

Importing Projects in COMET-Farm:

- Sign into your account ([help document](#))
- Select *Tool* in the top right corner of COMET-farm.

The screenshot displays the COMET-Farm website header. On the left, the 'COMET Farm' logo is shown next to the 'USDA United States Department of Agriculture Natural Resources Conservation Service' and 'Colorado State University' logos. The main header text reads 'Whole Farm and Ranch Carbon and Greenhouse Gas Accounting System.' On the right, a user profile for 'Haley Nagle' is shown with the current project 'Lettuce Demo Project' and links for 'sign out' and 'change password'. Below the header is a navigation menu with 'HOME', 'TOOL', 'INFO', and 'HELP'. The 'TOOL' link is highlighted with a yellow box and a yellow arrow. The main content area features a background image of a person in a blue cap holding a branch of red cherries. Overlaid on this image is a white box with the heading 'What is COMET-Farm?' and a description of the system, followed by a yellow 'Start Using COMET-Farm' button.

COMET Farm | USDA United States Department of Agriculture Natural Resources Conservation Service | Colorado State University

Whole Farm and Ranch Carbon and Greenhouse Gas Accounting System.

Welcome Haley Nagle
Current Project: Lettuce Demo Project
[sign out](#) | [change password](#)

[HOME](#) [TOOL](#) [INFO](#) [HELP](#)

What is COMET-Farm?

COMET-Farm is a whole farm and ranch carbon and greenhouse gas accounting system.

The tool guides you through describing your farm and ranch management practices including alternative future management scenarios. Once complete, a report is generated comparing the carbon changes and greenhouse gas emissions between your current management practices and future scenarios.

[Start Using COMET-Farm](#)

Importing Projects

- c. Select the orange *Create new project* button in the grey pane
- d. Enter a descriptive project name in **25 characters or less**.
- e. Select *Create* . This project will appear at the bottom of your existing projects and will be bolded. If you revisit the page, it will appear in alphabetical order.

Step 1
Activities ▼

Select a Project [Create Demo Project]

Existing Projects

- aarons field Accessed: January 21 2021 Report: October 16 2020
- AFT Demo Accessed: July 27 2020
- Agroforestry Demo Project Accessed: January 7 2021
- Allee Curriculum Demo Accessed: January 21 2021
- Allee Demo CFP Accessed: October 8 2020
- Animal Ag Demo Project Accessed: February 8 2021
- Beef Demo Project Accessed: December 8 2020
- Compost Training Accessed: December 8 2020
- CRAB Accessed: December 8 2020
- Croplands Demo Project Accessed: February 8 2021
- FoCo Demo Project Accessed: October 28 2020 Report: June 1 2020
- forestry Accessed: September 4 2020 Report: July 23 2020
- Forestry Accessed: January 27 2021
- Forestry Demo Project Accessed: January 31 2021 Report: January 31 2021

Create New Project **Export Projects**

Selected Activities for the Current Project:
Lettuce Demo Project

☐ All Categories - Full Accounting

/Vineyards

New Project

Please enter a name for your new project:

for example, Southwestern Region Crops

Cancel **Create**

Importing Project

- f. Under “Selected activities for the current project,” select the square to the left of *Cropland, Pasture, Range, Orchards/Vineyards*

The screenshot displays a web interface for project management. On the left, a panel titled "Select a Project" [Create Demo Project] lists various existing projects. At the bottom of this list, a "New Project" button is highlighted with a yellow box. On the right, a panel titled "Selected Activities for the Current Project: forestry" shows a list of activity categories. A yellow arrow points from the "New Project" button to the "Cropland, Pasture, Range, Orchards/Vineyards" checkbox, which is also highlighted with a yellow box. Below the activity list is a "Define Activities >>" button.

Select a Project [Create Demo Project]

Existing Projects

- Croplands Demo Project
Accessed: February 9 2021 Report: February 9 2021
- FoCo Demo Project
Accessed: October 28 2020 Report: June 1 2020
- forestry Accessed: September 4 2020 Report: July 23 2020
- Forestry Accessed: January 27 2021
- Forestry Demo Project
Accessed: January 31 2021 Report: January 31 2021
- Lettuce Accessed: February 1 2021
- Lettuce Demo Project
Accessed: February 9 2021 Report: February 9 2021
- Maria 2 Accessed: February 1 2021
- Maria 3
- Maria V Accessed: January 22 2021 Report: January 22 2021
- Montreal Accessed: July 29 2020
- NC training Accessed: January 28 2021
- new project Accessed: January 21 2021
- New Project**
[delete] [rename]
- new project 2 Accessed: January 21 2021


