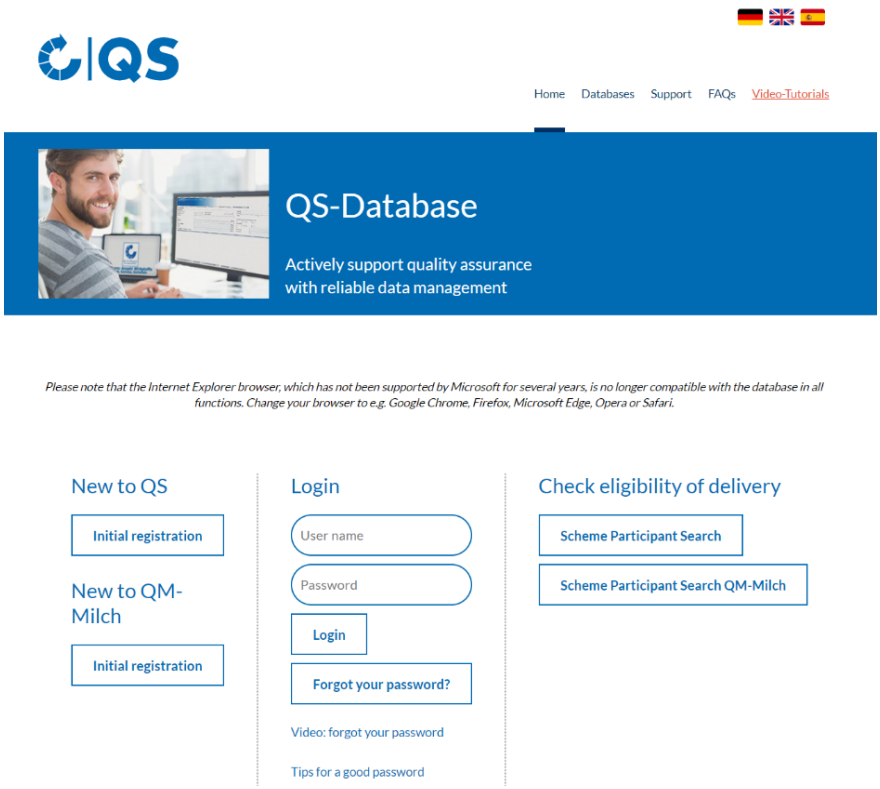
Manual for depositing information regarding soy in the QS-database

1 Login in the QS-Database

https://www.q-s.de/softwareplattform/en/



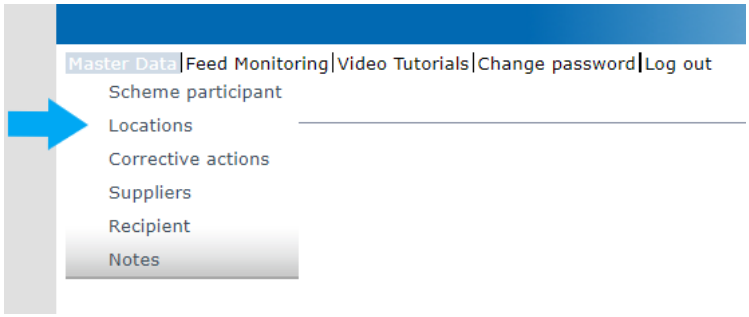
- Enter user name (User-ID).
- Enter password.
- Click on "Login".

