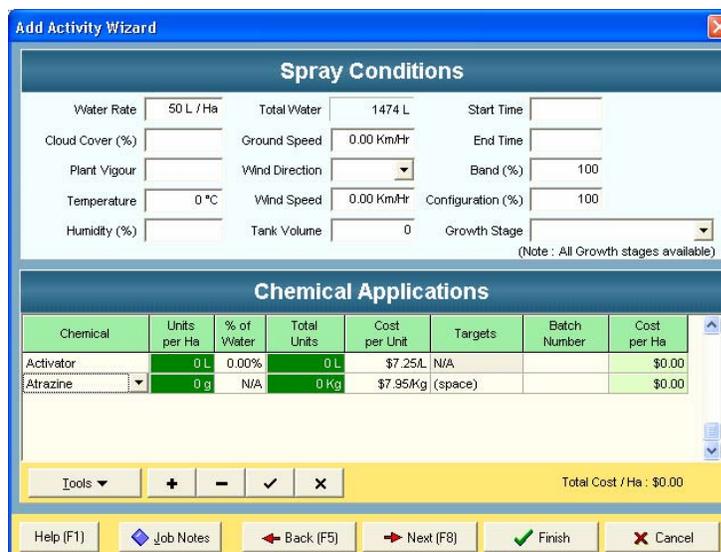
Here we see how things are going to work....



We are being asked to select the appropriate area to apply the chemical! If there are any planted crops, they may be selected and the costs associated with the activity assigned to the crop rather than (or as well as) the paddock. Click **Next**...

Now that we have selected the area to treat, we need to select the chemicals to use for the activity; we are also being prompted for climactic conditions for the job. By clicking inside the cell in the Chemical column, you will get a drop down list with the pre-configured chemicals we entered earlier. Continue entering chemicals and relevant data until you have all of the information you need for this activity.

Note: Click on the **+** button or press your Down Arrow key to add more chemicals.



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Handy Hint:

When ever you see a **Tools** button... have a look at the drop down menu. Useful and convenient options can be found to make life easier. You will find that you are able to add the majority of configurable items (in this case, chemicals) 'On-the-fly' using the Tools menu. A great time saver.



When you are done with the Spray Conditions & Chemical Applications screen, click **Next (F8)** for the next screen in the Add Activity Wizard.

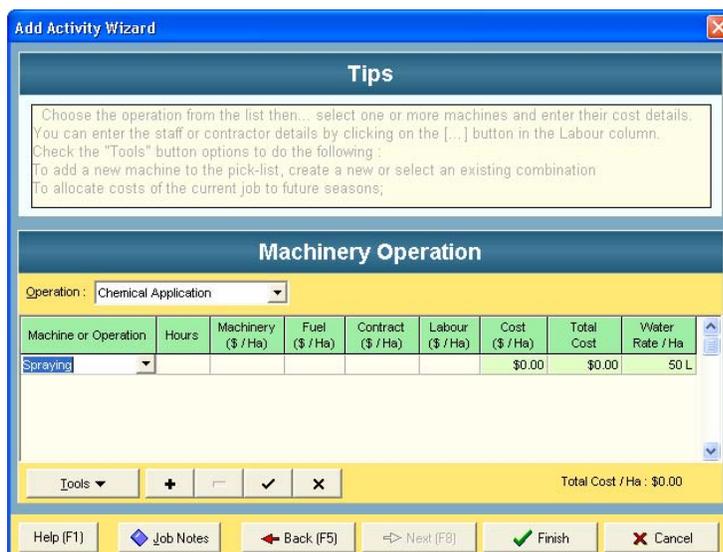
This is where the '**Config...**' button and the **Associated Activities** functionality that we looked at earlier comes into effect. When we entered the Add Activity Wizard we had selected only the Chemical Application & the Machinery Operation, there the Wizard will now ask us for the details on the machinery that was used for the Job.

