



## **Water Users Guide to Web-based Water Ordering and Accessing Water Use Data**

Now, 24 hours a day, 7 days a week, 365 days a year, from anywhere that you have internet access, you can:

Place a water order:

- Turn water on;
- Make a change in the flow rate of a running turnout;
- Order water off or cancel a previous order;
- Know what orders have been submitted, those that are pending, and which have been approved;
- Quickly see the status of all of your turnouts.

View account information:

- Know your base water supply allocation;
- See any transfers in or out of your water account;
- Know the total amount of water available to you for the water year;
- Always be aware of the amount of water that you have used, by turnout, by month, and for the year-to-date;
- See your remaining available water supply for the water year.

Log on to **[www.deid.org](http://www.deid.org)** and then follow the instructions inside this guide. The site was designed to be uncomplicated and easy to use.

Got questions? Give us a call at (661) 725-2526 or email us through the easy-to-use link at our website.

## Activating Your Online Account - In 3 Easy Steps

**Step 1** Start by visiting the Delano-Earlimart Irrigation District Home Page at [www.deid.org](http://www.deid.org). Then click on the “For Growers” link as shown below.



### Security is as important to us as it is to you:

- The District does not have access to your password. Please make sure to keep it in a safe place.
- If your password is lost or stolen, contact the District to reset your password.

**Step 2** Now click on “Apply for an Account”



**Step 3** Create your user name and password. Be sure to fill in all required fields.

The image shows a 'CREATE A USER ACCOUNT' form. It has several input fields: 'User Name:', 'Full Name:', 'Password:', 'Confirm Password:', 'E-mail:', 'Security Question:' (with 'Favorite Color?' selected), 'Security Answer:', 'Phone #:', and 'Comments:'. At the bottom are 'Continue' and 'Cancel' buttons.

### Account Verification and Approval

Once you submit your request for a new account, DEID staff will automatically receive your application.

The District will then call the grower that is the account holder to verify and approve those applying for access to the account.

After the account holder has approved access, the District will then send you an e-mail notification granting access to both the Account Status information and to our Water Ordering System.

*That's it, your done!*

Once you have access to your account information you will see two new links have been added to the options available under the “For Growers” link that were not there before. Here is what you can do with each.



## Account Status Page



When you click on the “**Account Status**” link you can view your current water status up to the last field reading. An example of what you will see is shown below. Here is a description of the information that will now be available to you 24 hours a day:

The **upper left corner** of the page contains your account number, and contact information.

The **top center portion** of this page has the following valuable water management information:

- *Base Allocation:* Your acreage multiplied by the current water supply prorated.
- *Allocation Adjustments:* Any water adjustments made on this account (transfers in or out).
- *Total Water Available:* Water supply available to you for the water year (base allocation plus adjustments).
- *Delivered Quantity:* Water you have used to-date (up to the last meter reading).
- *Remaining Quantity:* Net amount of water still available for use.

The **bottom half** of the page contains detailed use by turnout for each month. You can quickly and conveniently see:

- Individual turnout water use.
- When a turnout was last read by the District.
- List of total usage by month and cumulative for the water year.

Customer #	000		Acreage		Allocation									
Name	Farms		Base Allocation	x	1.40Af/ac	Af								
Address	Delano, CA 93215		Allocation Adjustments			Af								
Phone #			Total Water Available			Af								
			Delivered Quantity			Af								
			Remaining Quantity			<b>94.94Af</b>								
<b>Monthly Consumption (Acre-feet)</b>														
Turnout	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Total	Last Read
2	0.00	0.00	0.00	0.02	0.02	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.05	08/07
4	0.00	0.00	0.83	13.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14.56	05/02
6	0.00	0.00	0.00	61.88	13.15	50.22	0.44	0.00	0.00	0.00	0.00	0.00	125.69	08/01
7	0.00	0.00	12.15	15.18	17.05	30.49	0.00	0.00	0.00	0.00	0.00	0.00	74.87	08/07
1	0.00	0.00	25.24	15.35	0.05	22.54	8.67	0.00	0.00	0.00	0.00	0.00	71.85	08/03
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>38.22</b>	<b>106.16</b>	<b>30.27</b>	<b>103.26</b>	<b>9.11</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>287.02</b>	

## Water Orders Page



Clicking on “**Water Orders**” will give you access to:

*Pending Orders:* A list of orders that have been placed but not yet approved by District staff. From here you can cancel any pending water order listed by clicking on the *Cancel* link located on the left side of the turnout number.

