



Add Email Recipients by Report Type

It is simple and quick to manage who your reports are emailed to by each report type.

Written By: Support

The screenshot displays the Farmobile Support interface. On the left, a sidebar menu includes options like 'Machines', 'Fields', 'Transfer', 'Reports' (highlighted in blue), 'Downloads', 'Outputs', 'Count', and 'Farmobile Shop'. The main content area is titled 'Farmobile Support' and is divided into three sections: 'FILTER REPORTS', 'REPORTS', and 'RECIPIENTS'.

FILTER REPORTS

REPORT TYPES

- Field Activity (toggle on)
- Machine Utilization (toggle on)
- Machine Utilization Summary (toggle on)

REPORT VARIANTS

- Daily (toggle on)
- Weekly (toggle on)
- Monthly (toggle on)

REPORTS

A list of report entries is shown, each with a download icon, title, and summary statistics:

- Machine Utilization: 44 hours 25 minutes, 11.20% Idle, 3 Mac
- Machine Utilization: 16 hours 28 minutes, 10.60% Idle, 3 Mac
- Machine Utilization: 24 hours 53 minutes, 10.50% Idle, 3 Mac
- Machine Utilization: 18 hours 20 minutes, 9.20% Idle, 4 Mac
- Machine Utilization: 18 hours 1 minute, 10.10% Idle, 3 Machi
- Machine Utilization: 25 hours 32 minutes, 13.20% Idle, 4 Mac
- Machine Utilization: 13 hours 45 minutes, 12.70% Idle, 3 Mac
- Machine Utilization: 16 hours 32 minutes, 12.20% Idle, 3 Mac
- Machine Utilization: 24 hours 25 minutes, 13.10% Idle, 4 Mac
- Machine Utilization: 16 hours 20 minutes, 11.50% Idle, 3 Mac

RECIPIENTS

Manage who should receive reports by email.

new recipient email address: **Add**

Manage subscriptions by

☒ Report Type ☐ Recipient

Report Type

Field Activity | Daily

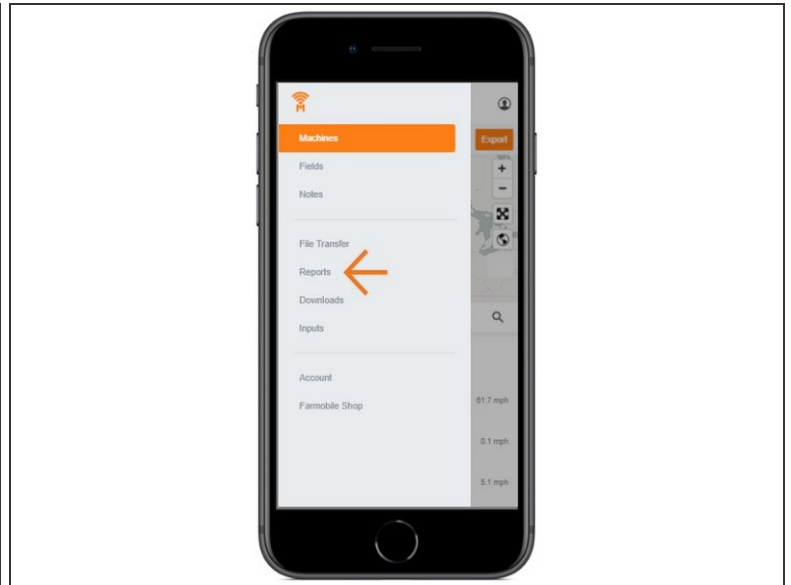
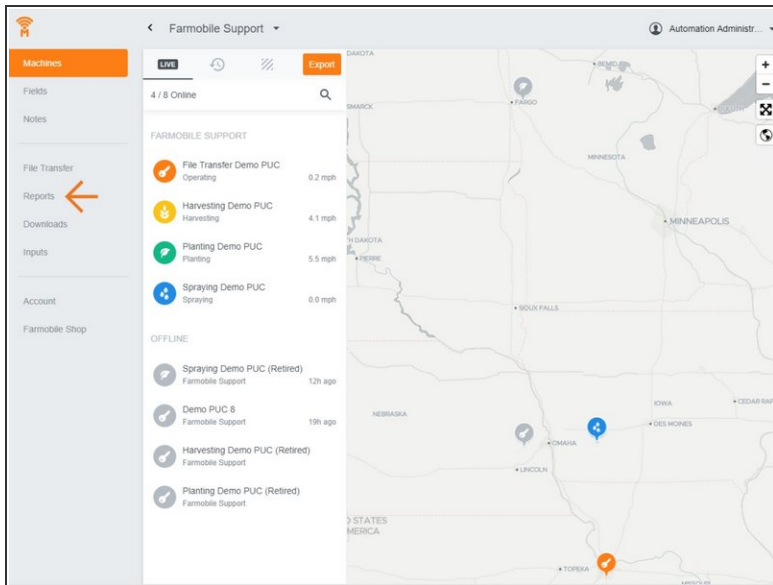
No recipients. Use the form at top to add new recipients.

