2016 Guide book to

Recreational Logbook Program Paper Logbooks



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** This document has been created for reference purposes in relation to the 2015 Recreational Elog Program and associated equipment. All examples used in this guide are fictional and any similarity to actual businesses or individuals is incidental. **

Table of Contents

SOFTWARE	4
DOWNLOADING THE APPLICATION	5
INSTALLING THE SOFTWARE	6
MANAGE LOCATIONS	6
EMAIL SETUP	7
ENTERING CATCH	8
LOGBOOK MENU ITEMS	10
REVIEW / EDIT / DELETE DATA	10
EXPORT DATA	11
TECHNICAL SUPPORT	13

SOFTWARE

The Rec-elog system is composed of two parts of the program:

The Tablet Recreational ELog program The Desktop Recreational ELog program

A Fisheries and Oceans representative will install the necessary program on your device before it is distributed. The current version (July 31, 2016) is 1.00.00.62.

DOWNLOADING THE APPLICATION

You can find the latest version of the program at http://www.pacfish.ca/dfo_Elog/

It is suggested that you periodically look for Software Updates. They can be found by clicking Tools->Check for Software Updates. This will update your version automatically with the newest changes.

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Publisher: Fishenes and Oceans (Janada			=
Download				
DEO Recreational E-log	User Manual for Tablet			
Name: (Right-click download a	and Save Target As to s	save a copy)		
Version: 1.00.00.51				
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myKeyBac	кир		File folder	10/17/2013 01:52
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File name: DFO Rec ELog 1.00.00.5	2.zip			
Save as type: zip Archive (*.zip)				
Hide Folders				Save

INSTALLING THE SOFTWARE

Double click on the downloaded file to open the zip archive. Inside will be a folder, double click to open that folder. You should be presented with two files: setup.exe and Setup.msi. Double click either file to begin the installation of the software. The installer will ask questions about location (default location is fine) and who to install the software for (recommended to install it for everyone).

When completed, an icon like this should appear on the desktop. Double click the icon to start the program. The first time the program starts, you will need to go to the Preferences Menu --> Choose Device Type --> Quota Halibut



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MANAGE LOCATIONS

To customize your locations go to "Tools->Manage"-> "Locations"



You can add locations by selecting area, sub-area and then entering the location name. Make sure to save your location.

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LICENCE SETUP

To setup your licence or add a new licence go to "Tools->Manage"-> "Licences."

File	Tools Settings Preference	es About		
	Check For Software Updat	te 📔	Quota Halibut	
-	Manage	•	Lodge / Charter	
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Licenc	e Holder	Halibut Quota	Licence #	
Philip	Pereboom	XRQ 777	7 2016 🗸 Active	

For a new licence, enter the name of the licence holder and the licence number. Make sure the "Active" check is for the correct licence. Hit the "Save" icon (it's right above the Licence Holder Field).

If you're setting up from a previous year, you need to "Add Licence" and supply the information for the current year licence, then ensure the old licence is NOT checked "Active" and new one is. Ensure the "Save" button is clicked after the information is correct.

EMAIL SETUP

If you would like to export the logbook data directly to DFO via email (You must have Outlook or Outlook Express or Thunderbird) click on the "Settings" button and scroll down to Email settings.

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Fill in the Email Settings form as shown below then choose Save.

🖳 Email Settings	
Save	
Send With Outlook	Send With Thunderbird
Lodge Email Information	
Name	Email Address
Outgoing Mail Server (SMTP)	
Outbound SSL	Outbound Port
Login	Password
Export Email Addresses	
DFO Email Address	Head Office Email Address
recdata@pacfish.ca	
Fishery Manager Email Address	
Send DFO Exports to Head Office	3

ENTERING CATCH

Click on the "Quota Halibut" button on the homepage. Fill in the header details and catch information for what was caught. If there was nothing caught still enter the header record but leave all catch and biodata sections blank.

