Version 1.0



QUICK REFERENCE GUIDE Product Search

Learning Curriculum:

EXPLORE



Introduction

myIncitecPivot

- 1. Search by Product
- 2. Search by Ingredients
- 3. Search by NPSK (Nutrients)

Who is this guide for?

Roles

Customers

Channels

• All

What is this guide about?

In this guide I am learning to search and view for products, this will assist me in being able to quickly see availability and pricing of product/s. Which means I am then able to quickly action orders through utilising the enhanced product search experience.

Module 1 – Introduction to Product Search



WHY I am learning

I am learning to search for and view products, so that if the product exists and is available, I can self-serve and quickly action orders.







Module 2 – myIncitecPivot

Search by product

1

To search for a product, follow these steps:

Step 1: Click the 'Products' tile from the navigation bar on the left.



Step 2: Click the dropdown under 'Plants' to filter available plants.

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C Dashboard	Products		
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🔛 Accounts 🗸 🗸	2069434501 0.0 0.0 0.0 500 Barratta Ratooner 4LOOP 0.0 0.0 0.0 500	Incitec Pivot —	- 🎗 🖓 –

Step 3: Select or deselect the checkbox to filter the desired plant.

Tip! 🂡

Click the top left checkbox to select all plants in the list **OR** use the search bar to find a specific plant.

Plants		Plants
CN01 2 TV01 2	•	
	0	Select
Incitec Pivot Cairns PDC (CN01)		
Incitec Pivot Townsville PDC (TV01)		Incitec Pivot Cairns PDC (CN01)
Pi		
2069428201 Barratta Ratooner 25KG 0.0 0.0 0.0 0.0 25K		

Step 4: Click '**Search**' to display all available products at selected plant(s) **OR** continue to **Step 5** to refine search via product name or product ID.

itec Pivot Fertilisers				Custo	mer:	Ship to/tank Ca	Iculator:	1
Dashboard	Products							
Products	Search by Product	by Ingredients	by NPKS					
Offers	Plants				Product name / Product	t ID		
Contracts	CN01 8			•	Search by product nam	te or ID		Reset Search
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Accounts 🗸	9352044400 Upper Burdekin Ratoone	a	0.0 0.0 K	<mark>0 _s 0.0</mark> то	Bulk Unbranded	-	-	♡₩:

Step 5: In the '**Product name / Product ID**' search field, type in the desired product name or product ID.

Incitec Pivot Fertilisers	Product List			Custor	ner:	Ship to/tank Cal	culator:		1	2°
• • • •	Products									
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Products	Search by Product	by Ingredients by	y NPKS							_
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	2069244400			lan -				-	-	

Step 6: Click 'Search' to display relevant results.

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C Dashboard	Products								
Products	Search by Product	by Ingredients by NPKS							
図 Offers	Plants			1	Product name / Product I	D			_
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🔛 Accounts 🗸 🗸	Croplift 19 BULK	18.8 p	<mark>13.0</mark> <mark>к ^{0.0} s ^{9.4} то</mark>		Bulk Unbranded	_	_	: 20	
-	2021828201	0.0	0.0 0.0 0.0 25K		Incited Divot			ο μ ·	

Tip! 🂡

To quickly access a product in the future, you can click the heart icon to the right of the product to add it to your '**Favourites**' list.

All Favourites	Range Products O Custom Blends	Filter this page				Download	Order selected 2
Product	Analysis		⊽иом		Coatings	My product alias	
Croplift 15 25KG	N N P 0.0	<mark>κ^{0.0} s^{0.0} 2</mark>	25K	Incitec Pivot	_	_	: ¥ 🔾
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Q Cases	Product Ana	lysis	⊽иом	▽ Brand	Coatings	My product alias		
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🔝 Accounts 🗸 🗸	Croplift 800 BULK	0.0 p 0.0 K 0.0	<mark>s ^{0.0} то</mark>	Bulk Unbranded	_	_	₩ 2	:
 9	Croplift 19 25KG	0.0 p 0.0 K	<mark>s ^{0.0}</mark> 25К	Incitec Pivot	_	_	₩ 2	:
9	Croplift 19 BULK	18.8 13.0 × 0.0	<mark>s ^{9.4} то</mark>	Bulk Unbranded	_	_	2 Q	:
L ^o	Croplift 800 25KG	0.0 P 0.0 K	s ^{0.0} 25K	Incitec Pivot	_	_	2 Q	:
A R		<mark>0.0 0.0</mark> 0.0	0.0 TO	Bulk Unbranded	_	_	♡₽	:

You can also click the 'Favourites' filter to display favourited products within your search.

