



## Obtaining Electronic Copies of Soil Test Results for Importing Into *NuMan Pro*

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**Which laboratories can provide electronic versions of soil test results?**

Electronic copies of your soil test results can be obtained from the following labs:

- A&L Eastern Agricultural Laboratories (Waypoint)
- Agri Analysis Inc.
- Agricultural Analytical Services Laboratory Pennsylvania State University
- AgroLab, Inc.
- Spectrum Analytic Inc.
- Waters Agricultural
- University of Delaware
- Brookside

**How do I get electronic versions of soil test results as samples are submitted?**

To obtain an electronic copy of your soil test results **from the labs listed above**, a soil test form must be filled out.

- At the top of the form, write the following: "**Please send an electronic copy of the results in University of Maryland *NuMan Pro* format.**"
- Next to this request, clearly write your e-mail address. **NOTE:** Agri Analysis Inc. will have a specific place on the form to provide your e-mail address.

To obtain an electronic copy of your soil test results **from Brookside Laboratories Inc.**, contact the Brookside Lab, and they will provide instructions for downloading their software. This software allows you to obtain the results in the proper format (comma separated value (.csv) file).

**How do I get electronic versions of soil test results I have already received?**

If you would like to obtain electronic copies of printed soil test results that have already been sent to you, contact the appropriate lab. Provide them with your e-mail address and the sample numbers that you are requesting. All of the labs keep results for at least one year, and some labs will keep results longer than one year.

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**How do I save my electronic files to a disk?**

Once you have received your electronic files, see the section entitled "**Receiving and Re-naming Electronic Soil Analysis Reports**" in the *NuMan Pro* help file. After saving the file, see the help section on "**Importing Soil Analysis Data**".

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**Do I still need paper copies of the soil test results?**

**Yes.** Electronic importation of lab results streamlines the plan development process for the consultant, but the official soil test report **must** be included in the nutrient management plan.

**Since errors can occur in electronic file creation and transmission, consultants should always check all data imported electronically against the paper copy for accuracy.**

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