



User Guide

Alpha & Omega Cannabis Solutions

alphaomegacannabis.com

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Introduction

1 Alpha Leaf's adds seed-to-sale functionality to Microsoft Dynamics 365 Business Central and makes it the only complete cloud-based application to serve the needs of the cannabis industry in a single solution. 1 Alpha Leaf fully integrates with METRC. This user guide will focus only on the operation of 1 Alpha Leaf, and as such will only touch on features that help move processes along. Additional material on the base application of Microsoft Dynamics 365 can be found in the Resources section of this document. For support regarding anything mentioned in this document contact Alpha & Omega Cannabis please submit a support request to www.alphaomegacannabis.com/support.

Navigation

To Navigate access the 1 Alpha Leaf Dropdown.....

Alpha Omega Cannabis | Finance ▾ Cash Management ▾ Sales ▾ Purchasing ▾ Setup & Extensions ▾ Intelligent Cloud Insights ▾ 1 Alpha Leaf ▾ | ☰

Metrc Users Cannabis Locations Strains Plant Groups Plants Harvests Packages

✕ This is a sandbox environment (preview) for test, demo, or development purposes only. Don't show this again.

Insight from last month

The best-selling item was That Good Stuff Clone with 11 units sold

○ ● ○

Activities ▾

Sales This Month
\$0
> See more

Overdue Sales Invoice Amount
\$170
> See more

Overdue Purch. Invoice Amount
\$80
> See more

Sales Invoices Predicted Overdue
0
> See more

Actions
> Payments > Reports > Setup Excel Reports

Ongoing Sales

Sales Quotes	Sales Orders	Sales Invoices
0	0	1
>	>	>

Ongoing Purchases

Purchase Orders	Ongoing Purch. Invoices	Purch. Invoices Next Week
0	0	0
>	>	>

Payments

Unprocessed Payments	Average Collec. Days	Outstanding V. Invoices
0	0.0	1
>	>	>

Camera
Create Incomin... from Camera

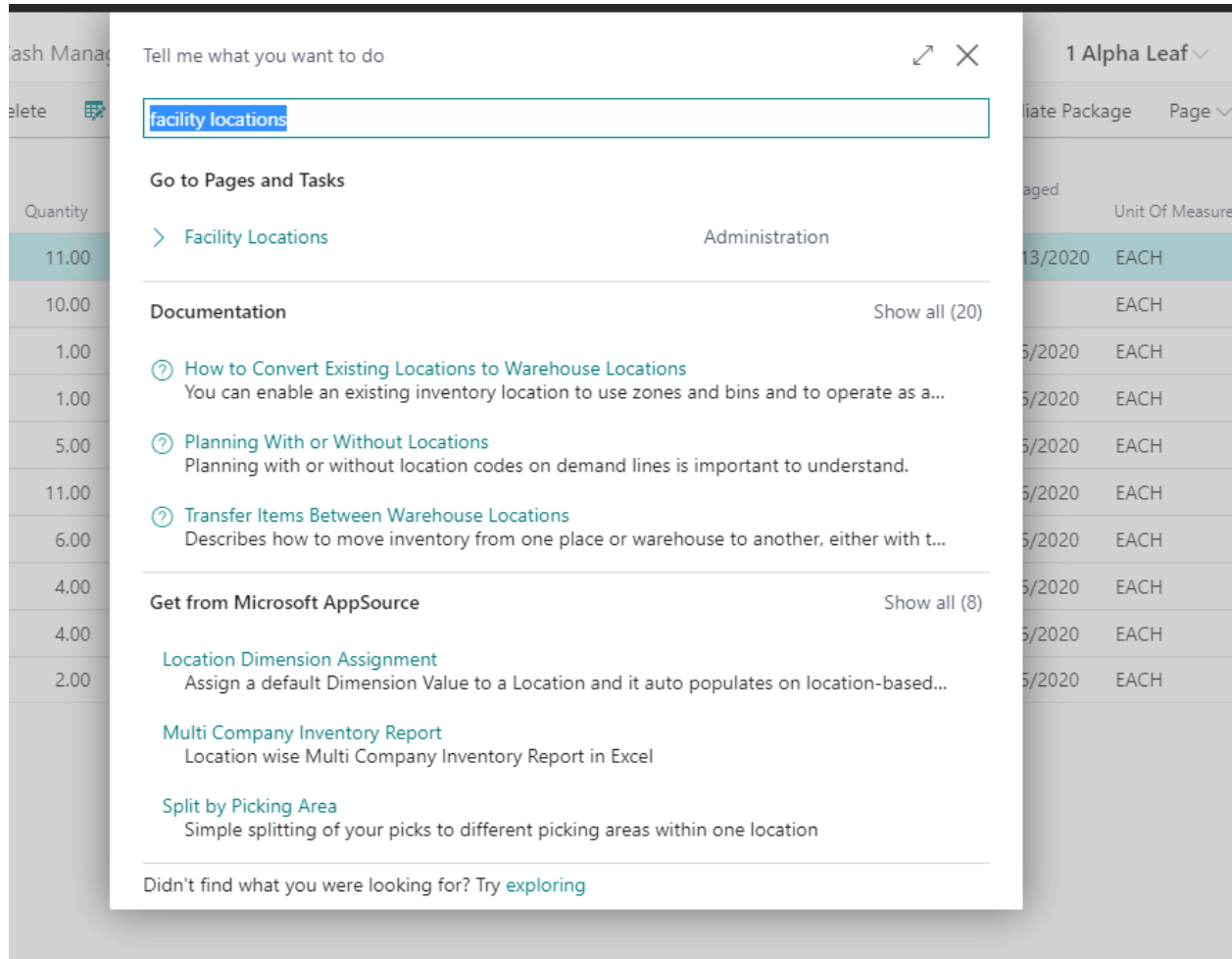
Metrc Users

To sync with Metrc, please open the Metrc User screen and enter your usernames(s) and license key(s) for each licensed facility. Our software license key is already hardcoded into the extension and will allow you to connect to your own Metrc instance.

