

CREATING A POSITIVE REPORT USING THE VESL HARVESTER APPLICATION

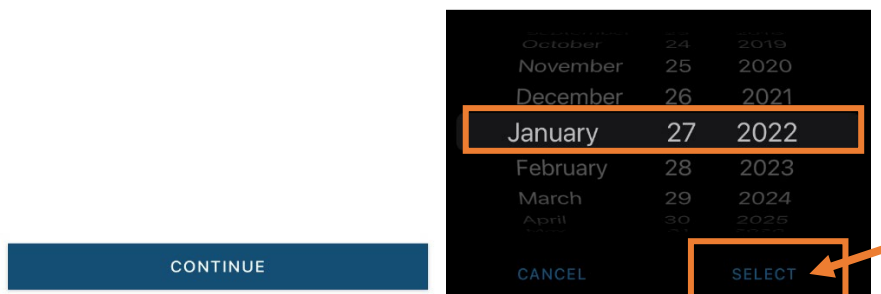
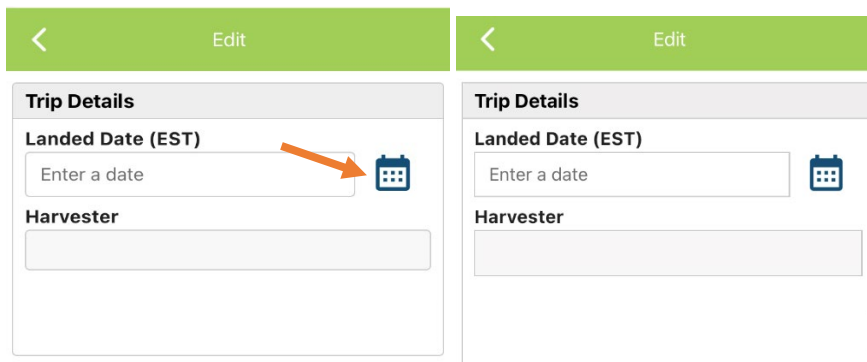
The ME DMR VESL Harvester Application uses a dynamic form, which means the fields you are required to fill out are dependent on the gear you select. Only the fields you are required to report will be displayed.

1. After you have logged into (or opened) the application you are presented with three options:
 - A. “FIND REPORT” allows you to search on previously created reports.
 - B. “CREATE REPORT” opens the applications reporting screen.
 - C. “CREATE DID NOT FISH” will bring you to the VESL website (requires active internet connection) to create and submit your “did not fish” reports.

