



WaterLINE Online Water Ordering System

***User guide to ordering water
from your Computer***

Ordering water via your computer

To maximise the benefits of automation of the open race network we require all shareholders to order water for the 19/20 season.

Water ordering allows you to have more control over the timing of your water delivery, maximises the volume and utilisation of your onfarm storage and minimises your costs in us managing the water. It also removes guessing by the operations team for water demand each day especially at the shoulders of the season and after rainfall events, helps us to best understand the demand for future modelling and ensures everyone is receiving their fair share when demand is high.

The purpose of this booklet is to help you navigate through the water ordering process. We know this is new for many shareholders, so if at any time you need any help, please do not hesitate to contact your scheme operator, Operations Manager, or the office for assistance.

1

Go to www.mhvwater.nz

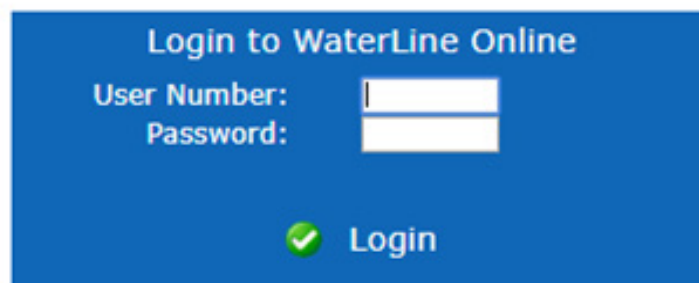
2



Getting Started

Click on the **Water Ordering** icon.

3



Log In

If you need help with your username or password, please phone the office on 03 307 8389.

4

WaterLINE Online

Home Orders Usage FarmConnect FarmEnvPlans UserOptions

Wednesday, 31 July 2019

Welcome, Test 01 (Last login at 31.07.2019 14:49:00.) (Logout)

Announcements
No Announcements.

Usage
No usage information available.

Orders
New Order
New Multiflow Order
Operating Orders
Pending Orders

Orders

Select **Orders** and **New Order**

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WaterLINE Online

Home Orders Usage FarmConnect FarmEnvPlans UserOptions

Wednesday, 31 July, 2019

Welcome, Mar Group (Last login at 25.07.2019 09:57:00)

New Order

Turnout: - Please Select - View Details

Property: View Details

July 2019

S	M	T	W
	1	2	3
7	8	9	10
14	15	16	17
21	22	23	24
28	29	30	31

Turnout

Turnouts - if you have more than one turnout, use the drop down arrows to select the correct one.

Separate orders are required for each turnout.

WaterLINE Onli

[Home](#)
[Orders](#)
[Usage](#)
[FarmConnect](#)
[FarmEnvPlans](#)
[UserO](#)

ednesday, 31 July, 2019 Welcome, Mar Group (Last login at 25.07.2019 09:57:32)

New Order

Turnout: MAR 5 MHV POND 2 View Details
FLOW TURNOUT

Property: MANAGED AQUIFER RECHARGE View Details

Start Time: 00 : 00 (HH:MM)
Start Date: 02 / 08 / 2019 (DD/MM/YYYY) Pick Date/Time
Duration: days hours
Finish Time: 00 : 00 (HH:MM)
Finish Date: 02 / 08 / 2019 (DD/MM/YYYY) Pick Date/Time

Flow Rate: L/s
Stored Rate: L/s
MINIMUM: 0 L/s, MAXIMUM: 50.0 L/s

Repeating Order? ☐

Include Message:
(1000 CHARACTERS REMAINING.)

LODGE HOME

July 2019						
S	M	T	W	T	F	S
	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			

August 2019						
S	M	T	W	T	F	S
				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

