Laboratory Results Website Instructions

The Lab Test Results may be accessed from the Milk Market Administrator's current website at: <u>http://www.malouisville.com</u>

Appalachian M Federal Milk Mark Harold H. Friedly, Jr Market Av	arketing Area keting Order 5 dministrator								
USDA Agriculture Marke Dairy Programs	partment of Agriculture sting Service					\boldsymbol{Y}			
		HOME	CONTACT	LINKS	CAREERS	CIVIL RIGHT			
→ F	lome								
Price Announcements	Welcome to the F	ederal M	lilk Marke	ting Or	der Progr	am			
Advanced Prices									
Class Prices	The Appalachian Marketing Area is 1 of 10 regional Federal Milk Marketing Order								
Statistical Uniform Prices	in the United States operating under a common mission of helping to facilitate								
Price Release Dates	encient marketing of milk and daily products.								
Publications	Latest	News an	d Announ	cements					
Monthly Newsletter	Order News			Price A	nnouncement	e			
Statistical Reports				THEEA	iniouncement	3			
Plant and Handler Lists	> Hearing Request - Organic Mil	k	> F.O. 5 Uniform Price						
Marketing Area Map	Amendment to all Federal Ord	ers	➢ F.O. Fac	F.O. 5 Advanced Class Price & Pricing Factors					
Appalachian Marketing Area			F.O	5 F.O. 5 Class Prices					
Federal Order Information									
Policy Statements and Decisions									
Reporting and Payment Dates									
	Lab Test R	esults Sit	te Map						

Click on the "Lab Test Results" to access the new Laboratory Test Results.

If you are having problems with the website call: 1-800-522-3632 and ask for Kelly Wedding or Chelsea Lawrence

For Laboratory Results Questions: Please email either lab@malouisville.com,

wedding@malouisville.com_or_Lawrence@malouisville.com_



FIRST TIME LOG IN

To log into the website for the first time:

- Enter your User Name Provided in the enclosed letter.
- Enter your Password Provided in the enclosed letter.
- Click the 'Login' button.

- Click 'My Profile'

-



In the 'My Profile' screen below update your profile information.

	United States Departm Agricultural Marketing Dairy Programs	ent of Agriculture Service
	1 Ø.A. 1	
	Milk	Market Administrator - Federal Order 5
	MA HOME PAGE	OTHER LINKS TESTS [My Profile, Sign Out]
Profile		
-	Update Profile	
	User Name:	Not Editable
Parter Constanting	First Name:	John
	Last Name:	Doe
	Farm Name:	River Bottoms Inc.
	Email Address:	riverbottoms@gmail.coi
	Old Password:	*
	New Password:	*
		6-10 characters. Passwords must contain at least one letter and one number. (Your password is case sensitive.)
18	Confirm New Password:	*
	Password Hint:	Usual password plus 1
19		This hint will be emailed to the email address on file to help you remember your password. MAX length is 32 characters.
	Security Question:	My first car
	Security Answer:	Camaro
		The security question and answer will be used when you call in to reset your password.
	*Required Fields	
	Update Profile	Cancel

 NOTE: It is very important you change your password (6 characters minimum) and type a security question and answer before continuing to the test results page.

PERSONAL INFORMATION

- Enter your first and last names.
- Enter an email address (The email will only be used to reset a forgotten password).

PASSWORD

- Type your original password in the **'Old Password'** field. (The password provided in the enclosed letter.)
- Type a new password of your choice in the 'New Password' field.
- NOTE: The new password must be between 6-10 characters long. The password must contain at least 1 letter and 1 number and is case sensitive.
- Type the same password again into the 'Confirm New Password' field to confirm there are no typos.

PASSWORD HINT

- In the event you forgot your password, a password hint will be emailed to the provided email address.

SECURITY QUESTION/ANSWER

- Provide a security question and answer.
- NOTE: This security question and answer will be used in the event that you have forgotten your password and need to have it reset. Call the number for Web Site Assistance at 1-800-522-3632. To have the password reset over the phone, the security question must be answered correctly. If you cannot answer the question, a new password will be mailed via United States Postal Service to the address on file for the account in question.

Click '**Update Profile**' once you have completed filling out the information.

Once updated, your screen she	ould look like the one below.
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Update Profile	
Profile was updated.	
User Name:	
First Name:	John
Last Name:	Doe
Farm Name:	River Bottom LLC
Email Address:	iverbottom@gmail.com
Old Password:	*
New Password:	*
	6-10 characters. Passwords must contain at least one letter and one number. (Your password is case sensitive.)
Confirm New Password:	*
Password Hint:	My usual pass plus 1
	This hint will be emailed to the email address on file to help you remember your password. MAX length is 32 characters.
Security Question:	My first vehicle
Security Answer:	F100
	The security question and answer will be used when you call in to reset your password.
*Required Fields	
Update Profile	Cancel

- You can now proceed to your laboratory test results by clicking on the '**TESTS**' button.