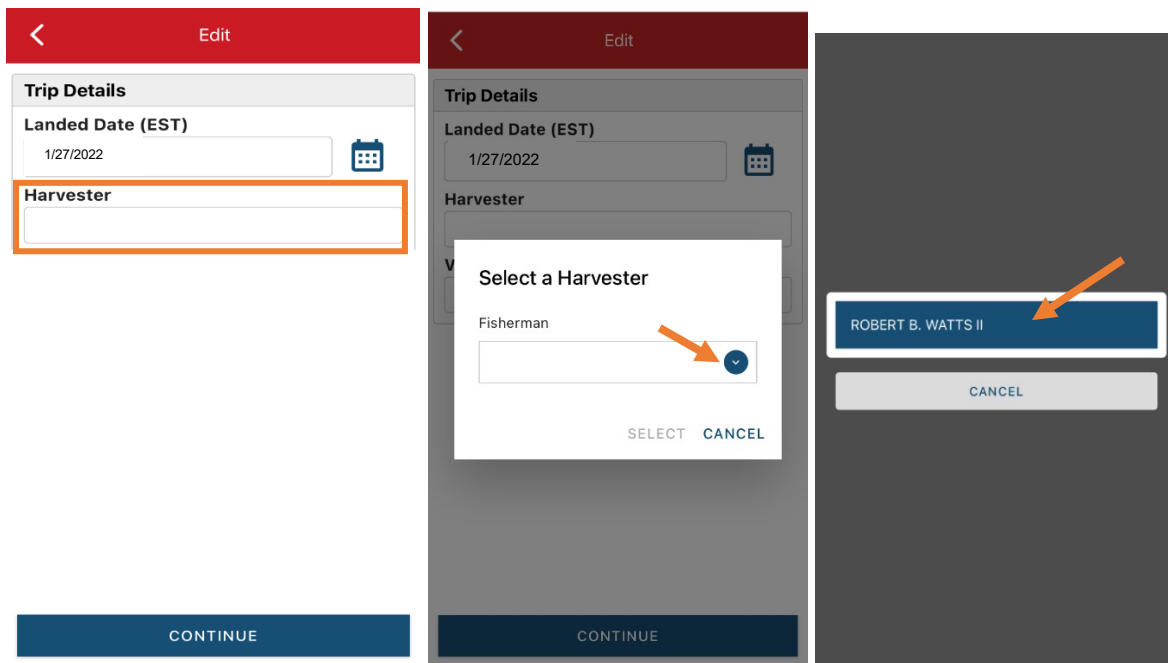


2. Creating a Report

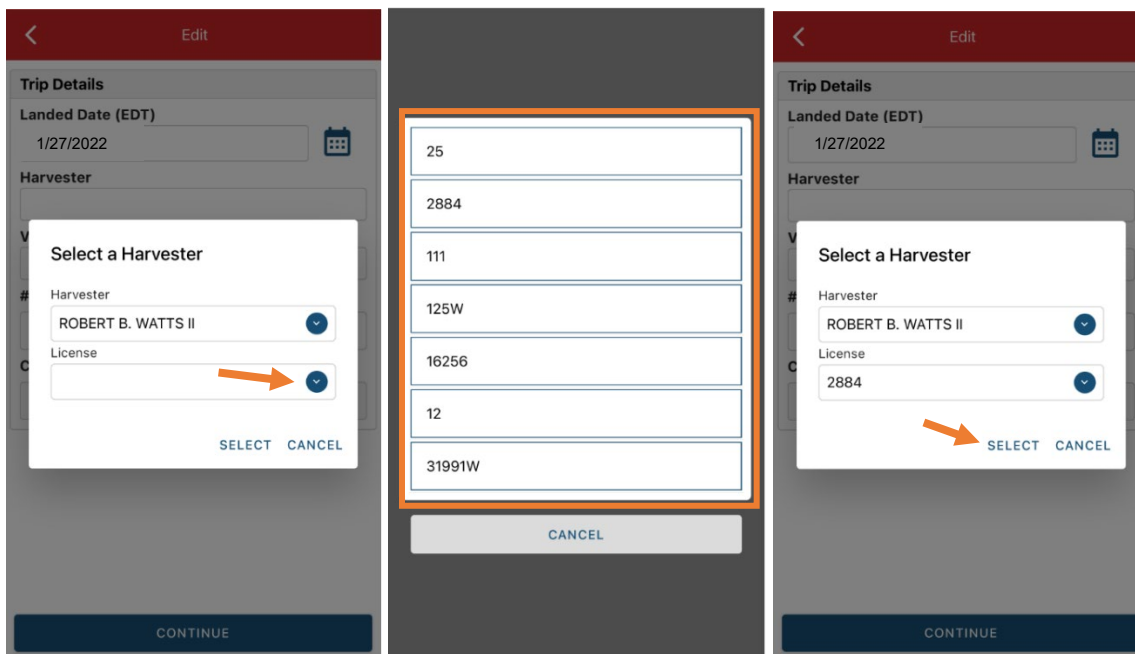
- A. After you click on “CREATE REPORT” (in Step 1b above) you will arrive at this screen. Click on the calendar icon to select your “Landed Date”. A box will pop up showing the month, day, and year. Click “SELECT” once you’ve chosen the date.



B. Click in the “Harvester” box. Click the drop-down arrow, then click on your name when it pops up.



C. Then click on the drop-down arrow for “License” and select the license you want to report for by clicking on the license number in the list that pops up. Click “SELECT” once you are done selecting the license.



- D. Then click in the “Vessel” box to choose your vessel. Click the drop-down arrow to see the list of vessels available. Click the vessel from the list and then click “SELECT” once you choose the vessel.

The first screenshot shows the 'Edit' screen with 'Trip Details'. The 'Vessel' field is highlighted with an orange box. The second screenshot shows a 'Select a Vessel' modal with a list of vessels: 'The Inferno' and 'Capt. Chunk's Boat'. An orange arrow points to the drop-down arrow in the 'Vessel' field. The third screenshot shows the same modal with 'Capt. Chunk's Boat' selected, and an orange arrow points to the 'SELECT' button.

- E. Enter the number of crew (including the captain in the count). Then click “CONTINUE”.

The first screenshot shows the 'Edit' screen with 'Trip Details'. The '# of Crew' field is highlighted with an orange box. The second screenshot shows the same screen with the number '2' entered in the '# of Crew' field. An orange arrow points to the 'CONTINUE' button at the bottom.

F. After clicking “CONTINUE”, you will be able to add your effort information by clicking on the “+ ADD” button.

The screenshot shows a mobile application interface with a red header bar containing a back arrow, the word "Report", an edit icon, and a save icon. Below the header is a section titled "Trip Details" with the following information: "Landed Date (EDT)" is 1/27/2022, "Harvester" is ROBERT B. WATTS II (2884), "Vessel" is Capt. Chunk's Boat, and "# of Crew" is 2. At the bottom of the screen is a section titled "Fishing Effort" with a blue button labeled "+ ADD" that has an orange arrow pointing to it.