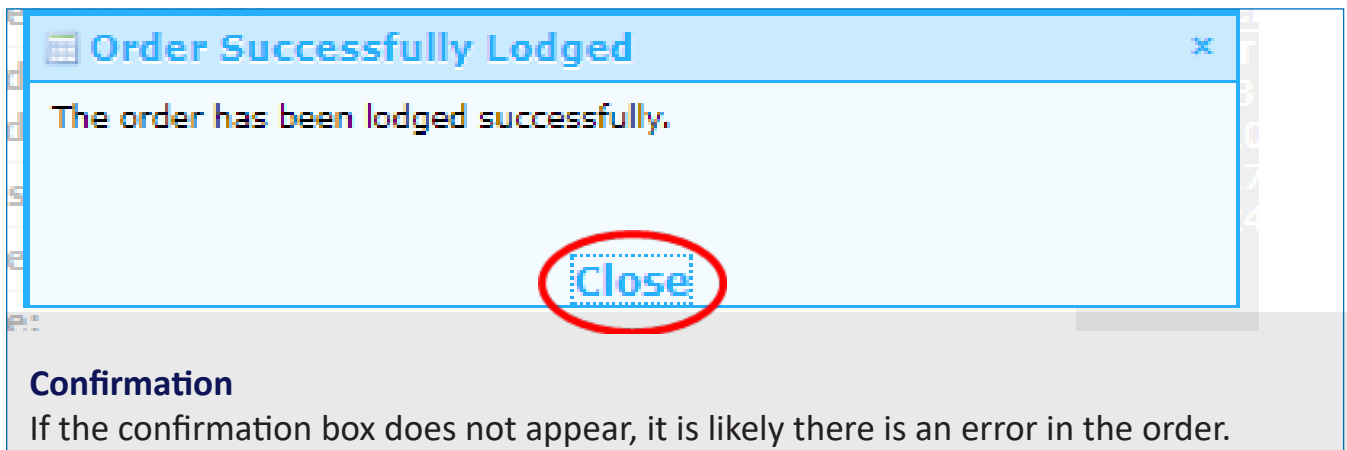
Orders are to be placed by 2pm for delivery from 8am the next day.

Water Ordering

Complete details:

- Start Date
- Time (should default to 8am)
- Duration should be 24 hours.
- Enter flow rate in l/s (no decimals)
- If ordering for more than one day, select **Repeating Order**.
Repeat allows you to cancel individual day(s) without cancelling the complete order.
- If you have selected repeat, enter **Repeat Count** (number of days)
- Enter **Repeat Interval** (1 for consecutive days, 2 for alternative days)
- Lodge

