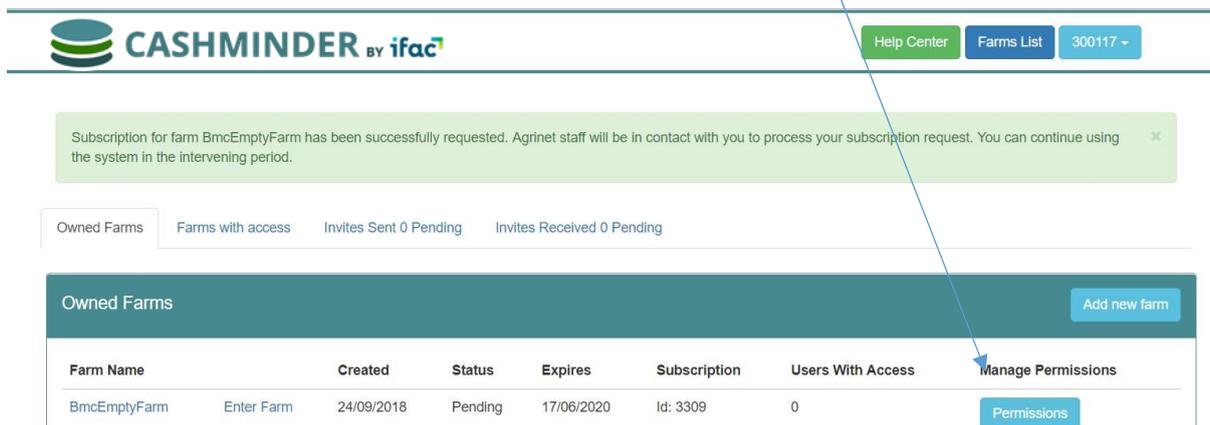


HOW TO INVITE YOUR ACCOUNTANT /ADVISOR TO ACCESS YOUR DATA IN CASHMINDER

When the Farmer logs into Cashminder, he/she sees their farm list as below

To invite his/her accountant or advisor, please click on Permissions button to right of farm name

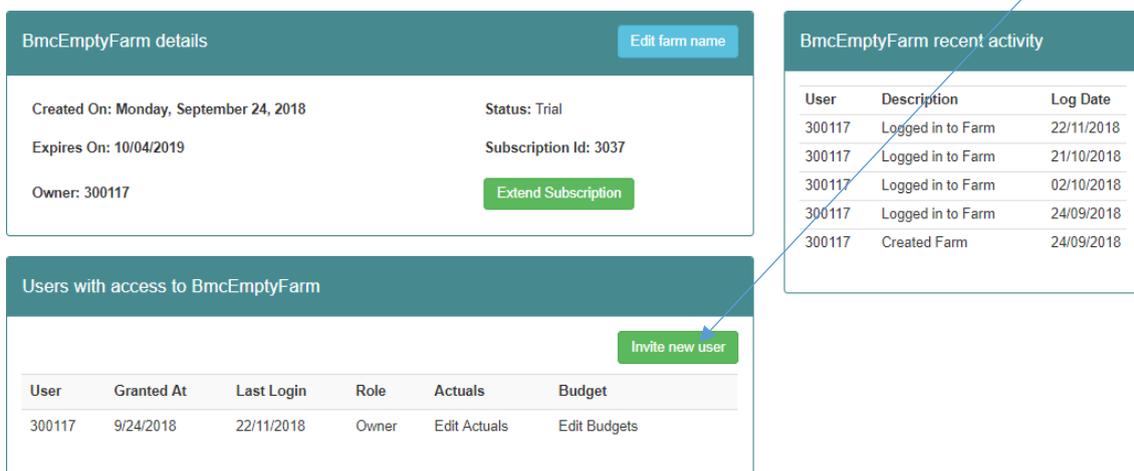


Subscription for farm BMCEmptyFarm has been successfully requested. Agrinet staff will be in contact with you to process your subscription request. You can continue using the system in the intervening period.

Owned Farms Farms with access Invites Sent 0 Pending Invites Received 0 Pending

Farm Name	Created	Status	Expires	Subscription	Users With Access	Manage Permissions	
BMCEmptyFarm	Enter Farm	24/09/2018	Pending	17/06/2020	Id: 3309	0	Permissions

The screen below will then be visible, and you should click on “invite new user” button below



BMCEmptyFarm details [Edit farm name](#)

Created On: Monday, September 24, 2018 Status: Trial

Expires On: 10/04/2019 Subscription Id: 3037

Owner: 300117 [Extend Subscription](#)

