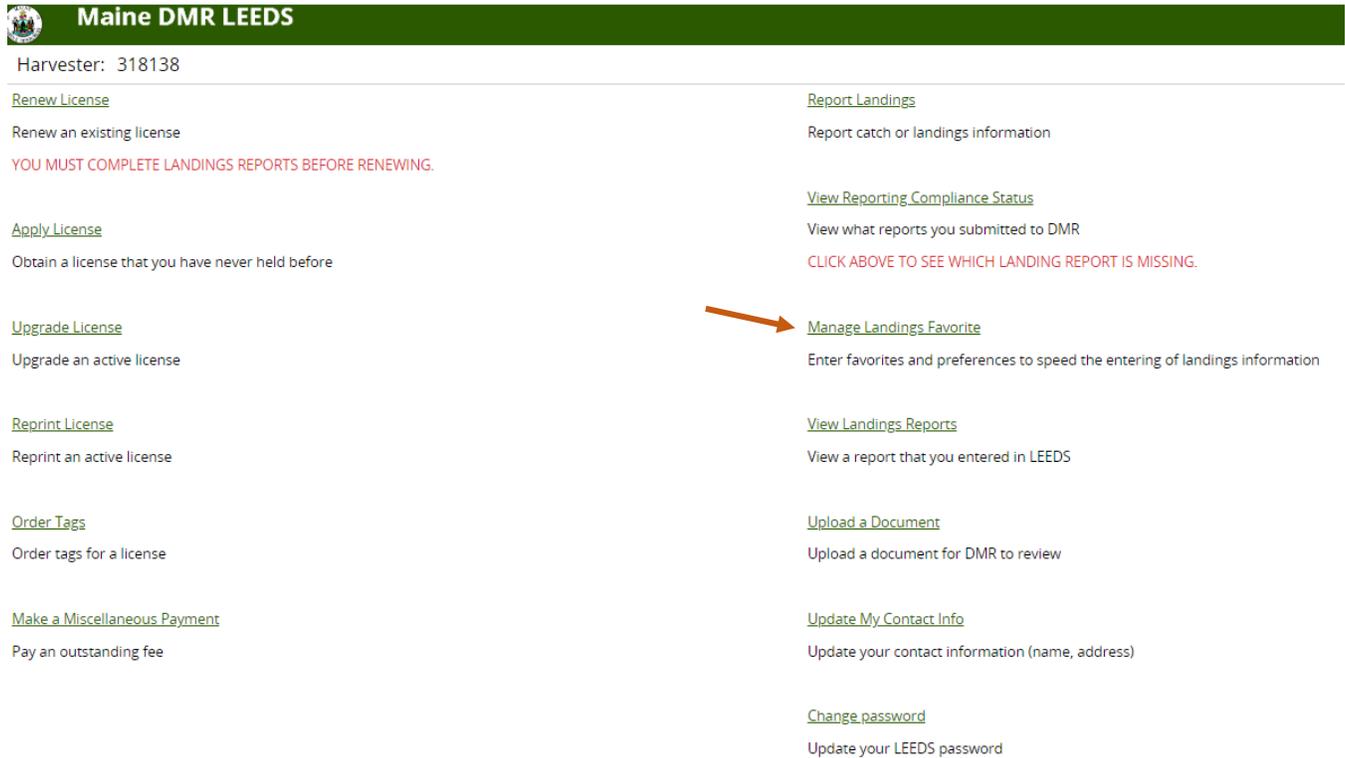


MANAGE LANDINGS FAVORITES

1. Click on “Manage Landings Favorite” to edit your favorites/preferences for landings reports. Any favorites you set here will automatically fill in when you enter your electronic catch or landings. You’ll only be able to set favorites for one license or compliance report type, so if you fish primarily for one species, you may want to select favorites based on how you fish for that species.