Incitec Pivot Fertilisers	> Product List			Cu	tomer	Ship to/tank Ca	lculator:		k
Dashboard	Products								
Products	Search by Product	by Ingredients	by NPKS						
) Offers	Plants				Product name / Produ	ct ID			
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🔝 Accounts 🗸 🗸				Showing 1 to 1 of 14 re	sults < 1 > 20	~			
ਦ 9									
2									
Д ²⁰									
AB									

2 Search by ingredients

To search for a product by ingredients, follow these steps:

Step 1: Click the 'Products' tile from the navigation bar on the left.



Step 2: Click on the 'by Ingredients' tab.

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	Products							
ພ ଡ଼	Search by Product	by Ingredients by NPKS						
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	CK 150 S 25KG	N 0.0 0.0 0.0 0.0	25K	Incitec Pivot	_	_	♡₩:	1
Ъ.	□ <u>1241528201</u> CK 120 S 25KG	<mark>0.0</mark> 0.0 0.0 0.0	25K	Incitec Pivot	_	_	○ ☐ :	
\heartsuit	CK 220 4LOOP 1.2T STE	3 N N N N N N N N N N N N N N N N N N N	1.2	Incitec Pivot	—	_	: ≌ ⊘	

Step 3: Click the dropdown under 'Plants' to filter and select available plants.

	Control > Products Saarch by Product by Ingredients by NPKS Faces +	Cu	stomer	Search Ingredient by Percentage Reset Earch		Cu	LONET.	Ship to'lank	Calculators		
▽ □ □ ☆ >	Al Favourities Range Biend Custom Biend Filter this page Protect Adayts 27.3342021 22.3 6.6 0.6 171378 27.3342021 5.9 17.3 22.3 6.6 0.6 171378 27.3342021 5.9 17.3 22.3 6.6 0.6 171384201 27.4 10.6 1.5 0.5 0.5	⊽ иом Т/В 25К ТО		Search by Product by Ingredients by NPKS Parks COST O (1001 O (001 O) COST O (1001 O) COST O (~ Q	Search ingred Percentage	lent by	Reset	
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For more information on how to filter Plants, see Page 4 of this Guide.

Step 4: Click the add button to add an ingredient to your search.

Incluse Prost Furnilisers	\bigcirc > Products		Customer: Ship to/tank Calculator:	/ 2	1	
4 € 2 £ 2	Search by Product by Ingredients	by NPKS	Search ingredient by	Roset Search		
☐ □ > ≈ >	All Favourites Range Blend Product Analysis 2313540201 Zincgard M Cotton Sustain 4LOOP 59 11 15 378	Culture (A) > Products	lients by NPKS	Customer:	Ship to/tank Calculator:	/ 19
	2713822201 Zinegard M Cotton Sustain 25KG 59 11 Zinegard M 29 BULK 200000000	Plants	+	~	Search ingredient by Percontage	Reset Search
		□ > All Favourites Range Bla 会 >	nd Custom Blend Filter this page			Download
		Product 3713840201 Zincgard M Cotton Sustain 4LOOP 1T STB 3713828201	natypis 59 112 223 1.6 0.6 59 112 223 1.6 0.6	VIOM Brand T/B Incitec Pivot	Coatings My product alias	

Note

You can remove an ingredient by clicking the 'x' on the top right corner of the ingredient box.

Step 5: Enter the name of the ingredient OR click the search icon within the field to see a list of available ingredients.

Incitec Pirot Fertilisers			Cu	stomer:	Ship to/tank (Calculator:		/ 🗵
ک ۵	Search by Product by Ingre	edients by NPKS						
) M	Plants			~	Search ingredi	ient by	Reset	Search
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	3713840201 Zincgard M Cotton Sustain 4LOOP 1T STB	N P C 22.3 s 1.6 0.6 x zn	T/B	Incitec Pivot	-	-	Q ¤	M :
	Zincgard M Cotton Sustain 25KG	N 5.9 p 22.3 s 1.6 zn 0.6	25K	Incitec Pivot	-	-	a c	M :
	1086844400	07.4 40.0 4.5 0.5					~ ~	

Step 6: If you would like to add another ingredient repeat Steps 4-5. Otherwise continue to Step 7.

