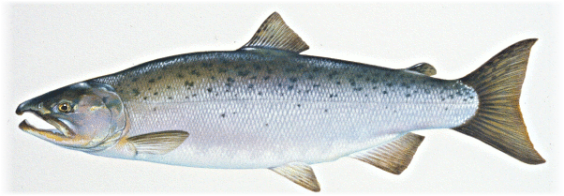
**eLandings for Salmon Annual Workshop**

November 16, 2015

9:00 am to 5:00 pm



**Silver Cloud Hotel – Lake Union**

**1150 Fairview Avenue North**

**Seattle, WA 98109**

**206-447-9500**

**Training Objectives**

*To provide participants with ~*

*a comprehensive review of all aspects of eLandings as it relates to salmon catch reporting;*

*a review of all application enhancements for 2016, completed or planned;*

*a review of training and user support resources;*

*a review of the eLandings integrated COAR;*

*a review of ADF&G web resources;*

*an opportunity to ask questions, provide feedback and exchange information, as well as;*

*an opportunity to meet the eLandings management team and other end users.*

Participants: Gail Smith, Ammon Bailey, Jennifer Shriver – ADF&G Juneau

Tommy Sheridan – ADF&G Cordova

**9:00**

Housekeeping and Introductions - Gail

eLandings Operations and User Accounts – Ammon

Custom Processing for tenders – Ammon

tLandings/eLandings Data Flow – agency fish ticket processing – Gail

Processor Tender Interface Review - Gail/Ammon

1. What does it do and why a new application each year?**– Gail**
2. The PTI download and scan to remove prior versions – Ammon
3. PTI demo to configure a thumbdrive– Gail

**10:40 Break**

**11:00**

tLandings Review – Ammon

1. How to complete one salmon report ticket – Ammon
   1. Record Average Weight
   2. Record unique statarea on line item
2. How to complete a salmon troll ticket – Gail
3. Documentation of dual permits – Gail
4. Review of reports –Summary Reports and Tender Log in tLandings – Gail
5. Summary re-cap of what has changed in tlandings – Ammon
6. tLandings for groundfish – Gail

**12:00-1:15 Lunch**

PTI data uploaded – Gail

1. How to modify a processor code during the upload in PTI

Salmon 2015 tLandings Support issues

1. Network installation of PTI / machine permissions - Ammon
2. Using prior year tlandings - Ammon
   1. Delete old thumb drives and re-install PTI
3. Corruption of thumb drives – Ammon
4. Number reuse - Ammon
5. Duplicate ticket submission – Gail
   1. Discussion of why this occurs
6. Data Correction and updates – Gail
   1. Mass Salmon Update tool enhancements
   2. eLandings updates

Data Extraction Tool review – Gail

1. Results emailed
2. Web Services – Ammon
   1. Schema Changes to XML

Salmon Reports – Ammon

1. Bristol Bay Report
2. Mixed Salmon Update

User support

* 1. Training and training resources - Gail
  2. Confluence - Gail
  3. FAQ’s - Gail
  4. Never copy thumb drives - Gail
  5. Help Desk and email - Gail
  6. Mass Salmon Updates - Gail
  7. Programmer support – Ammon

Equipment issues

* 1. Recommendations - Ammon
  2. Seasonal procedures - Gail

**3:00 pm Break**

**3:20**

Reporting Expectations – Thomas Sheridan

1. How fisheries are managed with the data you provide
2. Timely upload of thumb drives
3. Accurate average weights
4. Submission of signed copies of fish tickets to ADF&G

**3:40**

ADF&G Reporting Regulation 5AAC 39.130 – Jennifer Shriver

eLandings Integrated COAR reporting – Jennifer Shriver

Department of Revenue on-line licensing system – Jennifer Shriver

ADFG Web Resources – Jennifer Shriver

**4:45 pm**

Additional questions, concerns, comments