G. First, pick your gear by clicking on the drop-down arrow for “Gear Type”. You can start typing the gear name into the search field. Click on the applicable gear type from the list. Once you do this, more effort fields will appear. *You would select “By hand, diving gear” if you are diving instead of dragging.

The image consists of three screenshots of the "Edit Fishing Effort" screen. The leftmost screenshot shows the "Effort" section with a "Gear Type" dropdown menu that has a blue arrow pointing to it, and a "Species" section with a "+ ADD" button. The middle screenshot is a modal window for selecting gear, featuring a search bar and a list of gear types: "DREDGE, NEW BEDFORD", "DREDGE, URCHIN", "POTS AND TRAPS, LOBSTER", "AQUACULTURE", "AUTO JIG [deactivated]", "BAG NETS [deactivated]", "BANK TRAP, CHANNEL POUND [deactivated]", and "BEAM TRAWLS". The rightmost screenshot shows the "Edit Fishing Effort" screen after a gear type has been selected, with fields for "Gear Qty", "Gear Sets", "Set Time", "Depth" (with a "FATHOMS" dropdown), and "Sea Time" (with an "HOURS" dropdown). At the bottom of each screenshot is a button: "CONTINUE" on the left and right, and "CANCEL" in the middle.

H. Enter the “Gear Qty” (1 for dredge and 0 for dive) and the number of tows/dives you did under “Gear Sets”.

Two side-by-side screenshots of the "Edit Fishing Effort" form. In both, "Gear Type" is "DREDGE, URCHIN", "Gear Qty" is "1", and "Gear Sets" is "10". The "Set Time" dropdown is open in both, showing "DAYS", "HOURS", and "MINUTES". The "Depth" dropdown is set to "FATHOMS". The "Sea Time" field is empty. A "CONTINUE" button is at the bottom of each form.

I. Next, click on the drop-down arrow for “Set Time” to enter the length of each tow/dive. You will need to select your “Set Time Units” (hrs, days, mins) first, then you can enter the corresponding time.

Three screenshots showing the "Set Time" dropdown menu. The left screenshot shows the dropdown open with "DAYS", "HOURS", and "MINUTES" options. The middle screenshot shows the "Set Time" field with "25" entered and the unit dropdown set to "MINUTES". The right screenshot shows the "Set Time" field with "25" entered and the unit dropdown set to "MINUTES". A "CONTINUE" button is at the bottom of each form.

- J. Next, enter the “Depth” by clicking the drop-down arrow for depth unit. You will need to pick the “Depth Unit” (ft or fa) before you can enter the corresponding depth. Depth is defaulted to “FATHOMS”.

The image consists of three screenshots of a mobile application interface titled "Edit Fishing Effort".

- Left Screenshot:** Shows the "Effort" section. The "Depth" field has a dropdown menu set to "FATHOMS". An orange arrow points to this dropdown.
- Middle Screenshot:** A modal dialog box is displayed with two options: "FATHOMS" and "FEET". An orange box highlights these options, and a "CANCEL" button is at the bottom.
- Right Screenshot:** Shows the "Depth" field now set to "4" and the unit dropdown set to "FATHOMS". An orange arrow points to the "4" value. Below this, the "Sea Time" field is visible with a unit dropdown set to "HOURS".

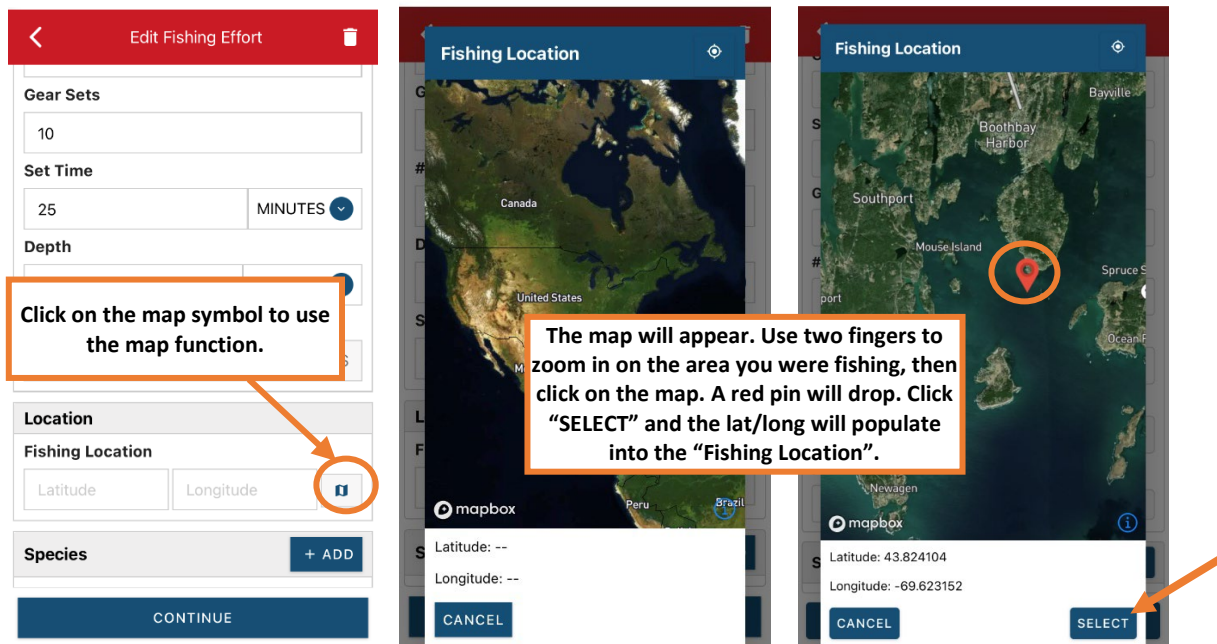
- K. Next, enter the “Sea Time”. The “Sea Time” units are defaulted to hours. This will be your total time spent at sea for the trip you are reporting on.