File Tools Settings Preferences About Reports Export Quota Halibut Data Quota Halibut Logbook Summary Log New Legbook Page Save Legbook Summary Info Review Data	Help 😿
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Licence Holder Operator's/Guide's Name Halibut Quota Licence # Interviewed at the dock Date Fished	
Philip Pereboom Philip Pereboom XRQ 7777 2016 Yes No July 13,2016	
Gear Deployed Start Gear Pulled End Hrs Fished # of Anglers Guided Trip Creel Sub Area Fishing Location	
06:00 14:00 8 2 O Yes O No 126A - Kyuquot Reef -	
Creel Sub Area 2 Fishing Location 2	
All 🔫	
Salmon Catch Kept (P) Kept (A) Rel (P) Rel (A) Rel (U) Groundfish / Shellfish / Other Species Kept Re	ı
Coho (Less than 30cm)	
Coho (Greater than 30cm) Sub-Legal Lingcod	
Chinook (Sub-Legal/Undersize) you're using Halibut (Quota) 2	
Chinook (Legal/Slot Size)	
Chinook (Legal/Over Slot Size)	
Pink Yelloweye	
Chum Black •	
Sockeye Copper -	
Fishing Kept/ Adi Head Prawns (pcs)	
Biological Data Location Rel Fork Length Rnd Weight Sex Fin Tag # Flesh Color Otolith	
Halibut (Quota) • 1 K 132 cm 68.05 lbs	
Halibut (Quota) • 1 K 80 cm 13.43 lbs	
You must provide a length for the halibut, the weight will be calculated automatically based on the length, clicking on the box	

If there are any errors, the field will turn pink when you click "save Logbook Summary Info". Correct the data required to save the record.

LOGBOOK MENU ITEMS

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Vessel/Lodge/Marina N	lame	Operator's/G	uide's Name	Interview	ed at the dock	Shellfish On	ly Trip	Book# Page#	Date Fished	
Monica's Charters		Ken Jacobs		O Yes	No			15SLB12 10	May 25, 2015 🔍 🗸	
Gear Deployed Start	Gear Pulled End	Hrs Fished	# of Anglers	Guided 1	rip	Creel Area	Sub Area	Fishing Location	Target Species	
10:00	15:00	5	2	Yes	💿 No	12 🗸	12C 👻	Cracroft Point -	Halibut (Rec) -	
Salmon Catch	Kept (P)	Kept (A)	Rel (P)	Rel (A)	Rel (U)	_	Gr	oundfish / Shellfish / Other Sp	ecies Kept Rel	
Chinook (Sub-Legal/U	ndersize)						Li	ingcod		
Chinook (Legal/Slot Si	ze)						Н	alibut (Quota)	•	

Descriptions of the logbook menu items are shown below. Ignore Review Data since it is not applicable for the Elog program.

REVIEW / EDIT / DELETE DATA

You can review previously entered data by clicking on "Open Logbook Summary Info" and either double clicking on a record or choosing "Open".

If the record has not been exported yet you may choose to delete the record in this form.

🖳 Open Logbook Sun		X		
🛃 Open 👪 Del	ete Logbook Summary Info			
Licence Holder	Operator's Name	Date Fished	Uploaded	
Philip Pereboom	Philip Pereboom	7/31/2016	True	

EXPORT DATA

You have more than one option to export your data. The first being direct to email. Simply follow the directions below.

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The second option is to download the export file to your pc and then attaching to an email. After downloading the file, open your email application, attach file and choose send. The export email address is <u>recdata@pacfish.ca</u>.

-	Step 1 - Choose "Export for DFO"			Export Data	Step 2 - Browse to Exports folder and choose "Save"	
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TECHNICAL SUPPORT

You can contact us electronically or by phone. The technical service provider is Philip Pereboom, (250)756-3371, philip.pereboom@dfo-mpo.gc.ca. McWright and Associates may become the help contact; you can find information for contacting them by clicking on the "Help" icon. Phone and email support options are available there.

