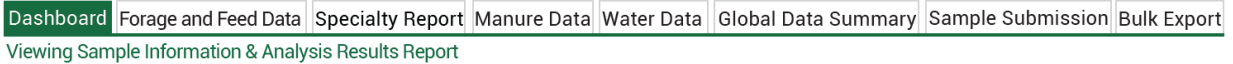




VIEWING YOUR DASHBOARD ON THE CVAS CLIENT PORTAL

To provide more complete access to results for our users, CVAS has updated our client portal to include a **“Dashboard”** tab that provides access to an overview of your latest 100 samples along with quick access to samples by farm across the last 14 days.

1. After logging into your CVAS client portal by using the Login link on the home page (www.foragelab.com) you will be directed to a tab labeled **“Dashboard”**.



2. From here you may view some general info on your latest 100 samples such as farm, description, and feed type. You will also be able to view the status of your sample, the notes, and the source of each. If available, you also have access to view the photo of your sample that was taken at the lab, by clicking the **magnifying glass** under ‘Image’.

Latest 100 Samples														
<input type="checkbox"/>	Report	Farm	Image	XML	Lab ID	FARM	DESCRIPTION	FEED TYPE	STATUS	Completed Date	Report Ver	Reviewed	NOTES	SOURCE
					30538000	QC	QC	COMMERCIAL FEED MIX	Pending			X	Notes	Source
					30538000	QC	QC	COMMERCIAL FEED MIX	Pending			X	Notes	Source
					30538040	QC	QC	COMMERCIAL FEED MIX	Pending			X	Notes	Source
					30538020	QC	QC	COMMERCIAL FEED MIX	Pending			X	Notes	Source
					30538002	AAFCO	AAFCO	DISTILLERS GRAIN, DRY	Pending			X	Notes	Source
					30538001	QC	QC	COMMERCIAL FEED MIX	Pending			X	Notes	Source
					30535100	QC	QC	COMMERCIAL FEED MIX	Pending			X	Notes	Source
					30535080	QC	QC	COMMERCIAL FEED MIX	Pending			X	Notes	Source
					30535063	129803379	10149 BEEF BLOOD-JBS CACTUS	BLOOD MEAL	Pending			X	Notes	Source
					30535062	129803379	10149 BEEF BLOOD-JBS CACTUS	BLOOD MEAL	Pending			X	Notes	Source
					30535060	QC	QC	COMMERCIAL FEED MIX	Pending			X	Notes	Source
					30535058	129803352	AGRICOLD (50020)	Misc-unknown	Pending			X	Notes	Source
					30535057	1298033419	AGRIBLUE (50060)	Misc-unknown	Pending			X	Notes	Source
					30535056	1298033388	PROVIAL METATAYR (P1)30045	Misc-unknown	Pending			X	Notes	Source

3. Below you may view more specific information regarding all samples by farm within the last 2 weeks, viewing information such as the sample, the graph nutrient, and the standard deviation.

- To view this information, click on the green labels ‘View Samples’, ‘Graph Nutrient’, and ‘View StdDev’ to open and view data for your desired sample chosen.

* Please keep in mind, this process can only be done for one report at a time.

Samples By Farm (Last 2 Weeks)					
Select	Farm Name	Source Group Option	View Samples	Graph Nutrient	View StdDev
<input type="radio"/>	1244029193		View Samples	Graph Nutrient	View StdDev
<input type="radio"/>	1244029197		View Samples	Graph Nutrient	View StdDev
<input type="radio"/>	1244029198		View Samples	Graph Nutrient	View StdDev
<input type="radio"/>	1244029247		View Samples	Graph Nutrient	View StdDev
<input type="radio"/>	1244029301		View Samples	Graph Nutrient	View StdDev
<input type="radio"/>	1244029303		View Samples	Graph Nutrient	View StdDev
<input type="radio"/>	1244029305		View Samples	Graph Nutrient	View StdDev
<input type="radio"/>	1244029352		View Samples	Graph Nutrient	View StdDev



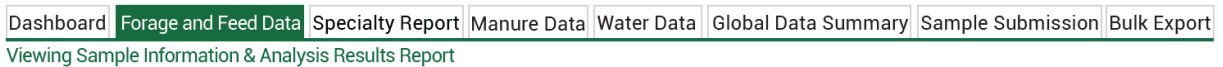
VIEWING AND DOWNLOADING FORAGE AND FEED DATA REPORTS ON CVAS CLIENT PORTAL

To provide access to results for our users, CVAS has a client portal to include a **“Forage and Feed Data”** tab that provides access to Excel downloadable files of all Manure Data reported to our clients.

