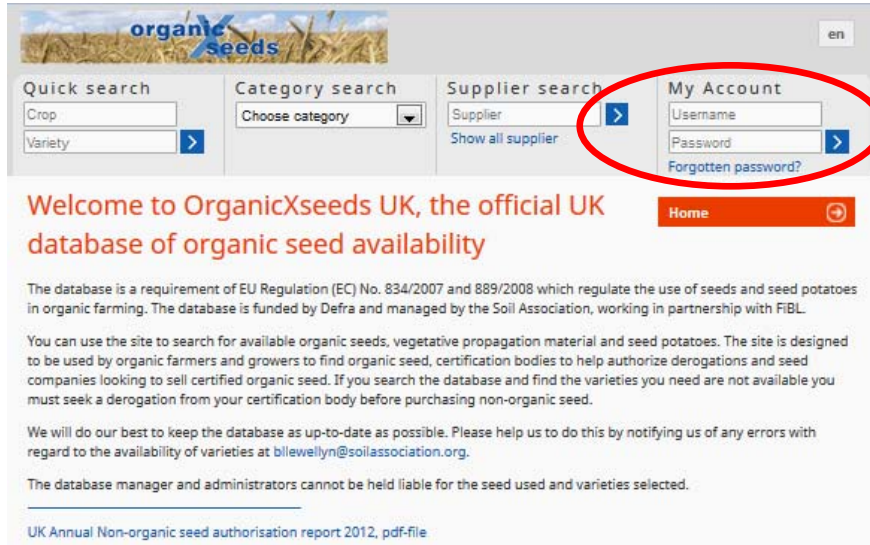


# User guide for the OrganicXseeds website: Suppliers of seeds and planting materials



## Log in

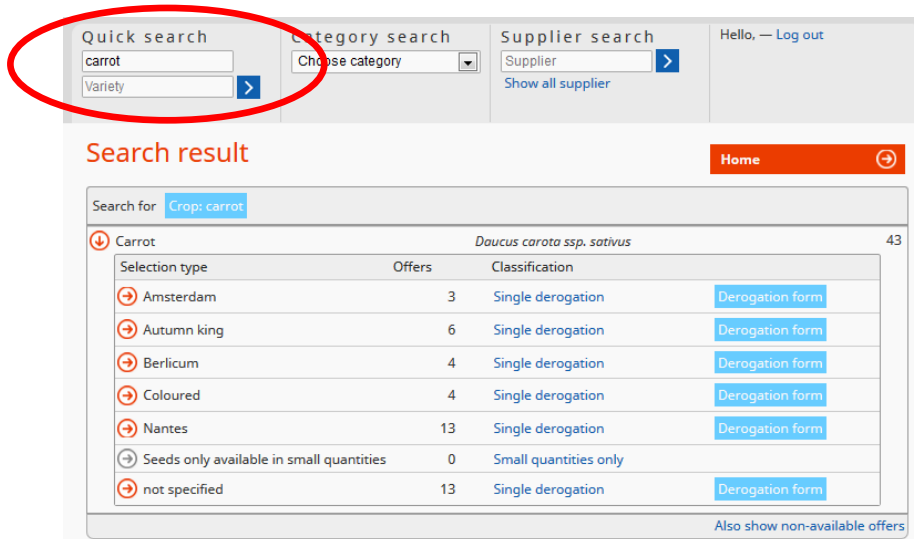
Dear user of OrganicXseeds,

The OrganicXseeds website has been completely revised and goes online from January 15th 2014. Please use the access data that you received from the database manager and log in via **"My account"** (top right of page)

- If you don't have the access data, please contact the database administrator.
- If you've forgotten your password you can get a new one by clicking on the **"Forgotten password?"** link

## Search for seeds or planting material

- Please note: All users of the database can, **WITHOUT** needing to login, search for seeds, planting materials, and suppliers. Please use the search options **"Quick search"**, **"Category search"** or **"Supplier search"**. A formal derogation request can, however, only be actioned by a logged in user.



