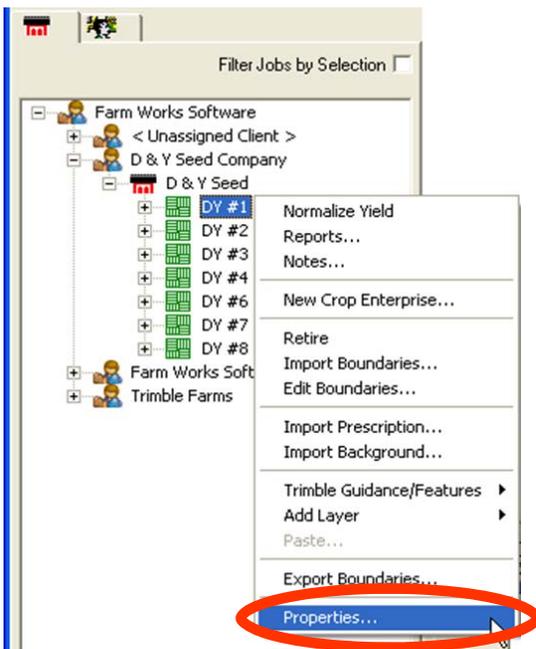# FAQs

Version 2012 or higher

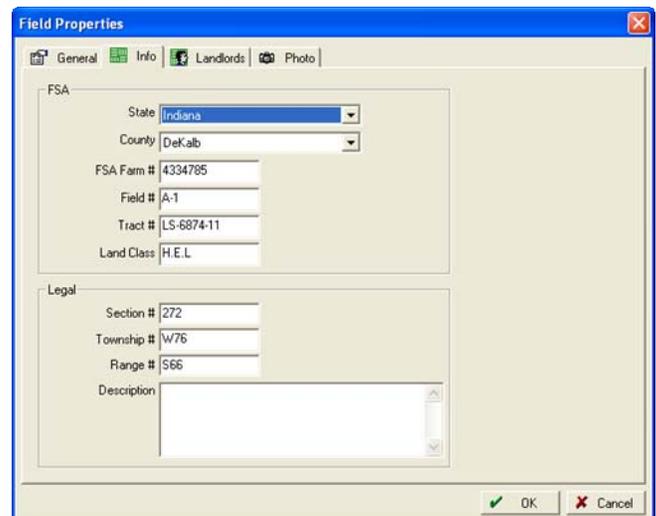# Submitting Crop Insurance Data to Great American Insurance Group

It is now possible for Farm Works™ users to submit their crop insurance records electronically to Great American Insurance Group. The time-saving solution makes it simple for farmers to transfer planting and harvest data directly to the Great American Insurance Group systems from their Farm Works Mapping software. In order to submit data you must have a county and state assigned to the field and the crop commodity must also contain an RMA Identity and the crop enterprise must have a process assigned.

Assigning County and State to the Field

1. On the *Farm* tab, click **+** beside the appropriate Client or Farm to expand the tree view, right-click the Field and then select **Properties**.
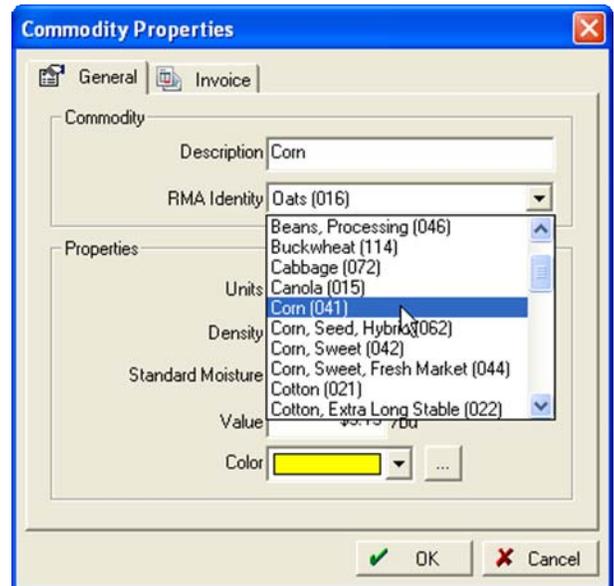
2. On the **General Tab** make sure the Tillable Acres are entered as this is the acreage that will be submitted.