The screenshot displays the 'Metrc Users' interface. The top navigation bar includes 'Alpha Omega Cannabis' and several menu items: 'Finance', 'Cash Management', 'Sales', 'Purchasing', and 'Setup & Extensions'. Below this, the 'Metrc Users' section has a filter set to 'All', a search bar, and buttons for '+ New', 'Delete', 'Edit List', and 'Page'. The main area shows a table with columns 'User Name' and 'Metrc User Key', but it is currently empty, displaying the message '(There is nothing to show in this view)'. Below the table, the 'Metrc User' detail form is visible, featuring a 'User Details' section with input fields for 'User Name' and 'Metrc User Key'.

Facility Locations

Facility locations need to be setup for the locations of each of the lifecycle of the plant and according to state licensing agreements (may be 1 or more facilities). There is no limit to the number of facilities that can be setup. Type facility locations into the search function and you will be taken to the Facility Locations Screen. Add or edit each location card for each licensed facility that you need to track.



Facility Locations			
<div> <div>Search</div> <div>New</div> <div>Manage</div> <div>Process</div> <div>Report</div> <div>Functions</div> <div>Page</div> <div>More options</div> </div>			
Code ↑	Name	Credential Date	License Number
AOCQ	AO Cannabis Outdoors	11/5/2020	123-AF-34567
TEST	Test		

Fin

+ New

←

Strain Card

+

✓ Saved

≡

age

0.00

0.00

>

Green Machine

General Information

Strain Name

Green Machine

Indica Percentage

60.00

Testing Status

Sativa Percentage

40.00

THC Level

40.00

Terpene

3

CBD Level

60.00

Terpenes

Manage

Terpenes ↑	Description	Percent
→ TERPENE3		2.00
TURPINE1		3.00
TURPINE2		4.00

Plants

Plants are tracked based on grouping, whether they are seeds, clones, or mothers. This screen allows you to see all your plants on one screen and allows for dynamic filtering on any criteria stored on the plant, as well as update growth phase for one or more plants at a time. The ability to change plant locations, record plants destroyed as well as create plant packages is also provided on this screen. Harvests also need to be created from the Plants screen (and can be viewed from the Harvest Screen once created).

