

# Adding Notes

Last Modified on 09/19/2025 2:16 pm MDT

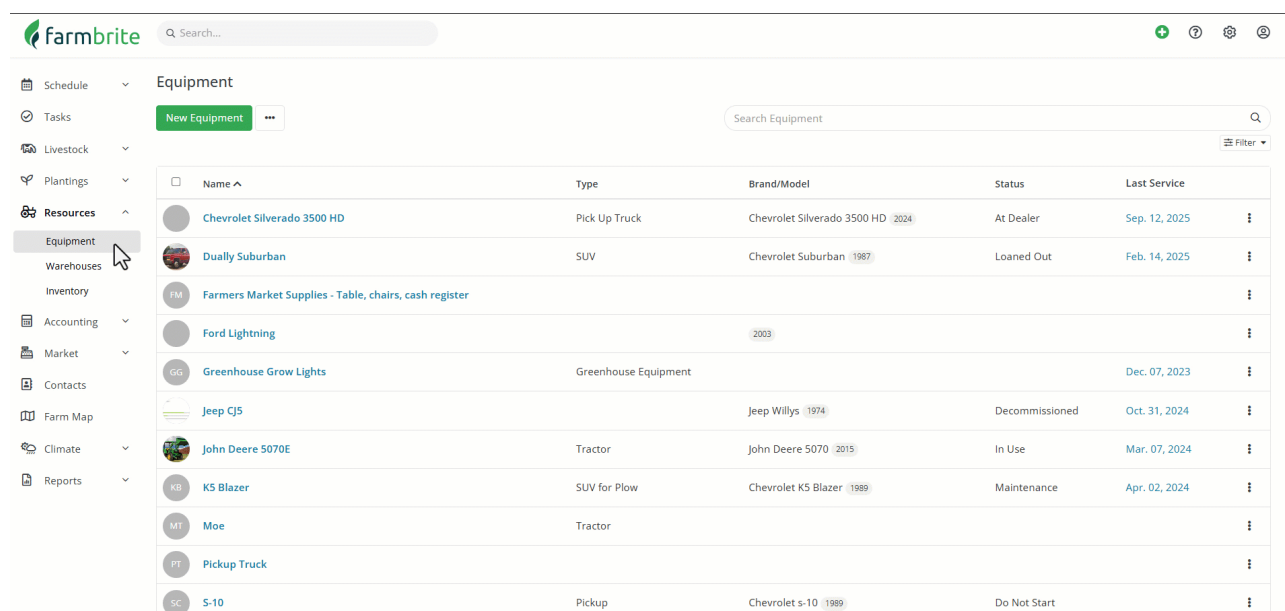
Farmbrite comes preloaded with many different types of records you can create for your animals, equipment, crops, and more. These might be things like [treatment records](#) for livestock and [crops, feeding and measurement](#) records for your animals, or [service](#) and [usage](#) records for your equipment. You can even [create custom fields](#) to store data that you need as well. We're referencing these things because we want you to know that Farmbrite has many pre-built areas for you to store data, but **what happens when what you need to store doesn't fit into any of those record types?** The answer to that might be Notes, which are available all around the software for you jot down data that you need to be aware of that does not fit into any other area.

You can write notes on any of the following record types:

- Livestock
- Livestock Groups
- Crop Types
- Individual Plantings
- Grow Locations
- Equipment Records
- Contacts

**You'll see a Notes tab on any of those record types**, and we'll use Equipment in our example below as that is likely applicable to any agricultural operation. The steps and features shown below are the same for any of the record types.

In this example, we navigate to the equipment record for our pick up truck. We recently noticed rust developing on the fender, and wanted to make a note about it so our Farmhand Willy can take a look at it. We choose Notes from the menu and then create a new note.



The screenshot shows the Farmbrite web interface. On the left is a sidebar with navigation options: Schedule, Tasks, Livestock, Plantings, Resources (with a sub-menu open showing Equipment, Warehouses, and Inventory), Accounting, Market, Contacts, Farm Map, Climate, and Reports. The main content area is titled 'Equipment' and features a 'New Equipment' button and a search bar. Below is a table of equipment records.

<input type="checkbox"/>	Name ^	Type	Brand/Model	Status	Last Service	
	Chevrolet Silverado 3500 HD	Pick Up Truck	Chevrolet Silverado 3500 HD 2024	At Dealer	Sep. 12, 2025	
	Dually Suburban	SUV	Chevrolet Suburban 1987	Loaned Out	Feb. 14, 2025	
	Farmers Market Supplies - Table, chairs, cash register					
	Ford Lightning		2003			
	Greenhouse Grow Lights	Greenhouse Equipment			Dec. 07, 2023	
	Jeep CJ5		Jeep Willys 1974	Decommissioned	Oct. 31, 2024	
	John Deere 5070E	Tractor	John Deere 5070 2015	In Use	Mar. 07, 2024	
	K5 Blazer	SUV for Plow	Chevrolet K5 Blazer 1989	Maintenance	Apr. 02, 2024	
	Moe	Tractor				
	Pickup Truck					
	S-10	Pickup	Chevrolet s-10 1989	Do Not Start		

