

Welcome to Brewer's Friend Pro!

Setting up your Brewer's Friend Pro account:

Create a new group at brewersfriend.com/homebrew/mygroups and select 'Brewery' at the top of the page under Group Type. Fill out any additional required information. Scroll to the bottom of this page and you will see Group Settings. If you like, you can choose to 'Auto Scale' all recipes set as public.

The Auto Scale feature scales down all batches to 5 gallons and shows general information of ingredients and percentages, but not timing of additions or any other proprietary information. Any recipes with the 'Share Recipe' toggled on, will scale down your batches to 5 gallons for the public to view. Just ensure that the recipe is attached to the group if the 'Share Recipe' is toggle on, or the entire recipe will be public.

The 'Groups' feature allows you to add Brewer's Friend members to the group. You can set permissions for what the members are allowed access. Group members can receive any custom alerts and notifications set by the account. Add your phone number and email to receive notifications and alerts in the account settings. brewersfriend.com/homebrew/profile/account

General Settings:

Once you have a Group created, you can manage and edit the setting of the group including equipment profiles, general setting, water profiles etc., all listed under the Profile drop down menu on the top right of the web page. In the settings under My Profile → General (brewersfriend.com/homebrew/profile/general_settings) scroll to the bottom, and under Group Settings you can select to default a group, so anytime you click 'New Beer Recipe' the (Author Group or Source:) will assign to the selected group.

Use this link; brewersfriend.com/homebrew/profile/general_settings or go to My Profile → General to set up your brewery settings and defaults such as recipe editor batch size and units of measurement.

Under My Profile → Equipment, set up your brewhouse equipment profiles such as average brewhouse efficiency, brewhouse volumes, default mash thickness, kettle evaporation rate and several other settings. Add multiple equipment profiles if you have more than one brewhouse and select the additional profile when building a new recipe to apply the equipment settings to that recipe and brew session.

Under My Profile → Brands, you will find all the brands listed in the Brewer's Friend ingredient catalog. You can toggle on or off any brand you would like to use/ not use. If a brand you use is not listed, please email Nick@brewersfriend.com, and/or use the contribute function when adding an inventory item not listed in the Brewer's Friend catalog.

Add to the group:

Tanks- Click on 'Add a Tank' and set up your custom cellar. Types include Fermentation Vessel, Bright Tank, Serving Vessel, Yeast Propagation Tank and Barrel.

Inventory

Equipment

Recipes

-When creating a new recipe, make sure you select the correct group in the top right of the recipe builder under; Author: Source or Group. Once you click 'Brew' you will see a drop down menu next to 'Assign Tanks' where you will select the tank the brew session is getting attached to.

-Similarly, when adding Inventory, use the drop down to select your group. This way, when building a recipe, you select to use ingredients from your inventory and chose to deduct the ingredients from inventory when starting a brew session. All ingredients added to the group inventory can then be accessed and edited by anyone in the group.

Inventory:

Adding to your inventory can be done in several ways.

First, make sure you have the correct group selected from the drop down.

You can use the 'ADD INVENTORY' button, select the proper category and find the ingredient from the Brewer's Friend database. If you cannot find the ingredient in the database, toggle on the 'Contribute' button and enter the information you have. A Brewer's Friend team member will then add the ingredient into the database.

You can also use either of the two import functions; next to the 'Recipe Suggestions' and 'Add Inventory' buttons there is an import button that allows you to;

- 1) Import BSG invoice pdf – chose a pdf that is downloaded on your computer to import all ingredient and specifications including price into your inventory from a BSG invoice pdf.
- 2) Use the Import Brewer's Friend CSV button to import an excel file that has ingredient in the file. You can download a mock template (just below the import buttons) for the form that the excel file needs to be set up as.

You can export inventory into a CSV file as well.

When adding price to an ingredient, simply enter the quantity of that ingredient you received and the total price paid for that item. Then, click the 'Convert' button next to price to calculate the 'Unit Price' i.e if the unit is pounds, then the convert button converts the total price for the total quantity received to price per pound.

Using the recipe builder drop downs for ingredients, your inventory will show up at the top of the list. You can also click on the \$ to add price in the recipe builder and view total price of the recipe.

Custom Notifications:

Any tank log or brew log event set to a future date will prompt the option to set two time based custom notifications to the phone number and email of your account as well as anyone else that is a member of that group.