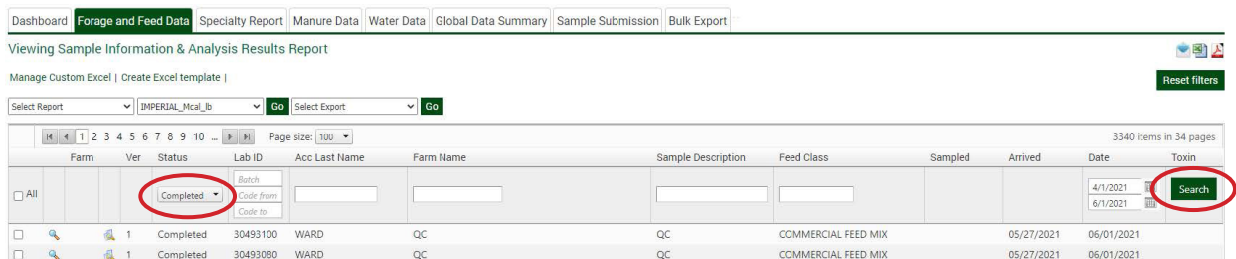
NOTES

- Status **‘Completed’** will show you samples that have been completed and have results that are readily available.
- Status **‘Pending’** will allow you to view and track your sample through to completion.
- Lab ID **‘Batch’** refers to the first 5 digits of the Lab ID
- Lab ID **‘Code’** refers to the last 3 digits of the Lab ID

1. After logging into your CVAS client portal by using the Login link on the home page (www.foragelab.com) you will see a tab titled **“Forage and Feed Data”**.



2. Once you have selected Forage and Feed Data and are looking at your samples, click the drop down menu towards the left to select the sample **‘Status’**. Select **‘Completed’**, and automatically all completed samples will begin to load.
3. When reviewing Completed samples, you may narrow the search if you choose, by using fields such as Lab ID, account last name, farm name, sample description, feed class, and date range. Search as desired, then click **“Search”** on the right-hand side.



4. Once you have narrowed your search and are looking at your samples, you may now select your desired samples by selecting all, or selecting them separately by using the boxes on the left.

Dashboard **Forage and Feed Data** Specialty Report Manure Data Water Data Global Data Summary Sample Submission Bulk Export

Viewing Sample Information & Analysis Results Report

Manage Custom Excel | Create Excel template | [Reset filters](#)

Select Report Select Export

Page size: 100 3340 items in 34 pages

Farm	Ver	Status	Lab ID	Acc Last Name	Farm Name	Sample Description	Feed Class	Sampled	Arrived	Date	Toxin
<input type="checkbox"/> All		Completed								4/1/2021 6/1/2021	<input type="button" value="Search"/>
<input type="checkbox"/>	1	Completed	30493100	WARD	QC	QC	CCMERCIAL FEED MIX	05/27/2021	06/01/2021		
<input type="checkbox"/>	1	Completed	30493080	WARD	QC	QC	CCMERCIAL FEED MIX	05/27/2021	06/01/2021		

- Now choose the **Report** you would like to generate for the samples chosen. Once you have chosen the report type from the top left, you may click 'Go' and your report will automatically generate. You may **download or print** the report and repeat steps 1-5 as needed.

