



**Birdsong Peanuts
Compliance Admin Guide**



Marathon Consulting, LLC
4876-118 Princess Anne Road, PMB 310
Virginia Beach, VA 23461
757.427.6999

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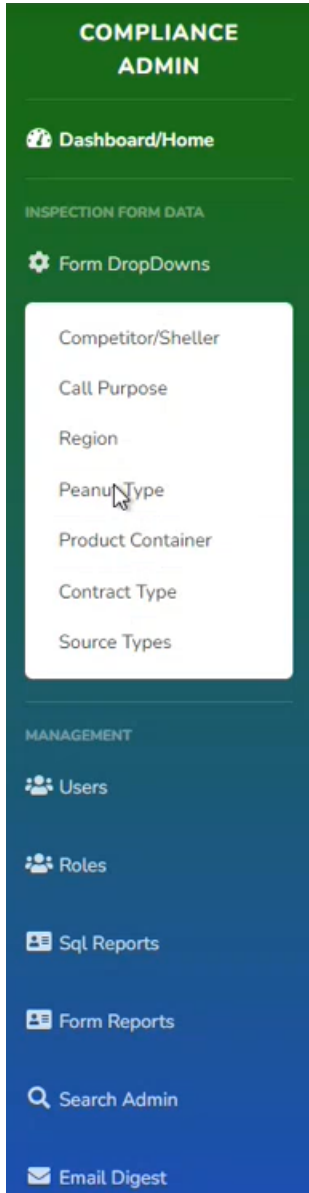
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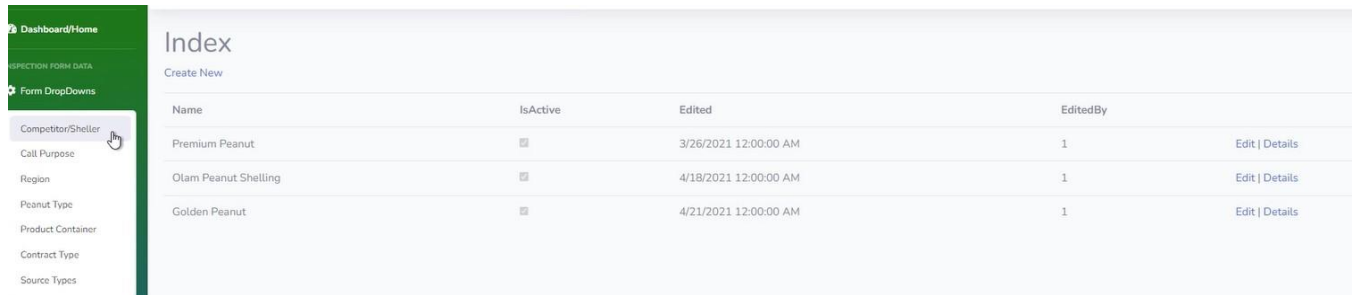
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1 INDEX

The Compliance Admin will be able to select forms from the sidebar:



