

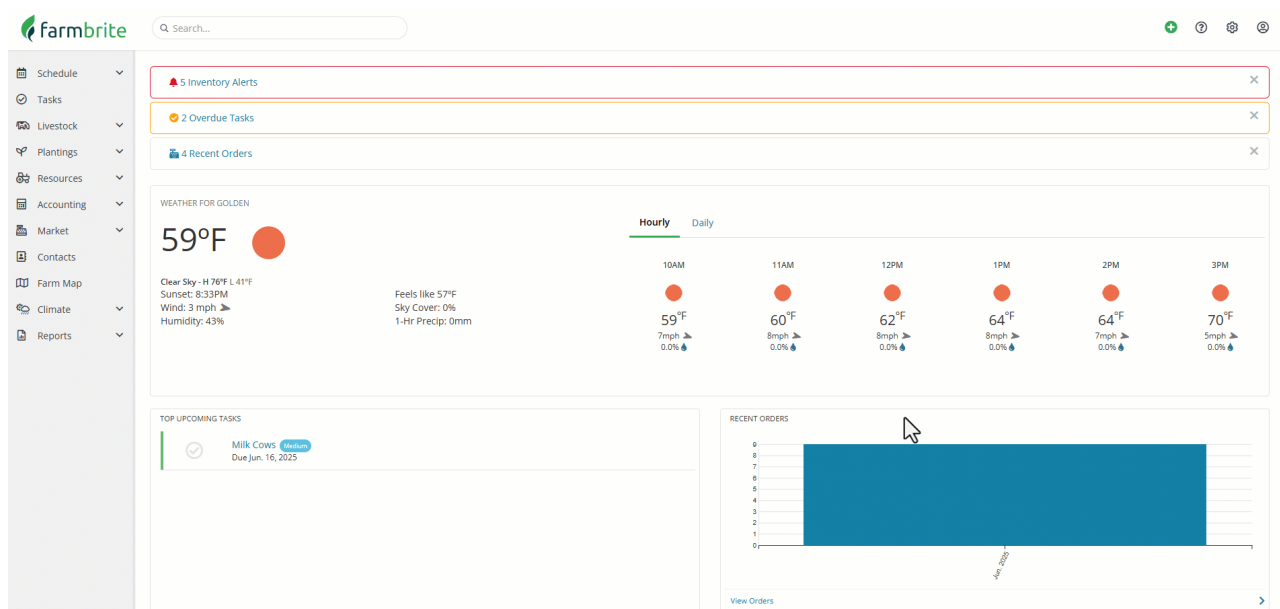
# Working with Teams

Last Modified on 06/26/2025 8:27 am MDT

If you have groups of staff that routinely work together on [tasks](#) and [events](#), you can create teams to connect them and streamline those assignments. Maybe you have a morning and afternoon crews that routinely take on similar tasks based on the time of day they work. How about specialized teams that work on certain aspects of your business, like a harvesting group, mechanics in the shop, or farmers market workers that always attend your events. Or perhaps you might even have different locations across multiple areas, with different staff working each farm. No matter how you want to organize them, Farmbrite can help you connect users together in teams to streamline your farm work assignments.