Dashboard **Forage and Feed Data** Specialty Report Manure Data Water Data Global Data Summary Sample Submission Bulk Export

Viewing Sample Information & Analysis Results Report

Manage Custom Excel | Create Excel template | [Reset filters](#)

Select Report Select Export

Page size: 100 3340 items in 34 pages

Farm	Ver	Status	Lab ID	Acc Last Name	Farm Name	Sample Description	Feed Class	Sampled	Arrived	Date	Toxin
<input type="checkbox"/> All		Completed								4/1/2021 6/1/2021	<input type="button" value="Search"/>
<input type="checkbox"/>	1	Completed	30493100	WARD	QC	QC	CCMERCIAL FEED MIX	05/27/2021	06/01/2021		
<input type="checkbox"/>	1	Completed	30493080	WARD	QC	QC	CCMERCIAL FEED MIX	05/27/2021	06/01/2021		

- You can also select the **magnifying glass** on the left side of each sample to separately download PDF's for each desired sample.

* Please keep in mind, this process can only be done for one report at a time.

Dashboard **Forage and Feed Data** Specialty Report Manure Data Water Data Global Data Summary Sample Submission Bulk Export

Viewing Sample Information & Analysis Results Report

Manage Custom Excel | Create Excel template | [Reset filters](#)

Select Report Select Export

Page size: 100 3340 items in 34 pages

Farm	Ver	Status	Lab ID	Acc Last Name	Farm Name	Sample Description	Feed Class	Sampled	Arrived	Date	Toxin
<input type="checkbox"/> All		Completed								4/1/2021 6/1/2021	<input type="button" value="Search"/>
<input type="checkbox"/>	1	Completed	30493100	WARD	QC	QC	CCMERCIAL FEED MIX	05/27/2021	06/01/2021		
<input type="checkbox"/>	1	Completed	30493080	WARD	QC	QC	CCMERCIAL FEED MIX	05/27/2021	06/01/2021		

If available, you can select the magnifying glass under '**Farm**' on the left side to separately download PDF's for each Farm Report.

* Again, please keep in mind this process can only be done for one report at a time.

- To review Pending samples**, once you have selected Forage and Feed Data and are looking at yoursamples, click the drop down menu towards the left to select the sample '**Status**'. Select '**Pending**', and automatically all pending samples will begin to load.
- When reviewing Pending samples, you may narrow the search if you choose, by using fields such as Lab ID, account last name, farm name, sample description, feed class, and date range. Search as desired, then click "Search" on the right-hand side. You may also view and download the Farm Report by clicking the magnifying glass on the left under 'Farm'. Click the magnifying glass in the column to the right of 'Farm', to view the sample photo taken at the lab.



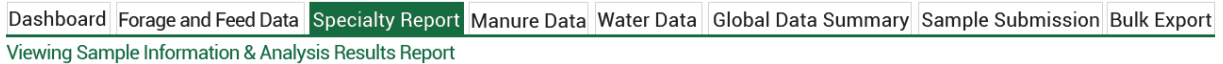
VIEWING AND DOWNLOADING SPECIALTY REPORTS ON CVAS CLIENT PORTAL

To provide more complete access to results for our users, CVAS has updated our client portal to include a **“Specialty Report”** tab that provides access to PDF and CSV downloadable files of all specialty results reported to our clients.

NOTES

- Status **‘Completed’** will show you samples that have been completed and have results that are readily available.
- Status **‘Pending’** will allow you to view and track your sample through to completion.
- Lab ID **‘Batch’** refers to the first 5 digits of the Lab ID
- Lab ID **‘Code’** refers to the last 3 digits of the Lab ID

1. After logging into your CVAS client portal by using the Login link on the home page (www.foragelab.com) you will see a tab titled **“Specialty Report”**.



Dashboard Forage and Feed Data **Specialty Report** Manure Data Water Data Global Data Summary Sample Submission Bulk Export
Viewing Sample Information & Analysis Results Report

2. Once you have selected Specialty Report and are looking at your samples, click the drop down menu on the top left to select your desired report type. Select the report type you are looking for and your samples of that specialty report type will automatically load in the results section of the page.



