



## INSTRUCTIONS FOR AGVITA ANALYTICAL NU-Test REPORTS

Our NU-test reporting system relies on the correct naming of both the **Crop Type** and the **Growth Stage** on your sample submission form or in our portal – if you have sampled a paddock previously, please use the same crop type and paddock name for any subsequent samples, with a later growth stage.

Please see our list of all crop types and all available growth stages that we have guidelines for (see link: [here](#)). We very strongly encourage clients to follow this guide, as we will not always have time to help you correct data which is missing or has been incorrectly labelled.

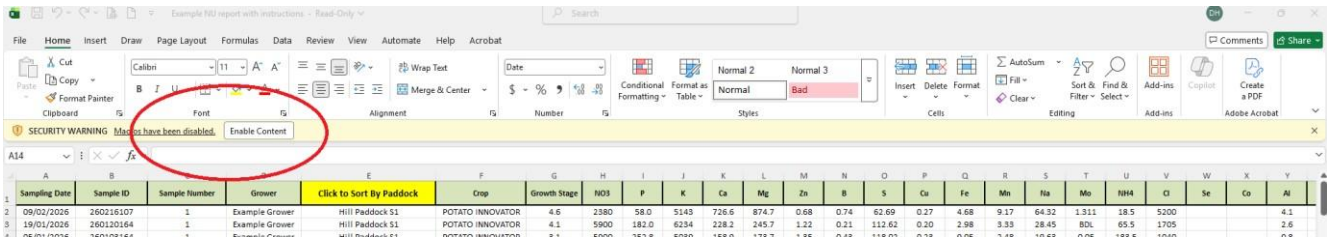
If you are having trouble with our NU-test report (eg not all paddocks are visible on the *Client Report* sheet, or the *Client Graphs* aren't populating as expected) please follow the procedure below. If you still are experiencing difficulties, please contact AgVita Analytical and we will assist you.

### Step 1:

A useful first step is to save the excel attachment from the email on to your desktop or laptop, then open the spreadsheet from this saved location (this step helps with imbedded macro's and may solve some issues immediately).

### Step 2:

Ensure you enable macro's or editing (may also ask to enable content) when opening the spreadsheet – this prompt often occurs as a warning in a thin yellow strip at the top of the page:



### Step 3:

Navigate to the *Client Report* tab. Click on the large brown merged cell with the crop type and paddock name (just below the NU-Test logo)... this activates a small square on the top right of this cell, which is a drop-down list enabling selection of any paddock shown on the *Raw Data* sheet.