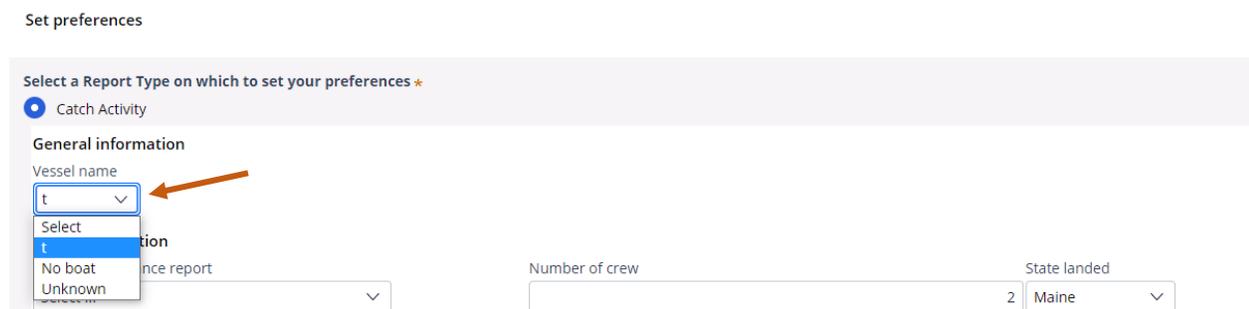


Maine DMR LEEDS

Harvester: 318138

Renew License Renew an existing license YOU MUST COMPLETE LANDINGS REPORTS BEFORE RENEWING.	Report Landings Report catch or landings information
Apply License Obtain a license that you have never held before	View Reporting Compliance Status View what reports you submitted to DMR CLICK ABOVE TO SEE WHICH LANDING REPORT IS MISSING.
Upgrade License Upgrade an active license	Manage Landings Favorite Enter favorites and preferences to speed the entering of landings information
Reprint License Reprint an active license	View Landings Reports View a report that you entered in LEEDS
Order Tags Order tags for a license	Upload a Document Upload a document for DMR to review
Make a Miscellaneous Payment Pay an outstanding fee	Update My Contact Info Update your contact information (name, address)
	Change password Update your LEEDS password

2. This first favorites section is “General Information.” Here, you can set vessel name to your primary vessel using the drop-down arrow. If you choose to set up your favorites for a fishery that you aren’t using a boat for, you can select “No boat.”



Set preferences

Select a Report Type on which to set your preferences *

Catch Activity

General information

Vessel name
t
Select
t
No boat
Unknown

Number of crew: 2

State landed: Maine

3. The second favorites section is “Effort Information.” Here, you can set favorites related to gear type, gear quantity, fishing depth, number of crew, sea time, port landed, statistical area, etc. In the first example, the harvester’s primary fishery is lobster so we’ve selected favorites based on that.

Set preferences

Select a Report Type on which to set your preferences *

Catch Activity

General information

Vessel name
t

Effort information

Gear of Compliance report
* POT & TRAP LOBSTER

Number of crew
* 2

State landed
* Maine

Quantity of gear
* 200

Fishing Time *
6

Port landed
Boothbay Harbor

Number of sets
* 50

Fishing time units *
 Days Hours Minutes

Area fished
* Mill Cove

Total gear in water
* 600

Sea time *
8

Seaweed Sector
Select ...

Number Of Buoys
* 200

Sea time units *
 Days Hours Minutes

Distance from shore
0-3 miles *

Depth
* 10

Sea time units *
 Days Hours Minutes

Update Statistical Area
513 *

Depth unit *
 Fathoms Feet

Change Zone
E *

Change NCode
Select ...

In the second example, the harvester’s primary fishery is scallop dragging so we’ve selected favorites based on that.

Set preferences

Select a Report Type on which to set your preferences *

Catch Activity

General information

Vessel name
t *

Effort information

Gear of Compliance report
* DREDGE SCALLOP CHAIN

Number of crew *
3

State landed
* Maine

Quantity of gear
* 1

Fishing Time *
20

Port landed
Stonington

Number of sets
* 15

Fishing time units *
 Days Hours Minutes

Area fished
* Jericho Bay

Total gear in water
* 1

Sea time *
6

Seaweed Sector
Select ...

Number Of Buoys
* 15

Sea time units *
 Days Hours Minutes

Distance from shore
0-3 miles *

Depth
* 15

Sea time units *
 Days Hours Minutes

Update Statistical Area
Select ...

Depth unit *
 Fathoms Feet

Change Zone
Select ...

Change NCode
Select ...

4. The third favorites section is “Species Information.” Here you can set the primary species, grade, market size, and quantity unit. In the first example, the harvester’s primary fishery is lobster so we’ve selected favorites based on that.

Species information

Species report: LOBSTER,AMERICAN *

Market size: unsized - unsized *

Grade: UG - Ungraded *

Price: [Empty]

Quantity unit: LB - Pounds *

Price Units: Select..

In the second example, the harvester’s primary fishery is scallop dragging so we’ve selected favorites based on that.

Species information

Species report: SCALLOP,SEA *

Market size: 11 - 11 to 20 count *

Grade: ME - Meat *

Price: [Empty]

Quantity unit: LB - Pounds *

Price Units: Select..

