

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. **

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SOFTWARE

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

The Tablet Recreational ELog program

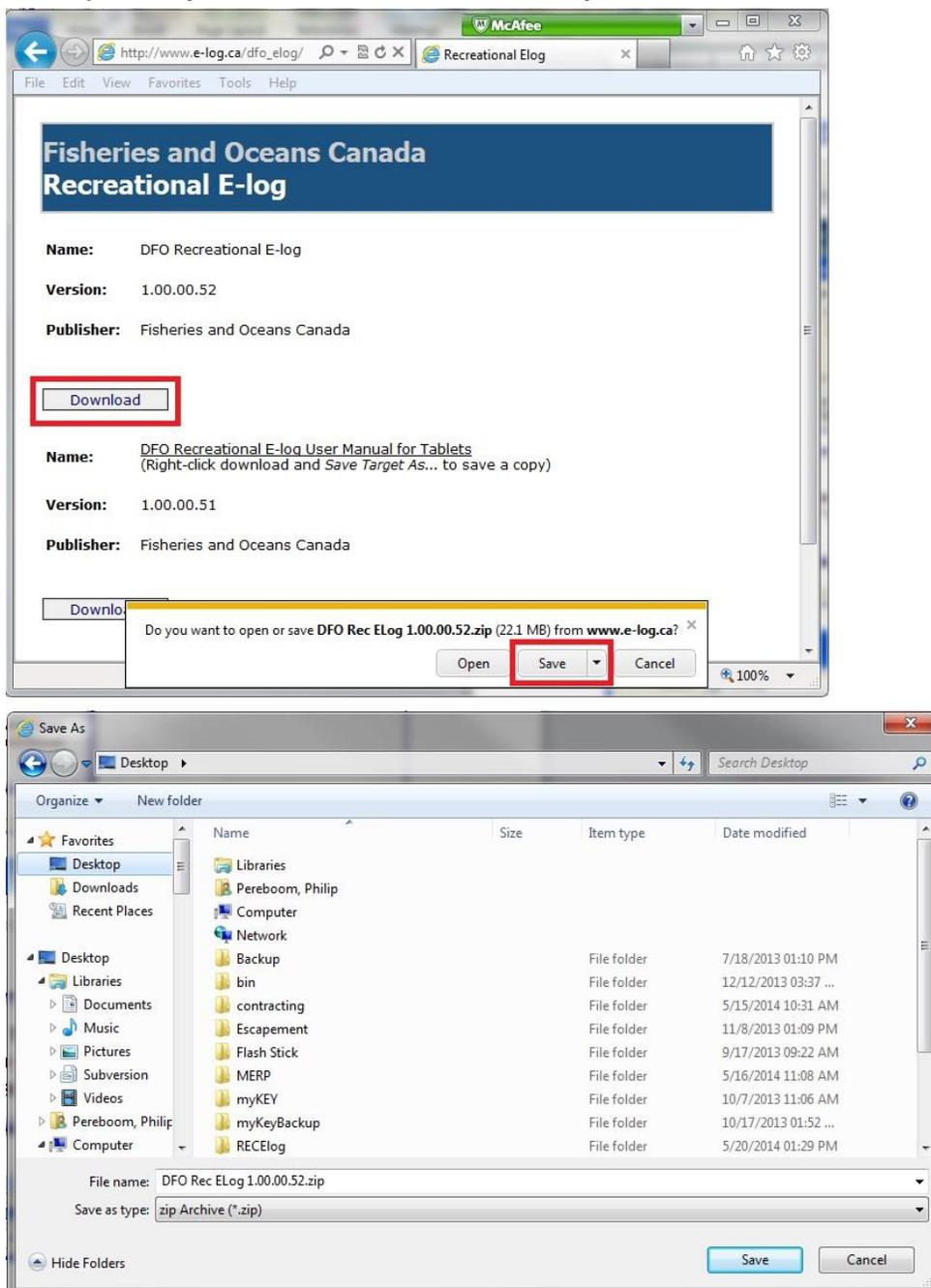
The Desktop Recreational ELog program

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/

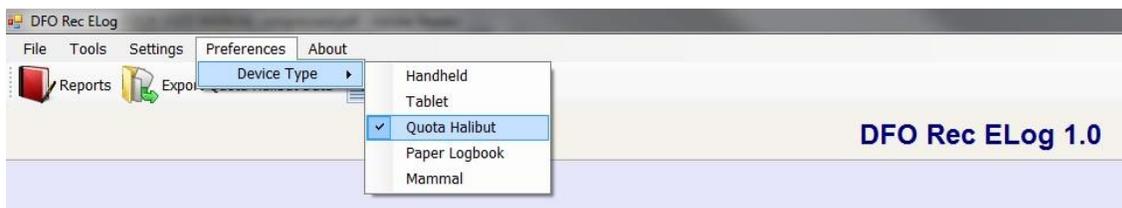
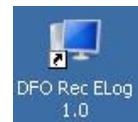
It is suggested that you periodically look for Software Updates. They can be found by clicking Tools->Check for Software Updates. This will update your version automatically with the newest changes.



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

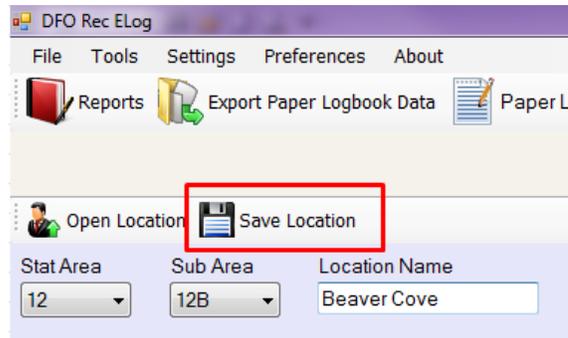