1.1 Have you forgotten your password?

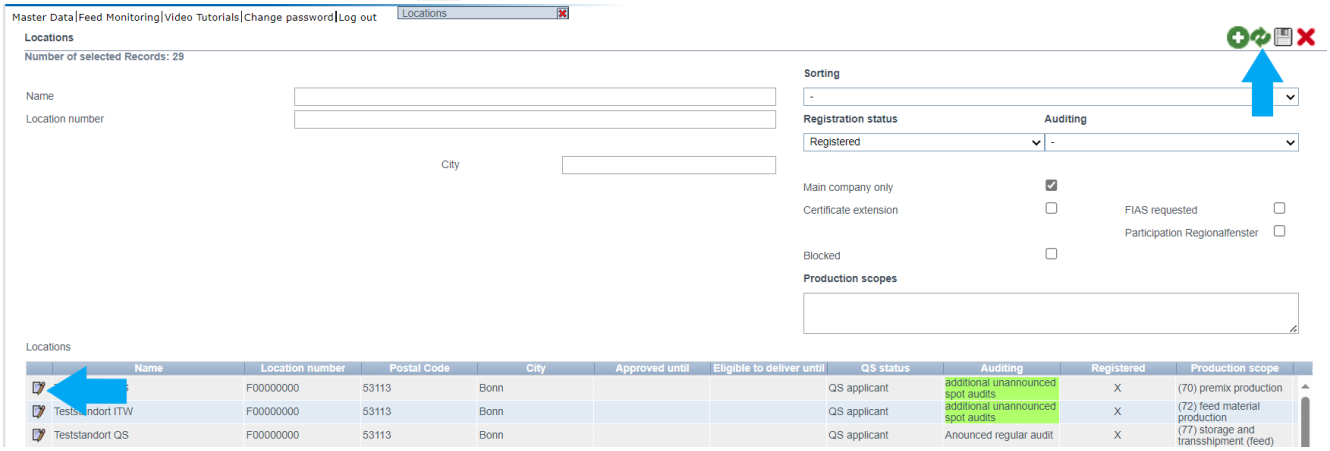
- Click "Forgot password?".
- Enter your user name (user ID).

2 Deposit of information regarding soy

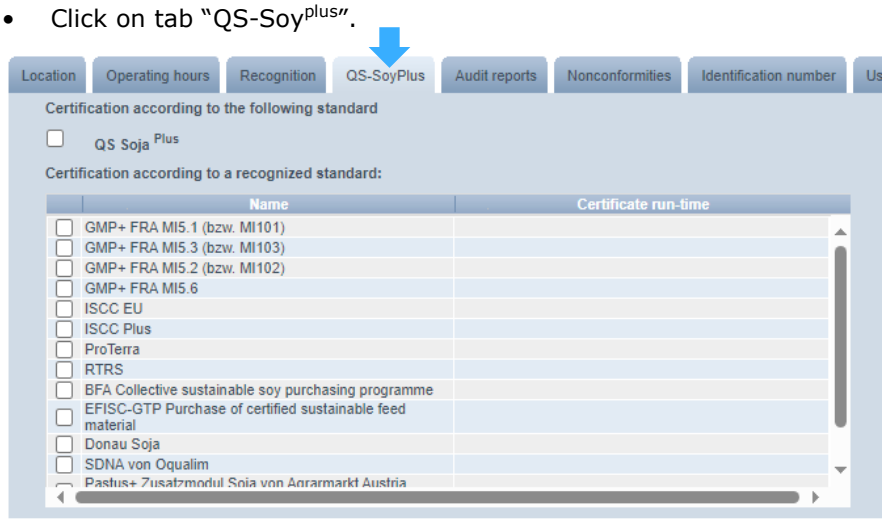
- Click on "Locations" via "Master data".



- Before you click on the refresh symbol , refine your search with filter options if necessary, e.g. location number, production scope (s).
- Click and a list view with the locations will appear.
- Open location via edit symbol .

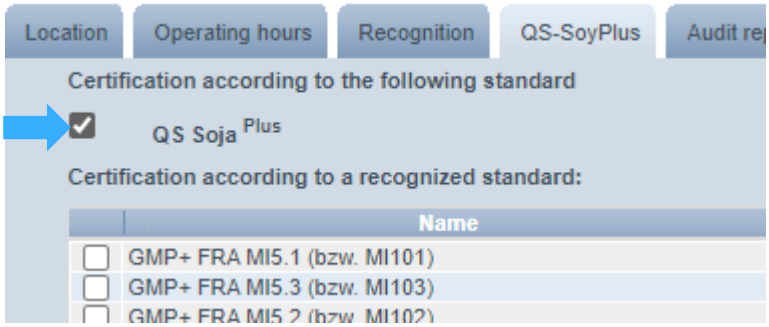


- Click on tab "QS-Soy^{plus}".