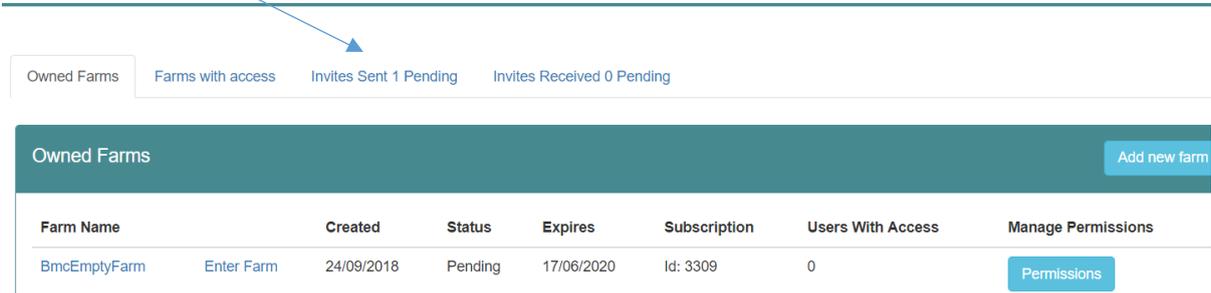
BMCEmptyFarm recent activity

User	Description	Log Date
300117	Logged in to Farm	22/11/2018
300117	Logged in to Farm	21/10/2018
300117	Logged in to Farm	02/10/2018
300117	Logged in to Farm	24/09/2018
300117	Created Farm	24/09/2018

Users with access to BMCEmptyFarm [Invite new user](#)

User	Granted At	Last Login	Role	Actuals	Budget
300117	9/24/2018	22/11/2018	Owner	Edit Actuals	Edit Budgets

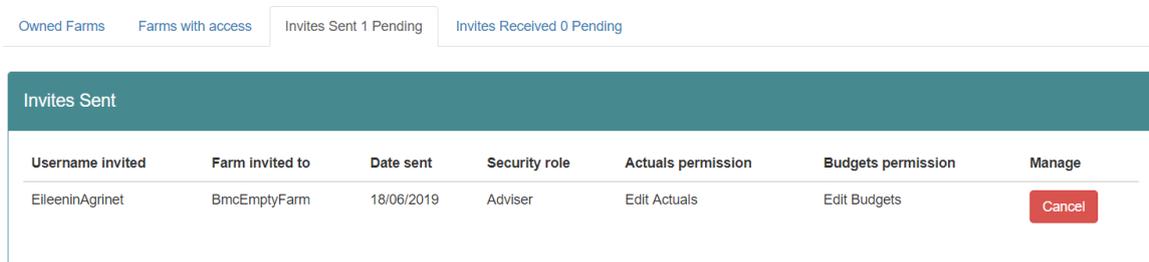
Once you send the invite, when you return to the Farms list screen , you will see that there is 1 invite sent



The screenshot shows the 'Owned Farms' section of a web application. At the top, there are four tabs: 'Owned Farms', 'Farms with access', 'Invites Sent 1 Pending', and 'Invites Received 0 Pending'. The 'Owned Farms' tab is active. Below the tabs is a dark teal header with the text 'Owned Farms' and a blue button labeled 'Add new farm'. Underneath is a table with the following columns: 'Farm Name', 'Created', 'Status', 'Expires', 'Subscription', 'Users With Access', and 'Manage Permissions'. The table contains one row for 'BmcEmptyFarm' with the following details: 'Enter Farm' (a link), '24/09/2018', 'Pending', '17/06/2020', 'Id: 3309', and '0'. A blue button labeled 'Permissions' is located at the end of the row.

Farm Name	Created	Status	Expires	Subscription	Users With Access	Manage Permissions
BmcEmptyFarm	Enter Farm	Pending	17/06/2020	Id: 3309	0	Permissions

If you click on this page, you will see details of the Invitation issued below, and as you can see , you have the option to cancel this invitation.



The screenshot shows the 'Invites Sent' section of a web application. At the top, there are four tabs: 'Owned Farms', 'Farms with access', 'Invites Sent 1 Pending', and 'Invites Received 0 Pending'. The 'Invites Sent 1 Pending' tab is active. Below the tabs is a dark teal header with the text 'Invites Sent'. Underneath is a table with the following columns: 'Username invited', 'Farm invited to', 'Date sent', 'Security role', 'Actuals permission', 'Budgets permission', and 'Manage'. The table contains one row for an invitation sent to 'BmcEmptyFarm' with the following details: 'EileeninAgrinet', '18/06/2019', 'Adviser', 'Edit Actuals', and 'Edit Budgets'. A red button labeled 'Cancel' is located at the end of the row.

Username invited	Farm invited to	Date sent	Security role	Actuals permission	Budgets permission	Manage
EileeninAgrinet	BmcEmptyFarm	18/06/2019	Adviser	Edit Actuals	Edit Budgets	Cancel

When your accountant logs into Cashminder, they will see that they have Received an invitation and once they accept that invite, when the farmer logs in again, they now see that their accountant has a connection to their farm, which they can break at any time. See below

BmcEmptyFarm details Edit farm name

Created On: Monday, September 24, 2018 **Status:** Pending

Expires On: 17/06/2020 **Subscription Id:** 3309

Owner: EileeninAgrinet

Users with access to BmcEmptyFarm Invite new user

User	Granted At	Last Login	Role	Actuals	Budget	
300117	9/24/2018	22/11/2018	Owner	Edit Actuals	Edit Budgets	
EileeninAgrinet	6/18/2019		Adviser	Edit Actuals	Edit Budgets	Manage Break Link