		United States Department of Agriculture Dairy Programs Milk Market Administrator - Federal Order 5
	MA HOME PAGE	OTHER LINKS TESTS
Profile		
	Update Profile	
	Profile was updated.	
And the second s	User Name:	
	First Name:	John
	Last Name:	
	Farm Name:	River Bottom LLC
	Email Address:	iverbottom@gmail.com
	Old Password:	•••••
	New Password:	••••••
12 40		6-10 characters. Passwords must contain at least one letter and one number. (Your password is case sensitive.)
	Confirm New Password:	••••••
13 1 - C - C - C - C - C - C - C - C - C -	Password Hint:	My usual pass plus 1
		This hint will be emailed to the email address on file to help you remember your password. MAX length is 32 characters.
	Security Question:	My first vehicle
	Security Answer:	
	*Poquired Fields	The security question and answer will be used when you call in to reset your password.
	I la data Da Cla	
	Update Profile	Cancel

- You can choose "Display Tests" to review the last 30 days of test results or choose "Select Test Dates" to view 65 days of tests.

(see below)



SELECT TEST DATES

- Select the date range of the tests you wish to view by clicking in the field next to '**Start Date**' and '**End Date**'. A calendar box will appear to allow dates to be selected.
- Note: Test results will only be viewable for a one year period.

Note: The maxi	mum	dates	s viev	wed c	anno	t exc	eed	65		
Start Date:	04-0	1-201	18							
End Date:	05-31	1-201	8		×			_		
Get Te:	0		Ma	ay 201	8		0	←	Click arro	ws to change month
	Su	Мо	Tu	We	Th	Fr	Sa			
			1	2	3	4	5			
	6	7	8	9	10	11	12			
	13	14	15	16	17	18	19			
	20	21	22	23	24	25	26			
	27	28	29	30	- 31	~	F.	lick day	to coloct	

- Click 'Get Tests'.

Your test results should now be visible on the screen.

Laboratory Test Results screen.

United States Department of Agriculture Agricultural Marketing Service Dairy Programs											
			Milk Marke	et Adn	ninistrato	r - Feder	al Order	5	We	lcome, Your Info	Here
	MA HOME	PAGE OTH	ER LINKS TEST	S					L	My Profile, Sign C	/ut]
Tests											1
TESTS	Butterfat raw dat	a is further an	alvzed before final test	results are o	Legena letermined. All othe	er tests are unoffic	ial and provided	as additional information.			
Dispay Tests	Search:								CSV	Excel PDF	Print
Select Test Dates	Producer 🌧	Tank 🔿	Sample Date	Sen A	Butterfat	Protein 🔿	Lactose (Other Solids	Total Solids	♠ SCC ♠	
	000000	1	04/01/2018	111	4 0290	3 1074	4 6583	5 7318	12 8683	336	11.3
	000000	2	04/01/2018	157	3,8772	2 0221	4 7074	5 7665	12.5658	282	11.8
	000000	2	04/02/2019	150	2 9066	2.0221	4 7120	5,750	12,3000	202	11.0
	000000	2	04/02/2016	100	3.0000	2.9090	4.7120	5.7750	12.4900	270	10.0
	000000	1	04/02/2018	112	3.9344	3.1053	4.6715	5.7485	12.7882	264	10.8
	000000	2	04/03/2018	159	3.7642	2.8953	4.7167	5.7795	12.4390	195	12.0
	000000	1	04/03/2018	113	3.9097	3.0894	4.6805	5.7574	12.7566	258	11.1
	000000	2	04/04/2018	160	3.7304	2.9394	4.7301	5.7960	12.4658	185	12.0
	000000	1	04/04/2018	114	3.9321	3.0940	4.6711	5.7456	12.7718	273	10.3
1 AR	000000	2	04/05/2018	161	3.7379	2.9101	4.7001	5.7528	12.4009	274	11.8

LABORATORY TEST RESULTS

- Your test results will be displayed in the layout shown above for the time period you have selected.

Search

Typing in this box will filter your results in real time. Please keep in mind that this will search every row and column. For example, if you want all tests with a 3.4xxx butterfat test, this may also match other columns as well. Causing unwanted results to be shown

Search: (3.4		×						CSV	Excel F	PDF Print
Producer 💠	Tank ᅌ	Sample Date 💠	Seq 💠	Butterfat <	> Protein	≎ Lactose ≎	Other Solids ◇	Total Solids	≎ scc <	MUN 🜣
	2	05/23/2018	209	3.7297	2.8476	4.6817	5.7484	12.3257	298	13.4
	2	06/01/2018	218	3.5620	2.8385	4.6768	5.7525	12.1530	237	13.4
	2	06/07/2018	224	3.4775	2.8771	4.6606	5.7465	12.1011	332	12.2
Showing 1 to 3 of 3 er	ntries (filtered	from 62 total entries)								

Column Headers

- 4 The default sorting of the test results is by oldest to newest Sample Date
- Click on each column header to sort the data. Each column can be sorted lowest to highest or highest to lowest values.

Export to Excel

Click the 'Excel' button to open your test results in Microsoft Excel (test data may be sorted and graphed as the user chooses).

Export to CSV File

Click the 'CSV' button to send the test data to a .CSV file.

Export to PDF File

Click the 'PDF' button to send the test data to a .PDF file.

Print Screen

Click the 'Print' button to print the test data on the screen.

Date Selection

From the Laboratory Test Results screen, you can click on the link 'Select Tests Dates', to go back to the previous screen and change your date range.

MALouisville.com

Llick on the tab '**MA HOME PAGE'** to go to the Milk Market Administrator Homepage.

Other Links

Click on the tab 'OTHER LINKS' to view Pool & Payment Dates, Uniform Price, and our newsletter in a PDF format.