2 COMPETITOR/SHELLER

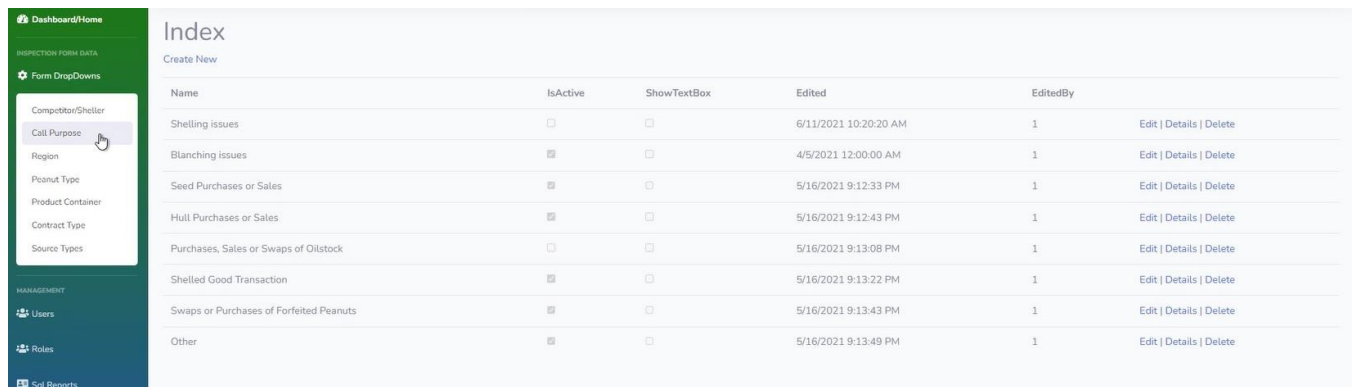


The screenshot shows the 'Index' page for 'Competitor/Sheller'. It includes a 'Create New' link and a table with columns: Name, IsActive, Edited, and EditedBy. The table lists three entries: Premium Peanut, Olam Peanut Shelling, and Golden Peanut.

Name	IsActive	Edited	EditedBy
Premium Peanut	<input checked="" type="checkbox"/>	3/26/2021 12:00:00 AM	1
Olam Peanut Shelling	<input checked="" type="checkbox"/>	4/18/2021 12:00:00 AM	1
Golden Peanut	<input checked="" type="checkbox"/>	4/21/2021 12:00:00 AM	1

The admin can create a new competitor by clicking create new. The user can also edit this section by clicking edit and change the status for each competitor. If the setting is turned off from IsActive, the competitor will no longer show in the application.

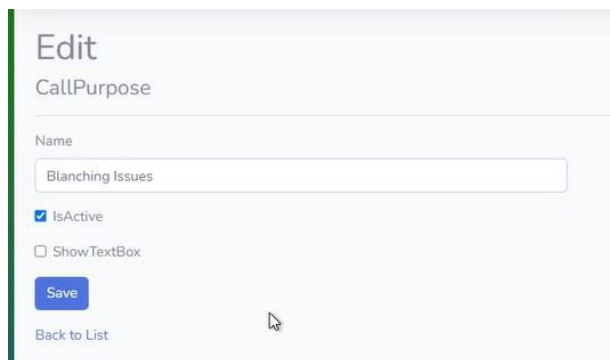
3 CALL PURPOSE



The screenshot shows the 'Index' page for 'Call Purpose'. It includes a 'Create New' link and a table with columns: Name, IsActive, ShowTextBox, Edited, and EditedBy. The table lists various call purposes such as Shelling issues, Blanching issues, Seed Purchases or Sales, etc.

Name	IsActive	ShowTextBox	Edited	EditedBy
Shelling issues	<input type="checkbox"/>	<input type="checkbox"/>	6/11/2021 10:20:20 AM	1
Blanching issues	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4/5/2021 12:00:00 AM	1
Seed Purchases or Sales	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5/16/2021 9:12:33 PM	1
Hull Purchases or Sales	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5/16/2021 9:12:43 PM	1
Purchases, Sales or Swaps of Oilstock	<input type="checkbox"/>	<input type="checkbox"/>	5/16/2021 9:13:08 PM	1
Shelled Good Transaction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5/16/2021 9:13:22 PM	1
Swaps or Purchases of Forfeited Peanuts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5/16/2021 9:13:43 PM	1
Other	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5/16/2021 9:13:49 PM	1