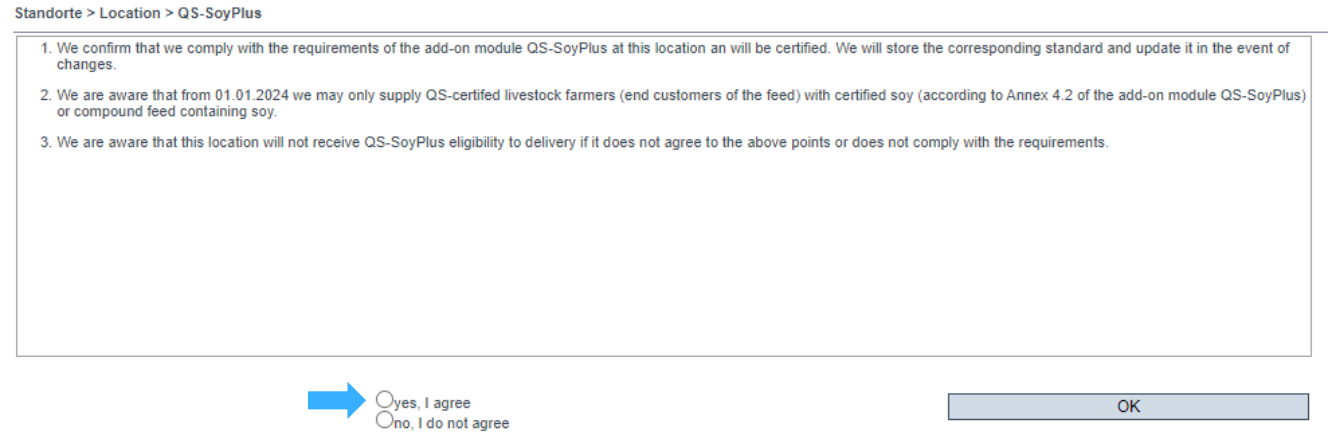


2.1 Selection of add-on module QS-Soy^{plus} (only possible for QS-certified locations)

- Check the "QS-Soy^{plus}" box.

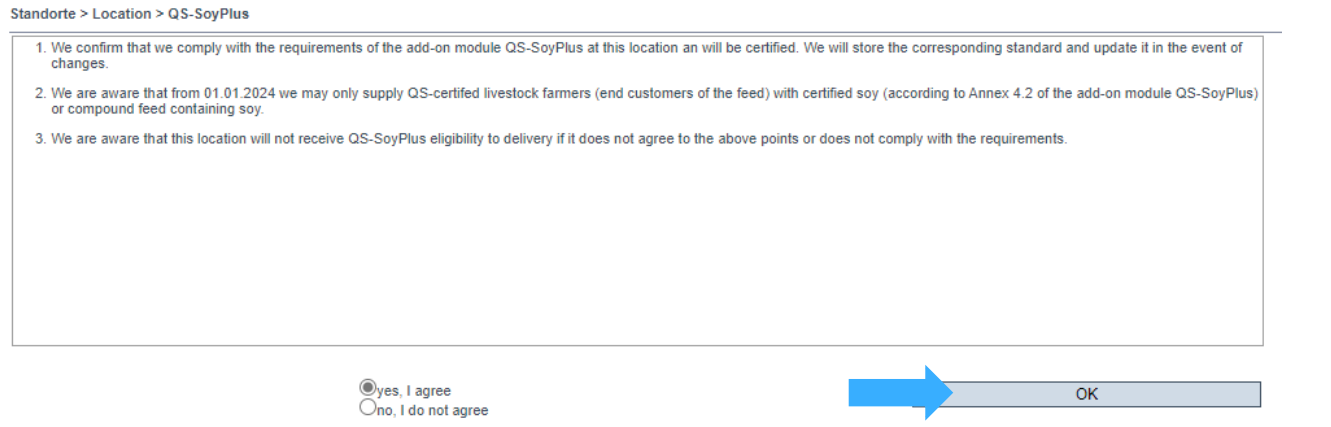


- Click on "yes, I agree".



