eLandings User Docum... / eLandings User Manual / eLandings eLogbook Instructions



eLandings User Manual

# Mothership eLogbook Instructions for eLandings

Created by Susan Hall - NOAA Federal (Unlicensed)
Last updated: Mar 29, 2018 by Sara Villafuerte - NOAA Affiliate • 10 min read

In 2015, all at-sea vessels with a flow scale will be required to use the electronic logbook to capture their deploy and retrieval information in addition to Daily Flow Scale Tests

The electronic logbook is available through the eLandings application, instructions can be found below. Motherships that also act as Catcher Processors will be able to enter Deliveries and Hauls in one elogbook.

## How to Register the elogbook

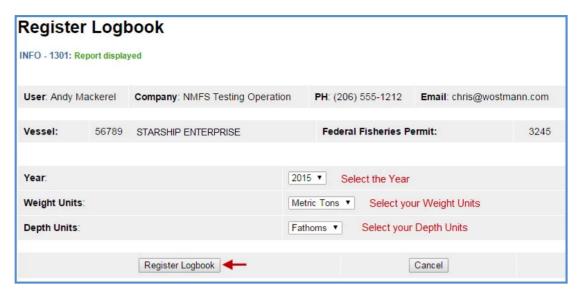
1. Login to eLandings at https://elandings.alaska.gov



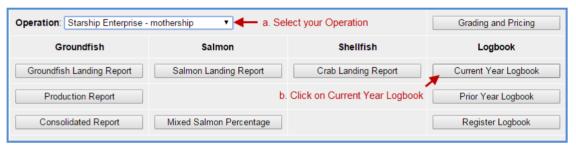
- 2. On the Reports Menu page you will need to do the following:
  - a. Select the Operation that you want to register a logbook for
  - b. Click on the Register Logbook button to get to the registration page



- 3. On the Register Logbook page, you will need to select the following:
  - a. Year
  - b. Weight Units
  - c. Depth Units
- 4. Click on the Register Logbook button



- 5. You will be returned to the *Reports Menu* page where you will do the following:
  - a. Select the operation you just registered a logbook for
  - b. Click on the Current Year Logbook button



- 6. You will be taken to the *eLogbook* page where you will need to enter basic initial Voyage information
  - a. Click on the New Voyage button
  - b. You will be taken to the eLogbook page where you can enter your initial *Voyage* information



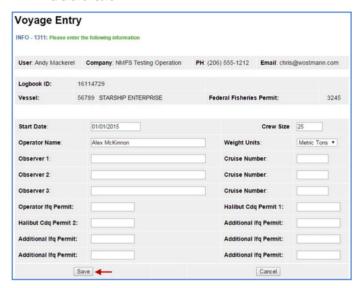
## Voyage Entry

Voyages capture the basic header information that you're used to seeing on your paper DCPL, elements such as the vessel FFP and ADF&G number are auto-filled based on your operation information.

You will not be able to make any entries in your elogbook until three things occur:

- 1. A New Voyage is submitted
- 2. A Gear Type has been added
- 3. You enter a Go Active date
- 1. Enter the following information on the Voyage Entry page:
  - a. Your Start Date should be 01/01/2015 even if you are not engaged in fishing activity on this date.

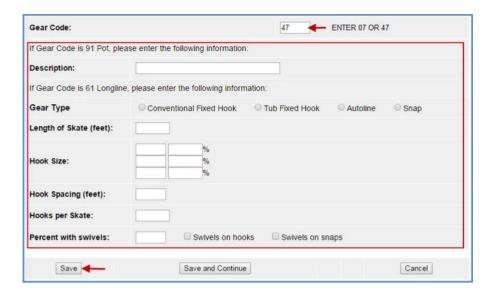
- b. Crew Size
- c. Operator Name
- d. Select your Weight Units
- e. Click on Save



- If you are actually engaged in fishing activity or taking deliveries and have Observers on-board, you should enter that information as well.
- 2. Next you will need to Add Gear

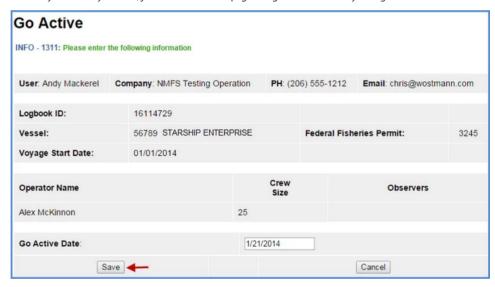


- a. You will be taken to the Gear Entry page
  - Enter 07 or 47 (even if you only act as a mothership) and then click on the Save button
    - Many of the fields you see will not apply, specifically those enclosed within the red box in the screen shot below.