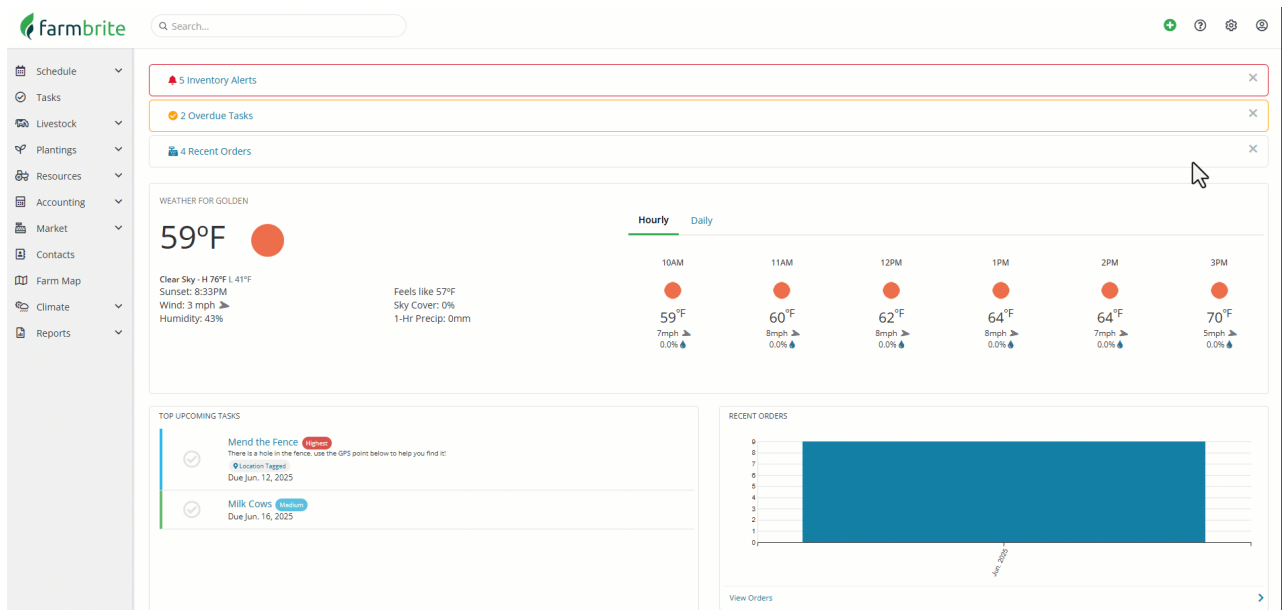
## Creating Teams

**To define your different teams, navigate to Settings (gear icon) and then select Teams.** Just select New Team, and give your team a name. From there you can select your team members and save. In our example below we create a new team for Aurora Farms, a separate location from our other farms with it's own staff members.



## Adding Users to Teams from their Profile

**Once you have created your teams, you can also add users to them directly from the user profile.** Go to Settings and select User, and then pick the Team Membership tab from their profile. You can select what teams they should be included in here and then save. In our example below, we add a new staff member Bobby to the Aurora Farms team we created in the example above.



You can add users to teams via either method. The end results is the same; it is up to you which one you find easier for your immediate needs!

## Using Teams for Tasks and Events

After you have created your teams and assigned users to them, you can now use the teams when creating tasks and events. You'll see a dropdown menu to select a team on both of them. You can still assign a main assignee as well, which could be used to designate a team member who ultimately responsible for the task. All team members will receive emailed alerts that the task was assigned to them, and [mobile push notifications](#) as well if they have those enabled. You can also add a team selection to [task templates](#) and [series](#).

In the example below, we create a task for collect eggs that is assigned to the morning team, while still assigning the overall responsibility to our manager Dennis.

The screenshot shows the Farmbrite 'Tasks' list view. The sidebar is the same as in the previous screenshot. The main content area has tabs for 'List', 'Board', and 'Calendar', with 'List' selected. There are buttons for 'Add Task' and 'Use Template'. A search bar is at the top right. Below is a table of tasks.

Task	Associated To	Due	Priority	Status	Assignee
Mend the Fence <small>There is a hole in the fence, use the GPS point below to help you find it!</small> <a href="#">Location Tagged</a>		Jun. 12, 2025	High	To Do	Carmela
Milk Cows		Jun. 16, 2025	Medium	To Do	Chris
Plant Asparagus, Green Stalks in dd location	Asparagus, Green Stalks (dd - Bed... <small>Planting</small> )	Jun. 18, 2025		To Do	Unassigned
Check for insects and disease	Lettuce, Leaf, Romaine (Addison F... <small>Planting</small> )	Jun. 24, 2025	High	To Do	Leyden
Check for insects and disease	Corn (Addison Field B) <small>Planting</small>	Jun. 24, 2025	High	To Do	Leyden
Repeats Weekly based on date completed		Jun. 24, 2025		To Do	Dennis
Repeated weekly, not based on date		Jun. 24, 2025		To Do	Dennis
Check for insects and disease	Oranges (Addison Field C) <small>Planting</small>	Jun. 26, 2025	High	To Do	Chris
Check for insects and disease	Pumpkins, 2024s (Pumpkin Patch - ... <small>Planting</small> )	Jun. 26, 2025	High	To Do	Leyden
Harvest Beans, Succession Start Earlys from Bean Beds location	Beans, Succession Start Earlys (B... <small>Planting</small> )	Jun. 27, 2025			Unassigned