Step 7: Enter the appropriate percentage and tolerance.

Incite: Piret Fertilisery			Cus	tomer:	Ship to/tank C	Calculator:		-	· X
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۵	Search by Floddet by Ingre	by NERG							
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	Zincgard M Cotton Sustain 4LOOP 1T STB	5.9 11.2 22.3 1.6 0.6	T/B	Incitec Pivot	-	-	\heartsuit	Я I	2 :
	Zincgard M Cotton Sustain 25KG	5.9 p 22.3 s 1.6 zn 0.6	25K	Incitec Pivot	-	-	\heartsuit	R I	M :
	D 1086844400 Zincgard M 29 BULK	27.4 10.6 s 1.5 0.5 zn	то	Bulk Unbranded	-	-	\heartsuit	R (M :

Note

The total percentage of ingredients must equal to 100%.



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	Product	Analysis	⊽ иом	√ Brand	√ Coatings	My product alias		
	3713840201 Zincgard M Cotton Sustain 4LOOF 1T STB	5.9 11.2 22.3 1.6 0.6 N P K s zn	T/B	Incitec Pivot	-	-	Q ¤	(M :
	Zincgard M Cotton Sustain 25KG	5.9 p 22.3 1.6 0.6 zn	25K	Incitec Pivot	-	-	a a	(🗷 :
	D 1086844400 Zincgard M 29 BULK	27.4 10.6 1.5 0.5 N P K S Zn	то	Bulk Unbranded	-	-	⇔ ¤	7 🗵 :

Step 8: Click search to display relevant results.

Step 9: If there are similar products available, they will be displayed in the list below. If there are no similar products available to select from, click the 'create new blend' button to submit a custom blends request form.

 ❑ Contracts ❑ Orders ❑ Bookings 	DAP BULK Percentage Tolera 90 % 10	Q Granular Urea Q ance Percentage Tolerance % 10 % 10	+					
දා Cases බ Reports	All 🔵 Favou	urites 🚫 Range Blend 🔵 Custom Blend	Filter this page					Download
🔝 Accounts 🗸 🗸	Product	Analysis		UOM	Brand	Coatings	My product alias	
趓 Admin 🗸 🗸								
₽ ₽ ₽ 0			No matching products found.					

	Sustom Blends		Custom Blends Request Form	
Ou	r Products	^	Request Type (*) Quote only *	
٢	Nitrogen Retention	\sim	Blend set-up *	
C	Compounds	\sim	Dealer / Agent Name*	
E	Blends	^		
c	Custom Blends		Assessment No. 2	
E	Boostas and Greentop		Account No.	
ŀ	Humic Acid	\sim		
L	lauids	\checkmark	Contact Person*	

Step 10: Fill in the required information on the Custom Blends Request Form then submit.

Step 11: Once your blend has been approved and created you can now add it to your order. To do so go to the Create Contract Order from Existing Contract QRG.



Search by NPKS (Nutrients)

3

To search for a product by NPKS (Nutrients), follow these steps:

Step 1: Click the 'Products' tile from the navigation bar on the left.



Step 2: Click on the 'by NPKS' tab.

Incitac Pivot Fertilisers			c	Customer:	Ship to/tank C	alculator:	1	Å
	Products							
Ø	Search by Product by Ingredients by N	PKS						
X	Plants			Product name / Product	D			
⊜	CN01 8 TV01 8		•	Search by product name	e or ID		Reset Search	
a								
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⊞ >	CK 150 S 25KG	0.0 p 0.0 K s 0.0	25K	Incitec Pivot	_	_	♥ 第 :	L
ų.	□ <u>1241528201</u> CK 120 S 25KG	0.0 p 0.0 k 0.0 s 0.0	25K	Incitec Pivot	_	_	○ K :	
\heartsuit	CK 220 4LOOP 1.2T STB	0.0 p 0.0 k 0.0 s 0.0	1.2	Incitec Pivot	_	-	: ₩Q	

Step 3: Click the dropdown under 'Plants' to filter and select available plants.

