

**Download Soils Reports
from the NCDA Agronomic
Division Website**

&

**Import Soils Data into a
Plan**

**NCDA
AGRONOMIC
DIVISION**
Soils Reports (.csv
file)

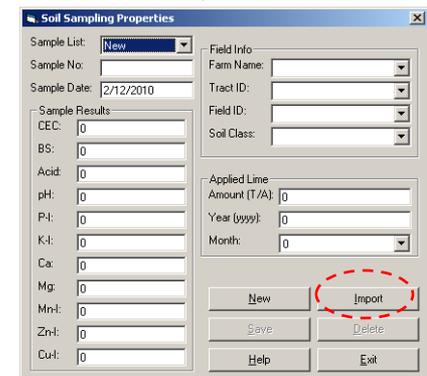
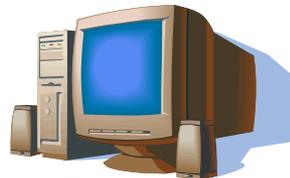
DOWNLOAD

- Your C: drive
- Designated Server storage
- Agency S: drive
- Other media storage

**Nutrient
Management**

IMPORT

Downloaded Soils
Report (.csv file)



DOWNLOAD

1) Download Soils Reports

Microsoft Internet Explorer window showing the NCD&CS Agronomic Services Division website. The address bar contains <http://www.ncagr.gov/agronomi/>.

Navigation menu: Home | Programs | Services | Divisions | Newsroom | Search

Left sidebar menu:

- About the Division
- Find Your Report (PALS)**
- Field Services
- Nematode Assay
- Plant Tissue Analysis
- Soil Testing
- Soilless Media Analysis
- Solution Analysis
- Waste Analysis
- Agrotips
- News Releases
- Publications
- Staff
- Virtual Tour
- Related Sites
- Agronomic Site Map

Header: NORTH CAROLINA DEPARTMENT OF AGRICULTURE & CONSUMER SERVICES

AGRONOMIC SERVICES division

AGRONOMIC SERVICES Highlights

Registering your E-mail in PALS (New -- JAN 2010)

Sample information forms (New -- OCT 2009)

Sample containers & info

Bar-code shipping labels

November 1st will be the last day to mail in reports. Starting November 1st, we will be GREEN (fiscally and environmentally friendly) and no more mailing of paper reports. For details, click here.

NCDA&CS Agronomic Services Division

Mailing Address: 1040 Mail Service Center, Raleigh NC 27699-1040

Physical Address: 1300 Research Triangle Park, Raleigh NC 27607-8455

Phone: (919) 733-2655; FAX: (919) 733-2837

Footer: Jobs | Mission Statement | Accessibility Statement | Disclaimer | Privacy Statement
Steve Troxler, Commissioner of Agriculture

Yellow box text: Go to the NCDA Agronomic Division website <http://www.ncagr.gov/agronomi/> Click on Find Your Report

2) Download Soils Reports

Use Quick Report Search or the option that is most appropriate.

Public Access Laboratory-information-management system is unavailable.
*PALS is unavailable from midnight until 5 a.m. every day due to the need for essential computer backup and maintenance operations.
There may also be down time between 7 a.m. and noon on Saturdays.*

Estimated Processing Time For Samples Received 2/10/2010:

LAB	Process Time	Unit
Soil	6	Weeks
Nematology	3	Weeks
Nematology (Problem)	5	Days
Plant	2 *	Days
Waste	3-4 *	Days
Solution	2 *	Days

** Processing time may be longer for nongrower samples and samples for which additional tests have been requested.*

Due to real-time report generation, a report may not be completely displayed.
If this happens, wait a few minutes and try again.

[Bar-code shipping labels](#)

Watch for improved PALS service thanks to funding from

3) Download Soils Reports

PALS - Quick Report Search Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Search Favorites

Address http://agronomy.agr.state.nc.us/NewPALS/OldPalsSearch.aspx

NCDA&CS Agronomic Division PALS Web Application

- PALS
 - Return
 - PALS Home
 - Agronomic Division Home
 - Growers
 - Instructional Info
 - Quick Report Search
 - Grower Login
 - Advisors
 - Advisor Login
 - Agronomists
 - Agronomist Login
 - Co-op Agencies
 - Co-op Agency Login

Quick Report Search (July 2007 to present)

Enter grower name (*at least the first few letters of the last name or business name, as written on the sample information form*).
Click the **Search** button to locate possible matches.