3. Select the **Info tab** from within the Field Properties screen.

4. Select the State where the field is located.

5. Then Select the County where the field is located.

6. Select **OK** to save changes.

7. Repeat for each field.

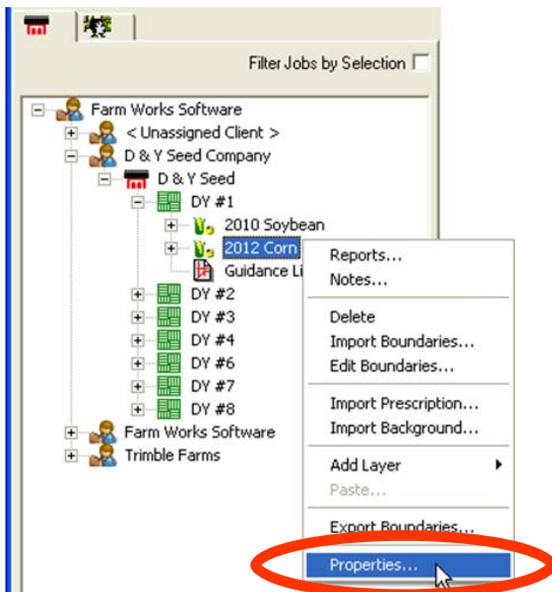## Assigning RMA Identities to Commodities

1. Select **Resources / Commodities**. Commodities currently being used appear in the Commodities dialog.

2. Select the commodity and then click **Properties**.

3. Select the correct **RMA Identity** from the drop down selection.

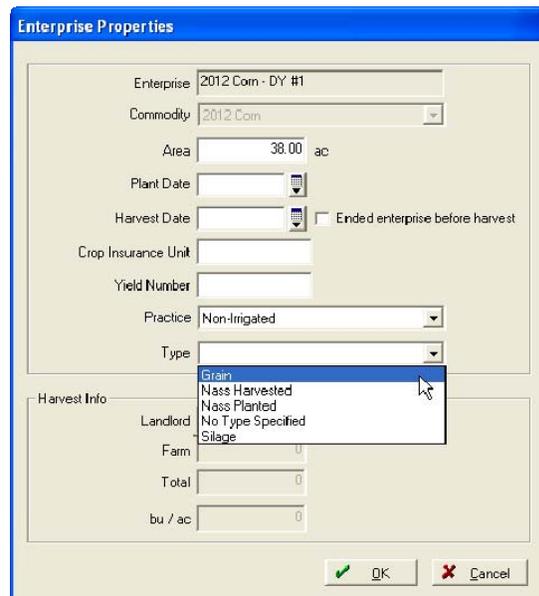4. Select **OK** to record the changes.

Assigning a Type & Practice

The Type and Practice can either be assigned to fields when you submit the data or this can be assigned to the enterprise prior to data submission. To assign to the enterprises:

1. In the *Farm* tab, right-click the Crop Enterprise to edit and then select **Properties**.
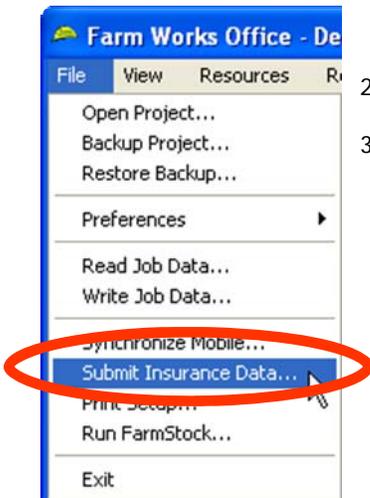
2. Select a **Practice** and **Type** from the drop-down list.

3. Select **OK** to record.

Great American Insurance Submission

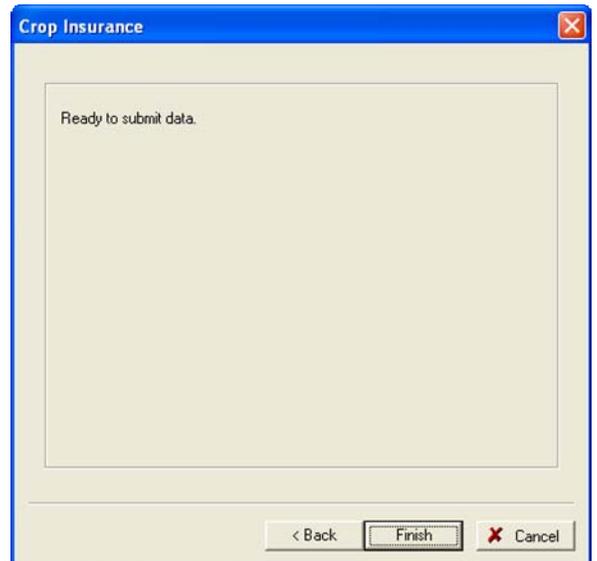1. Select File / Submit Insurance Data.

