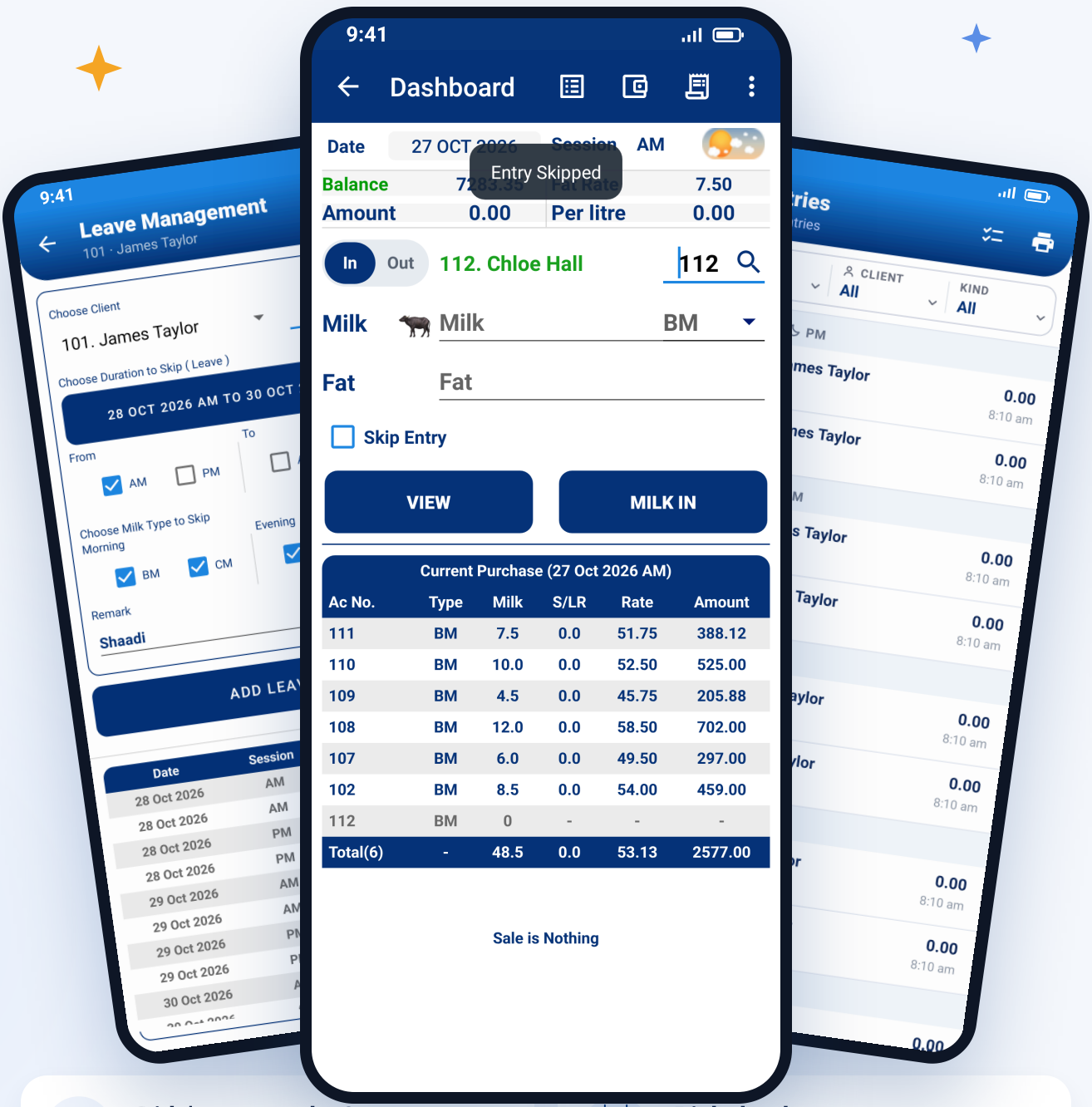
DJS Dairy
Dairy management app

MILK ENTRY

Leave days: today, or in advance

A farmer didn't come this session? Skip the entry on Dashboard. Away for days? Add leave for all of them at once. Either way the day shows as no milk.