Find the correct name in the list, select it, and click the **Find Reports** button.

Name: Search

In the Quick Report Search screen, type the desired name or the appropriate farm or business name and then click **Search**.

4) Download Soils Reports

PALS - Quick Report Search Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Search Favorites

Address http://agronomy.agr.state.nc.us/NewPALS/OldPalsSearch.aspx

NCDA&CS Agronomic Division PALS Web Application

Quick Report Search (July 2007 to present)

Enter grower name *(at least the first few letters of the last name or business name, as written on the sample information form)*.
Click the **Search** button to locate possible matches.

Find the correct name in the list, select it, and click the **Find Reports** button.

Back To Search

Find Reports

Find the appropriate name on the list, select it, and press **Find Reports**.

NC State Fair Attn: Dudley Baggett 1010 Mail Service Center Raleigh NC 27699 919733077
NC State Fair - Hunt Horse Complex 1025 Blue Ridge Rd Raleigh NC 27607 9197330778
NC State Nat. Res. Foundation, Inc. 105 Forestry Center Cir Maysville NC 28555 91034769
NC State University Moore County Center PO Box 1149 Carthage NC 28327
NC State Vet. Equine Research Center Attn: Tammy Stewart 6045 US #1 North Southern F

5) Download Soils Reports

PALS - Quick Report Search Page - Microsoft Internet Explorer

Address: http://agronomy.agr.state.nc.us/NewPALS/OldPalsSearch.aspx

Quick Report Search (July 2007 to present)

To view a report, simply click the **View Report** or **New Report** button.
 To download data from multiple reports in a single Excel spreadsheet, check the desired boxes in the right column then click the **Download Selected Reports** button.

Reports found: 6

Attention: If a report loads incorrectly (for example, without client name and address), click the button again.

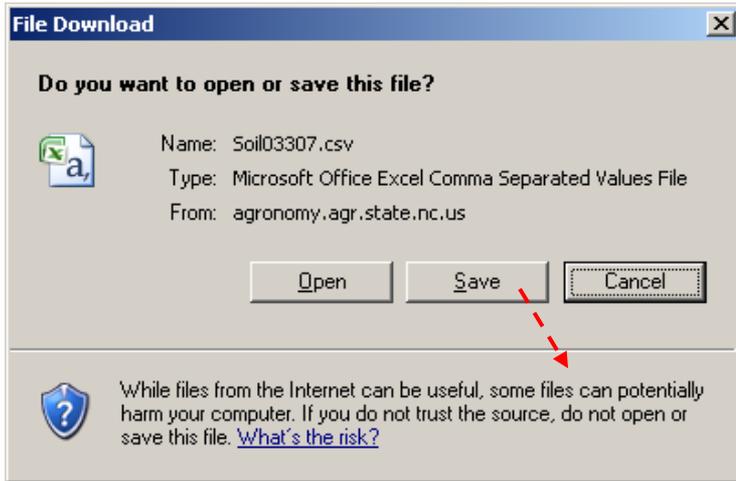
Back To Grower List

Fiscal Year	Report	Lab	Report Type	Status	Status Date	Farm ID	No. Samples	PDF File	Spreadsheet	Download Selected Reports
2010	W04367	Waste	Diagnostic	Mailed	1/29/2010	Attn: Dale Barnett	1	New Report	Download Data	<input checked="" type="checkbox"/>
2010	W03195	Waste	Predictive	Mailed	11/24/2009		3	View Report	Download Data	<input type="checkbox"/>
2010	W01979	Waste	Predictive	Mailed	11/24/2009		3	View Report	Download Data	<input type="checkbox"/>
2009	03307	Soil	Diagnostic	Mailed	8/12/2008	ATTN:DUDLEY BAGGETT	2	View Report	Download Data	<input checked="" type="checkbox"/>
2009	W07812	Waste	Predictive	Pending payment	5/15/2009	Attn: Dale Barnett	3	Unavailable	Unavailable	<input type="checkbox"/>
2009	W06090	Waste	Diagnostic	Mailed	3/11/2009	Attn: Dale Barnett	3	View Report	Download Data	<input type="checkbox"/>

Annotations:

- View the **Lab** and **Status Date** column to be sure the proper report is chosen.
- For each report you wish to download, check the small white box under 'Download Selected Reports'
- Finish by clicking the 'Download Selected Reports' button