## Quick search

- Please fill in either a species or a variety or a species and a variety in the **"Quick search"** fields (e.g. Species: "carrot").
- All species are separated by defined selection types. In the search results, the number of available seed offers - including the classification of the selection type - are displayed.
- By clicking on the light blue fields you can directly proceed to the on-line derogation form.

Quick search: carrot, Variety: [input] [button]

Category search: Choose category [dropdown]

Supplier search: Supplier [input] [button] Show all supplier

My Account: Username [input] Password [input] [button] Forgotten password?

### Search result

Home [button]

Search for Crop: carrot

Carrot *Daucus carota ssp. sativus* 43

Selection type	Offers	Classification
Amsterdam	3	Single derogation
Variety, Selection		
AMSTERDAM FORCING	2	United Kingdom
Amsterdam Forcing 2, Amfine	1	United Kingdom
Autumn king	6	Single derogation
Berlicum	4	Single derogation
Coloured	4	Single derogation
Nantes	13	Single derogation
Seeds only available in small quantities	0	Small quantities only
not specified	13	Single derogation

Also show non-available offers

- By clicking on a selection type, the respective variety will be shown (e.g. selection type **"Amsterdam"**).
- The database displays the number of seed offers for a chosen variety, the delivery areas as well as the **"History"** - indicating in which time windows the chosen variety has been available.

### Search result

Home [button]

Search for Crop: carrot

Carrot *Daucus carota ssp. sativus* 43

Selection type	Offers	Classification
Amsterdam	3	Single derogation
Variety, Selection		
AMSTERDAM FORCING	2	United Kingdom
Supplier		
Edwin Tucker & Sons Ltd	not specified	not specified
Can be supplied to: United Kingdom		
Tamar Organics	not specified	not specified
Can be supplied to: United Kingdom		
Amsterdam Forcing 2, Amfine	1	United Kingdom
Autumn king	6	Single derogation
Berlicum	4	Single derogation
Coloured	4	Single derogation
Nantes	13	Single derogation
Seeds only available in small quantities	0	Small quantities only
not specified	13	Single derogation

Also show non-available offers

- By clicking on a variety you will get an overview of the available offers (e.g. **"Amsterdam forcing"**).
- The seed offers are displayed by supplier, delivery area, seed type, seed quality, and the certification organisation.

- By clicking on an offer (green circle with a white plus mark) you will get a detailed overview of the chosen offer.

**Offer AMSTERDAM FORCING** Home

**Variety, Selection** **AMSTERDAM FORCING**

Availability ➤ Variety currently available

Crop Carrot (*Daucus carota ssp. sativus*)

Selection types • Amsterdam

Type of seed not specified

Seed quality not specified

Certification not specified

Breeder not specified

Breeding method zertifiziert ökologisch

Region(s) in which the variety is recommended

Region(s) in which the variety is licenced

Further information

**Edwin Tucker & Sons Ltd**

Edwin Tucker & Sons Ltd  
Brewery Meadow, Stone Park  
TQ13 7DG Ashburton, Newton Abbot, Devon

United Kingdom

Tel.: 01364 652233  
Fax: 01364 654211  
E-mail address: seeds@edwintucker.com  
Homepage: http://www.edwintucker.com

Can be supplied to: United Kingdom

Delivery notes:

[Print](#)

- In the detail view of the offer you will find all relevant information for the offer together with contact details of the supplier.
- Below the detail view you will find the **"Print"** button, which you can use to print out the offer details or save it to your computer as a PDF file.

**Quick search** **Category search** **Supplier search** **My Account**

**Search result** Home

Search for **Crop: car**

⊕ Ajwain, Ajowan caraway, Carom seeds, Bishop's weed	<i>Trachyspermum ammi</i>	0
⊕ Artichoke Thistle, Cardoon	<i>Cynara cardunculus L.</i>	1
⊕ Balloon Plant, Love in a Puff	<i>Cardiospermum halicacabum</i>	0
⊕ Broadleaf Plantain, Cart-track plant, Ripple Grass, Wagbread	<i>Plantago major</i>	0
⊕ Caraway	<i>Carum carvi</i>	1
⊕ Cardoon	<i>Cynara cardunculus</i>	0
⊕ Carlina acaulis	<i>Carlina acaulis</i>	0
⊕ Carlina thistle, Common Carlina Thistle	<i>Carlina vulgaris</i>	0
⊕ Carrot	<i>Daucus carota ssp. sativus</i>	43
⊕ Carthamus tinctoria	<i>Carthamus tinctoria</i>	0
⊕ Cuckoo Flower, Lady's Smock	<i>Cardamine pratensis</i>	0
⊕ Sand sedge	<i>Carex arenaria</i>	0