Alpha Omega Cannabis | Finance ▾ Cash Management ▾ Sales ▾ Purchasing ▾ Setup & Extensions ▾ Intelligent Cloud Insights ▾ 1 Alpha Leaf ▾

Plants: All ▾
Search
+ New
Delete
Edit List
Change Growth Phase
Change Locations
Destroy Plant
Create Plant Package
Harvest
Page ▾

Label ↑	Growth Phase	Plant Group	Plant Group Type	Location	Strain	Active
-						<input checked="" type="checkbox"/>
GM-000001	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000002	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000003	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000004	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000005	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000006	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000007	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000008	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000009	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000010	Vegetative	MOTHERS		Veg Room	Green Machine	<input checked="" type="checkbox"/>
GM-000011	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000012	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000013	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000014	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000015	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000016	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000017	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000018	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000019	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>
GM-000020	Young	GM-Group	Seed	Planted Room	Green Machine	<input checked="" type="checkbox"/>

Fin...

←

Plant Card

+

✓ Saved

+ New

←

→

GM-000010

→ Destroy Plant

→ Create Plant Package

→ Create Clones From Mother

→ Harvest

More options

General Information

Label

GM-000010

Destroyed Note

Growth Phase

Vegetative ▾

Destroyed By

Plant Group

MOTHERS ▾

Is On Hold

☐

Location

Veg Room ▾

Active

☐

Strain

Green Machine ▾

Is Mother

☒

Clone Count

100

Additives List

Type ↑

Product Name ↑

EPA Registration Number

Product Supplier ↑

A

→ Pesticide

Pesticide 2

Dates >

Harvest >

8



Plants

✓ Saved



Search + New Edit List Delete Edit View Change Growth Phase ...

	Label ↑		Growth Phase	Plant Group		Location
→	✓ GM-000222	:	Young	GM-Group 11/13/	Change Locations	Veg Room
	✓ GM-000223		Young	GM-Group 11/13/	Destroy Plant	Veg Room
	✓ GM-000224		Young	GM-Group 11/13/	Create Plant Package	Veg Room
	✓ GM-000225		Young	GM-Group 11/13/	Harvest	Veg Room
	✓ GM-000226		Young	GM-Group 11/13/	Page	Veg Room
	✓ GM-000227		Young	GM-Group 11/13/	More options	Veg Room
	✓ GM-000228		Young	GM-Group 11/13/		Veg Room
	✓ GM-000229		Young	GM-Group 11/13/20	Clone	Veg Room
	✓ GM-000230		Young	GM-Group 11/13/20	Clone	Veg Room
	✓ GM-000231		Young	GM-Group 11/13/20	Clone	Veg Room

Open in Excel

Edit in Excel

Plant Group Card

GM-Group

Destroy Plant Group

General Information

Name

Type

Location

Strain

Count

Untracked Count

Plant List

Label ↑

→ GM-000001

GM-000002

GM-000003

GM-000004

GM-000005

GM-000006

GM-000007

Additives List >

Plant Card

GM-000001

Destroy Plant

Create Plant Package

Create Clones From Mother

Harvest

More options

General Information

Label

Growth Phase

Plant Group

Location

Strain

Destroyed Note

Destroyed By

Is On Hold

Active

Is Mother

Additives List

Type ↑	Product Name ↑	EPA Registration Number	Product Supplier ↑	App
(There is nothing to show in this view)				

Dates >

Harvest >

Planted D

11/5/20

11/5/20

11/5/20

11/6/20

11/6/20

11/6/20

11/6/20

11/6/20

11/9/20

11/9/20

11/13/2

11/13/2

12/3/20

Mother Plants

Plants can be designated as mothers and have clones created off them. This can be repeated infinitely with the ability to track lineage through multiple cloning back to the origin.

