

# How-to guide for Wool Classers

## PROVENANCE, TRACEABILITY, LOGISTICS.

WoolClip ensures integrity through the value chain.

Create and send wool clip documentation, including consignments, wool classer specifications and signed NWDs, directly to the wool selling agent.

## Get started

1. Visit [www.woolclip.com.au](http://www.woolclip.com.au) and use your AWEX login
2. Collaborate with the grower to collect job details
3. Create a job
4. If the grower uses WoolClip, add the Wool-ID

## Website or App?



[www.woolclip.com.au](http://www.woolclip.com.au)  
Full functionality

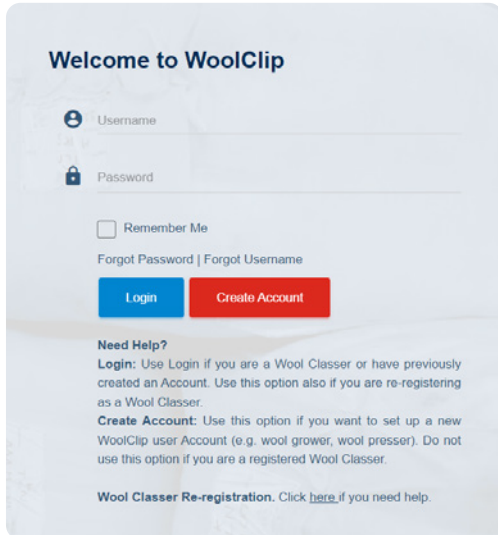


For wool shed use  
Offline access  
Scan eBales

## Do it now



# Key steps for **Wool Classers**



Go to [www.woolclip.com.au](http://www.woolclip.com.au)

## Log in

Registered Classers (includes Owner Classers and/or growers with a current AW registration)

Enter your username & password.

*If you do not know your username or password, contact WoolClip support: [woolclip@awex.com.au](mailto:woolclip@awex.com.au) or phone 02 94286100.*

On first access WoolClip will require you to verify your email (always) and mobile (if you have one).

If "I Am a wool grower" select and create your farm account. To create a farm account see the How-to guide for wool growers.



 Create Job

## Create a job

Set the job up in the WoolClip website.

Add wool clip and wool grower details. If the grower has a farm account add the Wool- ID.

For unknown information, add a temporary value and follow up later.



Team

## Add team members

Registered users of WoolClip who are linked to the job will appear in the team.

Add an Owner/Manager mobile and/or email to send the NWD request (when there is no Wool-Id Farm Account).

Other team members such as a marketing representative or a wool carrier can also be added.

The app is used to scan bales and when working off line. To use the app, download, open and sync the job and team details while in service.



Mob Book

## Add mobs

A mob must be added before a bale can be allocated to the wool book.

Mobs can be added progressively (and this can be done in the app while offline).

When a wool grower has a farm account the mobs can be added and declared ahead of shearing.



## NWD

### Complete the NWD

Complete property declaration questions.

Send the request to declare the NWD to the owner/manager via SMS or email.

The NWD can be completed progressively as each mob is added but must be completed before the specification is finalised and sent.

If not completed the clip and mobs will be set as Not Declared.

Owner/manager to review and amend mob details before declaring.

When the grower has a farm account, mobs can be declared ahead of shearing.



## Wool Book

### Add bales to the wool book

Bales can be added in the web version or the app (including while offline).

The first bale number in the wool book is set in the job information.

Select bale description, add the bin code and weight.

Select the mob to allocate to the bale.

Save.

#### Scan the bale (ebale)

Select ebale pack type in job (web or app).

Download and open the app. Login in service to retrieve job information.

Select wool book, click + scan the QR code, add bale details and save.



## Consignment

### Create and send a consignment

Do this when a load of bales leaves the shed for the destination warehouse (either on the app or web version). Sending a consignment replaces sending a specification to the warehouse when the load is a part-clip or incomplete lines.



## Specifications



## Build the specifications

Specifications must be completed in the web version of WoolClip. It can be done progressively to save time and edited/checked before sending.

Sync the app to web (in service) to import information collected in offline/shed mode.

More than one specification can be created for a job.

Different marketing organisations can be selected for each specification sent.

Only completed lines are to be sent on the specification

Print draft to review all details are correct before finalising and sending.

The clip information is released as data to the marketing organisation on finalisation.

A PDF copy of the specification will be sent as an email to the grower, classer, marketing rep, and the marketing organisation admin.

## Contact us to find out more

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