[Also show non-available offers](#)

- Please note. If you're not able to get the search result you were looking for, try searching using part words. For example, if you're looking for "carrot" try searching again with "car". You will then see all results containing the string "car".

- Only available seed and planting materials are shown. If you want to display non-available materials, please click on **"also show non-available offers"**.

Quick search  
Crop  
Variety

Category search  
Choose category

Supplier search  
Supplier  
Show all supplier

My Account  
Username  
Password  
Forgotten password?

### Category "Cereals"

Home

Filter list of crops

Crop	Botanical name
Avena sativa nigra	Avena sativa nigra
Buckwheat	Fagopyrum esculentum
Durum Wheat	Triticum durum
Emmer (Two-Grained Spelt)	Triticum dicoccum
Maize, Corn	Zea mays
Millet, Wild Proso	Panicum millaceum
Naked oat, hullless oat	Avena nuda
Quinoa	Chenopodium quinoa

## Category search

- In order to use the category search, choose a category from the drop down list (e.g. "cereals").
- The left column displays all species that belong to the respective category. The right column shows the respective botanical name.
- By typing in the "filter list of crops" field you can refine your search
- Please note that are different botanical names used for certain species. In order to keep things as simple as possible the most popular botanical name has been taken.

Quick search  
Crop  
Variety

Category search  
Choose category

Supplier search  
Supplier  
Show all supplier

My Account  
Username  
Password  
Forgotten password?

### Search result

Home

**Barenbrug UK Ltd**

Can be supplied to: United Kingdom

Barenbrug UK Ltd  
33 Perkins Road, Rougham Industrial Estate  
IP30 9NW Bury St Edmunds, Suffolk

United Kingdom

Tel.: 01359 272000  
Fax: 01359 272001  
E-mail address: [asadler@baruk.co.uk](mailto:asadler@baruk.co.uk)  
Homepage: <http://www.baruk.co.uk>

Show all offers of the supplier

**Bioselect UK Ltd**

Can be supplied to: United Kingdom

Bioselect UK Ltd  
Castleton of Eassie  
Glamis by Forfar  
DD81SJ Angus

## Supplier search

- With the supplier search you can search for specific seed suppliers and their data.
- By using the link "**Show all suppliers**" you can view all seed suppliers in your chosen country.

- An overview of the seed offers of the seed suppliers can be accessed by clicking the "**Show all offers of the supplier**" link.

## Manage varieties

Create new variety


Edit varieties

Variety:  Crop:  Filter:  Selected varieties  All varieties

Filter

Variety	Crop	Breeder	Action
AberAvon	Perennial Ryegrass ( <i>Lolium perenne</i> )	not specified	<a href="#">New master data</a>
ABERBITE	Perennial Ryegrass ( <i>Lolium perenne</i> )	not specified	<a href="#">New master data</a>
ABERCONCORD	White Clover (Dutch Clover) ( <i>Trifolium repens</i> )	not specified	<a href="#">New master data</a>
ABERCREST	White Clover (Dutch Clover) ( <i>Trifolium repens</i> )	not specified	<a href="#">New master data</a>
Aberdart	Perennial Ryegrass ( <i>Lolium perenne</i> )	not specified	<a href="#">New master data</a>
AberEcho	Hybrid Ryegrass ( <i>Lolium hybridum</i> (L. perenne x L. multiflorum))	not specified	<a href="#">New master data</a>
ABEREVE	Hybrid Ryegrass ( <i>Lolium hybridum</i> (L. perenne x L. multiflorum))	not specified	<a href="#">New master data</a>
AberExcel	Hybrid Ryegrass ( <i>Lolium hybridum</i> (L. perenne x L. multiflorum))	not specified	<a href="#">New master data</a>
AberGlyn	Perennial Ryegrass ( <i>Lolium perenne</i> )	not specified	<a href="#">New master data</a>
ABERRUBY	Red Clover ( <i>Trifolium pratense</i> )	not specified	<a href="#">New master data</a>