## Filtering for Task and Event Assignments

You'll also see Teams listed in the task and events filters. You can use this to see all task sand events that are assigned to that team. Be aware that team tasks and events will also be shown when filtering for specific team members. In our example below, you'll see the tasks filtered for the Morning Crew team, and then for Dennis, and then lastly for Newt, a member of that team.

Schedule

Tasks

Livestock

Plantings

Resources

Accounting

Market

Contacts

Farm Map

Climate

Reports

Tasks

List

Board

Calendar

Add Task

Use Template

Title

All Users

All

Task	Associated To	Due	Priority	Status	Assignee
<div><div></div><div>Mend the Fence</div><div>There is a hole in the fence, use the GPS point below to help you find it</div><div>Location Tagged</div></div>		<div><div></div><div>Jun. 12, 2025</div></div>	<div>High</div>	To Do	<div><div></div><div>Carmela</div></div>
<div><div></div><div>Milk Cows</div></div>		<div><div></div><div>Jun. 16, 2025</div></div>	<div>Medium</div>	To Do	<div><div></div><div>Chris</div></div>
<div><div></div><div>Collect Chicken Eggs</div><div>Collect Eggs from Chicken Coops</div></div>	<div>Flock A - Rhode Island Reds</div> <div>Annual</div>	<div><div></div><div>Jun. 18, 2025</div></div>	<div>High</div>	To Do	<div><div></div><div>Dennis</div></div>
<div><div></div><div>Plant Asparagus, Green Stalks in dd location</div></div>	<div>Asparagus, Green Stalks (dd - Bed...</div> <div>Planting</div>	<div><div></div><div>Jun. 18, 2025</div></div>		To Do	<div><div></div><div>Unassigned</div></div>
<div><div></div><div>Check for insects and disease</div></div>	<div>Lettuce, Leaf, Romaine (Addison F...</div> <div>Planting</div>	<div><div></div><div>Jun. 24, 2025</div></div>	<div>High</div>	To Do	<div><div></div><div>Leyden</div></div>
<div><div></div><div>Check for insects and disease</div></div>	<div>Corn (Addison Field B)</div> <div>Planting</div>	<div><div></div><div>Jun. 24, 2025</div></div>	<div>High</div>	To Do	<div><div></div><div>Leyden</div></div>
<div><div></div><div>Repeats Weekly based on date completed</div></div>		<div><div></div><div>Jun. 24, 2025</div></div>		To Do	<div><div></div><div>Dennis</div></div>
<div><div></div><div>Repeated weekly, not based on date</div></div>		<div><div></div><div>Jun. 24, 2025</div></div>		To Do	<div><div></div><div>Dennis</div></div>
<div><div></div><div>Check for insects and disease</div></div>	<div>Oranges (Addison Field C)</div> <div>Planting</div>	<div><div></div><div>Jun. 26, 2025</div></div>	<div>High</div>	To Do	<div><div></div><div>Chris</div></div>
<div><div></div><div>Check for insects and disease</div></div>	<div>Pumpkins, 2024s (Pumpkin Patch - ...</div> <div>Planting</div>	<div><div></div><div>Jun. 26, 2025</div></div>	<div>High</div>	To Do	<div><div></div><div>Leyden</div></div>

Let us know if you have any questions as you explore this feature!