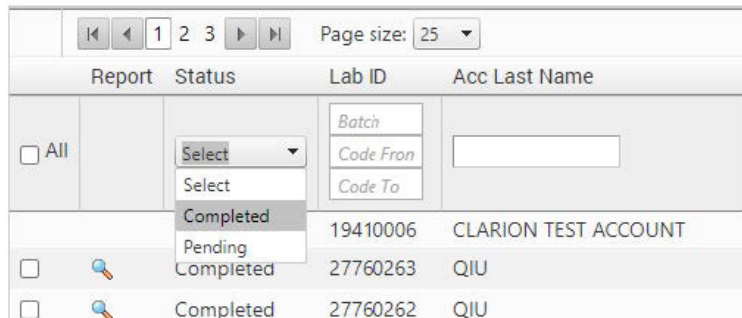
Dashboard Forage and Feed Data **Specialty Report** Manure Data

Viewing Sample Information & Analysis Results Report



Fermentation Plus

3. Now you have two status options; Completed or Pending. You may export results for Completed samples or view the status of your Pending samples.



Report	Status	Lab ID	Acc Last Name
<input type="checkbox"/> All	Select	Batch Code Fron Code To	
<input type="checkbox"/>	Completed	19410006	CLARION TEST ACCOUNT
<input type="checkbox"/>	Pending	27760263	QIU
<input type="checkbox"/>	Completed	27760262	QIU

- Drop down the 'status' menu to select Completed or Pending sample status.
- When reviewing samples both Completed and Pending, you may narrow the search if you choose, by using fields such as Lab ID, account last name, farm name, sample description, feed class, and date completed. Search as desired, then click "Go" on the right-hand side. Export completed samples or view pending samples as desired.

Dashboard Forage and Feed Data **Specialty Report** Manure Data

Viewing Sample Information & Analysis Results Report

Fermentation Plus

Page size: 25

Report	Status	Lab ID	Acc Last Name
<input type="checkbox"/> All	Select	Batch	
	Select	Code From	
	Completed	Code To	
	Pending	19410006	CLARION TEST ACCOUNT
<input type="checkbox"/>	Completed	27760263	QIU

- When exporting **Completed** reports, you have a few options:

- Select sample(s) by **selecting them separately** or by clicking "**select all**", and then downloading an **excel report** on the right hand side. This report will include all samples selected.

Dashboard Forage and Feed Data **Specialty Report** Manure Data Water Data Global Data Summary Sample Submission Bulk Export

Viewing Sample Information & Analysis Results Report

Toxin

Page size: 25

Report	Status	Lab ID	Acc Last Name	Farm Name	Sample Description	Feed Class	Sampled	Arrived	Completed	Toxin
<input type="checkbox"/> All	Completed									
<input type="checkbox"/>	Completed	30270001	QIU	JILIN JIAJI SHENGHUA DAIRY FAR	FERMENTED FEED-TAIRUIUA	Misc-unknown	03/27/2021	03/29/2021	05/03/2021	
<input type="checkbox"/>	Completed	30273035	WARD	MEYER, GREG	D	MIXED GRAINS	03/24/2021	03/26/2021	04/02/2021	

OR

- You can select the **magnifying glass** on the left side of each sample and separately download PDF's for each desired sample.

* Please keep in mind, this process can only be done for one report at a time.

Dashboard Forage and Feed Data **Specialty Report** Manure Data Water Data Global Data Summary Sample Submission Bulk Export

Viewing Sample Information & Analysis Results Report

Toxin

Page size: 25

Report	Status	Lab ID	Acc Last Name	Farm Name	Sample Description	Feed Class	Sampled	Arrived	Completed	Toxin
<input type="checkbox"/> All	Completed									
<input type="checkbox"/>	Completed	30270001	QIU	JILIN JIAJI SHENGHUA DAIRY FAR	FERMENTED FEED-TAIRUIUA	Misc-unknown	03/27/2021	03/29/2021	05/03/2021	
<input type="checkbox"/>	Completed	30273035	WARD	MEYER, GREG	D	MIXED GRAINS	03/24/2021	03/26/2021	04/02/2021	

- When viewing **Pending** reports:

- You can track the progress of your pending samples. 'Sampled' will tell you when you sampled and sent in your material. 'Arrived' will let you know when we received the sample at the lab. As it continues through the process, 'Completed' will let you know the date that the results are available to be viewed and exported.



VIEWING AND DOWNLOADING MANURE DATA REPORTS ON CVAS CLIENT PORTAL

To provide access to results for our users, CVAS has a client portal that includes a **“Manure Data”** tab to provide access to PDF and Excel downloadable files of all Manure Data reported to our clients.