#### 3. Go Active

- a. If you are actually actively engaged in taking deliveries at this point in time, you can simply enter that date on the Go Active page.
- b. If you are not yet active, just cancel out of the page and go back to it when you begin to take deliveries



**NOTE**: Chances are good that once you *Go Active*, some of your initial *Voyage* information will have changed. At this point you should add a *New Voyage* to ensure your information is accurate.

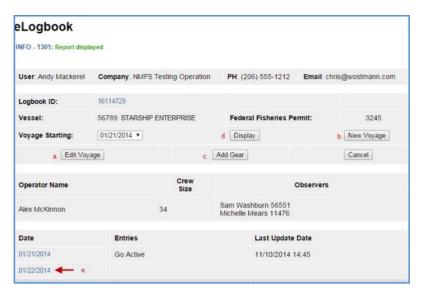
Now you're ready to add *Deliveries* and/or *Hauls* to your logbook.

### Adding Delivery Information

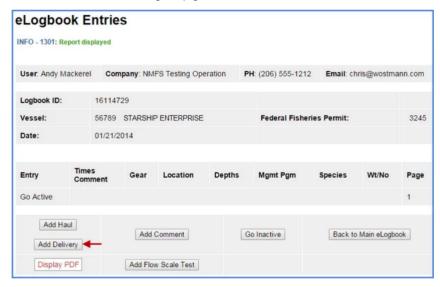
Now your logbook is ready for you to add  $\ensuremath{\textit{Delivery}}$  information to it.

You should start out on the *eLogbook* page within eLandings, from this page you can:

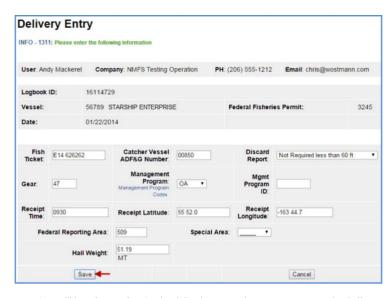
- a. Edit Voyage
- b. Add Voyage
- c. Add Gear
- d. Display previous Voyages
- e. Add a Delivery



- 1. Navigation to specific days is accomplished by clicking on that date on the eLogbook page
- 2. Once you select a date, you will be taken to the *eLogbook Entries* page where you can:
  - a. Add Delivery
  - b. Add Haul
  - c. Go Inactive
  - d. Add Flow Scale Test
  - e. Return to the Main eLogbook page



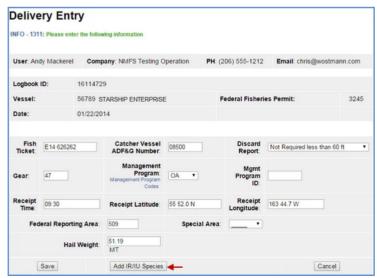
- 3. Click on the Add Delivery button, enter the required information below and then click on the SAVE button.
  - a. Enter the Fish Ticket number that correlates with the vessel Delivery
  - b. Enter the ADF&G number of the vessel
  - c. Select the applicable reply for the Discard Report
  - d. Enter the Gear code of the delivering vessel
  - e. Enter the Management Program and Mgmt Program ID (if applicable)
  - f. Enter the Receipt Time
  - g. Enter the Receipt Latitude and Receipt Longitude (your vessel)
  - h. Enter the Federal Reporting Area
  - i. Enter Special Area (if applicable)
  - j. Enter Hail Weight



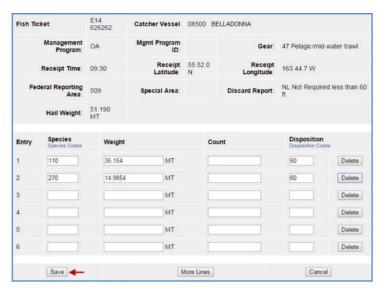
• You will be taken to the eLogbook Entries page where you can access the Delivery you just submitted by clicking on the FT number highlighted in blue text.



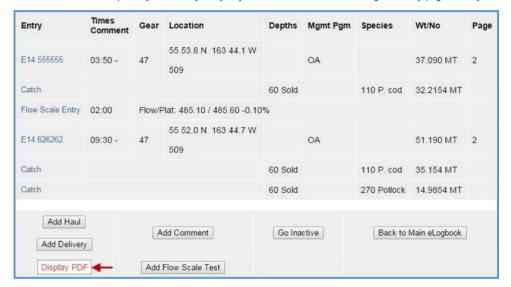
• You will be taken to the Delivery Entry page, locate and click on the Add IR/IU Species button.