MANAGE LOCATIONS

To customize your locations go to “Tools->Manage”-> “Locations”

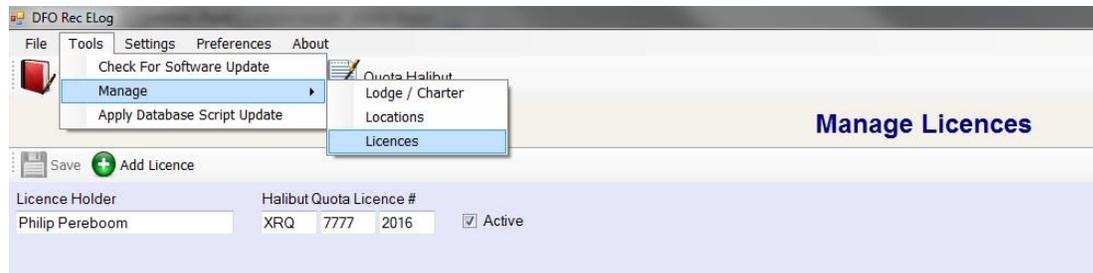


You can add locations by selecting area, sub-area and then entering the location name. Make sure to save your location.



LICENCE SETUP

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

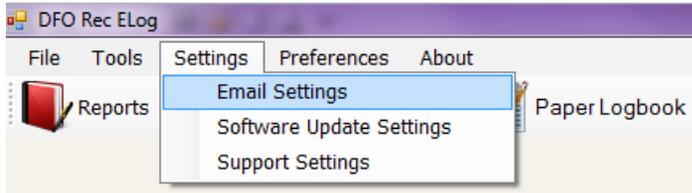


For a new licence, enter the name of the licence holder and the licence number. Make sure the “Active” check is for the correct licence. Hit the "Save" icon (it's right above the Licence Holder Field).

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 e-mail (You must have Outlook or Outlook Express or Thunderbird) click on the “Settings” button and scroll down to Email settings.



