**Using the P-Index** 

2012 edition (May 25, 2012)

Developed by: University of Nebraska – Lincoln and Nebraska Natural Resource Conservation Service (NRCS) in cooperation with Nebraska Department of Environmental Quality (NDEQ)

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## **Open the Program**

The P-index is Excel based. You need to have Microsoft Excel to use the P-index. This product has not been tested with open source software.

### If you are using Office 2003

You may get this pop-up. Select Enable Macros.

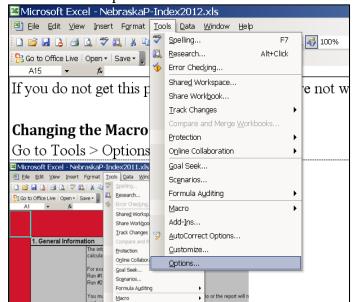


If you do not get this pop-up and the buttons are not working, see the "Changing the Macro Settings in Excel 2003" section of this manual.

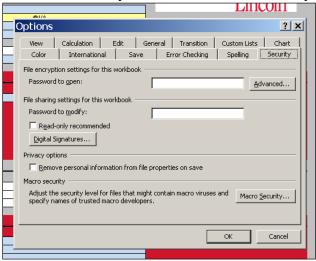
### **Changing the Macro Settings in Excel 2003**

If the program opens, but the buttons do not work:

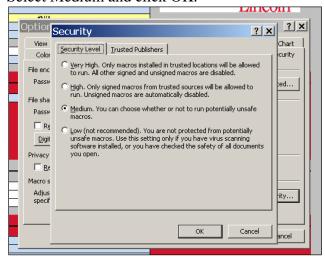
Go to Tools > Options.



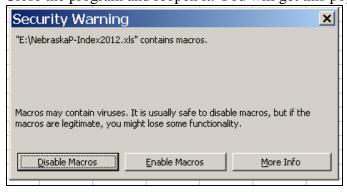
Within the Security tab, click on Macro Security.



#### Select Medium and click OK.



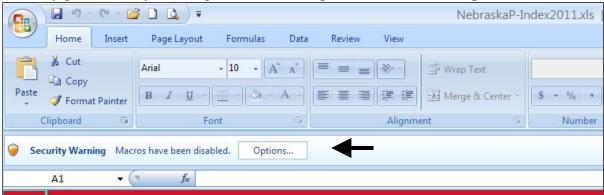
Close the program and reopen it. You will get this pop-up. Select Enable Macros.



In the future you should not have to change the macro settings if you maintain the medium security setting but you will get the "Security Warning" pop-up each time you open the P index.

### If you are using Office 2007

You may get a Security Warning bar across the top of the screen. Click Options.



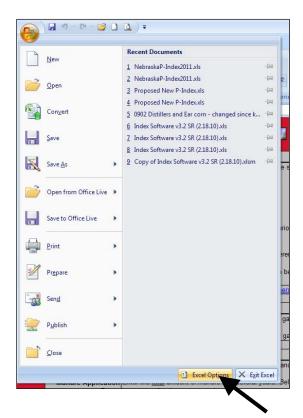
You will get this pop up. Select Enable this content and click OK.



If you do not get the Security Warning bar across the top of the screen, see the "Changing the Macro Settings in Excel 2007" section of this manual.

### Changing the Macro Settings in Excel 2007

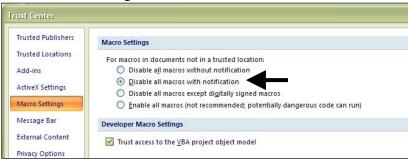
If you do not get the Security Warning bar across the top of the screen and the buttons still do not work, click the Office Button then Excel Options.



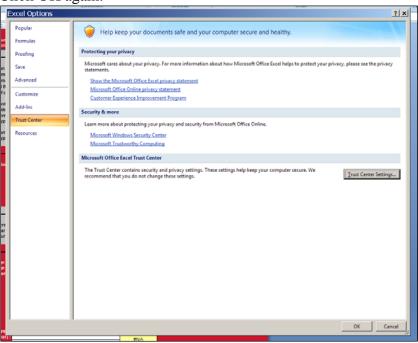
In the Trust Center screen, click Trust Center Settings.



In the Macro Settings screen, select "Disable all macros with notification". Click OK.