Didn't come today?
Skip Entry on Dashboard

Pick the days
From AM or PM, to AM or PM

Pick the farmer
From the list or by ID

Buffalo or cow
Morning and evening

Shows everywhere
Entries, Dashboard, bills

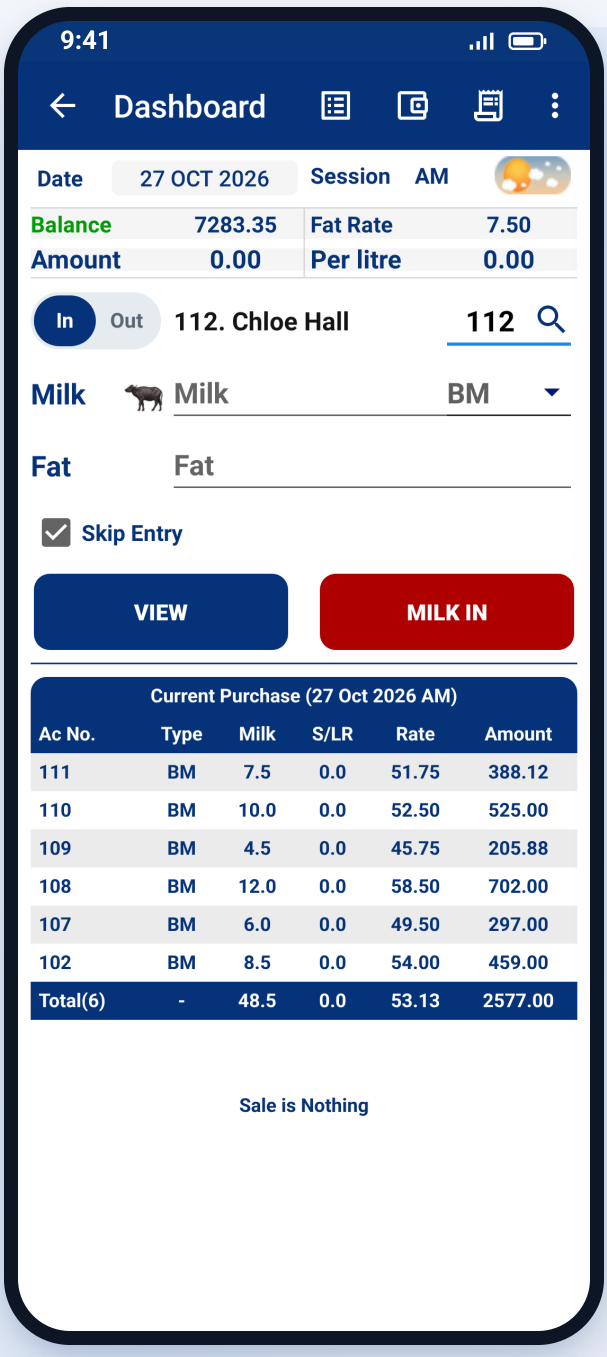
Plans changed?
Delete the skip entry

DIDN'T COME TODAY?