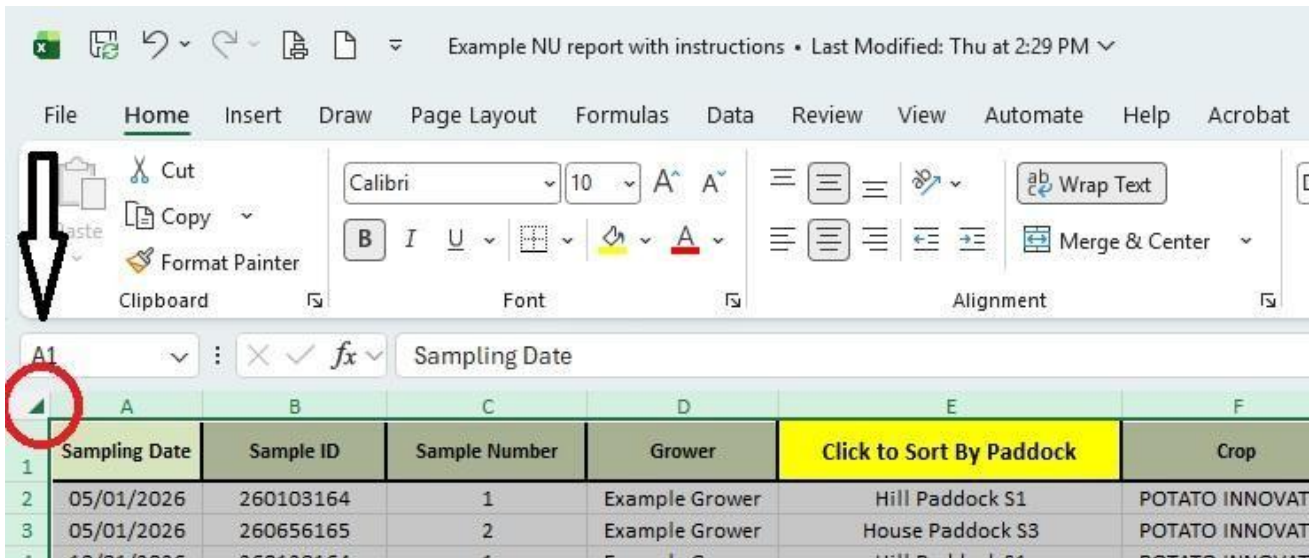


Please note, the *Client Report* only shows one paddock at a time – this drop-down list is the tool to view any subsequent paddocks on the same report/file.

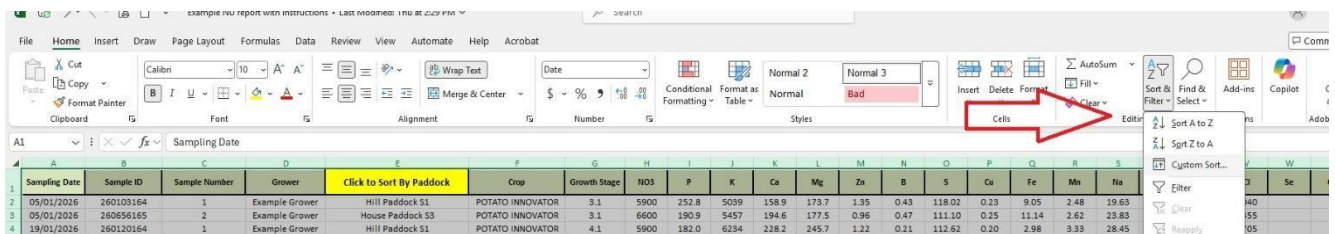
If all paddocks are not listed, or there are incorrect/multiple listings of the same paddock when this dropdown list is accessed, then there is an issue in the *Raw Data* sheet with the layout/order of samples.

### Step 4:

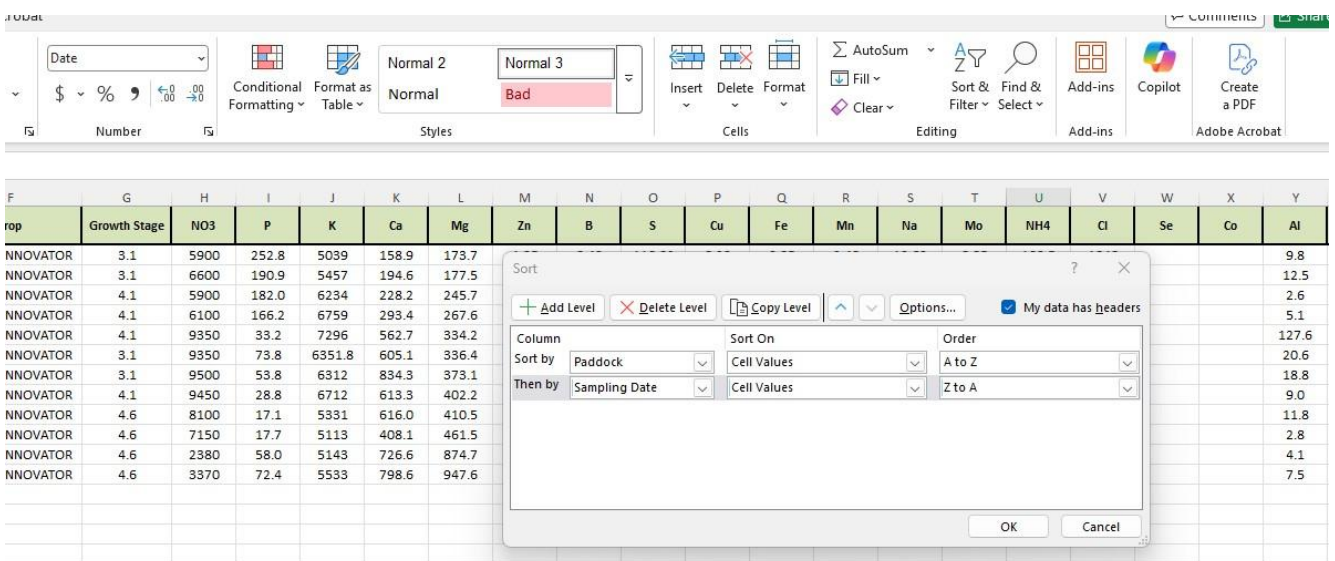
To correct this, go to the *Raw Data* sheet and firstly sort the data by clicking on the small triangle above cell A1 which highlights the entire sheet grey. In some cases, clicking on the yellow “click to sort by paddock” header will sort this sheet for you.