Save **Cancel**

INTRODUCTION

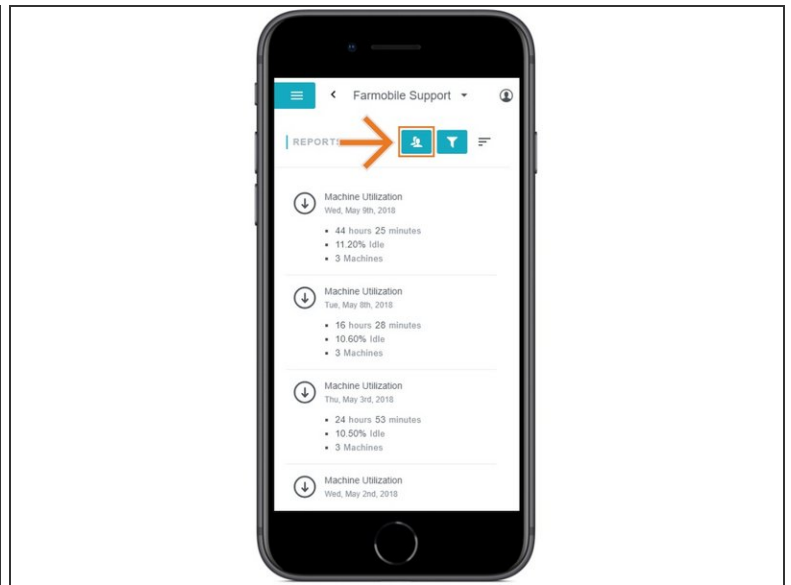
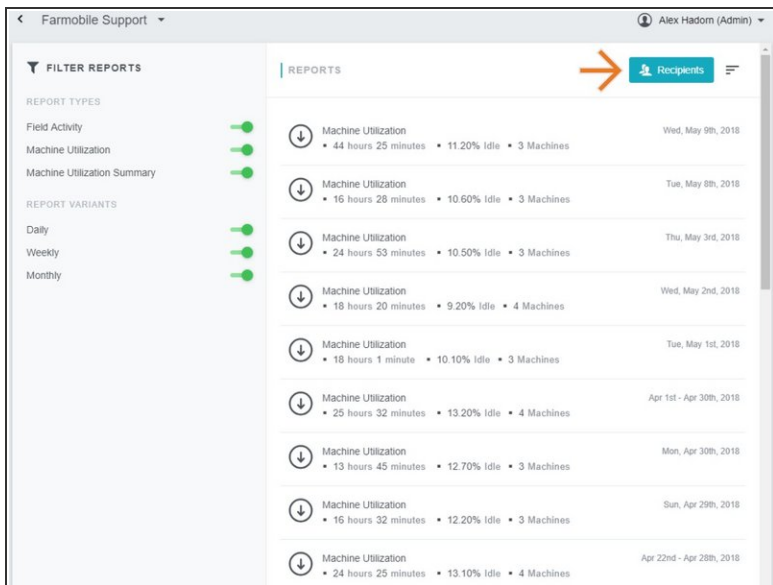
- Add any email address to share reports to all trusted advisors.
- Designate which report types are emailed.