This screenshot shows the "Edit Fishing Effort" form with the following values:

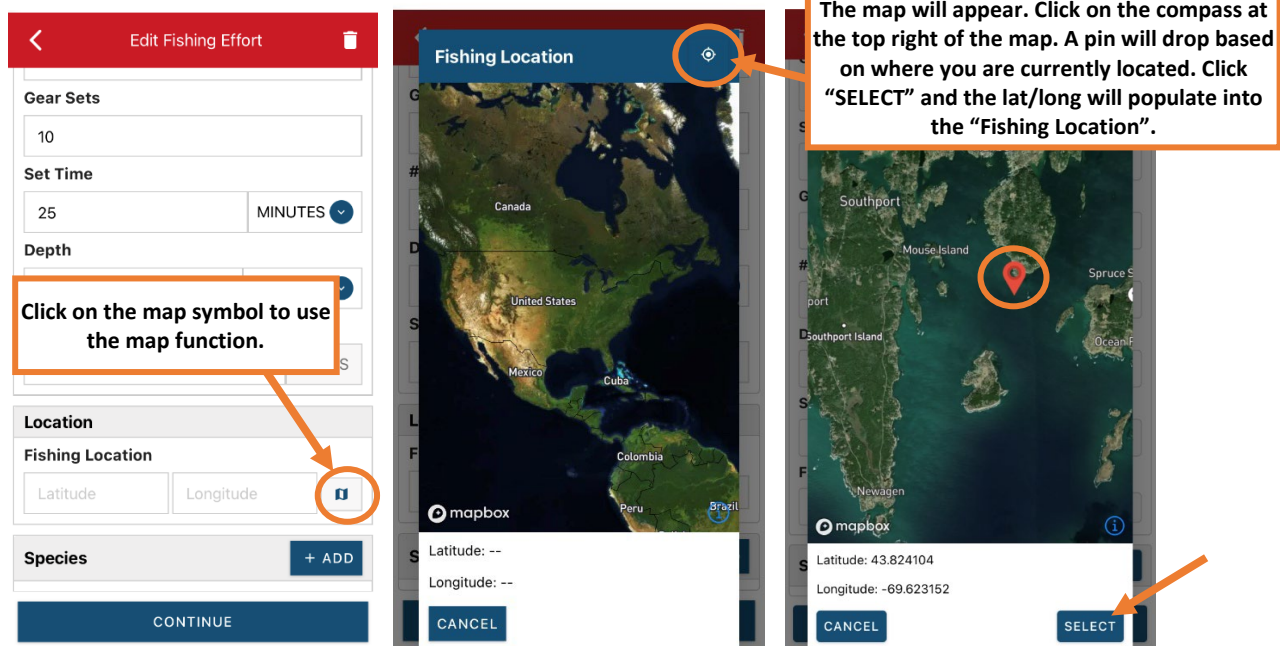
- Gear Sets:** 10
- Set Time:** 25 MINUTES
- Depth:** 4 FATHOMS
- Sea Time:** 5 HOURS. An orange arrow points to the "5" value.
- Location:** Fishing Location (Latitude, Longitude)
- Species:** + ADD
- Buttons:** CONTINUE

- L. Next is your “Fishing Location”. You can manually enter the latitude and longitude from your plotter into the two boxes under “Fishing Location” or you can use the map function in the application to auto-populate fishing area.