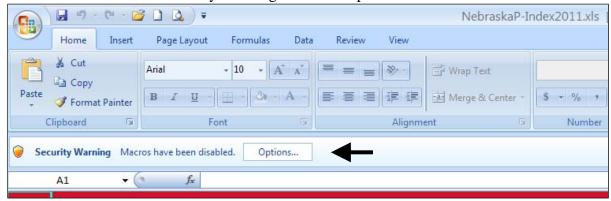


Click OK again.



Close the program and reopen.

You should then see the Security Warning bar at the top of the screen.



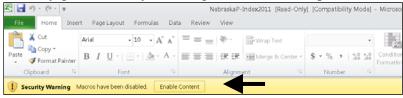
You will get this pop up. Select Enable this content and click OK.



In the future you should not have to change the macro settings. You will get the "Security Warning" bar at the top each time you open the program.

### If you are using Office 2010

You may get a Security Warning bar across the top of the screen. Click Enable Content.



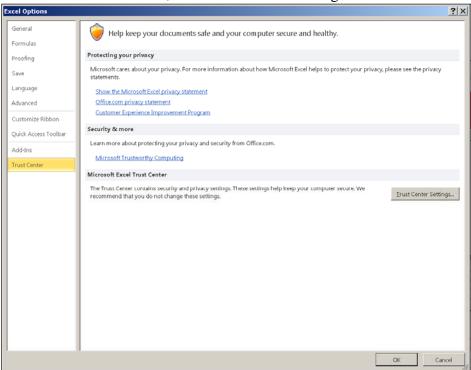
If you do not get the Security Warning bar across the top of the screen, see the "Changing the Macro Settings in Excel 2010" section of this manual.

### **Changing the Macro Settings in Excel 2010**

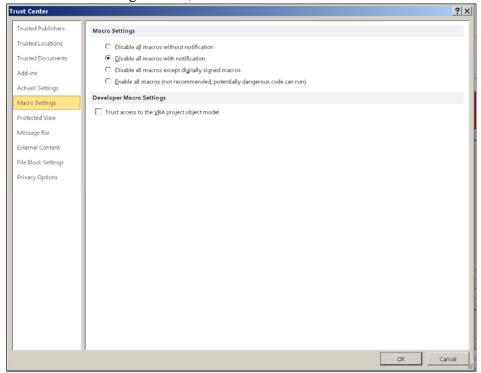
If you do not get the Security Warning bar across the top of the screen and the buttons still do not work, click the File Tab then Options.



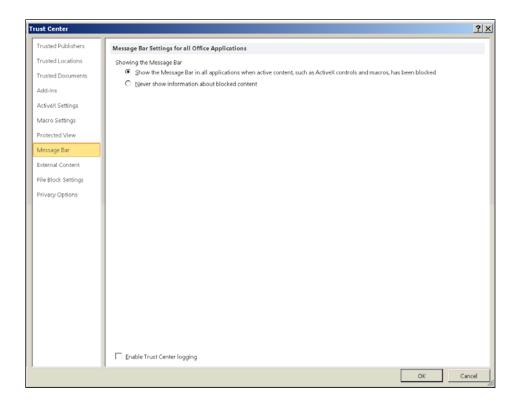
In the Trust Center screen, click Trust Center Settings.



In the Macro Settings screen, select "Disable all macros with notification".

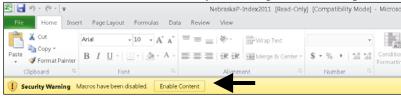


In the Message Bar screen, select "Show the Message Bar in all applications when active content, such as ActiveX controls and macros, has been blocked." Click OK.



Click OK again. Close the program and reopen.

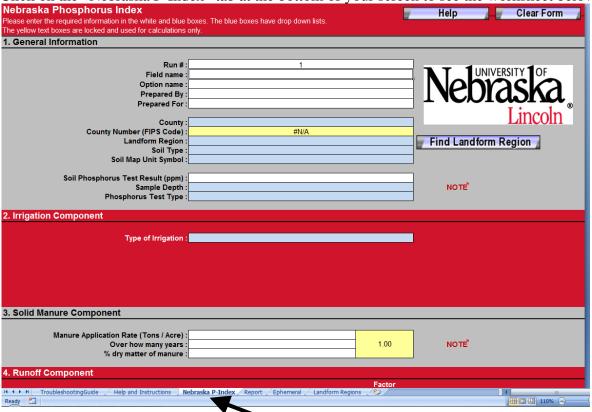
You should then see the Security Warning bar at the top of the screen.