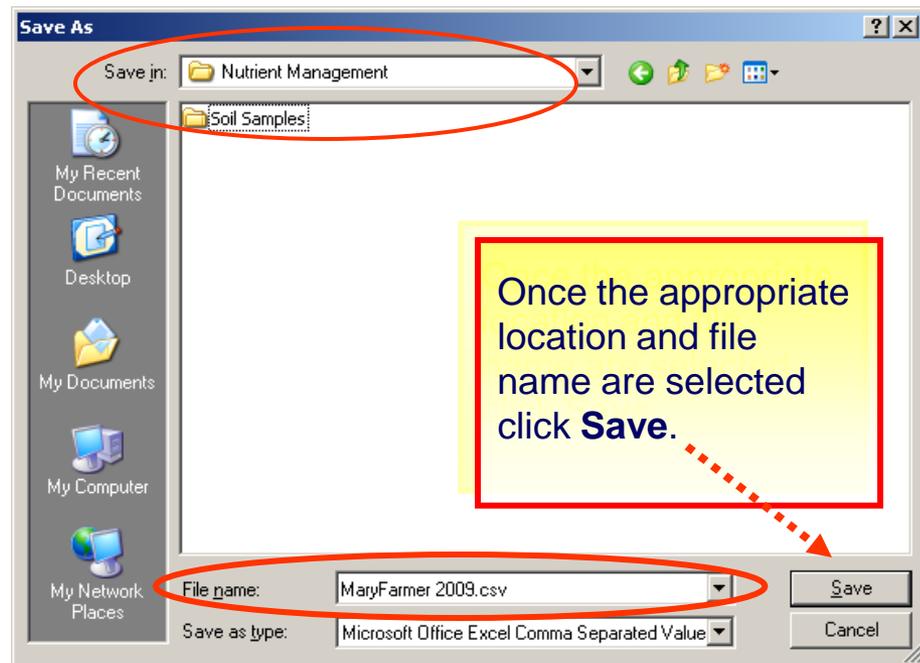
6) Download Soils Reports



Click **Save** and consider re-naming the file something that will help you identify it from a list in the future, e.g. MaryFarmer 2009.csv

Save in:

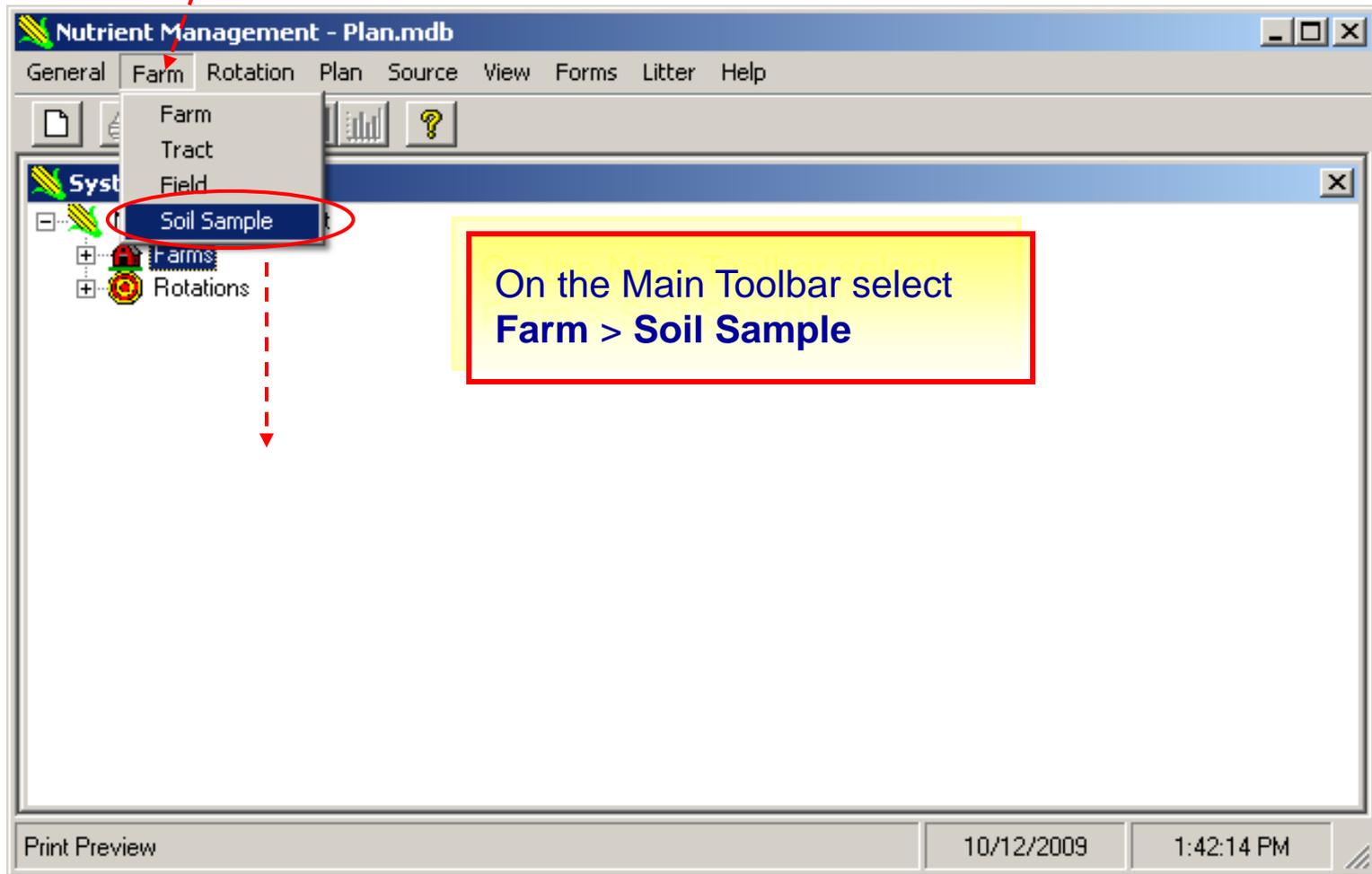
One option is to Save file to: C:Program Files/Nutrient Management. A sub-file labeled "Soils" may be helpful (e.g. C:Program Files/Nutrient Management/Soils).