NOTES

- Status **‘Completed’** will show you samples that have been completed and have results that are readily available.
- Status **‘Pending’** will allow you to view and track your sample through to completion.
- Lab ID ‘Batch’ refers to the first 5 digits of the Lab ID
- Lab ID ‘Code’ refers to the last 3 digits of the Lab ID

1. After logging into your CVAS client portal by using the Login link on the home page (www.foragelab.com) you will see a tab titled **“Manure Data”**.

Dashboard Forage and Feed Data Specialty Report **Manure Data** Water Data Global Data Summary Sample Submission Bulk Export
Viewing Sample Information & Analysis Results Report

2. Once you have selected Manure Data and are looking at your samples, you have two status options; **Completed or Pending**.

You may export results for Completed samples or view the status of your Pending samples.

3. Drop down the ‘status’ menu to select your desired sample status.

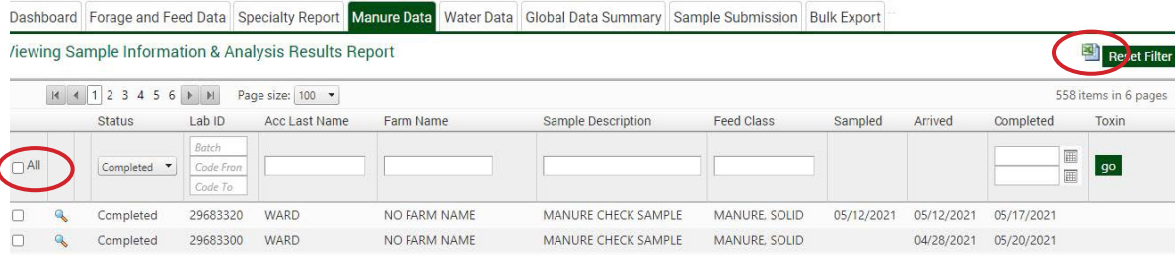
4. When reviewing samples both Completed and Pending, you may narrow the search if you choose, by using fields such as Lab ID, account last name, farm name, sample description, feed class, and date completed. Search as desired, then click “Go” on the right-hand side. Export completed samples or view pending samples as desired.

Dashboard Forage and Feed Data Specialty Report **Manure Data** Water Data
Viewing Sample Information & Analysis Results Report

Status	Lab ID	Acc Last Name	Farm Name
<input type="checkbox"/> All	<input type="text" value="Batch"/> <input type="text" value="Code From"/> <input type="text" value="Code To"/>	<input type="text"/>	<input type="text"/>
Completed	30309084	WARD	RICHARDSON, MARK
Pending	29683306	WARD	NO FARM NAME

- When exporting **Completed** reports, you have a few options:

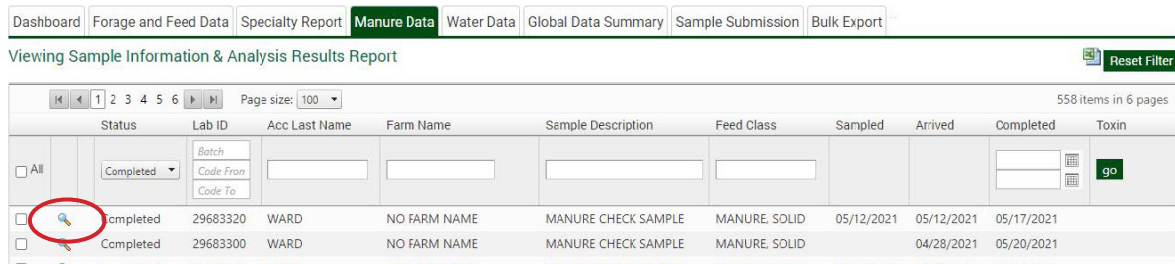
1. Select sample(s) by **selecting them separately** or by clicking **“select all”**, and then downloading an **excel report** on the right hand side. This report will include all samples selected.



OR

2. You can select the **magnifying glass** on the left side of each sample and separately download PDF's for each desired sample.