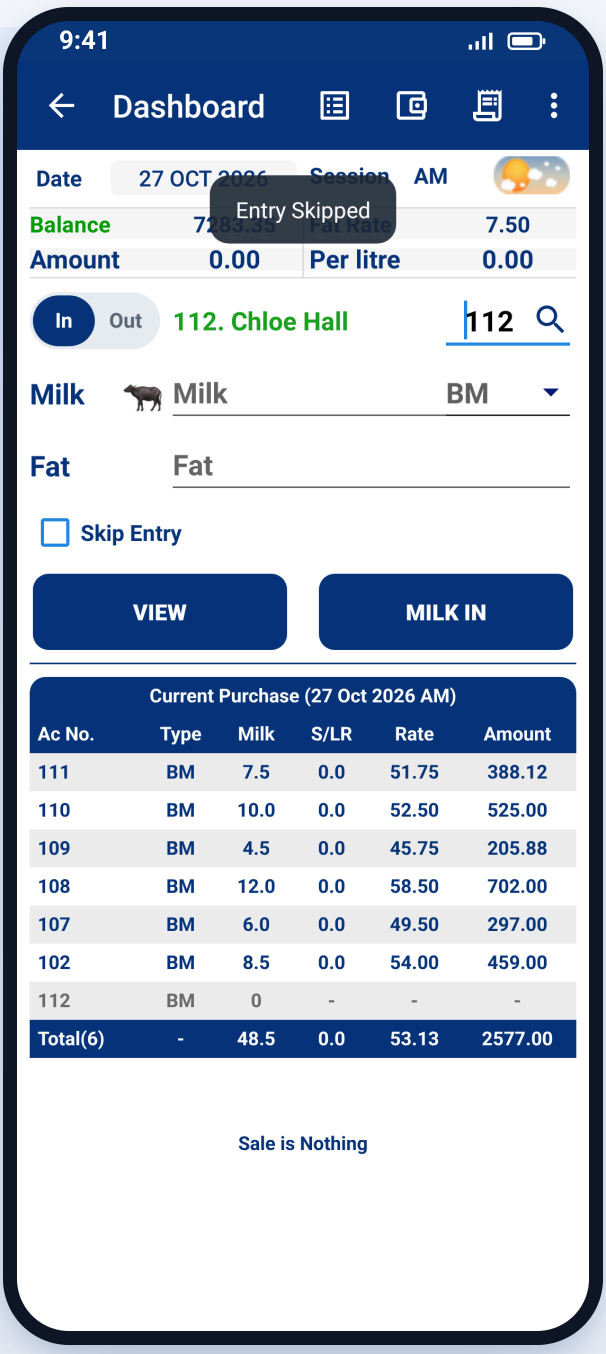
Skip this session from Dashboard

If a farmer brings no milk this session, mark it right on Dashboard. Turn on Skip Entry once in Milk Add Entry Settings.

● Tick Skip Entry



● Entry Skipped



Turn it on once

Settings › Milk Add Entry Settings › Skip Entry.

Tick, then write

Pick the farmer and tick Skip Entry; the button turns red. Tap it.

Same as leave

0 litres for this session, a grey row, and the name turns green.