Using the Map Function if you are not actively fishing:



Using the Map Function if you are actively fishing:



- M. Next click the “+ ADD” button next to the “Species”. Click the drop-down arrow for “Species”. Then, in the search box start typing the species name. You can also scroll through the list. Once you find the species you want to report, click on the species name.

The first screenshot shows the 'Edit Fishing Effort' form. It has a red header with a back arrow and a trash icon. The form includes fields for Gear Sets (10), Set Time (25 MINUTES), Depth (4 FATHOMS), Sea Time (5 HOURS), Location (Fishing Location: 44.05022, -69.717277), and Species (+ ADD). A blue CONTINUE button is at the bottom. An orange arrow points to the '+ ADD' button next to the Species field.

The second screenshot shows the 'Edit Species' form. It has a red header with a back arrow and a trash icon. The form includes fields for Species (dropdown), Quantity, Catch Source (STANDARD), and Catch Disposition (dropdown). A blue CONTINUE button is at the bottom. An orange arrow points to the drop-down arrow next to the Species field.

The third screenshot shows a search modal. It has a search bar with the text 'Enter search...'. Below the search bar is a list of species: CRAB, JONAH; LOBSTER, AMERICAN; SCALLOP, SEA; URCHIN, GREEN SEA; ALEWIFE; AMBERJACKS; ANCHOVY, BAY; BARBIER, RED. A blue CANCEL button is at the bottom. An orange arrow points to the search bar.

- N. Next, click in the “Quantity” box. Quantity is defaulted to pounds. Click on the “POUNDS” unit if you need to change the unit and select the applicable unit from the list that pops up. Then you will type in the total “Quantity” you landed.

The first screenshot shows the 'Edit Species' form. It has a red header with a back arrow and a trash icon. The form includes fields for Species (URCHIN, GREEN SEA), Quantity (425 POUNDS), Catch Source (STANDARD), and Catch Disposition (dropdown). A blue CONTINUE button is at the bottom. An orange box highlights the Quantity field.

The second screenshot shows a unit selection modal. It has a list of units: BUSHEL OR BASKETS, COUNT, GALLONS, MEAT POUNDS, POUNDS. A blue CANCEL button is at the bottom. An orange arrow points to the POUNDS unit.

The third screenshot shows the 'Edit Species' form. It has a red header with a back arrow and a trash icon. The form includes fields for Species (URCHIN, GREEN SEA), Quantity (425 POUNDS), Catch Source (STANDARD), and Catch Disposition (dropdown). A blue CONTINUE button is at the bottom. An orange arrow points to the POUNDS unit.

- O. Next, select the drop-down arrow for the “Catch Source”. This is defaulted to “STANDARD” so you can skip this field if this describes your catch. This field indicates if the catch you are reporting on were carred (held from multiple trips), from an aquaculture operation, for a research set aside (not common) or standard (caught from that day’s trip).

The screenshot shows the 'Edit Species' form with the following details:

- Species:** URCHIN, GREEN SEA
- Quantity:** 425 POUNDS
- Catch Source:** STANDARD (with a dropdown arrow highlighted by an orange arrow)
- Catch Disposition:** (empty dropdown)

The dropdown menu for 'Catch Source' is open, showing the following options:

- AQUACULTURE
- CARRIED
- RESEARCH SET ASIDE (RSA)
- STANDARD

A 'CANCEL' button is visible below the dropdown menu. A 'CONTINUE' button is at the bottom of the form.

- P. Next, you will choose your “Catch Disposition”. This is where you declare what the products end use was. Click the drop-down arrow to choose. You can begin typing the disposition into the search bar, or you can scroll through the list. Click on the applicable “Catch Disposition” from the list. It should be “FOOD” for urchins.

The screenshot shows the 'Edit Species' form with the following details:

- Species:** URCHIN, GREEN SEA
- Quantity:** 425 POUNDS
- Catch Source:** STANDARD
- Catch Disposition:** (dropdown arrow highlighted by an orange arrow)

The dropdown menu for 'Catch Disposition' is open, showing the following options:

- FOOD
- RSA-FOOD
- ANIMAL FOOD
- PERSONAL USE/FOOD

A search bar at the top of the dropdown menu contains the text 'Food'. A keyboard is visible below the dropdown menu. An 'Offload + ADD' button is visible below the dropdown menu. A 'CONTINUE' button is at the bottom of the form.

- Q. If you select food or any other “Catch Disposition” that could indicate a catch were sold, you will need to enter your “Offload”. Click on the “+ ADD” box.

Edit Species

Species Details

Species: URCHIN, GREEN SEA

Quantity: 425 POUNDS

Catch Source: STANDARD

Catch Disposition: FOOD

Offload: + ADD

CONTINUE

- R. Next you will enter your “Sale Disposition”. Click on the drop-down arrow and a box will pop-up with dispositions to choose from. Select “SOLD TO DEALER” from the list that pops up, and then fill out the “Dealer” field. Click in the “Dealer” box and another window will open.