Show 1 from 10 to 57 total (filtered from 6 146 entries) Show 10 entries Previous Next

Support: [Search tips](#), [Instruction to use the database](#) Information: [Contact](#), [Disclaimer](#) 

## Master data: Manage Varieties

- With the launch of the new OrganicXseeds website on January 15th 2014, all formerly available offers of seeds and planting materials have been transferred over to your account in the new database.
- Via the “**Edit varieties**” sub-menu item of the red “**Master data**” menu bar you can look up different varieties in the database.
- Please note: the **varieties** column contains purely variety relevant information and does not necessarily match with the offers of seed and planting materials by the supplier. This is because there are sometimes more than one supplier for a respective variety.
- The default “**Filter**” setting (top right) is “**Selected varieties**”. This setting shows you an overview of your varieties (available as well as non-available ones).
- If you set the filter to “**All Varieties**” you will get an overview of all varieties entered in the database.
- By entering a **variety name** and/or a crop you can search for a variety by clicking on the “**Filter**” button.
- Additionally, with the arrow keys (“**Previous**” and “**Next**”) you can browse through the results.
- By clicking on the variety name, a detailed view of the selected variety is displayed.

**Show variety AberAvon**

Variety: AberAvon  
 Crop: Perennial Ryegrass (*Lolium perenne*)  
 Cell fusion free variety: No  
 Breeder: not specified  
 Breeding method: zertifiziert ökologisch

Back Remove from my selection

[seed.showProtoplastTos](#)

Edit varieties

- Home
- Master data
- Edit varieties
- Seed offers
- Active offers
- Inactive offers
- User account
- Edit

## Detailed view: Variety

- The detail view for a variety displays the selected variety (e.g.: variety “AberAvon”) and the respective species (e.g.: *species* “Perennial ryegrass”).
- Additionally, you will see information about the breeder, the breeding program and whether it is a cell fusion free variety\*.
- If you want to enter a new seed offer, click on “**add to my selection**”.
- Via the “**back**” button you will be taken back to the overview list.

**Cell fusion free varieties\*** (currently not available in the database version [www.organicXseeds.co.uk](http://www.organicXseeds.co.uk))

- A novelty in OrganicXseeds is the optional guarantee of the breeder or supplier that the respective variety has been brought about from a cell fusion free breeding program.
- You can look up the guarantee by clicking on button “**show guarantee declaration**” button.
- If you’ve written a guarantee declaration and you would like to subscribe to the declaration you can do that by clicking “**I have written the guarantee declaration and I confirm that this is a cell fusion free variety**”.
- You can withdraw your guarantee at any time by clicking the button “**I withdraw my guarantee of cell fusion free variety**”. Then the variety is no longer displayed in the database for cell fusion free varieties.

*\*Cell fusion varieties are not displayed as such in OrganicXseeds, but in a **separate database for cell fusion free Varieties**. For easy maintenance of the data you can enter cell fusion free varieties in that separate database via OrganicXseeds.*

## Manage varieties

[Edit varieties](#)

[Create new variety](#)

Variety  Crop  Filter

Selected varieties  
 All varieties

[Filter](#)

Variety	Crop	Breeder	Action
AberAvon	Perennial Ryegrass ( <i>Lolium perenne</i> )	not specified	<a href="#">New master data</a>
ABERBITE	Perennial Ryegrass ( <i>Lolium perenne</i> )	not specified	<a href="#">New master data</a>

## Create new variety

[Edit varieties](#)

Category  Crop

Variety

Breeder  Breeding method

[Save](#)

- [Home](#)
- [Master data](#)
- [Edit varieties](#)
- [Seed offers](#)
- [Active offers](#)
- [Inactive offers](#)
- [User account](#)
- [Edit](#)

## Create a new variety

- Before you create a new variety, please check whether this variety has already been entered into the database.
- To do this, please set the filter (top right) to “**all varieties**” and search for the respective variety by typing in the “**Variety**” and/or “**Crop**” fields.
- Please note: Each variety must only be entered **once** into the database.
- If you cannot find a variety, you can click the “**Create new variety**” button in order to enter a new one into the database.