7



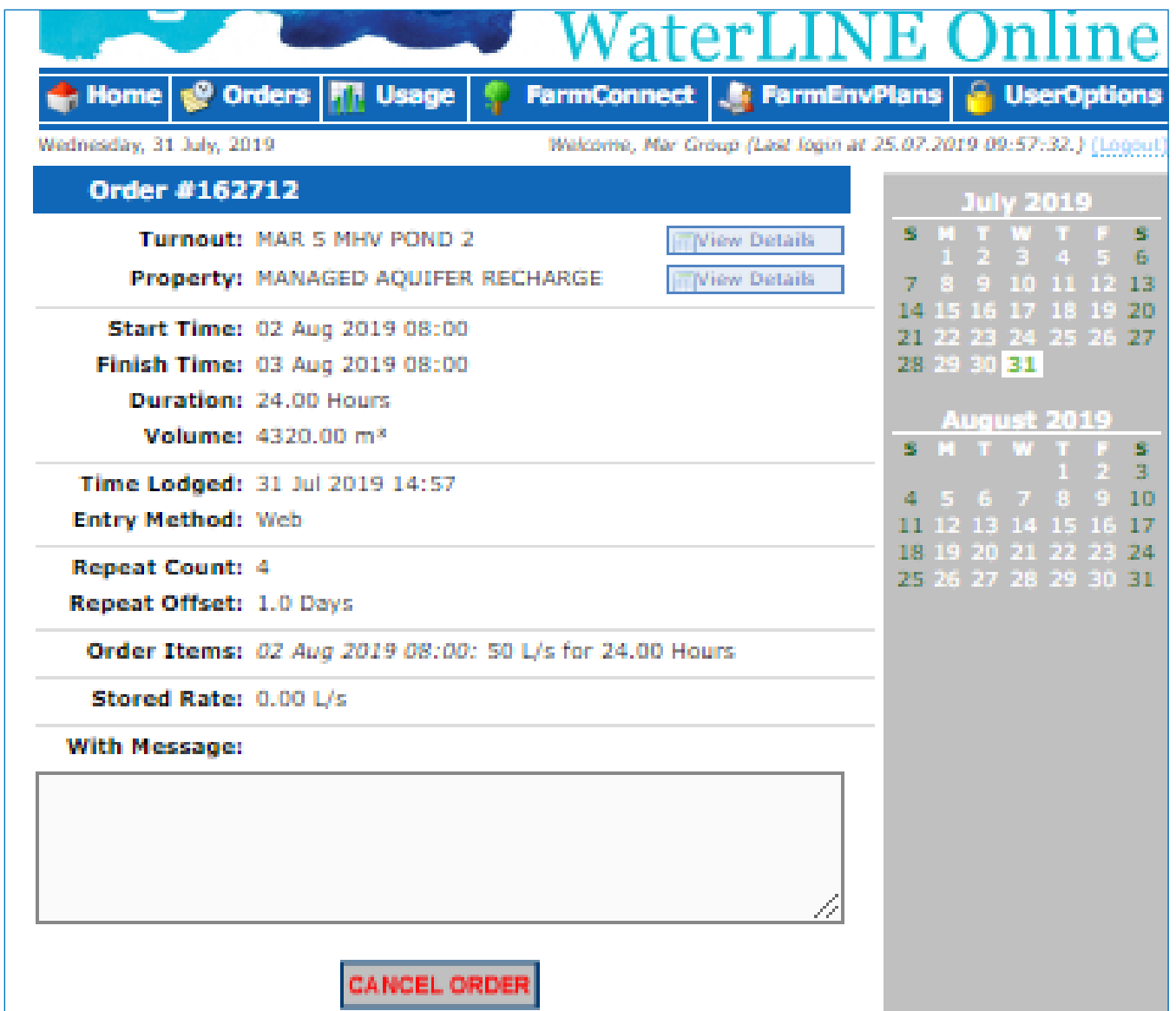
Order Successfully Lodged

The order has been lodged successfully.

[Close](#)

Confirmation
If the confirmation box does not appear, it is likely there is an error in the order.

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WaterLINE Online

Home
Orders
Usage
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Wednesday, 31 July, 2019 Welcome, Mar Group (Last login at 25.07.2019 09:57:32.) [Logout](#)

Order #162712

Turnout: MAR 5 MHV POND 2 [View Details](#)

Property: MANAGED AQUIFER RECHARGE [View Details](#)

Start Time: 02 Aug 2019 08:00

Finish Time: 03 Aug 2019 08:00

Duration: 24.00 Hours

Volume: 4320.00 m³

Time Lodged: 31 Jul 2019 14:57

Entry Method: Web

Repeat Count: 4

Repeat Offset: 1.0 Days

Order Items: 02 Aug 2019 08:00: 50 L/s for 24.00 Hours

Stored Rate: 0.00 L/s

With Message:

July 2019

S	M	T	W	T	F	S
	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			

August 2019

S	M	T	W	T	F	S
				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

CANCEL ORDER

Order Summary

A summary of the order will show. If this is incorrect, you will be able to cancel it at this point.

If it is correct, click on the **Home** tab.

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Cancelling Orders

Click on the **Home** tab and completed orders will show as Pending Orders.

Operating Orders - any order currently running. If you wish to stop this, you need to contact your scheme operator.

Pending Orders are confirmed orders not yet being delivered and you will be able to cancel these.

Select the **Pending Order** you wish to cancel.

You are unable to cancel orders already being delivered.

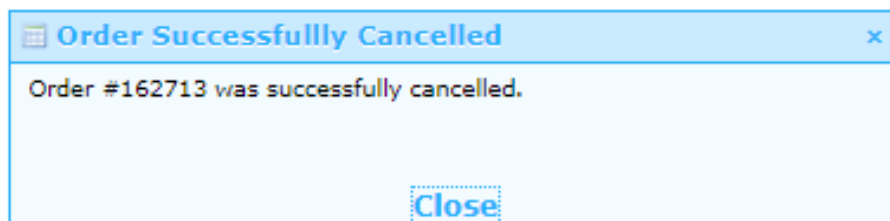
Contact your scheme operator to cancel orders already in progress.

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Cancelling Orders

A summary of the order will show. If this is incorrect, you will be able to cancel it. **Usage** will adjust accordingly.

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Confirmation

If the order has been successfully cancelled, you will receive a confirmation.

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Water Usage

You can access your water usage statement by clicking on the pdf icon under **Usage**.

Please note that this is a water statement for the current year.

If you require a water statement from a previous year, please contact the Operations Manager or the office.

Operations Team Contacts

This season we are also making our support function more efficient.

This means if you need to contact the scheme you know that you only have one number to call or text 24/7.

This makes it far easier for you and allows us to manage our team and their hours.

Lateral 1 & 2	Duty Phone	027 435 6256
Lateral 3, 4 & 5	Duty Phone	027 435 6252
Valetta & Ruapuna	Duty Phone	027 239 5199
Sam Anderson	Operations Manager	027 435 6251