Note: *If you do not agree, you will not receive the QS-Soy^{plus} eligibility of delivery.*

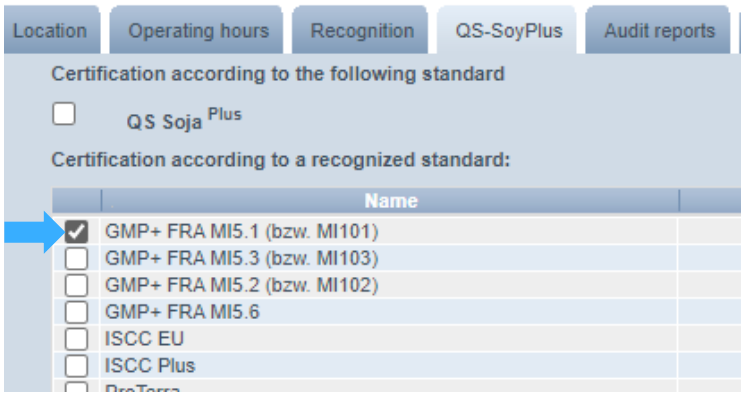
- Click "OK".



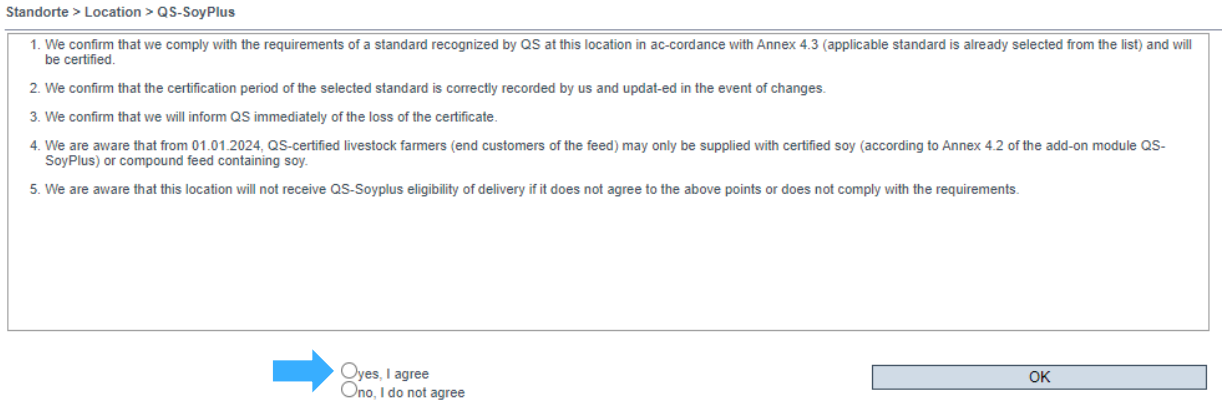
- Click on the save symbol ✔.

2.2 Selection of a recognised standard for the add-on module QS-Soy^{plus}

- Check the box for the recognised standard.

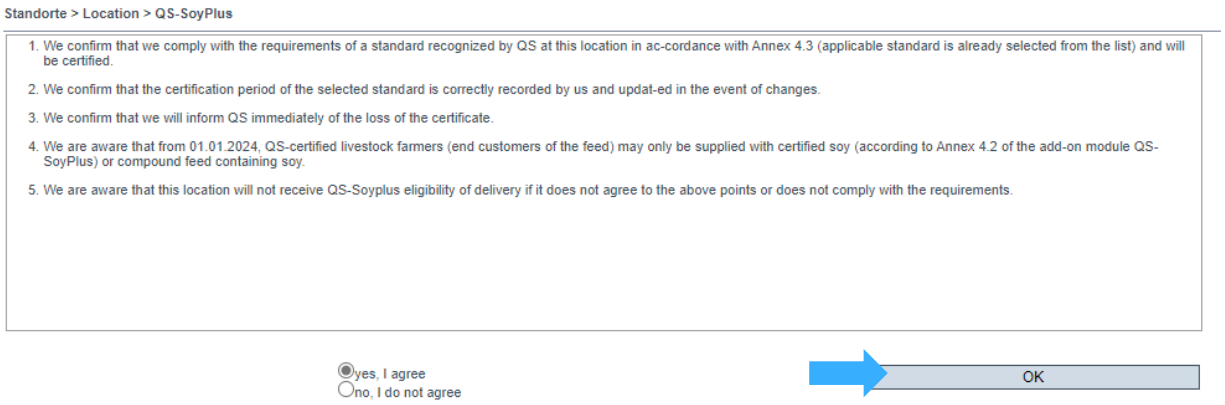


- Click on "yes, I agree".



