

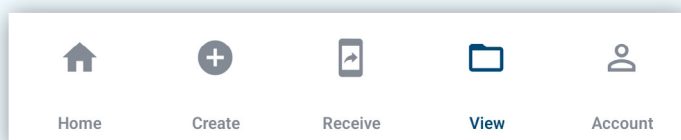
eNVD app: how to create and use a template



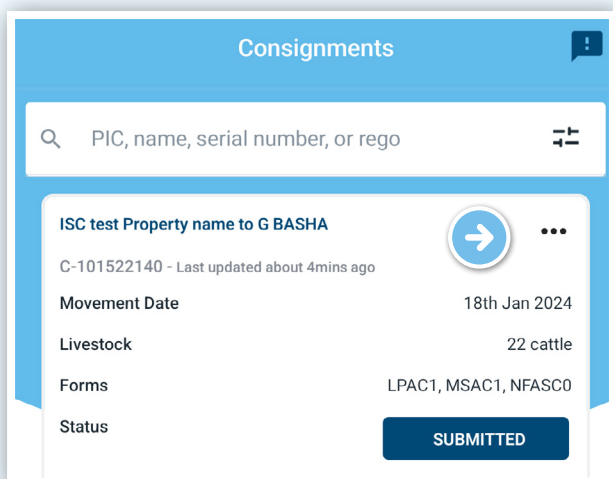
Producers

One of the benefits of using eNVD is the ability to create templates for regular consignments, saving you time when the address details, forms or livestock types are the same from consignment to consignment.

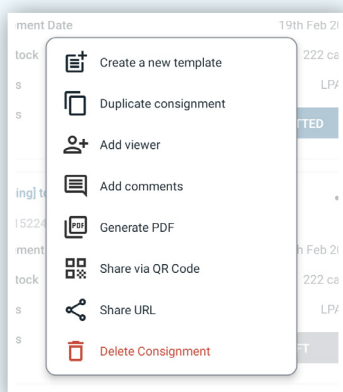
- 1 Navigate to a previously created consignment that you wish to use as the base for your template, by tapping the **'View'** page from the bottom menu.



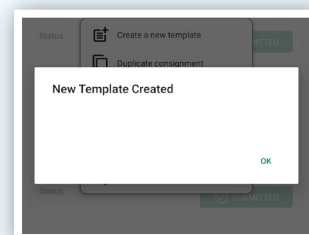
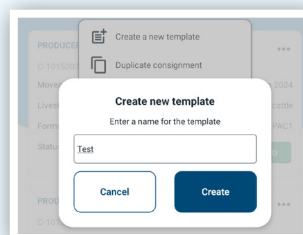
Tap the three dots **•••** next to the consignment you wish to use as a template.



- 2 You will see these options.



- 3 Tap **'Create a new template'** and name the template. Tap **'Create'**.



- Create a new template
- Duplicate consignment
- Add comments
- Generate PDF
- Share via QR Code
- Share URL

You can also select **'Duplicate consignment'** to create a new consignment using the same details. This will not be saved as a template, but allows you to recreate a previous consignment easily if required.

- 4 To create a consignment using the template, tap the **'Create'** option from the bottom menu. Then tap **'Select Template'**.