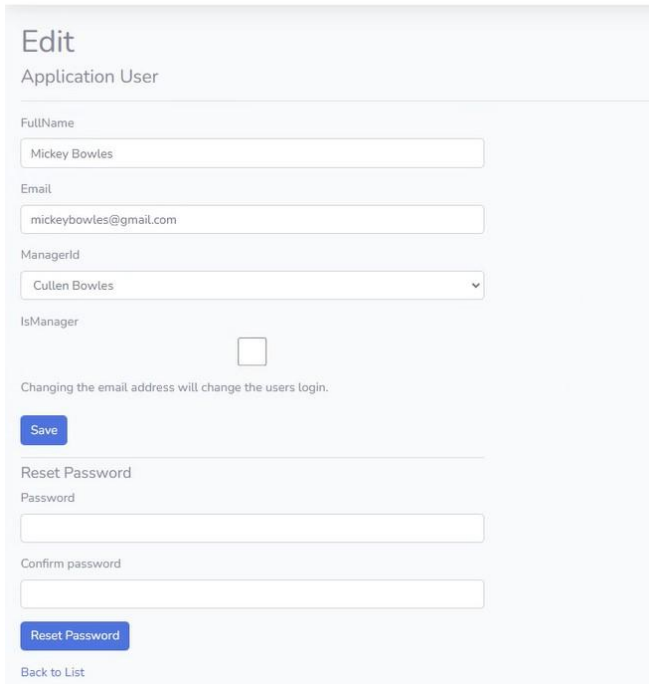
The user can create a new Call Purpose by clicking Create New. The user can also select “IsActive” which will show in the application. The user can also select ShowTextBox which will make the field a text box. The user can select Edit to change these settings. The user can also select delete to remove the call purpose.



The screenshot shows the 'Edit Call Purpose' form. It includes a 'Name' field with the value 'Blanching Issues', an 'IsActive' checkbox (checked), and a 'ShowTextBox' checkbox (unchecked). There are 'Save' and 'Back to List' buttons.

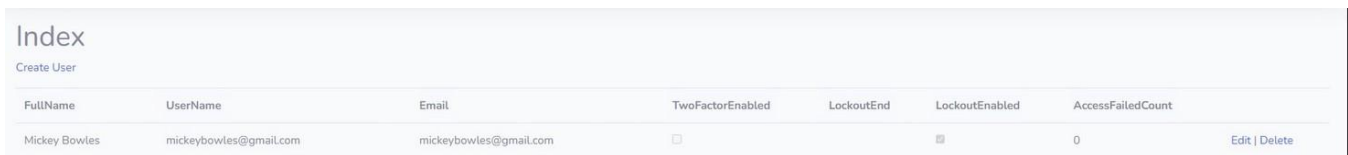
4 USERS

The admin can create a new user by selecting Create User:



The screenshot shows the 'Edit Application User' form. It includes fields for 'FullName' (Mickey Bowles), 'Email' (mickeybowles@gmail.com), and 'ManagerId' (Cullen Bowles). There is an 'IsManager' checkbox which is currently unchecked. Below these fields is a 'Save' button. A section for 'Reset Password' contains 'Password' and 'Confirm password' fields, followed by a 'Reset Password' button. At the bottom, there is a 'Back to List' link.

Once created, they will be added to the user list. The admin can also select whether they are a manager. The user can also reset a user's password if necessary. Once the user selects save, the user will be added to the list.



The screenshot shows the 'Index' page with a table of users. The table has columns for 'FullName', 'UserName', 'Email', 'TwoFactorEnabled', 'LockoutEnd', 'LockoutEnabled', and 'AccessFailedCount'. A single user, Mickey Bowles, is listed with a 'TwoFactorEnabled' checkbox that is unchecked and a 'LockoutEnabled' checkbox that is checked. There is an 'AccessFailedCount' of 0 and 'Edit | Delete' links for this user.

FullName	UserName	Email	TwoFactorEnabled	LockoutEnd	LockoutEnabled	AccessFailedCount	
Mickey Bowles	mickeybowles@gmail.com	mickeybowles@gmail.com	<input type="checkbox"/>		<input checked="" type="checkbox"/>	0	Edit Delete

5 ROLES

The admin can also change the roles of users. They will select the checkbox to move the user over to a compliance officer, or from a compliance officer to a user. By selecting the checkbox, the user will be switched to the opposite role by selecting save:

Manage Roles

[Back](#)

Add To ComplianceOfficer

wmbowles201@gmail.com	<input type="checkbox"/>
tmcollum@layer9it.com	<input checked="" type="checkbox"/>
dbowles201@gmail.com	<input type="checkbox"/>
tharvey@layer9it.com	<input type="checkbox"/>
cbowles201@gmail.com	<input type="checkbox"/>
tjones1@email.com	<input type="checkbox"/>
cbirdsong@birdsongpeanuts.com	<input type="checkbox"/>