2. Select the Great American Insurance from the drop-down and enter the correct harvest year.
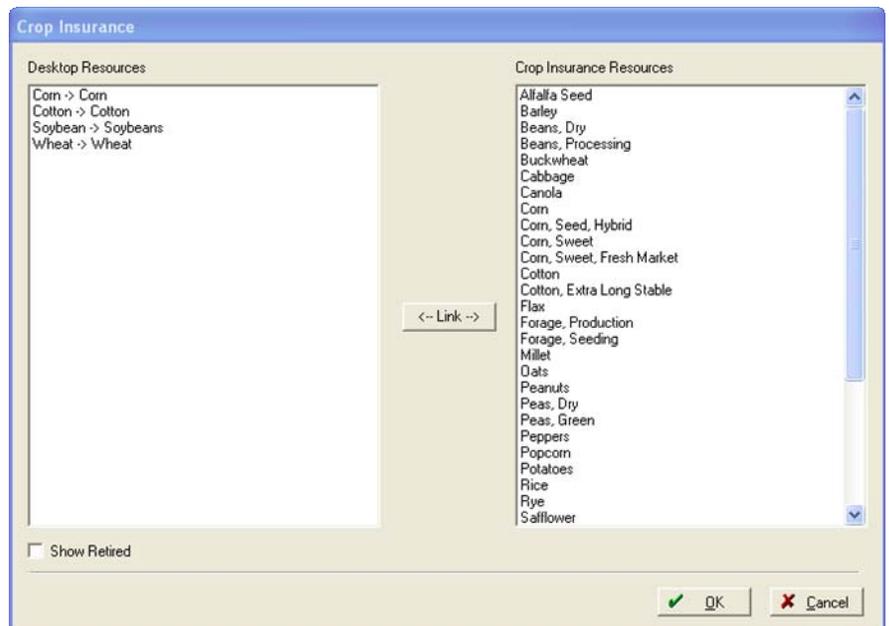
3. Select **Next.**

4. Enter the User ID and Password provided to you by Great American Insurance. If you don't have User ID and/or Password, click on the https://www.greatag.com link to go to a GAIC website where you can create an account.
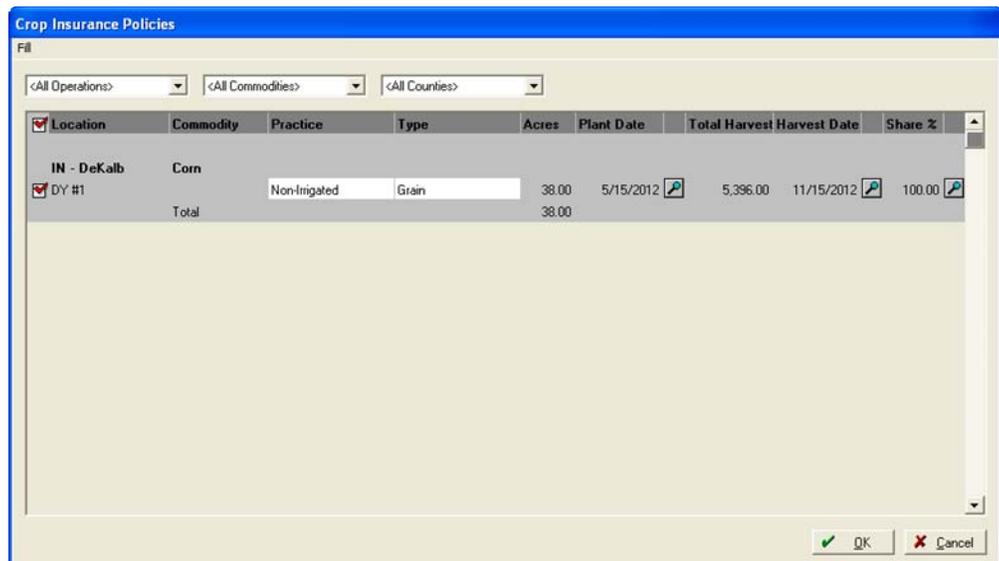
5. Select **Next**

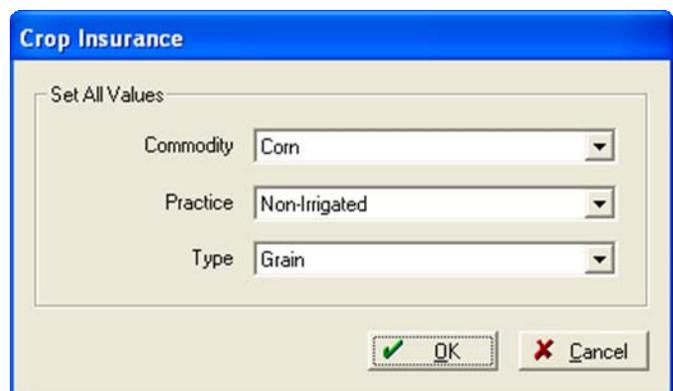6. Once you receive the **Ready to submit data** message select **Finish.**

7. If you have crops within the program that are not worded exactly like the crop insurance list of crops you will be prompted to link the one listed within the program to the one approved.

    A. Highlight the crop listed on Resource List side and then select the matching crop from the Crop Insurance Resource List

    B. Select **Link** to link together

    C. Select **OK** to Continue

8. The Crop Insurance Policies Screen will list the fields within the selected harvest year that have a county and state assigned to the field, a crop commodity with an RMA Identity and a crop enterprise with type & practice assigned.

9. Practices & Types may be assigned or changed on individual fields. Or go to the **Fill** menu and select **Fill All Values** to assign the Practice and Type to all of the fields with a selected Commodity.

10. Use All Operations, All Commodities, or All Counties drop down boxes to filter the fields listed.

11. The fields list and checked is the information that will be submitted to Great American Insurance.

12. Select **OK** to complete the submission process.