The Machinery Operation screen works the same way as the previous screen; we simply need to fill out the fields that are available.

You will notice that the **Next (F8)** button is now no longer available, but the **Finish** button is. This

is because the Add Activity session is finished after the machinery details are entered. Should we have included the 'Sundries Consumed' in the Associated Activities when we started the Add Activity Wizard, then we would have one more screen.

After you have clicked the **Finish** button, you will be returned to 'Paddock Diary', and you will see the activity that you have just entered.



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Reporting

The whole reason for entering your production data...

The number of reports and graphs available in PAM is vast. We have never actually counted them but as the selection methods for choosing the report content are so versatile, the combinations and permutations are endless. Don't let that daunt you. This is great news for you. You can tailor the reports in your own special ways.

It would be pointless to describe every possible report here in the manual. We have taken care when creating the menu options to be as descriptive as possible.

You will notice that there is a Reports menu across the top of the program, this is where you will find the majority of reports. You will also find reports available in other places through out the software, for instance, there is a reports button in both the 'Paddock Diary' and the 'Season Summary Screen'.

Dealer Locations

New South Wales		
<p>Matt Meehan AgBis Pty Ltd - Head Office PO Box 1184 (152 Douglas Street) ARMIDALE NSW 2350 Phone: (02) 6772 9200 Fax: (02) 6772 9212 Mobile: 0407 729 936 matt@agbis.com www.agbis.com</p>	<p>Greg Baker AgBis Pty Ltd PO Box 4515 DUBBO NSW 2830 Phone: (02) 6885 2333 Fax: (02) 6885 2333 Mobile: 0417 256 398 greg@agbis.com</p>	<p>Tim Paramore Tim Paramore Agronomic Services 799 Frauenfelder Street ALBURY NSW 2640 Phone: (02) 6021 1351 Fax: (02) 6023 2012 Mobile: 0428 686 370 paramore@bigpond.com</p>
<p>Andrew Rice Ivey ATP 15 Billabong Crescent PARKES NSW 2870 Phone: (02) 6862 6422 Fax: (02) 6862 6425 andrew@iveyatp.com</p>	<p>Graeme Anderson (Training Provider Only) North Wagga Rural Skills Centre PO Box 2144 WAGGA WAGGA NSW 2650 Phone: (02) 6939 5000 Fax: (02) 6939 5023 Graeme.anderson@tafensw.edu.au</p>	<p>Dorothy Barton / Frank Manteleone Click Start It PO Box 587 GRIFFITH NSW 2680 Phone: (02) 6964 1611 Fax: (02) 6964 1645 admin@clickstartit.com.au</p>

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<p>Sarah Hall Agbis Pty Ltd 108 Water Street TOOWOOMBA, QLD 4350 Phone: (07) 4638 3811 Mobile: 0417 620 611 sarah.hall@agbis.com</p>	<p>Lucy House AgBis Pty Ltd Kywong THE CAVES QLD 4702 Phone: (07) 4934 2050 Fax: (07) 4934 2150 Email: lucyhouse@bigpond.com</p>	<p>Lorraine Robinson Robinson's Office Management PO Box 1467 TOOWOOMBA QLD 4350 Phone: (07) 4691 0091 Fax: (07) 4691 0092 Mobile: 0417 601 757 robinjl@hotmail.net.au</p>
<p>Les Todd WS Group PO Box 158 MACKAY QLD 4740 Phone: (07) 4951 2911 Fax: (07) 4953 1319 Mobile: 0418 878 824 ws.mky@wsgroup.com.au www.wsgroup.com.au</p>		

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South Australia		
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 - Mapping
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 - GP Diary
 - Field REX
- ❖ FarmStar - Complete and comprehensive Precision Farming software
- ❖ gpMapper – Live GPS mapping for the PC
- ❖ gpMapper Mobile – Live GPS mapping for the PDA (PALM & Pocket PC)
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