Click Enable Content.

### **Calculate Your P-Index**

Click on the "Nebraska P-Index" tab at the bottom of your screen to see the worksheet below.

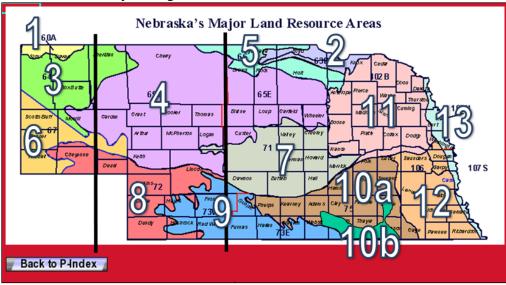


Fill in all white and blue boxes.

Note: Blue boxes contain dropdown lists for your convenience.

#### General Information Section

Based on the county you entered above, the list of landform regions is developed. If there is more than one landform region for your county, you can choose your landform region from the map by clicking the "Find Landform Region" button. You will be directed to this page. Select the number within your region.



### Irrigation Component

Select the type of irrigation on your farm.

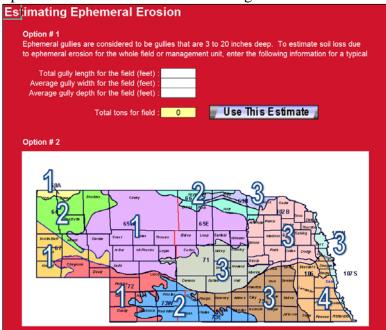
If you select furrow irrigation (without polyacrylamide or total recapture), this box will appear. Complete the white boxes. The flow rate is average gallons per minute (gpm) per furrow.



### **Erosion Component**

### **Ephemeral Erosion**

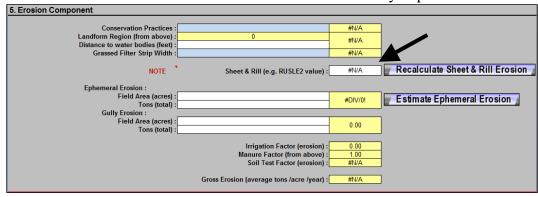
If you do not know the amount of ephemeral erosion on your field, click the "Estimate Ephemeral Erosion" button. You will get this screen:



Fill in the white boxes in either of the two options. Click the "Use This Estimate" button within the option you chose to use the value in the yellow box beside the button

#### **Sheet and Rill Erosion**

The P index estimates sheet and rill erosion once all other information for a field area is entered. You can over-write this estimate with the RUSLE2 value if you prefer.



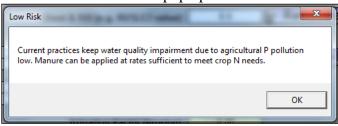
To use the estimated sheet and rill after overwriting it, click the "Recalculate Sheet & Rill Erosion" button.

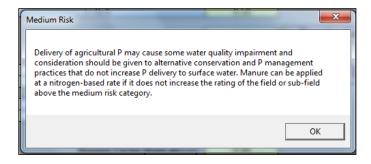
### Phosphorus Index Value

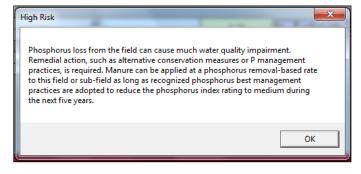
When all boxes have been filled in, the yellow boxes at the bottom of the "Nebraska P-Index" sheet should contain values.

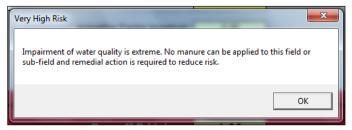


To learn more about your P-Index value, click on "What does my P-Index mean?". You should then receive one of these pop ups:









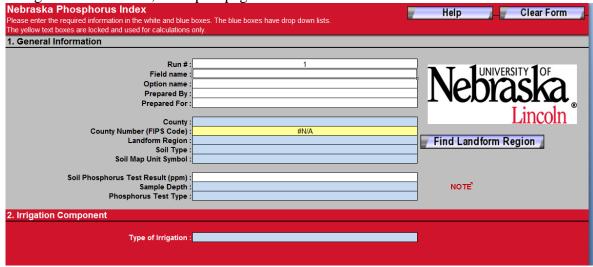
#### **Near Limit for Risk Class**

If you used the built in Sheet and Rill estimator and your P-index value is close to a break point between two risk classes, for example near the break point between medium and high, you will get this pop up. The pop up will disappear in a few seconds or you can click ok. We suggest that you use the RUSLE2 rather than the P index estimated value for sheet and rill erosion for these borderline cases.