- in order to create a new variety, please choose a **category** from the list box and then select a **crop** (mandatory field).
- Please enter the name of the variety in the “**Variety**” field (mandatory field).
- If known, select the **breeder** from the list box and then choose the respective **breeding program**.
- After filling in all relevant information, click “**Save**” to enter the variety into the database.

## Manage varieties

Create new variety

Variety  Crop  Filter

Selected varieties  All varieties

Filter

Variety	Crop	Breeder	Action
AberAvon	Perennial Ryegrass ( <i>Lolium perenne</i> )	not specified	New master data
ABERBITE	Perennial Ryegrass ( <i>Lolium perenne</i> )	not specified	New master data
ABERCONCORD	White Clover (Dutch Clover) ( <i>Trifolium repens</i> )	not specified	New master data
ABERCREST	White Clover (Dutch Clover) ( <i>Trifolium repens</i> )	not specified	New master data
Aberdart	Perennial Ryegrass ( <i>Lolium perenne</i> )	not specified	New master data
AberEcho	Hybrid Ryegrass ( <i>Lolium hybridum</i> (L. <i>perenne</i> x L. <i>multiflorum</i> ))	not specified	New master data

## Create new master data

- If you want to create new master data - which all your seed and planting material offers are based upon - please click on the **“New master data”** link.
- Please note: you must have added the desired variety to your selected variety list (by setting the filter to **“all varieties”** you can search for a variety and add it to the list).

## Create varieties: Daten eingeben

Variety AberAvon

Crop Perennial Ryegrass (*Lolium perenne*)

Region(s) in which the variety is recommended:

Region(s) in which the variety is licenced:

For multiple selections hold down the Ctrl key while making your selection.

Type of seed  Seed quality  Association

Save Save and copy

Edit varieties

- Home
- Master data
- Edit varieties
- Seed offers
- Active offers
- Inactive offers
- User account
- Edit

- Please fill in the opening form.
- First you can choose from the list one or more regions/countries in which the variety is recommended (optional).
- Next you can choose from the list one or more regions/countries in which the variety is licensed (optional).
- Please chose a type of seed (mandatory field).
- Please chose the seed quality (mandatory field).
- Please chose an Association (mandatory field).
- If you want to save the master data, please click on **“save”**.
- If you click on **“save and copy”** you current master-data will be saved but the page for the chosen variety will be kept open so that you can create another master-data entry for the same variety (without starting from the beginning again).



Inactive seed offers

Inactive offers →

Search:

Crop	Variety	Region	Type of seed	Seed quality	Status	Availability	
Perennial Ryegrass	AberAvon	–	not specified	not specified	+ -	+ -	Edit

## Entering and maintaining a seed offer

- Via the “Seed offers” menu item - and the “Active offers” and “Inactive offers” submenus - you can enter and maintain your seed and planting material offers.
- If you have created a master data set (Master data → Edit varieties → new master data) this will be displayed in the menu sub item “Inactive Offers” (e.g. Variety : AberAvon, Crop: Perennial Ryegrass)
- Via the “Edit” link (right hand column) the detail view is displayed. Here you can change the data (see page 8).
- By clicking on the **variety** (e.g. Variety : AberAvon) you can access a detailed view of the master data set.

Show variety AberAvon

Inactive offers →

Created by	British Seed Houses Ltd
Variety	<a href="#">AberAvon</a>
Crop	Perennial Ryegrass ( <i>Lolium perenne</i> )
Breeder	not specified
Breeding method	zertifiziert ökologisch
Region(s) in which the variety is recommended:	United Kingdom,
Region(s) in which the variety is licenced:	
Type of seed	not specified
Seed quality	not specified
Association	not specified
Available	Unavailable
Status	Invisible
Country-specific seed offers	United Kingdom,

Back Edit

- By clicking the “Edit” button you can modify the master data set.
- By clicking the “Back” button you will be taken back to the overview of your inactive offers.
- By clicking on the variety name (e.g. variety “AberAvon”) you will see a detailed view for that variety.