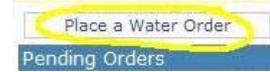
*Approved Orders:* History and status of recent water orders submitted and approved by District staff.

You can place a new order, by clicking on the “*Place a Water Order*” link (detailed instructions for placing a water order are on page 4 of this brochure).

<input type="button" value="Place a Water Order"/>							
<b>Pending Orders</b>							
Cancel	Turnout	Crop	Requested Date	Order Date	Type	Flow Rate	Requested By
	2	Grapes	08/09 04:41am	08/11 09:00am	TurnOn	187.00ac	Erik Anaya
<b>Approved Orders</b>							
Turnout	Crop	Requested Date	Order Date	Type	Flow Rate	Requested By	
6	Grapes	08/10 07:17am	08/10 08:00am	TurnOn	800.00gpm		
2	Grapes	08/07 01:10am	08/07 01:00am	TurnOff			
2	Grapes	08/06 09:15am	08/07 08:00am	TurnOn	400.00gpm		
7	Grapes	08/06 09:15am	08/07 08:00am	TurnOn	500.00gpm		
1	Grapes	08/02 09:02am	08/03 08:00am	TurnOff			
6	Grapes	07/31 03:20am	08/01 08:00am	TurnOff			
7	Grapes	07/27 03:05am	07/28 08:00am	TurnOff			
1	Grapes	07/25 07:10am	07/25 08:00am	TurnOn	700.00gpm		
6	Grapes	07/20 02:45am	07/21 08:00am	TurnOn	300.00gpm		
7	Grapes	07/20 02:45am	07/21 08:00am	TurnOn	500.00gpm		
7	Grapes	07/20 02:45am	07/20 08:00am	TurnOff			
1	Grapes	07/12 08:55am	07/14 08:55am	TurnOff			
6	Grapes	07/13 03:06am	07/14 08:00am	TurnOff			

# Placing a Water Order Has Never Been Easier

Now that you have clicked on the “Place a Water Order” link, you are ready to let us know what your water order needs are, 24 hours a day.



**Step 1** This will be the first screen that you see. Select a turnout from the drop down menu bar.

**Step 2** Once you have selected the turnout, you will be asked to select the effective date of your order from the calendar screen.

**Step 3** Your page will automatically refresh once you have chosen a date. That will allow you to select a specific time from the drop down menu on this page.

**More options with float system turnouts**  
 Turnouts with a float system have access to 24 hour water scheduling. Turnouts without are limited to changes between 8:00am and 1:00pm only.

**Step 4** The next screen that you will see is the “Order Details” screen, From here you can specify a flow rate for a new water order, a change in flow rate for an existing order, or tell us that you are ready for a turnout to be shut off.

*New water orders:* Input the amount of water you want turned on at the turnout, then click next.

*Changing flows for a turnout already running:* You can input the new flow rate being requested and then click next.

*Shutting off a turnout:* Ending a current water delivery is as easy as clicking on the “I would like to turn off” check box , then click next.

*Tip: You can cancel your order during the Water Ordering process at anytime by simply clicking on the “cancel” button located on the bottom right corner of every screen.*

## Last Step-Confirming Your Water Order

**Step 5** The final step is the “Confirm Water Order Request” screen. Your detailed water order is listed here for your confirmation. If everything is accurate, click on “finish”.

This screen also contains a “Special Instructions” box where you can make any special requests related to your order. You can also tell us about any problem that you may have with your turnout (leaking 2-inch connection, etc.)

**What’s Next?** When your order is approved the District will send you a confirmation e-mail. If there is a problem with your request, we will let you know about that too.