Selected Activities for the Current Project:
forestry

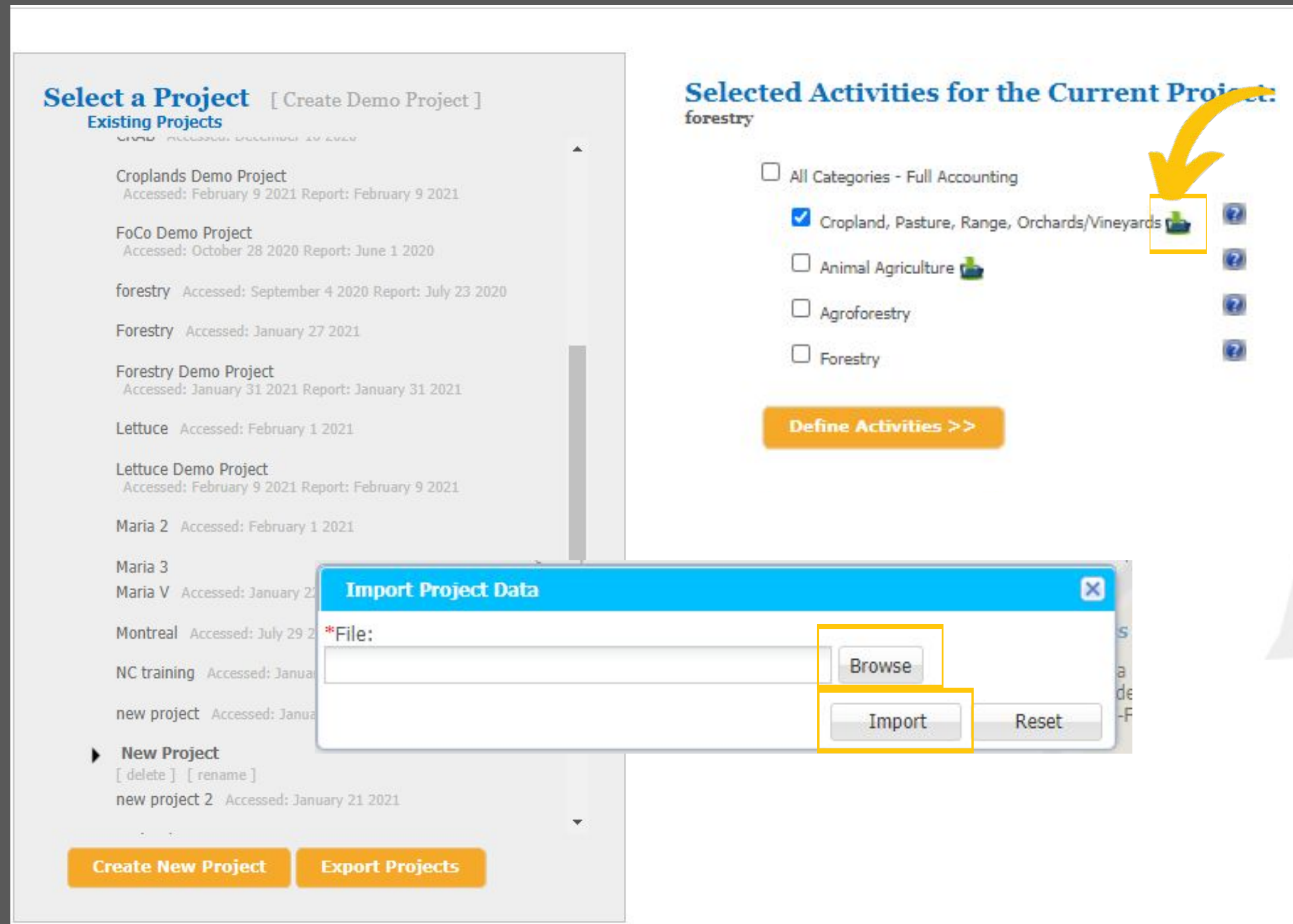
- ☐ All Categories - Full Accounting
- ☒ Cropland, Pasture, Range, Orchards/Vineyards
- ☐ Animal Agriculture
- ☐ Agroforestry
- ☐ Forestry

Define Activities >>

Create New Project **Export Projects**

Importing Project

- g. Select the *small folder icon*  to the right.
- h. Select *Browse* to find the exported COMET-Farm .cmt files. This may take a few moments. When the file has uploaded completely, select *import*.
- i. Select *Define Activities>>* to enter the COMET-Farm Project.



The screenshot displays the COMET-Farm web interface. On the left, the 'Select a Project' section lists various existing projects, including 'Croplands Demo Project', 'FoCo Demo Project', 'forestry', 'Forestry Demo Project', 'Lettuce', 'Lettuce Demo Project', 'Maria 2', 'Maria 3', 'Maria V', 'Montreal', 'NC training', 'new project', and 'New Project'. A yellow arrow points to the 'small folder icon' next to the 'Cropland, Pasture, Range, Orchards/Vineyards' activity in the 'Selected Activities for the Current Project' section. A yellow box highlights the 'Browse' button in the 'Import Project Data' dialog box. The dialog box also features an 'Import' button and a 'Reset' button. The 'Define Activities >>' button is visible in the 'Selected Activities for the Current Project' section.