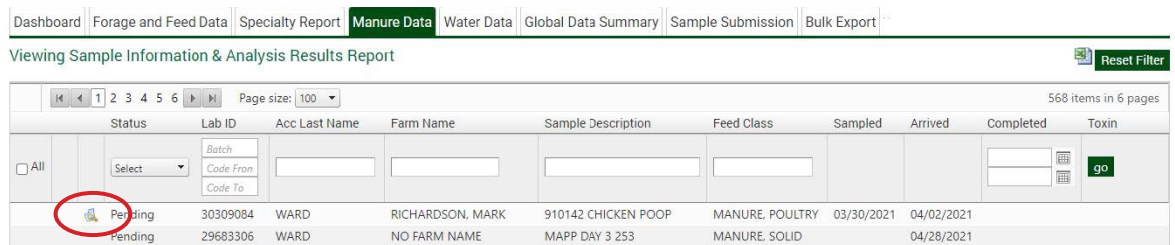
* Please keep in mind, this process can only be done for one report at a time.



- When viewing **Pending** reports:

1. You can track the progress of your pending samples. Sampled will tell you when you sampled and sent in your material. Arrived will let you know when we received the sample at the lab. As it continues through the process, completed will let you know the date that the results are available to be viewed and exported.

2. Once available, you can also view an image of your sample with the submittal information, tagged with our internal scan code. You may do so via the magnifying glass to the left of the 'Pending' status.





VIEWING AND DOWNLOADING WATER DATA REPORTS ON CVAS CLIENT PORTAL

To provide access to results for our users, CVAS has a client portal to include a **“Water Data”** tab that provides access to PDF and Excel downloadable files of all Water Data reported to our clients.

NOTES

- Status **‘Completed’** will show you samples that have been completed and have results that are readily available.
- Status **‘Pending’** will allow you to view and track your sample through to completion.
- Lab ID ‘Batch’ refers to the first 5 digits of the Lab ID
- Lab ID ‘Code’ refers to the last 3 digits of the Lab ID

1. After logging into your CVAS client portal by using the Login link on the home page (www.foragelab.com) you will see a tab titled **“Water Data”**.

Dashboard | Forage and Feed Data | Specialty Report | Manure Data | **Water Data** | Global Data Summary | Sample Submission | Bulk Export
Viewing Sample Information & Analysis Results Report

2. Once you have selected Water Data and are looking at your samples, you have two status options; **Completed or Pending**. You may export results for Completed samples or view the status of your Pending samples.

Dashboard | Forage and Feed Data | Specialty Report | Manure Data | **Water Data** | Glob
Viewing Sample Information & Analysis Results Report

3. Drop down the ‘status’ menu to select Completed or Pending sample status.

		Status	Lab ID	Acc Last Name	Farm Name
<input type="checkbox"/> All		Select Select	Batch Code From Code To		
<input type="checkbox"/>		Completed	28244826	WARD	NORTH AMERICAN PROFICIENCY TES
<input type="checkbox"/>		Pending	28244825	WARD	NORTH AMERICAN PROFICIENCY TES
<input type="checkbox"/>		Reviewed	28244825	WARD	NORTH AMERICAN PROFICIENCY TES

4. When reviewing samples both Completed and Pending, you may narrow the search if you choose, by using fields such as Lab ID, account last name, farm name, sample description, and date completed. Search as desired, then click “Go” on the right-hand side. Export completed samples or view pending samples as desired.



VIEWING AND DOWNLOADING GLOBAL DATA SUMMARY REPORTS

To provide our clients access to the extensive CVAS database of sample results, our client portal includes a **“Global Data Summary”** tab. This tab allows the client to generate summarized results in a downloadable PDF.

1. After logging into your CVAS client portal by using the Login link on the CVAS web page (www.foragelab.com) there will be a tab titled **“Global Data Summary”**.



2. On the “Global Data Summary” page there is a series of menus that allow the user to limit the data summarized by Feed Type as well as Region and State.
3. Additional range limitation can be applied for Date, Dry Matter, Crude Protein, NDF, ADF/NDF ratio, and Lignin to NDF ratio.
4. After all of the desired filters are in place, select the “Submit” button.

5. The filtered results will be summarized automatically, providing the average, number of samples in the calculation, standard deviation, and +/- 1 standard deviation data.
6. After calculation, a PDF will be generated as a pop up. This can be opened and saved for your convenience.



