

SETTING FAVORITES IN LEEDS

Setting favorites allows you to pre-emptively fill in pieces of information that will stay the same across every report, saving you time from filling in the same pieces of information on each report.

1. Log in to your Maine LEEDS account.
2. Click on “Manage Landings Favorite”.

The screenshot shows the 'Maine DMR LEEDS' dashboard. At the top, it displays the user's harvester ID: 318138. Below this, there are several menu items for license management: 'Renew License', 'Apply License', 'Upgrade License', and 'Reprint License'. To the right, there are links for 'Report Landings', 'View Reporting Compliance Status', and 'View Landings Reports'. The 'Manage Landings Favorite' link is highlighted with an orange box, and an orange arrow points to it from the right. Below the 'Manage Landings Favorite' link, there is a description: 'Enter favorites and preferences to speed the entering of landings information'.

3. You will see the page below after you click “Manage Landings Favorite”. You can fill in the parts of your report that will never change. Any field you fill in will come up each time you create a report. The first half of the page is Effort information:

Set preferences

The screenshot shows the 'Set preferences' page. At the top, it says 'Select a Report Type on which to set your preferences *' with a radio button selected for 'Catch Activity'. Below this is a 'General information' section with a 'Vessel name' dropdown menu. The 'Effort information' section contains several input fields: 'Gear of Compliance report' (dropdown), 'Number of crew' (text input), 'State landed' (dropdown), 'Quantity of gear' (text input), 'Fishing Time' (text input), 'Port landed' (dropdown), 'Number of sets' (text input), 'Fishing time units' (radio buttons for Days, Hours, Minutes), 'Area fished' (text input), 'Total gear in water' (text input), 'Sea time' (text input), 'Seaweed Sector' (dropdown), 'Number Of Buoys' (text input), 'Sea time units' (radio buttons for Days, Hours, Minutes), 'Distance from shore' (dropdown), 'Depth' (text input), 'Depth unit' (radio buttons for Fathoms, Feet), 'Update Statistical Area' (dropdown), 'Change Zone' (dropdown), and 'Change NCode' (dropdown). A 'Live UI' button is visible in the bottom left corner.

Scroll down to see the second half of the page, which is Species and Catch information:

Species information

Species report
Select

Market size
Select

Grade
Select

Price
[Empty]

Quantity unit
Select

Price Units
Select..

Catch information

Disposition
Select

Length unit
Select

Dealer
[Empty]

Catch source
Select

Maintain Preferred Dealers

Live UI

Submit Cancel

4. Once you are done choosing your favorites, click "SUBMIT". Going forward, any fields that you filled out here will be pre-filled when you start a new report.

Species information

Species report
Select

Market size
Select

Grade
Select

Price
[Empty]

Quantity unit
Select

Price Units
Select..

Catch information

Disposition
Select

Length unit
Select

Dealer
[Empty]

Catch source
Select

Maintain Preferred Dealers

Live UI

Submit Cancel

NOTE: At this time, favorites cannot be set by fishing license. This change is coming. If you have reporting for only one species, this would not impact you. However, if you have reporting for multiple species, lobster and menhaden for example, and you set your favorites for lobstering, you'll want to be sure to update applicable fields if you go menhaden fishing and create a report (gear type, for example). If you have questions or need help setting up your preferences, call us anytime at (207) 633-9414.