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

A screenshot of the "Email Settings" dialog box. At the top, there is a "Save" button. Below it are two checkboxes: "Send With Outlook" (unchecked) and "Send With Thunderbird" (checked). The "Lodge Email Information" section contains fields for "Name", "Email Address", "Outgoing Mail Server (SMTP)", "Outbound SSL" (unchecked), "Outbound Port", "Login", and "Password". The "Export Email Addresses" section includes "DFO Email Address" (with the value "recdata@pacfish.ca" entered), "Head Office Email Address", and "Fishery Manager Email Address". At the bottom, there is a checkbox for "Send DFO Exports to Head Office" which is unchecked.

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.

Logbook Summary Log

Licence Holder: Philip Pereboom
 Operator's/Guide's Name: Philip Pereboom
 Halibut Quota Licence #: XRQ 7777 2016
 Interviewed at the dock: Yes No
 Date Fished: July 13, 2016

Gear Deployed Start: 06:00
 Gear Pulled End: 14:00
 Hrs Fished: 8
 # of Anglers: 2
 Guided Trip: Yes No
 Creel Sub Area: 126A
 Fishing Location: Kyuquot Reef

Salmon Catch	Kept (P)	Kept (A)	Rel (P)	Rel (A)	Rel (U)
Coho (Less than 30cm)					
Coho (Greater than 30cm)					
Chinook (Sub-Legal/Undersize)					
Chinook (Legal/Slot Size)					
Chinook (Legal/Over Slot Size)					
Pink					
Chum					
Sockeye					

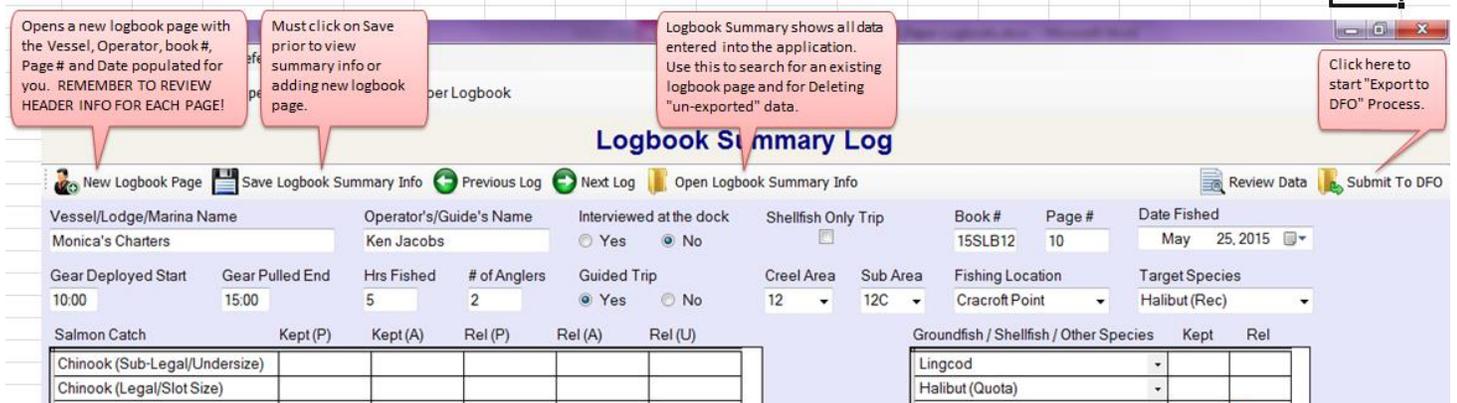
Groundfish / Shellfish / Other Species	Kept	Rel
Lingcod		
Sub-Legal Lingcod		
Halibut (Quota)	2	
Halibut (Rec)		
Quillback		
Yelloweye		
Black		
Copper		
Prawns (pcs)		

Biological Data	Fishing Location	Kept/Rel	Fork Length	Rnd Weight	Sex	Fin	Tag #	Adi	Head	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 will change the units from cm to inches, and kg to lbs.