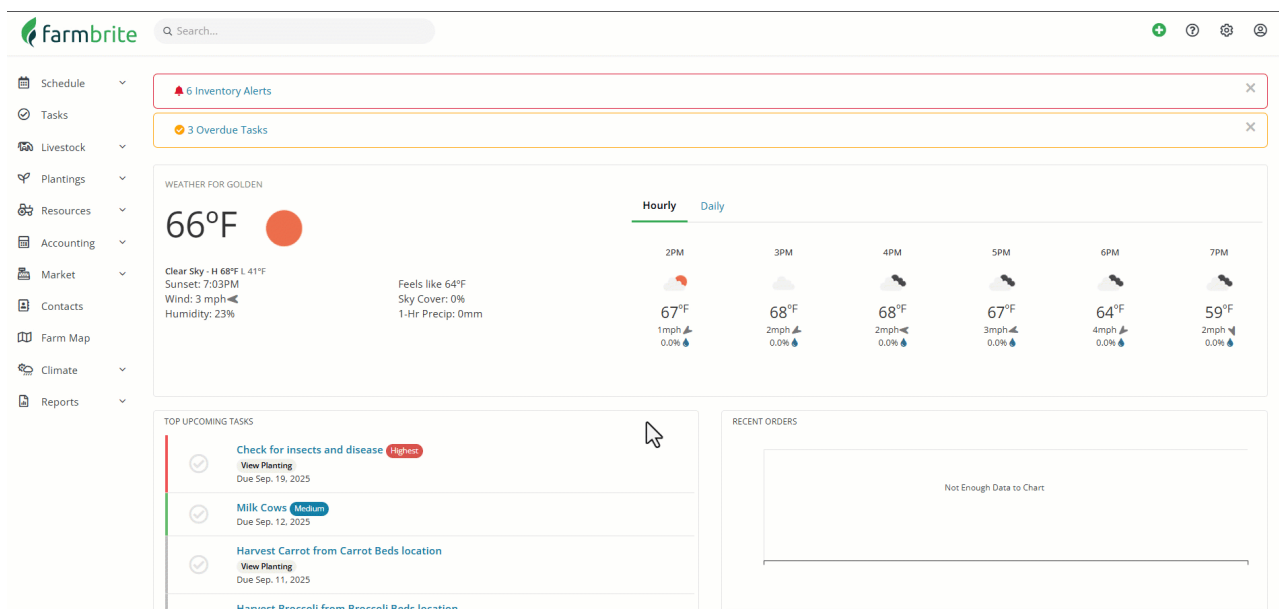
When you write a note, you can complete these fields to jot down important information.

- [Note Text](#) - the main window in the note, where you'll write whatever you need to jot down. You can use unique text formatting and font sizes, or even create a hyperlink if you need.

- [Date](#) - When did you write the note? It defaults to today but can be changed.
- [Category](#) - Choose what category the note should be classified in. These categories differ based on the type of record you are writing the note for.
- [Keywords](#) - Add any keywords you need to further classify this note. You can filter your reports and note lists later based on these keywords. They are entirely customizable; use whatever works for you.
- [Assign Task](#) - If a follow up task is needed, you can create and assign it directly from the note. The note text will be used in the Task, and you can always add more steps or details to the task later.
- [Add to Calendar](#) - Do you need to see this note on your Farmbrite schedule?
- [Add Map Location](#) - This can geolocate the note on your farm map. This might be helpful if the note is for a grow location, perhaps for locating pests, hazards, and more.
- [Add Attachment](#) - If you need to attach an image or PDF file, you can do so here.

## Quick Add Notes

You can also add notes via the [Quick Add](#) menu. Instead of navigating to the record you want to write the note on, you can select Quick Add from the upper right and then associate the note with a record right there. This could be particularly helpful in the mobile app as you can accomplish it from your homepage.



## Bulk Add Notes

You can also add the same note to multiple records at the same time using [Bulk Actions](#). In our example below we write the same note for Bertha and Scarlet, tow cows who might not get along well.

Schedule

Tasks

Livestock

Animals

Livestock Groups

Grazing

Plantings

Resources

Accounting

Market

Contacts

Farm Map

Climate

Reports

Livestock

Add Animal

Add Group

...

Search Animals

Criteria: Animal Types: All | Status: Multiple | Filter

Animals	Pig	Chicken	Hog	Pronghorn	Others	Male	Female	Pregnant
1,592 100% Of 1,595	688 43% Of 1,595	310 19% Of 1,595	223 14% Of 1,595	103 6% Of 1,595	268 17% Of 1,595	105 31% Of 338	151 45% Of 338	7 2% Of 338

Animal	Gender	Age	Last Weight	Status	Type/Breed
302				Active	
11 11302				Active	
12 12302				Active	
13 13302				Active	
14 14302				Active	
12 123456302654321				Active	
B1X Al E. Gator B (Copy)		3 years, 8 months		Active	Alligator Florida Traphead
AB Alligator 8	Male	2 years, 8 months	225.00	Active	Alligator
AB Alligator B (Copy)	Male	1 year, 10 days	10.00	Active	Alligator

## Notes Reporting

Of course you can see the notes when you access records, but if you'd like to see all of them, you can run reports in the Reporting tab. There are notes reports for [Livestock](#) and [Crops](#), and you can also [build custom reports](#) from them as well.

Schedule

Tasks

Livestock

Plantings

Resources

Accounting

Market

Contacts

Farm Map

Climate

Reports

Standard Reports

Custom Reports

Standard Reports

Accounting & Financials

Livestock

Plantings

Orders & Market

Resources

User Activities

Accounting & Financials Reports

Accounts Receivable

Accounts Receivable Due

Accounts Receivable Aging

Business Overview

Profit & Loss

Profit & Loss by Month

Spending by Category

IRS Schedule F Summary

Tax Summary

Financial Performance

Balance Sheet

Cash Flow Statement

Crop Breakeven

Crop Transactions

Livestock Breakeven

Livestock Transactions

Want to do more with reporting? [Build a custom report](#)