Edit Offload

Offload Details

Sale Disposition: [dropdown arrow]

Amount: [dropdown arrow]

Port Landed: [dropdown arrow]

CONTINUE

NO SALE - DISCARDED

NO SALE - REASON UNKNOWN

NO SALE - RETAINED

PLACED IN CAR

PRIVATE/DOCKSIDE SALE

SOLD TO DEALER

CANCEL

Edit Offload

Offload Details

Sale Disposition: SOLD TO DEALER

Dealer: [text box]

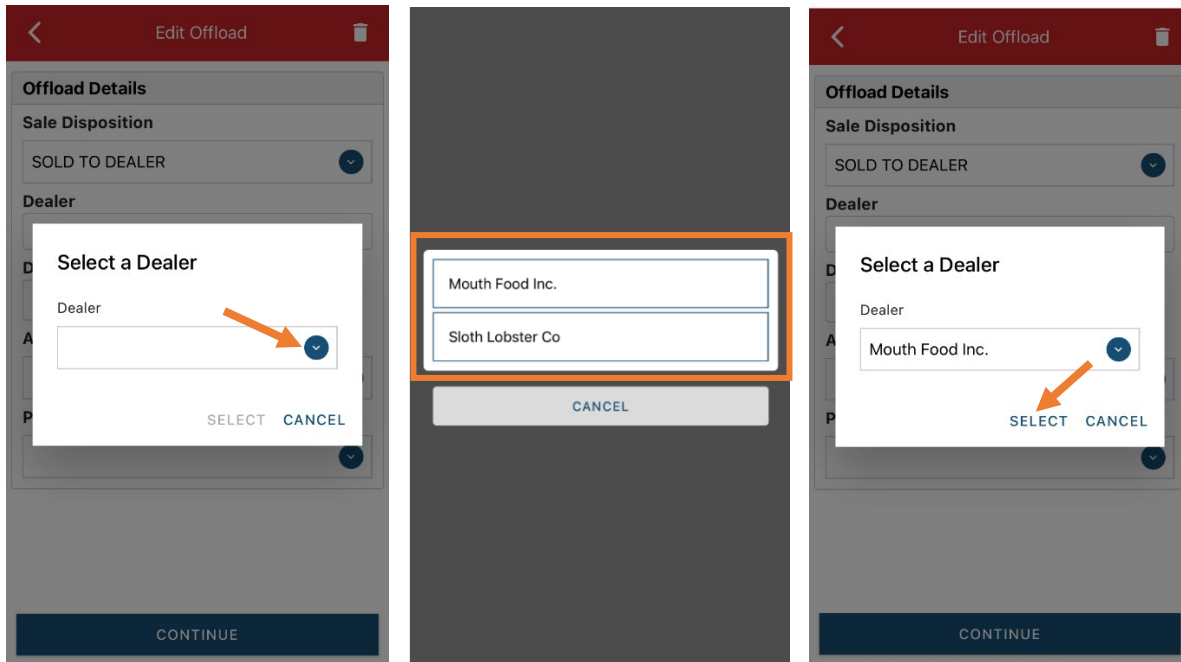
Date Sold (EST): Enter a date [calendar icon]

Amount: [dropdown arrow]

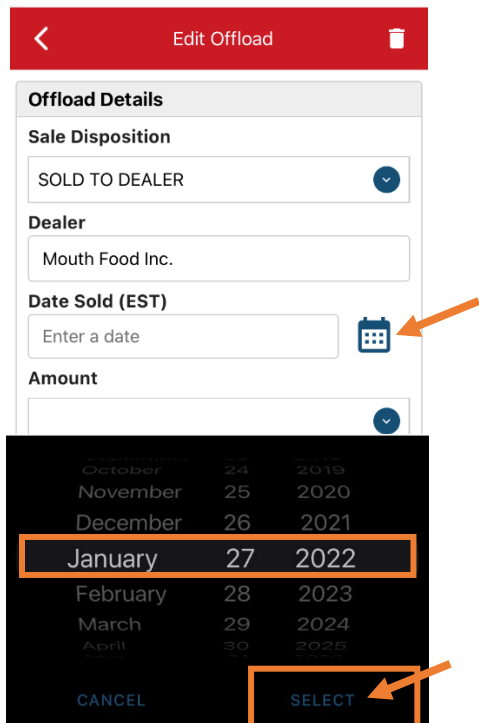
Port Landed: [dropdown arrow]

CONTINUE

- S. Click on the drop-down arrow and you can search or scroll through the list of dealers. Click on the dealer you sold to once you find them in the list and then click “SELECT”.