Import

7) Farm: Import Soil Sample Information

Import Soils Data



8) Farm: Import Soil Sample Information

Import Soils Data

To Import soil sample information:

- 1) Click **Import**
- 2) Select the appropriate file path to specify where the soil samples are saved (identified with .csv file name)
- 3) click **Open**.

The 'Soil Sampling Properties' dialog box contains the following fields and controls:

- Sample List: New (dropdown)
- Sample No: []
- Sample Date: []
- Field Info:
 - Farm Name: []
 - Tract ID: []
 - Field ID: []
 - Soil Class: []
- Applied Lime:
 - Amount (T/A): []
 - Year (yyyy): []
 - Month: []
- Sample Results:
 - CEC: []
 - BS: []
 - Acid: []
 - pH: []
 - P-I: []
 - K-I: []
 - Ca: []
 - Mg: []
 - Mn-I: []
 - Zn-I: []
 - Cu-I: []
- Buttons: New, Import (circled), Save, Delete, Help, Exit.

The 'Open a Soil Sample Data File' dialog box contains the following fields and controls:

- File Name: MaryFarmer2009.csv
- Source Folder: C:\Nutrient Management (selected)
- Buttons: Open (circled), Cancel, Help.

8) Farm: Import Soil Sample Information

Import Soils Data for a field

1

2

3

4

- 1) Select the appropriate soil sample number from the **Sample List**
- 2) Identify the **Farm Name, Tract ID & corresponding Field ID**
- 3) Add **Applied Lime** info. if available
- 4) Click **Save**

Now the soil sample data has been saved to that field within your Plan.



8) Farm: Import Soil Sample Information

Import Soils Data for multiple fields

If there is more than one soil sample in the same report, continue adding data:

- Select the appropriate tract & field
- Choose the corresponding sample no. from the sample list
- Click 'Save'

To add soil sample information from a different report:

- Click 'Import'
- Go to the folder where the soil samples are located on your computer
- Choose the appropriate ".csv" file
- Click 'Open'
- Continue as above

Import Soil Sample Data

Sample List: 14513 1-2003
Sample No: 14513 1-2003
Sample Date: 4/1/2009

Cottonwood Farm
c/o Mary B. Jones
111 Cottonwood Drive
Roaring River, NC 28586

Sample Results

CEC: 3.4
BS: 65.0
Acid: 1.2
pH: 4.5
P-I: 25
K-I: 31
Ca: 50.0
Mg: 10.0
Mn-I: 43
Zn-I: 55
Cu-I: 59

Field Info

Farm Name: Cottonwood Farm
Tract ID: 1234 - Lenoir
Field ID: 1
Soil Class: Mineral

Applied Lime

Amount (T/A): 1
Year (yyyy): 2008
Month: 10

Save Import
Help Exit