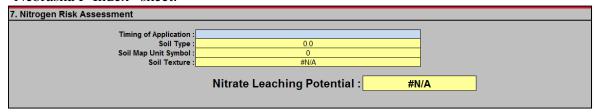
## Clearing the P-Index

You can clear the input form by clicking the "Clear Form" button. However, you can continue to another field area without clearing the form but by entering the new Run # and field name and changing only the information where the new field area differs from the previous. If you do not change the run number, the report page will not work.



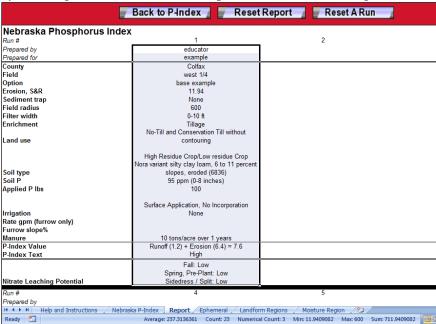
## **Estimate Your Nitrogen Risk**

As a convenience to you, in the 2012 version of the Nebraska P-Index, we have added a nitrogen risk assessment to the program. It takes the data you already entered into the P-Index, as well as the timing of application, into account when using Table 1 from the NRCS S-590 to calculate your nitrogen leaching potential. This time-saving addition can be found at the bottom of the "Nebraska P-Index" sheet.



## **Creating a Report for Your Records**

Once you have filled in the data for your field, you can move that data to the report sheet. Do this by clicking the "Add Result to Report" button. You will get a screen like this:



You can do as many as 30 runs or fields in the same program. Click the "Back to P-Index" button to do another run. Clicking the "Back to P-Index" button will automatically change the run number.

For your convenience, you can make a change to the data you've already entered and look at the two reports side by side. If you made a mistake in one run and would like to reenter the data for that run, you can clear just that run. Please see the "Clearing the report" section of this manual. Unfortunately, at this time, the P-Index cannot repopulate the data that is in the report back into the Nebraska P-Index sheet. You must reenter the data.

### Clearing the report

You can clear the entire report by clicking the "Reset Report" button.

	Back to P-Inde	t Report 📗 🥑 Reset A Run 📗	
Nebraska Phosphorus Index			
Run #	1	_ 2	3
Prepared by	educator	1	
Prepared for	example		

If you made a mistake or want to change something in just one run, you can clear only that run.

To do so, click on the "Reset A Run" button.

<b>=</b>	Back to P-Index 📗 🥛 Rese	t Report Reset A Run			
Nebraska Phosphorus Index					
Run #	1	_ 2	3		
Prepared by	educator	1			
Prepared for	example	<u> </u>			

You will get this pop-up box.

Partial Report Reset	x
Which run would you like reset?	OK Cancel
<u> </u>	

Enter the number of the run you would like reset. You can then go back to the P-Index form and re-enter the data for that run.

## **Printing in the P-Index Program**

The P-Index form may be printed with the entered data to keep for your records. It will print on two (2) pages. All pages include a footer with the date printed and "The Nebraska Phosphorus Index 2012 (May 25, 2012)".

The report is set to print everything visible in that sheet. It will print on five (5) pages. All pages include a footer with the date printed and "The Nebraska Phosphorus Index 2012 (May 25, 2012)".

## **Troubleshooting**

## The buttons are not working

Check to make sure your macros are enabled. See the "Open the Program" section of this manual.

## The buttons have disappeared or moved

If you are using Office 2007, try closing the program and opening it again.

### I cannot save my data.

When downloading the file from the website, select "Save File" rather than "Open With".



Then click OK.

### More information and corrections

If you have problems with the software or would like to suggest corrections to these instructions or the program, please contact Leslie Johnson at ljohnson13@unl.edu.