- T. Next you will enter a date sold. Click on the calendar icon and choose your date. Click on “SELECT” once you have your date selected.



- U. Now you will add the amount you sold on this Offload. Click on the drop-down arrow for “Amount” and you will choose the units for amount sold. Once you’ve chosen the units, you can enter the amount you sold. *If all of your catch was sold to one dealer, you’d enter the total quantity landed for your trip in this field. If you sold to more than one dealer you would only enter the amount sold to that dealer on this Offload. You would then create another Offload for catch sold to another dealer to account for the remaining pounds landed on your trip.* For this example, the total pounds landed this day were 425 and all of that was sold to one dealer.

The first screenshot on the left shows the 'Edit Offload' screen with the 'Amount' field highlighted by an orange arrow pointing to its drop-down arrow. The middle screenshot shows a modal menu with unit options: BUSHEL, COUNT, GALLON, POUNDS, and SHELLS, with 'POUNDS' highlighted by an orange box. The third screenshot on the right shows the 'Amount' field now containing '425' and the unit set to 'POUNDS', with an orange arrow pointing to the unit drop-down.

- V. Next, click on the drop-down arrow for the “Port Landed”. You can start typing your Port into the search bar. Once you see your Port, click on it. Then click “CONTINUE” when the “Port Landed” has been selected.

The first screenshot on the left shows the 'Edit Offload' screen with the 'Port Landed' field highlighted by an orange arrow pointing to its drop-down arrow. The middle screenshot shows a search modal with 'Booth' entered in the search bar, displaying a list of port options: BOOTHBAY, BOOTHBAY HARBOR, EAST BOOTHBAY, BATH, NORTHPORT, and SOUTHPORT, with 'BOOTHBAY HARBOR' highlighted by an orange box. The third screenshot on the right shows the 'Port Landed' field now containing 'BOOTHBAY HARBOR', with an orange arrow pointing to the 'CONTINUE' button at the bottom.

W. If you sold to more than one dealer, click “+ ADD” to add another Offload and Follow steps R-V.

Edit Species

Species Details

Species: URCHIN, GREEN SEA

Quantity: 425 POUNDS

Catch Source: STANDARD

Catch Disposition: FOOD

Offload + ADD

Sale Disposition
SOLD TO DEALER

Amount
425 POUNDS

CONTINUE

X. After the first catch has been added, you can add another catch (species) from the same trip by clicking “CONTINUE”. Then, click the “+ ADD” button next to “Species”. You will repeat steps M – V if the additional species had only one “Sales Disposition” or steps Q – V for more than one “Sales Disposition”. Click “CONTINUE” if you have no additional catch to add to your trip.