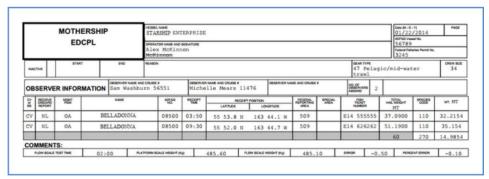
- Add your pcod and pollock Species, weight in MT, and the Disposition code
  - Click on the Save button



• You have now completed your Delivery entry so you will be taken back to the eLogbook Entry page where you can generate your logbook PDF.



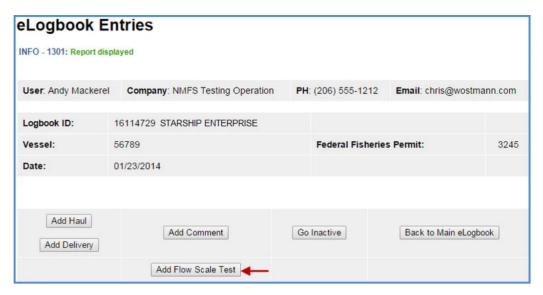
The PDF below displays the two Deliveries made on 1/22/2014 with catch and one Flow Scale Test.



#### How to Add your Flow Scale Test

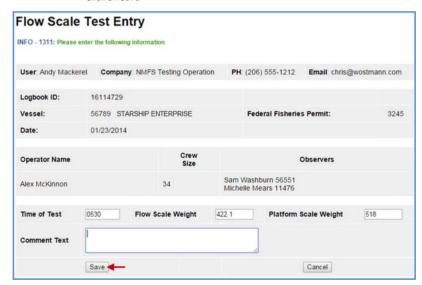
You will need to be on the eLogbook Entries page in your logbook in order to add a daily Flow Scale Test entry.

• Access the button by clicking on a specific date while on the Main eLogbook page



On the Flow Scale Test Entry page, enter the following information:

- a. Time of Test
- b. Flow Scale Weight
- c. Platform Scale Weight
- d. Comment Text (optional field use as needed)
  - Click on Save



The system will calculate the Error and % Error information based on what was entered and display that on the eLogbook Entries page as well as the PDF printout.

- You can see that the Flow Scale Entry is in blue text, that means you can click on that link and be taken back to your entry page.
- You can make edits to your information as well as add comments.
- All edits will still display on the PDF but they will have a strike-through line across them.
- If your first test was bad, you can always add an additional one and enter comments to explain what happened.



#### How to Add Hauls

Here is a link to the documentation on how to Add Hauls to your elogbook: Trawl Catcher Processor eLogbook Instructions for eLandings

If you have any questions or concerns, please contact elandings@alaska.gov

In 2015, all at-sea vessels with a flow scale will be required to use the electronic logbook to capture their deploy and retrieval information in addition to Daily Flow Scale Tests.

The electronic logbook is available through the eLandings application, instructions can be found below. Motherships that also act as Catcher Processors will be able to enter Deliveries and Hauls in one elogbook.

## How to Register the elogbook

1. Login to eLandings at https://elandings.alaska.gov



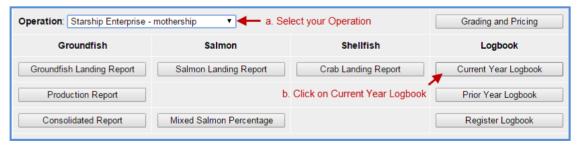
- 2. On the Reports Menu page you will need to do the following:
  - a. Select the Operation that you want to register a logbook for
  - b. Click on the  $\it Register Logbook$  button to get to the registration page



- 3. On the Register Logbook page, you will need to select the following:
  - a. Year
  - b. Weight Units
  - c. Depth Units
- 4. Click on the Register Logbook button



- 5. You will be returned to the Reports Menu page where you will do the following:
  - a. Select the operation you just registered a logbook for
  - b. Click on the Current Year Logbook button



- 6. You will be taken to the *eLogbook* page where you will need to enter basic initial Voyage information
  - a. Click on the New Voyage button
  - b. You will be taken to the eLogbook page where you can enter your initial *Voyage* information

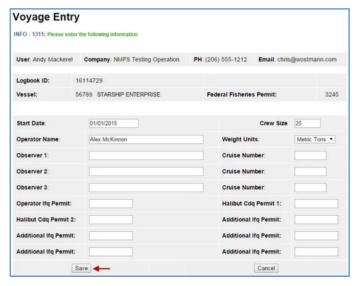


## Voyage Entry

Voyages capture the basic header information that you're used to seeing on your paper DCPL, elements such as the vessel FFP and ADF&G number are auto-filled based on your operation information.