5. The fourth favorites section is “Catch Information.” Here you can set the disposition of the catch, length unit, dealer sold to, and catch source. In this example, the harvester’s primary fishery is lobster so we’ve selected favorites based on that.

Catch information

Disposition: Sold to Dealer *

Length unit: Select

Dealer name: ROB'S LOBSTER SHOPPE *

Catch source: Trip *

Maintain Preferred Dealers

6. In number 5 above, the dealer is selected as Rob’s Lobster Shoppe. If you want to add additional preferred dealers, you can click on ‘Maintain Preferred Dealers.’

Catch information

Disposition: Sold to Dealer

Length unit: Select

Dealer name: ROB'S LOBSTER SHOPPE

Catch source: Trip

Maintain Preferred Dealers

A box will pop-up where you can edit your list of dealers. Click “Add Item” and then start typing in the name of the dealer you want to add.

Edit Preferred List [Close]

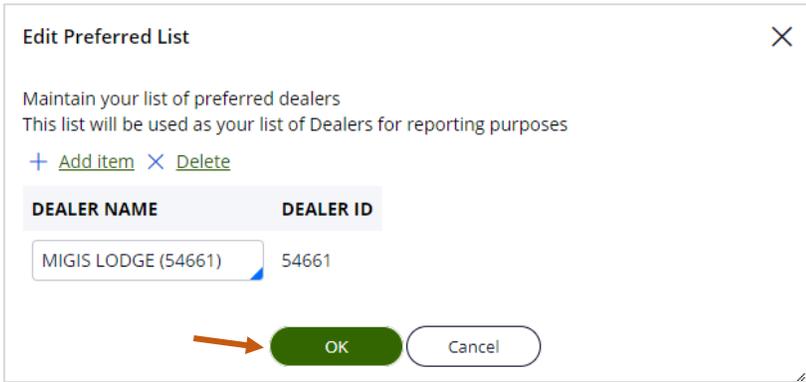
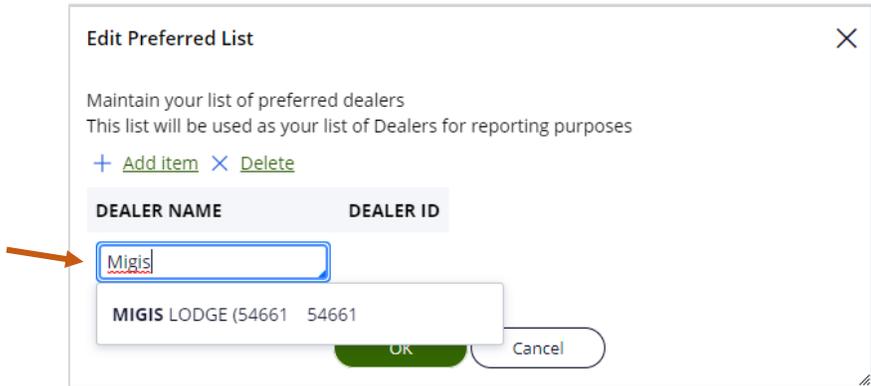
Maintain your list of preferred dealers
This list will be used as your list of Dealers for reporting purposes

+ Add item X Delete

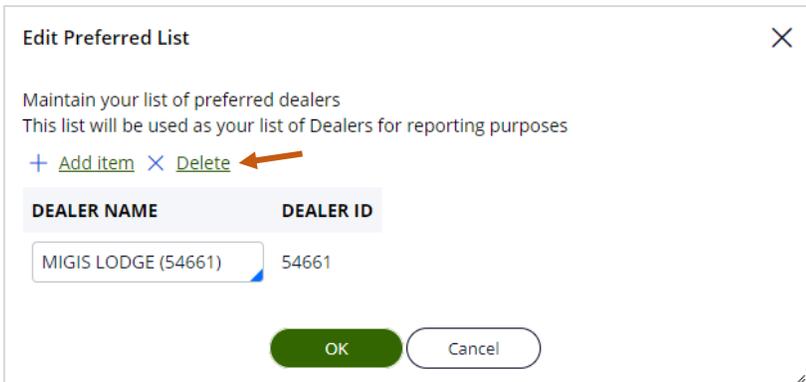
DEALER NAME	DEALER ID
[Input field]	54661

OK Cancel

Once the dealer's name pops up, select it and it will be added to your list. Click "OK" to close the screen.



7. If you want to delete a dealer from your preferred list, click on the dealer's name and click "Delete."



8. To save your preferences, select "Submit" at the bottom of the page. If you would like to discard the changes you have made, select "Cancel."