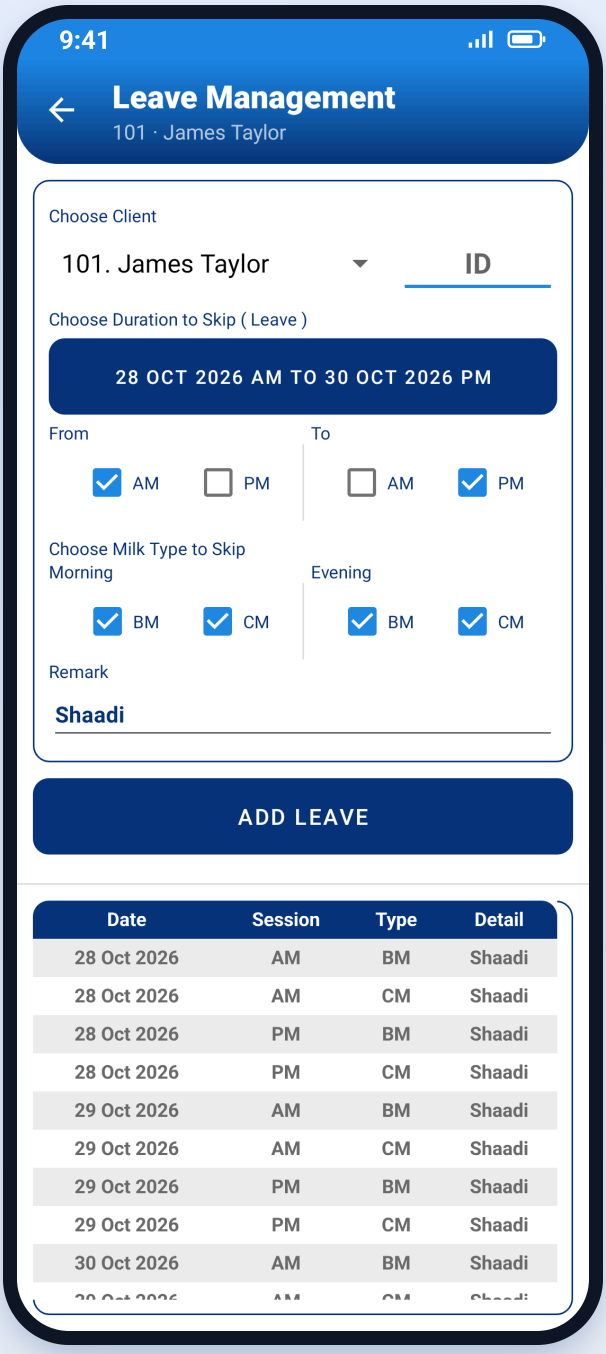
Where: Home › Dashboard › Skip Entry

LEAVE MANAGEMENT

Mark the days with no milk

Choose the farmer, the days and sessions, and which milk to skip. Tap ADD LEAVE, then Continue.

Leave Management



Choose Client

Pick from the list, or type the ID.

Duration

Tap the dates, then From AM/PM and To AM/PM.

Milk Type

Morning and evening, BM and CM, ticked for you.

Where: **Side menu** › **Leave Management**

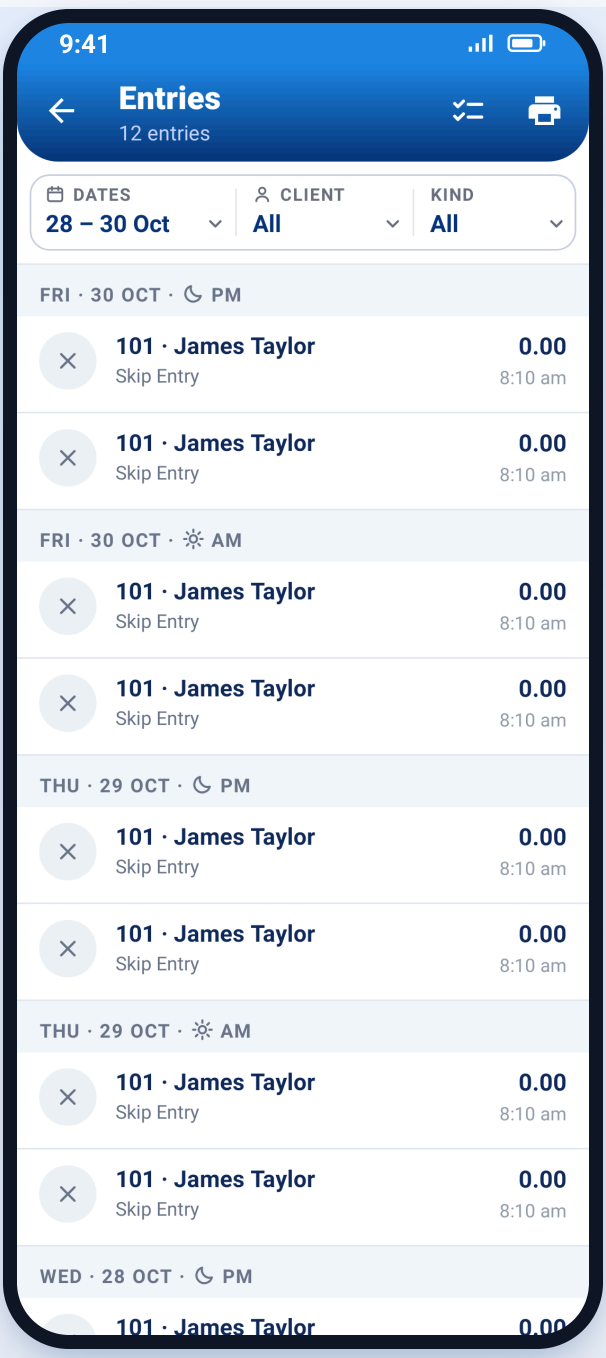
WHAT IT DOES

Each session becomes a skip entry



Leave writes 0 litres for every chosen session. It shows under Upcoming Leave, and in Entries as a Skip Entry.