You will not be able to make any entries in your elogbook until three things occur:

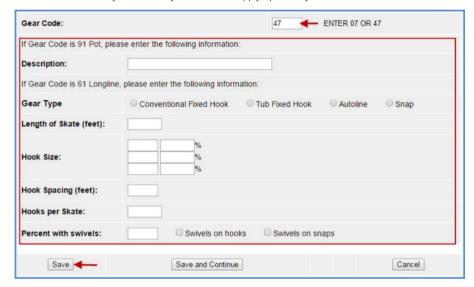
- 1. A New Voyage is submitted
- 2. A Gear Type has been added
- 3. You enter a Go Active date
- 1. Enter the following information on the Voyage Entry page:
  - a. Your Start Date should be 01/01/2015 even if you are not engaged in fishing activity on this date.
  - b. Crew Size
  - c. Operator Name
  - d. Select your Weight Units
  - e. Click on Save



- If you are actually engaged in fishing activity or taking deliveries and have Observers on-board, you should enter that information as well.
- 2. Next you will need to Add Gear

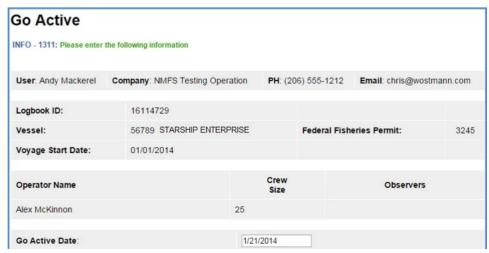


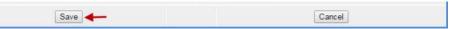
- a. You will be taken to the Gear Entry page
  - Enter 07 or 47 (even if you only act as a mothership) and then click on the Save button
    - Many of the fields you see will not apply, specifically those enclosed within the red box in the screen shot below.



## 3. Go Active

- a. If you are actually actively engaged in taking deliveries at this point in time, you can simply enter that date on the Go Active page.
- b. If you are not yet active, just cancel out of the page and go back to it when you begin to take deliveries





**NOTE**: Chances are good that once you *Go Active*, some of your initial *Voyage* information will have changed. At this point you should add a *New Voyage* to ensure your information is accurate.

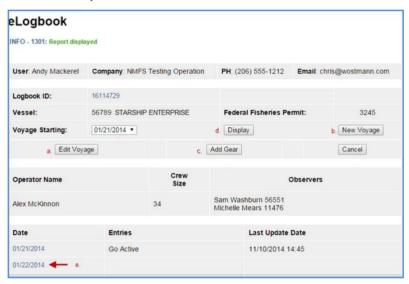
Now you're ready to add Deliveries and/or Hauls to your logbook.

## Adding Delivery Information

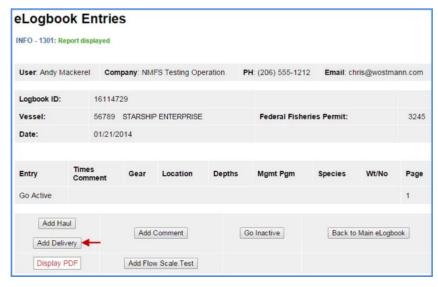
Now your logbook is ready for you to add Delivery information to it.

You should start out on the *eLogbook* page within eLandings, from this page you can:

- a. Edit Voyage
- b. Add Voyage
- c. Add Gear
- d. Display previous Voyages
- e. Add a Delivery

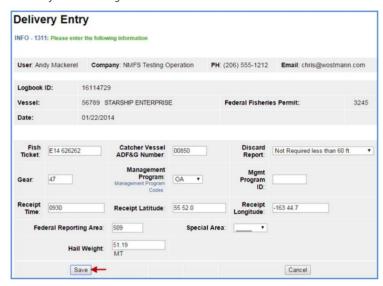


- 1. Navigation to specific days is accomplished by clicking on that date on the *eLogbook* page
- 2. Once you select a date, you will be taken to the eLogbook Entries page where you can:
  - a. Add Delivery
  - b. Add Haul
  - c. Go Inactive
  - d. Add Flow Scale Test
  - e. Return to the Main eLogbook page