Fin

Plant Card

+

✓ Saved

GM-000010

→ Destroy Plant

→ Create Plant Package

→ Create Clones From Mother

→ Harvest

More options

General Information

Label

GM-000010

Destroyed Note

Growth Phase

Vegetative

Destroyed By

Plant Group

MOTHERS

Is On Hold

Location

Veg Room

Active

Strain

Green Machine

Is Mother

Clone Count

100

Additives List

Type ↑	Product Name ↑	EPA Registration Number	Product Supplier ↑	A
→ Pesticide	Pesticide 2			

Dates >

Harvest >

Harvests

Harvests can only be created from Plants. See Plants section for guide to creating Harvest Groups that will appear under the Harvests screen. The Harvest Screen allows Harvest Packages to be created and specific required dimensions about the harvest package entered.

Harvests: All												
Search Delete Edit List Create Packages Move Harvest Remove Waste Finish Harvest Unfinish Harvest Page More options												
Name ↑	Location	Plant Count	Current Weight	Total Waste Weight	Total Wet Weight	Total Restored Weight	Total Packaged Weight	Unit of Weight	Is On Hold	Harvest Start Date	Finished Date	Act...
GM-Harvest 11/13/20	Harvest Room	39	8.00	2.00	13.00	10.00	0.00	LBS	<input type="checkbox"/>	11/13/2020		

Harvest Card

GM-Harvest 11/13/20

Create Packages Move Harvest Remove Waste Add Dry Weight Finish Harvest

General Information

Name

GM-Harvest 11/13/20

Packaged Count

0

Strain Count

1

Unit of Weight

LBS

Drying Location

Harvest Room

Is On Hold

☐

Drying Location Type

Harvests

Active

☐

Plant Count

39

Weights

Current Weight

8.00

Total Restored Weight

10.00

Total Waste Weight

2.00

Total Packaged Weight

0.00

Total Wet Weight

13.00

Testing >

Dates >

Packages

Packages are the final destination for the finished plants and is tied directly into Business Central Inventory.

Alpha Omega Cannabis Finance Cash Management Sales Purchasing Setup & Extensions Intelligent Cloud Insights 1 Alpha Leaf										
Packages: All Search + New Delete Edit List Create Plantings Adjust Finish Package Unfinish Package Remediate Package Page More options										
Label ↑	Type	Quantity	Location	Location Type	Note	Packaged Date	Unit Of Measure	Is On Hold	Package Start Date	Package Finished Date
GM-Package-01	Vegetative ...	11.00	Package Room	Package	Packages for Douglas	11/13/2020	EACH	<input checked="" type="checkbox"/>	11/13/2020	
Package from Seller - 01	Vegetative ...	10.00	Package Room	Package			EACH	<input type="checkbox"/>		
Test Package	Vegetative ...	1.00	Package Room	Package		11/5/2020	EACH	<input type="checkbox"/>	11/5/2020	11/5/2020
Test Package 2	Vegetative ...	1.00	Package Room	Package		11/5/2020	EACH	<input type="checkbox"/>	11/5/2020	
TGS- Package 1	Vegetative ...	5.00	Package Room	Package		11/5/2020	EACH	<input type="checkbox"/>	11/5/2020	
TGS-Clone Package	Vegetative ...	11.00	Package Room	Package	Packaged 10 Clones	11/6/2020	EACH	<input type="checkbox"/>	11/6/2020	11/6/2020
TGS-Package 2	Immature P...	6.00	Package Room	Package		11/5/2020	EACH	<input type="checkbox"/>	11/5/2020	
TGS-Package 3	Vegetative ...	4.00	Package Room	Package		11/5/2020	EACH	<input type="checkbox"/>	11/5/2020	
TGS-Package 4	Vegetative ...	4.00	Package Room	Package		11/5/2020	EACH	<input type="checkbox"/>	11/5/2020	
TGS-Package 5	Vegetative ...	2.00	Package Room	Package		11/5/2020	EACH	<input type="checkbox"/>	11/5/2020	