Step 1 — Select Reports from Farmobile DataEngineSM Platform



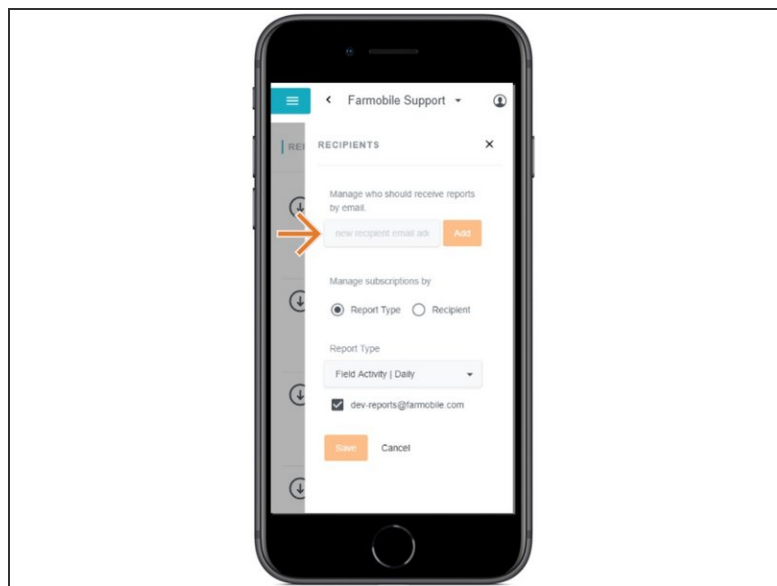
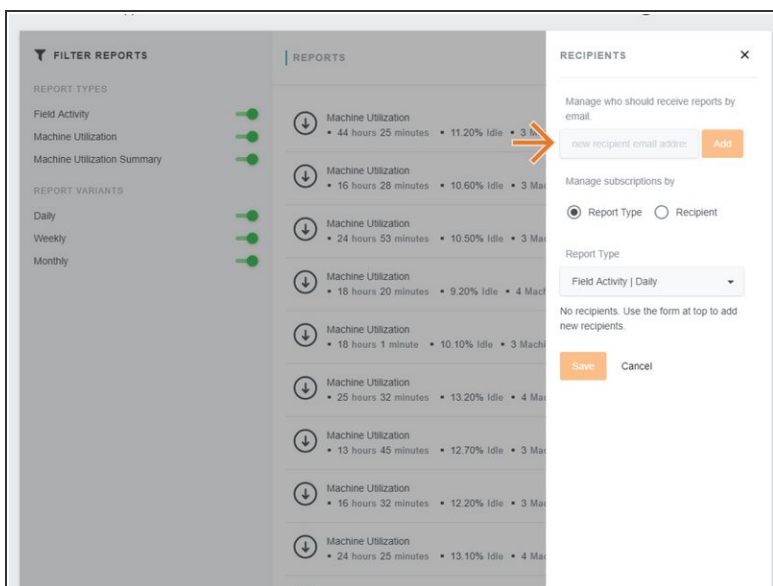
- Selecting Reports from the Farmobile DataEngine platform menu will open the Reports page with all of your reports listed to review.

Step 2 — Select the Recipients button



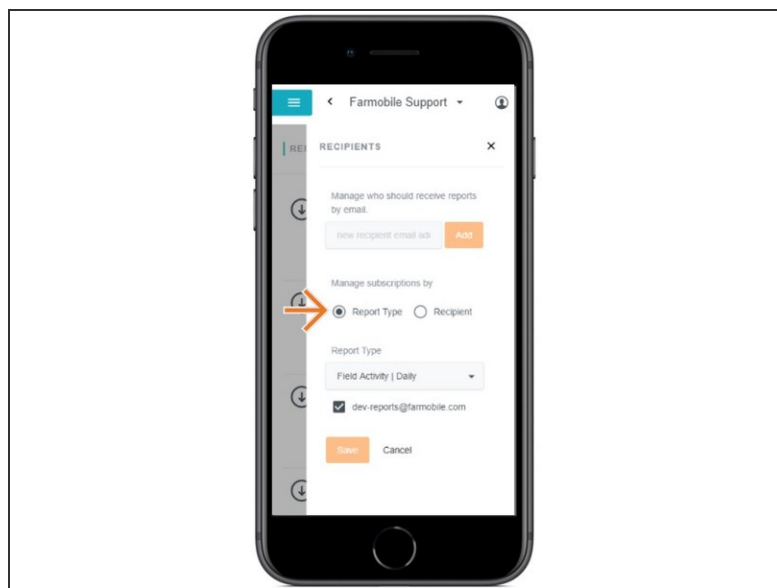
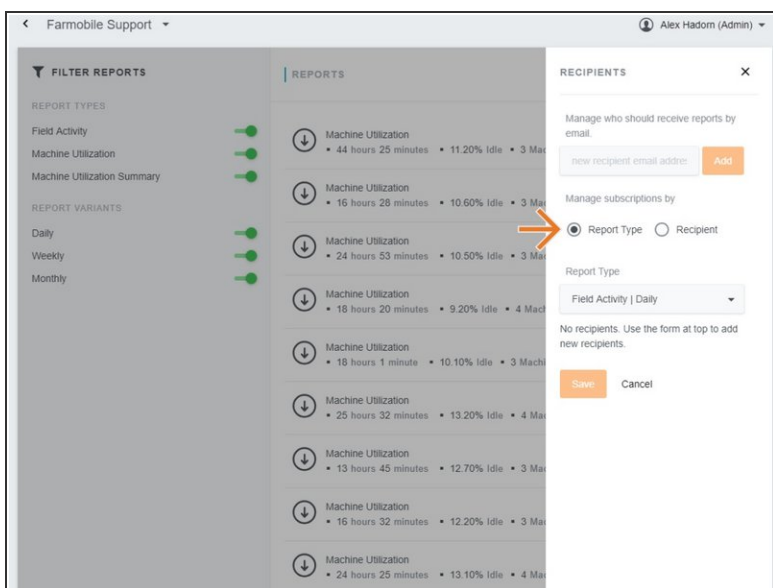
- Use this to share reports with advisors that do not have access to your reports.