3. Click on the Add Delivery button, enter the required information below and then click on the SAVE button.

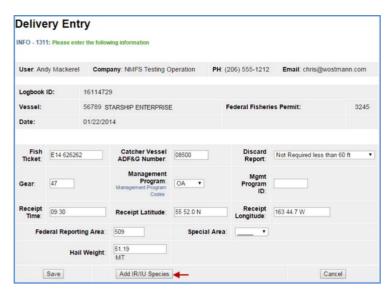
- a. Enter the Fish Ticket number that correlates with the vessel Delivery
- b. Enter the ADF&G number of the vessel
- c. Select the applicable reply for the Discard Report
- d. Enter the Gear code of the delivering vessel
- e. Enter the Management Program and Mgmt Program ID (if applicable)
- f. Enter the Receipt Time
- g. Enter the Receipt Latitude and Receipt Longitude (your vessel)
- h. Enter the Federal Reporting Area
- i. Enter Special Area (if applicable)
- j. Enter Hail Weight



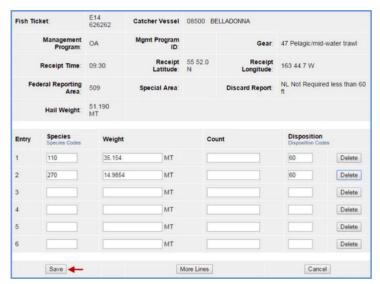
• You will be taken to the eLogbook Entries page where you can access the Delivery you just submitted by clicking on the FT number highlighted in blue text.



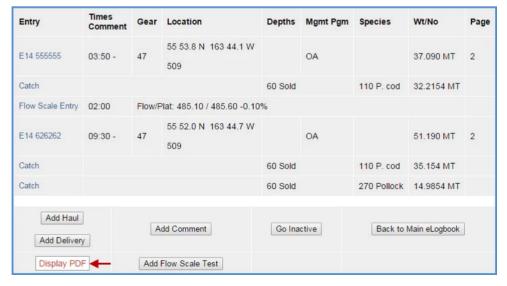
• You will be taken to the Delivery Entry page, locate and click on the Add IR/IU Species button.



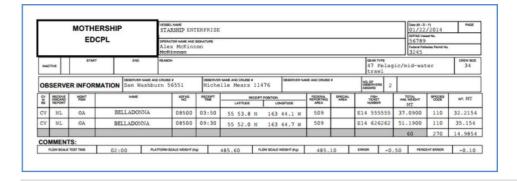
- Add your pcod and pollock Species, weight in MT, and the Disposition code
  - Click on the Save button



• You have now completed your Delivery entry so you will be taken back to the eLogbook Entry page where you can generate your logbook PDF.



The PDF below displays the two Deliveries made on 1/22/2014 with catch and one Flow Scale Test.



### How to Add your Flow Scale Test

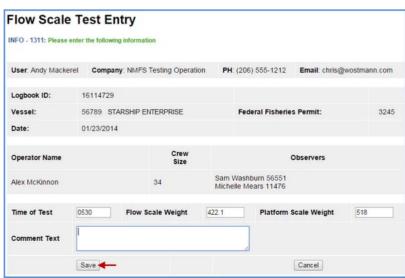
You will need to be on the eLogbook Entries page in your logbook in order to add a daily Flow Scale Test entry.

• Access the button by clicking on a specific date while on the Main eLogbook page



On the Flow Scale Test Entry page, enter the following information:

- a. Time of Test
- b. Flow Scale Weight
- c. Platform Scale Weight
- d. Comment Text (optional field use as needed)
  - Click on Save



The system will calculate the Error and % Error information based on what was entered and display that on the eLogbook Entries page as well as the PDF printout.

- You can see that the Flow Scale Entry is in blue text, that means you can click on that link and be taken back to your entry page.
- You can make edits to your information as well as add comments.
- All edits will still display on the PDF but they will have a strike-through line across them.
- If your first test was bad, you can always add an additional one and enter comments to explain what happened.



#### How to Add Hauls

Here is a link to the documentation on how to Add Hauls to your elogbook: Trawl Catcher Processor eLogbook Instructions for eLandings

If you have any questions or concerns, please contact elandings@alaska.gov

(3)

elog × elogbook × mothership ×