VIEWING AND DOWNLOADING BULK EXPORT DATA REPORTS ON CVAS CLIENT PORTAL

To provide access to historic results for our users, CVAS has a client portal to include a **“Bulk Export”** tab that provides access to PDF and Excel downloadable files of client samples that can be sorted and/or organized based on category options within the database.

1. After logging into your CVAS client portal by using the Login link on the home page (www.foragelab.com) you will see a tab titled **“Bulk Export”**.

Dashboard Forage and Feed Data Specialty Report Manure Data Water Data Global Data Summary Sample Submission **Bulk Export**
Viewing Sample Information & Analysis Results Report

2. Once you are on the Bulk Export Data tab, use the drop-down menus to filter your results. You may search by using fields such as description, farm name, date ranges, forages, protein feeds, and other items.
3. Once you've selected your search criteria, click submit below.

Dashboard Forage and Feed Data Specialty Report Manure Data Water Data Global Data Summary Sample Submission **Bulk Export**

Bulk Export

Select

Sample Description

Farm Name

Linked Account

Batch

Code (From) Code (To)

Completed Date (From)

Completed Date (To)

Forages

Grains

Protein Feeds

ByProducts/Ingredients

TMR

Mineral/Ingredients

Manure

The maximum number of samples allowed to download in excel is 5,000.

4. Results available will be shown below the search options above. Select results as desired separately, or select all to download up to 5,000 results at a time via excel.
5. Using the menu at the top of the page, choose the excel icon to select all results in a CSV file format, the PDF icon to download PDFs of each report or using the drop-down menu choose from several summary reports that will summarize all data from those samples.



STEPS FOR PASSWORD RESET ON THE CVAS CLIENT PORTAL

1. Go to www.foragelab.com
2. Select "LOGIN" from the top right hand side of the screen.
3. Select "Forgot your password?" at the bottom left of the login screen.

CVAS COVID19 STATUS
For emergency or urgent requests

Login

Email

Password

Remember me next time.

[Forgot your password ?](#) [Change your password ?](#)

Our new system requires that your username be a valid email. If you do not have an email on file or you haven't updated your login, please email mail@foragelab.com to modify your account.

4. You will be taken to the Password Recovery Page. Enter your username here.

Password Recovery

User Name

5. Enter your username and click submit.
6. You will receive an e-mail with a password reset.

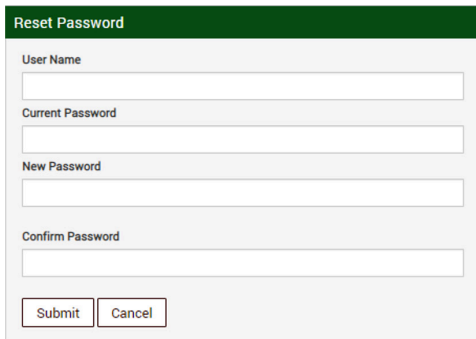
Your password is **QXws25**

If you have any questions, please do not hesitate to contact us.

Ralph Ward
President
Cumberland Valley Analytical Services, Inc.
cvasresults@foragelab.com
301-790-1980

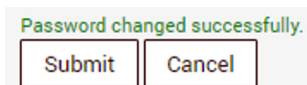
7. After you have your temporary password, go back to www.foragelab.com on the login page. Enter your username and temporary password on the login page (we suggest that you copy and paste the password from the e-mail).

8. You will be directed to the Reset Password Page.



The screenshot shows a web form titled "Reset Password" with a dark green header. Below the header are four text input fields labeled "User Name", "Current Password", "New Password", and "Confirm Password". At the bottom of the form are two buttons: "Submit" and "Cancel".

9. Reset your password using your user name, then under the current password enter the temporary password you were e-mailed. Enter a New Password (we suggest a password that is a minimum of 8 characters in length with at least 1 capital letter and 1 number), then enter it again under Confirm Password. Click submit. You will see the following message:



The screenshot shows a message box with the text "Password changed successfully." in green. Below the message are two buttons: "Submit" and "Cancel".

10. Go back to the Login page and enter your username and the password entered on the Reset Password Page.