Step 3 — Add Email Address



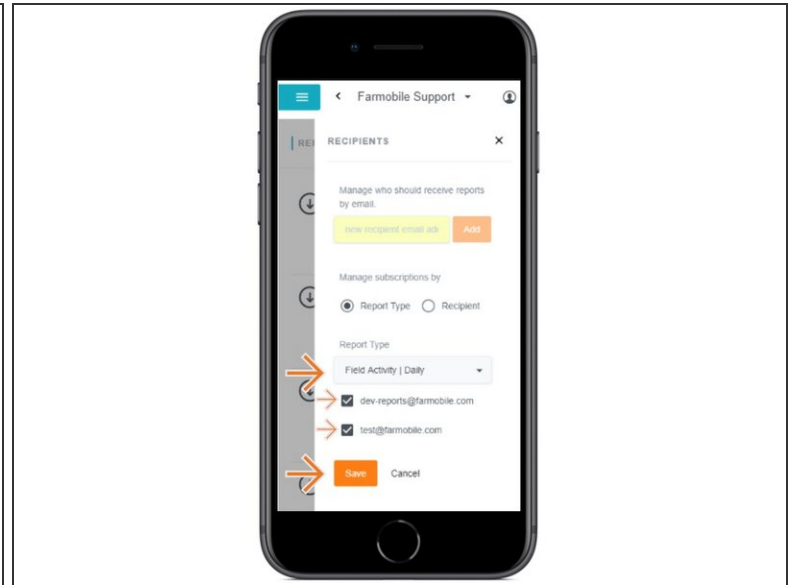
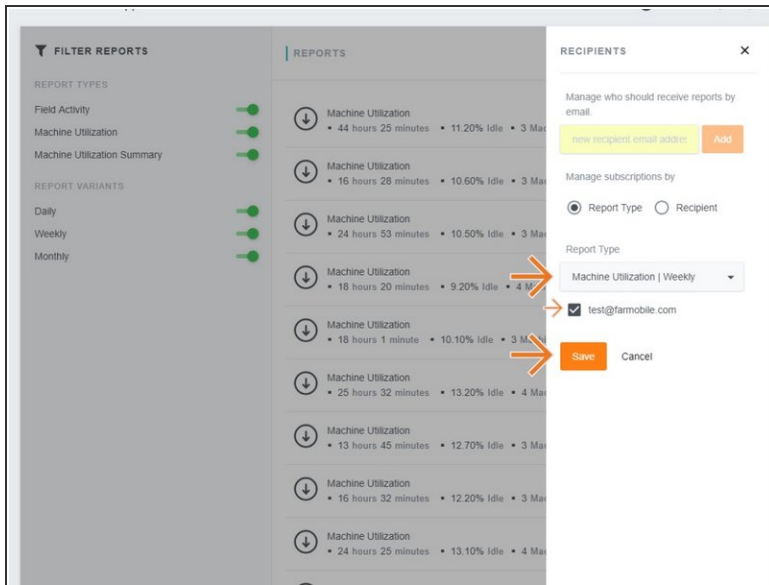
- Adding an email address will add the email to the 'Manage subscriptions by' section.
- Once the email is created, you will be able to define by type which report to send them.

Step 4 — Manage the subscription by Report Type



- Select the radio button next to 'Report Type'.

Step 5 — Select New Email by Report Type



- Use the dropdown to select a 'Report Type'.
- Check the box for each email address so they receive emailed reports once generated.
- Select 'Save' to begin receiving emailed reports!