● Entries



Upcoming Leave

The table on the leave screen, from today on.

Dashboard

The farmer shows green: nothing to enter that session.

Bills

Leave days show as skipped, with no amount.

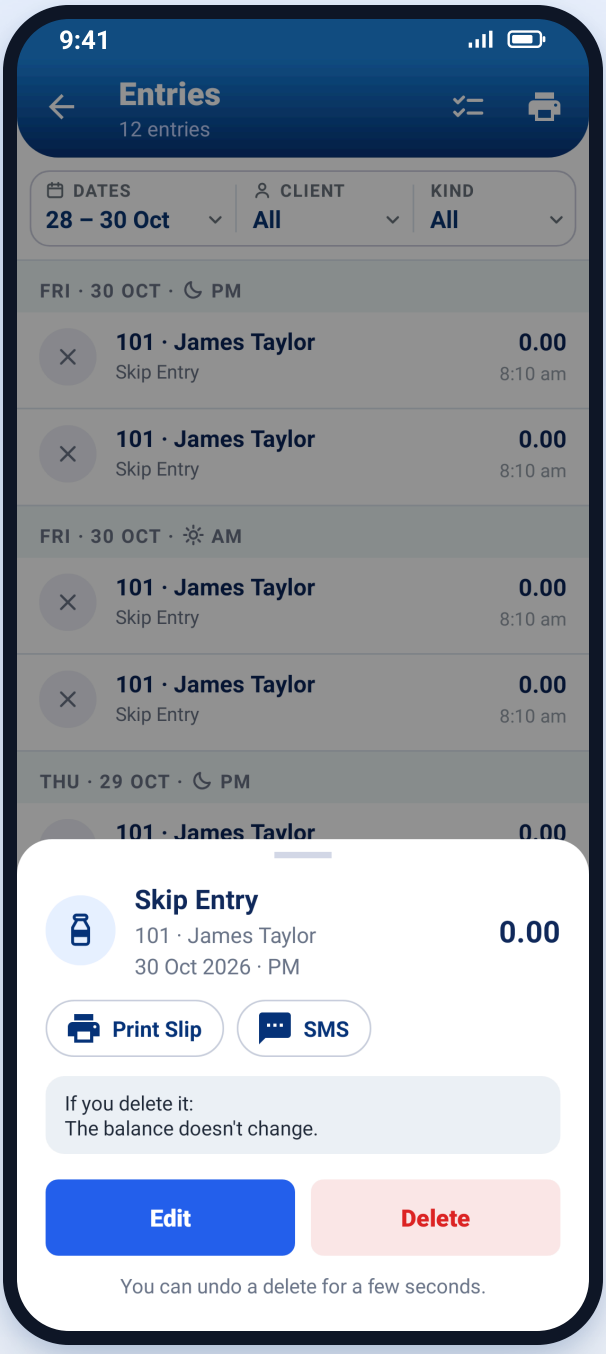
Where: **Side menu** › **Manage Entries**

PLANS CHANGED?

Remove a leave from Entries

The leave screen has no remove button. Open Entries on those dates, tap the Skip Entry and Delete it.

Skip Entry



Find the days

Dates › Pick dates, or Kind › Milk.

Delete

One session at a time, with Undo.

Many days

Select many, then Delete All.

Where: Manage Entries › Skip Entry › Delete



Leave in 3 steps

Just today: Skip Entry on Dashboard. Many days: Leave Management.

1. Side menu › Leave Management
2. Choose Client, then the dates and AM/PM
3. Milk type ticked? ADD LEAVE › Continue

Questions?
Side menu › Help & contact

Support team
Talk to us on WhatsApp

Community group
Tips and news on Telegram

GOOD TO KNOW

No double check
Leave is added even if an entry exists. Check the dates.

Staff
Need the Add Leaves permission.

Synced like entries
Every phone of your dairy sees the leave.

Thank you for running your dairy with DJS Dairy.