### Inactive seed offers

Inactive offers →

Search:

Crop	Variety	Region	Type of seed	Seed quality	Status	Availability	
Perennial Ryegrass	AberAvon	↓	not specified	not specified	+ -	+ -	Edit
		United Kingdom			-	-	Edit

## Create a country-specific offer

- In order to create an offer, please click on the **light blue arrow** in the Region column of the list of your inactive offers.
- Please note: Seed suppliers can display their offers in all countries that use OrganicXseeds (Germany, United Kingdom, Belgium, Switzerland, Bulgaria, Czech Republic and Luxembourg). If you wish to offer your seed in a country other than the one you're currently registered with, please contact the database manager (FiBL Germany) for further information.
- If you've registered for other countries you will then be able to choose your desired country (if not, just choose United Kingdom).

### Edit offer for AberAvon in United Kingdom

Inactive offers →

Further information

GB

english (en\_GB):

Crop: Perennial Ryegrass      Variety: AberAvon      Country: United Kingdom

Selection type

- Early (Single derogation)
- Intermediate (Single derogation)
- Late (Single derogation)
- Seeds only available in small quantities (Small quantities)

For multiple selections hold down the Ctrl key while making your selection.

Certification

Soil Association Certification Ltd. ▼

- Please enter in the **“Further information”** field details about the selected language (for UK English users only ). This is optional and allows for a more precise description of the seed offer.
- After that, please highlight at least one **selection type** applicable to the variety you wish to enter (mandatory field).
- Please select the inspection body from the **“Certification”** drop down list.
- You can now modify the status of your offer by using the tick mark.
- If you tick **“Offer active”** your offer is displayed in the database as being **“active”** and is hence visible for the user of OrganicXseeds (please note: this is different from **“available”**).
- This will immediately transfer it from the **“inactive offer”** list to the **“active offer”** menu.
- By ticking **“available offer”** your offer will be made **available** and visible to users of OrganicXseeds.
- In order to complete the process tick **“save”**.

### Active seed offers

Active offers

Search:

Crop	Variety	Region	Type of seed	Seed quality	Status	Availability			
Alfalfa (Lucerne, Medick)	TIMBALE	--	not specified	not specified					<a href="#">Edit</a>
Cocksfoot, Orchardgrass	Niva	↓	not specified	not specified					<a href="#">Edit</a>
		United Kingdom							<a href="#">Edit</a>
Hybrid Ryegrass	ABEREVE	--	Normal seed	not specified					<a href="#">Edit</a>
Hybrid Ryegrass	AberEcho	--	not specified	not specified					<a href="#">Edit</a>

- If you have set your country specific offer for instance to „**active**“ and „**available**“ the offer will be displayed in the menu item „**offer**“ with the sub item „**active offer**“ (e.g. *Crop: Cocksfoot, Orchardgrass; variety: Niva*).
- By ticking the light blue arrow at a specific variety the overview with the country specific offer is displayed.
- By ticking the **green circle with plus** you can **activate** your offer or set it to „**available**“.
- By ticking the **red circle with minus** you can deactivate your offer (those are no longer visible for the user of OrganicXseeds) and set it to „**not available**“ (seed is marked as not available in the database).

### User account

- [Edit user account](#)
- [Edit delivery areas](#)

**Edit address**

British Seed Houses Ltd United Kingdom,

Edit

- [Home](#)
- [Master data](#)
- [Edit varieties](#)
- [Seed offers](#)
- [Active offers](#)
- [Inactive offers](#)
- [User account](#)
- [Edit](#)

## User account

- Select **“Edit”** from the “User account” section of the red Menu bar to edit your user account (user name, e-mail address and password) and the delivery area of the countries in which your offers are active.
- Additionally you can modify your country specific company addresses by entering contact data - including e-mail and web site details.
- These contact details can be viewed by OrganicXseeds users.