Then, under the *Home/Editing/Sort & Filter* tab at the top of your screen, select 'Custom Sort'.



A dialogue box will open, the default is to sort your data by 'Paddock', A to Z – you will need to add a second row command (using the add level green plus sign), to additionally sort by 'Sampling date' in the column cell, but select order: Z to A.



(If a warning pops up asking to 'sort anything that looks like a number, as a number', click OK.)

Hit okay, and you will note the list of paddocks has re-ordered, and will now look something like the following:

Sampling Date	Sample ID	Sample Number	Grower	Crop	Growth Stage	NO3	P	K	Ca	Mg	Zn	B	S	Cu	Fe	Mn	Na	Mo	NH4	
09/02/2026	260210100	2	Example Grower	Cow Paddock S2	POTATO INNOVATOR	4.6	7150	17.7	5113	408.1	461.5	0.27	0.27	13.38	0.09	2.09	6.17	43.08	0.043	24.1
19/01/2026	265520185	2	Example Grower	Cow Paddock S2	POTATO INNOVATOR	4.1	9450	28.8	6712	613.3	402.2	0.48	0.14	30.58	0.10	7.54	6.06	29.56	BDL	38.4
05/01/2026	260626166	3	Example Grower	Cow Paddock S2	POTATO INNOVATOR	3.1	9350	73.8	6351.8	605.1	336.4	0.83	0.53	61.74	0.13	18.42	5.62	23.50	BDL	34.3
09/02/2026	260216107	1	Example Grower	Hill Paddock S1	POTATO INNOVATOR	4.6	2380	58.0	5143	726.6	874.7	0.68	0.74	62.69	0.27	4.68	9.17	64.32	1.311	18.5
19/01/2026	260120164	1	Example Grower	Hill Paddock S1	POTATO INNOVATOR	4.1	5900	182.0	6234	228.2	245.7	1.22	0.21	112.62	0.20	2.98	3.33	28.45	BDL	65.5
05/01/2026	260103164	1	Example Grower	Hill Paddock S1	POTATO INNOVATOR	3.1	5900	252.8	5039	158.9	173.7	1.35	0.43	118.02	0.23	9.05	2.48	19.63	0.05	183.5
09/02/2026	261210109	3	Example Grower	House Paddock S3	POTATO INNOVATOR	4.6	3370	72.4	5533	798.6	947.6	0.47	0.62	64.65	0.24	6.15	15.97	57.64	0.067	16.6
19/01/2026	260120166	3	Example Grower	House Paddock S3	POTATO INNOVATOR	4.1	6100	166.2	6759	293.4	267.6	0.73	0.24	103.97	0.21	4.50	4.15	30.61	BDL	79.5
09/01/2026	260656165	2	Example Grower	House Paddock S3	POTATO INNOVATOR	3.1	6600	190.9	5457	194.6	177.5	0.96	0.47	111.10	0.25	11.14	2.62	23.83	0.019	108.0
09/02/2026	260400010	4	Example Grower	Lease Paddock S4	POTATO INNOVATOR	4.6	8100	17.1	5331	616.0	410.5	0.22	0.21	15.03	0.10	8.8	7.3	37.0	0.035	19.5
19/01/2026	269620167	4	Example Grower	Lease Paddock S4	POTATO INNOVATOR	4.1	9350	33.2	7296	562.7	334.2	0.43	0.18	31.68	0.18	81.88	7.72	36.84	BDL	23.2
05/01/2026	261106167	4	Example Grower	Lease Paddock S4	POTATO INNOVATOR	3.1	9500	53.8	6312	834.3	373.1	0.48	0.56	52.10	0.12	15.83	6.50	24.92	0.019	21.1

