From:	Hoelscher, James C (CED)
To:	owensneversleeps@mac.com
Cc:	McConnell, Erika B (CED); CED AMCO Enforcement (CED sponsored); Marijuana Licensing (CED sponsored); Marijuana, CED ABC (CED sponsored)
Subject:	FW: Strain Name Change
Date:	Monday, November 20, 2017 12:03:20 PM

Chris,

Here are the instructions for both ways to change the strain name for plants and if you have product that has already been packaged. Please follow the direction and if you have any questions on this, contact METRC.

James

From: Tricia Mills [mailto:tricia.mills@franwell.com]
Sent: Monday, November 20, 2017 11:33 AM
To: Hoelscher, James C (CED) <james.hoelscher@alaska.gov>
Cc: Cherie Denholm <Cherie.Denholm@franwell.com>
Subject: Strain Name Change

James,

Per your request the two different ways to change the strain name are as follows:

For plants only:

1. Go to Admin and Strains.
2. Highlight the strain they want to change.
3. Click Edit Strain button.
4. On the second box on the left-hand side change the name from original to whatever they wish it to be.
5. Click Green Save Strain button.

This will change all active plant tags with the old strain name to the new strain name. No need to retag or replant.

Should the licensee already have product packaged up:

1. Go to items and add new item name.
2. Highlight package with old item name and click New Packages button.
3. On the right side put in the full amount in the old package.
4. On the left side put in new tag number, new item name and the same amount as is on the right side, same unit of measure and date.
5. Click Green Create package button.
6. Go to items and remove old item name using the X on the far right hand side of the screen.

Should the old package not be zeroed out discontinue the package by clicking the x on the far right side of the screen and then either try again or call the support line for help in repackaging.

Please let me know if you should need anything else or if you need more detail on any of this.

Thank you,

Tricia Mills
Manager
Metrc Support Desk
877-566-6506 ext. 6470
931-215-3058 (cell)