Inclusion Dear Dear Dear Dear	(Ω → Product List Customer	Ship to tank Calculator:	
<u>م</u>	Products		
¢	Search by Product by Ingredients by NPKS		
	Plants		
Ð	CN01 @ TV01 @	Rest Search	
9 8			
Q	+ + + + Nitroaen Potassium Suffer 70	A → Product List Customer: Ship to/tank Calcular	M 1
		Products	
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٩	Product Analysis \bigtriangledown UOM \bigtriangledown Brand		
		Indite Prior Townsville PDC (TV01)	
		Anarysis	
		► N (0%) ● P (0%) ● X (0%) ● S (0%)	

Note For more information on how to filter Plants, see Page 4 of this Guide.

Step 4: Click on a nutrient component to add it to the search.

Incited Pivot Fertilisers	> Product List Customer: Ship to/tank Calculator: > >
	Products
⊕	Search by Product by Ingredients by NPKS
M	Plants
Ð	CN01 & TV01 & Reset Search
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5	
Q	Nitrogen Potassium Sulfur
▦ >	Analysis
.n. x	● N (0%) ● P (0%) ● K (0%) ● S (0%)
Ä	
♡2	All Favourites Range Products Custom Blends Filter this page Download Order selected 🔀



Incluse Prost Pertilisers	
<u>ہ</u>	Products
¢	Search by Product by Ingredients by NPKS
M	Plants
	CN01 S TV01 S Reset Search
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AB	Product Analysis $ abla$ UOM $ abla$ Brand $ abla$ Coatings My product alias

Step 5: Enter the percentage and tolerance for the components you have added.

Step 6: Click on 'Search' to display relevant results.

Instac Pivot Fertilisers	Customer: Ship to/tank Calculator:
	Products
Ø	Search by Product by Ingredients by NPKS
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ą	
6	33 % Tolerance
Q	10 % Nitrogen Phosphorus Potassium Potassium Sulfur Zn B Mn Si Se
區 >	Analysis
	● N (33%) ● S (12%)
₩ Ω	
	All Favourites Range Products Custom Blends Filter this page Download Order selected R
AB	Product Analysis \bigtriangledown UOM \bigtriangledown Brand Coatings My product alias

Step 7: If there are similar products available, they will be displayed in the list below. If there are no similar products available to select from, click the 'create new blend' button to submit a custom blends request form.

 Contracts Orders Bookings 	Percentage 33 % Tolerance 10 % Nitrogen Phosphorus Potassium Potassium Sutfur	300 + + + + + + + + + - - - -	+ + + Co + Ko + Se	
ୟୁ Cases	All Favourites Range Blend Custom Blend Filter this page	,		Download
Reports				
🔝 Accounts 🗸	Product Analysis	UOM	Brand Coatings	My product alias
谿 Admin ✓				
स • • •	No ma	Create new blend		

Step 8: Fill in the required information on the Custom Blends Request Form then submit.

SWITCH SITE	Incitec Pivot Limited	Dyno Nobel	Incitec Pivot Fertilisers		Fertshed	Contact Us
Incitec Pivot Fertilis	ers		Product &	& Services \lor Resource Centre \lor News \lor About Us \lor	C) Search
	← Custom Ble	ends		Custom Blends Request Form		
	Our Products		^	Request Type (*)		
	Nitrogen Ret	ention	\sim	Blend set-up *		
	Compounds		\sim	Dealer / Agent Name*		
	Blends		^			
	Custom Bler	nds		Account No *		
	Boostas and	Greentop				
	Humic Acid		\sim			
	Liquids		\sim	Contact Person*		
Not						
Your asse	blend req ssment ar	luest wi nd set u	II be submit p of blend a	ted to the 'Blends team' for ingredient compatibility at the port requested.	ý	

Step 9: Once your blend has been approved and created you can now add it to your order. To do so go to the <u>Create Contract Order from Existing Contract QRG</u>.

Need further assistance?

Email the mylncitecPivot Customer Experience team at mylncitecPivot@incitecpivot.com.au or call 1800 009 832.



myIncitecPivot[™]