Remove From ComplianceOfficer

mickeybowles@gmail.com	<input type="checkbox"/>
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[Save](#)

6 SQL REPORT ENGINE

The admin can select which SQL report they want, and put the information into a CSV after running the report:

Sql Report Engine

drop down with queries?

```
select * from aspnetUsers
```







[Run](#)

[CSV](#)

IdUserName	NormalizedUserName	Email	NormalizedEmail	EmailConfirmed	PasswordHash
1 mickeybowles@gmail.com	MICKEYBOWLES@GMAIL.COM	mickeybowles@gmail.com	MICKEYBOWLES@GMAIL.COM	True	AQAAAAEAACQAAAAELgX26VQYDhQOwGjF5psjpp9skhqUP1PKfFQ2sQInaUIP7cTLx
2 wmbowles201@gmail.com	WMBOWLES201@GMAIL.COM	wmbowles201@gmail.com	WMBOWLES201@GMAIL.COM	False	AQAAAAEAACQAAAAEMM98rfKCV0xaweAul4WVLY165se6XFQFjg/P3k4ypqwXVSY
3 tmcollum@layer9it.com	TMCOLLUM@LAYER9IT.COM	tmcollum@layer9it.com	TMCOLLUM@LAYER9IT.COM	False	AQAAAAEAACQAAAAEIE25L5NuOxlDmrdlB8RgxczeQLrhXVB87FDyD50RzEXutELI
4 dbowles201@gmail.com	DBOWLES201@GMAIL.COM	dbowles201@gmail.com	DBOWLES201@GMAIL.COM	False	AQAAAAEAACQAAAAEE9fy4jffidouQz1dmxuv0zPnfm/1np5TpBak2vt5wYFDYLshq-
5 tharvey@layer9it.com	LHARVEY@LAYER9IT.COM	tharvey@layer9it.com	LHARVEY@LAYER9IT.COM	False	AQAAAAEAACQAAAAEH9E6INfVns77cs/ezYDVSPrS6kVttjIPNqJ09W0E063Vpvc0
6 cbowles201@gmail.com	CBOWLES201@GMAIL.COM	cbowles201@gmail.com	CBOWLES201@GMAIL.COM	False	AQAAAAEAACQAAAAEOuj7WUe84enJHR2MIgns0IXRDyDQKEC78jmr16+g1hVrAcw
7 tjones1@email.com	TJONES1@EMAIL.COM	tjones1@email.com	TJONES1@EMAIL.COM	False	AQAAAAEAACQAAAAEHmq19ml3yYF1ktZNOFDYxsaIRhsK6pDtoefzIFV16RgTlmYKf-
8 cbirdsong@birdsongpeanuts.com	CBIRDSONG@BIRDSONGPEANUTS.COM	cbirdsong@birdsongpeanuts.com	CBIRDSONG@BIRDSONGPEANUTS.COM	True	AQAAAAEAACQAAAAEL3sl/FesFc9wBgURxZpC3HVT0FvGxwe0IEKqOc3mYpdzmGA

7 APPROVED FORMS

The admin can view approved forms and download them by clicking the button in the far right:

Approved Forms				
Id	Username	Form Date	Form Type	
1	mickeybowles@gmail.com	5/25/2021 9:56:00 PM	Shelter Contact	
2	mickeybowles@gmail.com	5/30/2021 4:50:00 PM	Shelter Contact	
1003	Mickey Bowles	5/6/2021 11:38:00 AM	Shelter Contact	
1005	Mickey Bowles	6/16/2021 11:27:00 PM	Shelter Contact	
1006	Mickey Bowles	6/22/2021 10:41:00 AM	Shelter Contact	
1007	Mickey Bowles	6/24/2021 3:49:00 PM	Shelter Contact	
3	Mickey Bowles	6/17/2021 4:43:00 PM	Farmer Transaction	