Note how paddocks are listed as newest Paddock 1, then previous Paddock 1 then oldest Paddock 1 etc then newest Paddock 2, second newest and so on...

## Step 5:

Go back to the *Client Report* sheet, click again on the drop-down list for crop type and paddock. This list should now be both complete and correct.

## Step 6:

If you still see an incomplete Client Report (eg missing or “N/A” for the Results, Desirable Ranges or Status columns; or if the horizontal bar graph is missing) you need to manually select the **Growth Stage** using a similar drop-down menu attached to the smaller brown cell, located a few rows down from the main merged cell described in Step 3 above.

**AGVITA ANALYTICAL** **nutrient uptake**

**POTATO INNOVATOR (Pdk: Hill Paddock S1)**

**Client Details**

Client:	EXAMPLE CLIENT	Order number:	
Grower:	Example Grower	Lab code:	NU8
Sampling date:	05/01/2026	Date reported:	06/01/20
Growth stage:	3.1 (Sampled: 05/01/2026)	Client agronomist:	Example A
Variety:	4.6 (Sampled: 09/02/2026)	Sample ID:	26010316
	4.1 (Sampled: 19/01/2026)		
	3.1 (Sampled: 05/01/2026)		

**Report**

Analyte	Result	Desirable	Status	Low	O
Ammonium	183.5ppm	20 - 175ppm	Elevated	NH4	
Nitrate	5900ppm	5000 - 9500ppm	Satisfactory	NO3	

This Growth Stage menu is also important to use when changing the view on the *Client Report* sheet from the current paddock to previous/older samples or different paddocks with different growth stages.

## f.a.q's:

1. I have my report for my old leaf – new Leaf pair (NU88 analysis) but I only have guidelines for the new leaf...

*AgVita Analytical does not offer guidelines for “old” leaf NU-Test results – therefore the Client Report will default to “N/A” for most of the page for that sample.*

2. I forgot to add a recognised growth stage to my sample submission and I have the report back with no guidelines – what can I do?

*You can change the entry in the Raw Data sheet yourself (in column G), by selecting from the Desirable Levels tab and entering the appropriate number (eg 5.3 etc).*

3. I only need a .csv file of results

*You simply need to contact AgVita and we can set you up to receive this file format.*

4. I only need a pdf file of the Client Report sheet

*You simply need to contact AgVita and we can set you up to receive this file format*

5. I have sampled my paddock 5 times, but only 4 data points appear on the Client Graphs

*This is often caused by duplicate growth stages – if two rounds of sampling have the same growth stage, they will not plot correctly on the graphs.*

6. The growth stage that I've sampled my crop at is not available in the AgVita manual – what do I do ?

*Unfortunately we have limited scope for some crops to generate unique, robust guidelines – data is reviewed every 2 years, and new stages added when possible*