Edit Species

Species Details

Species: URCHIN, GREEN SEA

Quantity: 425 POUNDS

Catch Source: STANDARD

Catch Disposition: FOOD

Offload + ADD

Sale Disposition
SOLD TO DEALER

Amount
425 POUNDS

CONTINUE

Edit Fishing Effort

Set Time: 25 MINUTES

Depth: 4 FATHOMS

Sea Time: 5 HOURS

Location

Fishing Location: 44.05022 -69.717277

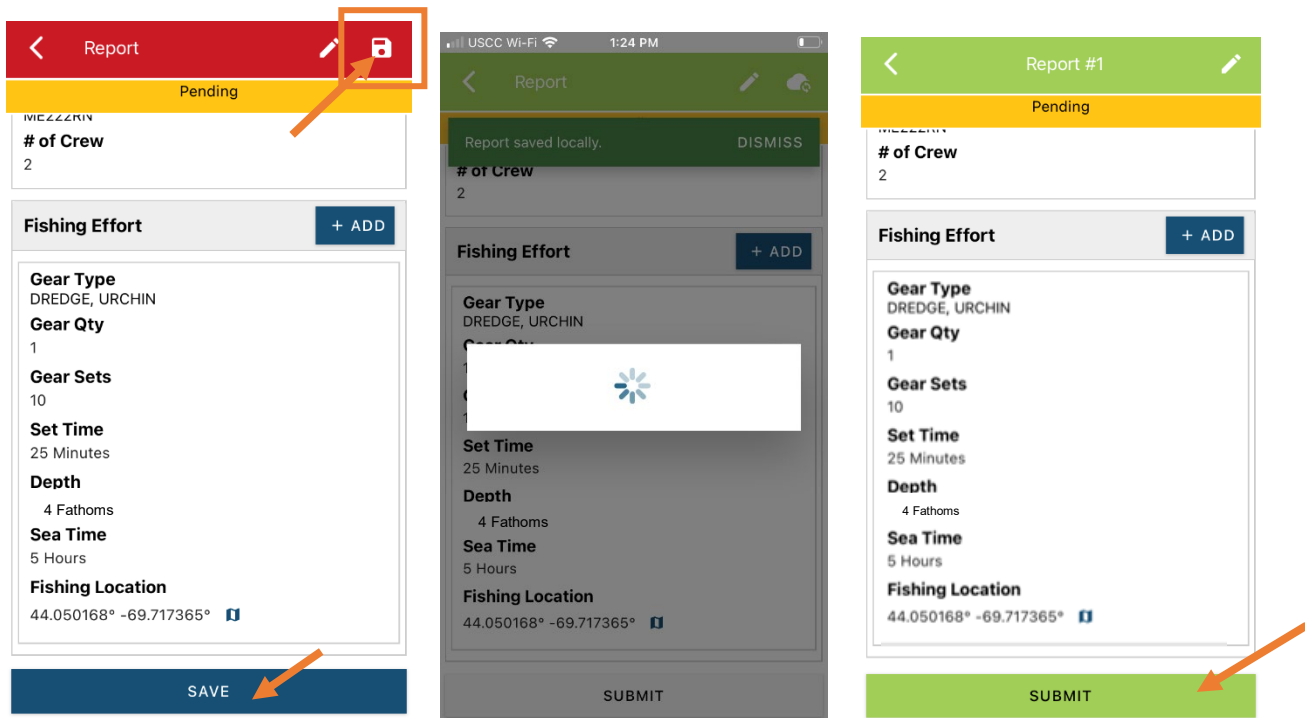
Species: + ADD

CONTINUE

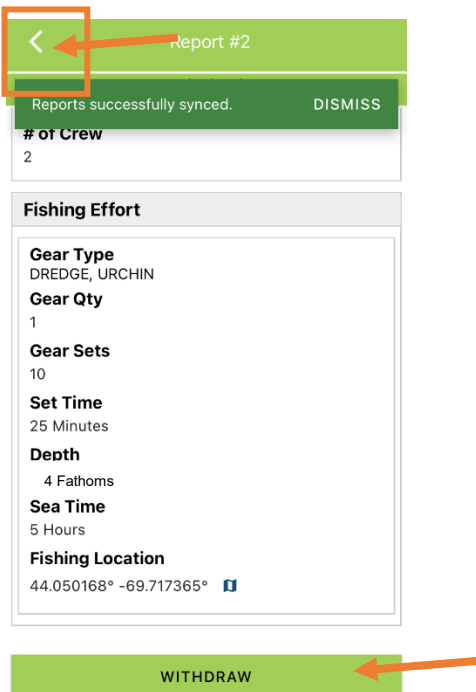
Click “+ ADD” to add another catch to this

Click “CONTINUE” to submit and save your report if you have no additional catch to add.

- Y. Once you click “CONTINUE”, you can click on the “disk” icon in the upper right corner of your screen or “SAVE” at the bottom. You will see a spinning wheel. After that goes away, click “SUBMIT” at the bottom of the screen. The report will upload immediately if you are connected to the internet/have cell service, or it will save to your phone until you are connected to the internet/regain cell service and go back into the application. If you are not connected to the internet when completing your report, you will need to open the program when reconnected to the internet/regain cell service to automatically submit any unsent reports.



- Z. Once the report is submitted, click on the back arrow in the upper left corner and you will return to the home screen where you can submit more or find previously submitted reports. You will see “WITHDRAW” at the bottom of the screen. You should only click this if you’ve realized that you entered something incorrectly and need to update your report.



AA. After your first submission, the program remembers your frequently selected gear types, species, catch disposition and port landed. These selections float to the top of the list to make it easier to report.

The image displays three panels of a web form, each with a search bar and a list of frequently selected items. The items are highlighted with orange boxes, indicating they are frequently selected.

Panel 1 (Gear Types):

- Enter search...
- DREDGE, NEW BEDFORD
- DREDGE, URCHIN
- POTS AND TRAPS, LOBSTER
- AQUACULTURE
- AUTO JIG [deactivated]

Panel 2 (Species):

- Enter search...
- CRAB, JONAH
- LOBSTER, AMERICAN
- SCALLOP, SEA
- URCHIN, GREEN SEA
- ALEWIFE

Panel 3 (Catch Disposition):

- Enter search...
- FOOD
- ALIVE; CONDITION UNKNOWN
- ALIVE; GEAR IN OR AROUND ANOTHER SINGLE BODY PART
- ALIVE; GEAR IN OR AROUND FLIPPER
- ALIVE; GEAR IN OR AROUND MOUTH
- ALIVE; GEAR IN OR AROUND SEVERAL BODY PARTS

Panel 4 (Port Landed):

- Enter search...
- BOOTHBAY HARBOR
- ADDISON
- ALNA
- ARROWSIC
- ARUNDEL