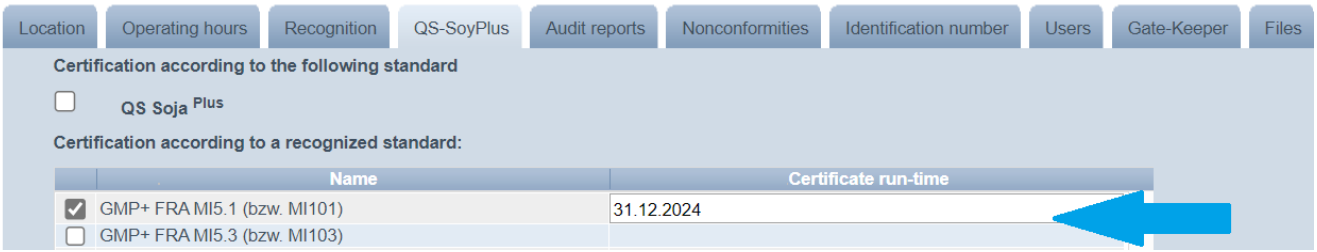
Note: *If you do not agree, you will not receive the QS-Soy^{plus} eligibility of delivery.*

- Click "OK".



2.2.1 Certificate run-time: ompanies that do not yet have certification but are aiming for it during 2024

- The pre-assigned certificate term 31.12.2024 appears automatically:



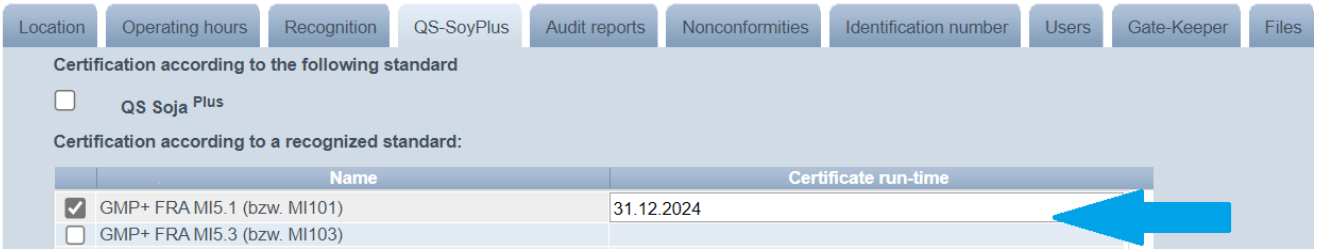
- Companies that do not yet have certification in accordance with a recognized standard but are aiming for this in the course of 2024 do not need to adjust the pre-assigned certificate term.

  Note: *As soon as certification is available, the pre-assigned certificate run-time can be overwritten accordingly (see point 2.2.2 below in these instructions).*

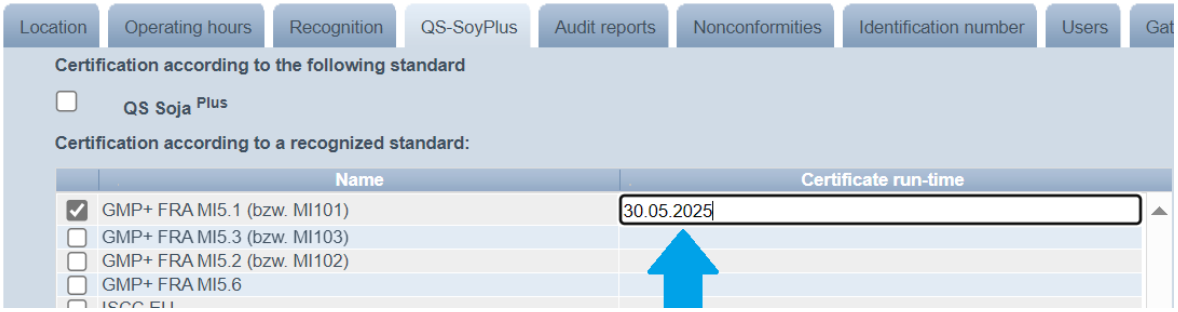
- Click on the save symbol ✔.

2.2.2 Certificate run-time: Companies that already have certification

- The pre-assigned certificate term 31.12.2024 appears automatically:



- Enter the actual certificate run-time: overwrite the pre-assigned certificate run-time 31.12.2024.



- Click on the save symbol ✔.