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



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.



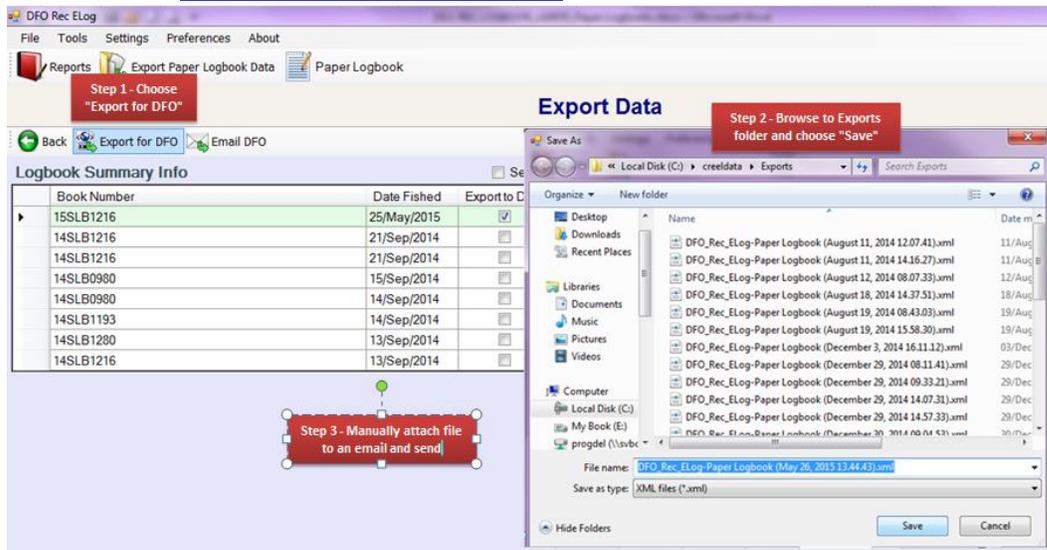
EXPORT DATA

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

The screenshot illustrates the 'Export Data' workflow in the DFO Rec ELog application. The main window shows a 'Logbook Summary Info' table with columns for Book Number, Date Fished, and Export to DFO. A red callout box labeled 'Step 1 - Choose "Email DFO"' points to the 'Email DFO' button in the toolbar. A confirmation dialog box asks, 'Are you sure you want to email the trip data to Fisheries and Oceans Canada?' with 'Yes', 'No', and 'Cancel' buttons. A red callout box labeled 'Step 2 - Click on "Yes"' points to the 'Yes' button. An email composition window titled 'DFO Rec ELog Export - Message (Rich Text)' is shown in the foreground, with a red callout box labeled 'Step 3 - Click "Send"' pointing to the 'Send' button. The email window shows the recipient as 'reodata@pacfish.ca', the subject as 'DFO Rec ELog Export', and an attachment named 'DFO_Rec_ELog-(May 26 2015 14...'. The email body contains the text: 'The attached document contains halibut data from .'. A warning message at the top of the email window states: 'This e-mail message cannot be delivered to Kris.hein@dfo-mpo.gc.ca because the e-mail address is r'.

Book Number	Date Fished	Export to DFO
14SLB1216	21/Sep/2014	<input checked="" type="checkbox"/>
14SLB1216	21/Sep/2014	<input checked="" type="checkbox"/>
14SLB0980	15/Sep/2014	<input checked="" type="checkbox"/>
14SLB0980	14/Sep/2014	<input checked="" type="checkbox"/>
14SLB1193	14/Sep/2014	<input checked="" type="checkbox"/>
14SLB1280		
14SLB1216		
14SLB0980		

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 recdata@pacfish.ca.



TECHNICAL SUPPORT

You can contact us electronically or by phone. The technical service provider is Philip Pereboom, (250)756-3371, philip.pereboom@df-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.

