# eLandings Simple IFQ Landing Report

## Simple IFQ Landing Report

Go to: <http://elandingst.alaska.gov/elandings/Login>

Enter the following user ID and password:

|  |  |
| --- | --- |
| **UserID** | **Password** |
| DVARDEN | D\_varden |

### IFQ and Groundfish Landing Report

On the main reports page of eLandings, you should see The Pisces Plant in the Operation field

* Click on the Groundfish Landing Report button.



**1.** **Enter vessel and fishing trip date values:**

|  |  |  |  |
| --- | --- | --- | --- |
| **ADF&G Vessel Number** | **ADF&G Gear Code** | **Crew Size** | **No. of Observers** |
| 33697 | 61 | 3 | 0 |
| **Date Fishing Began** | **Days Fished** | **Date of Landing** |  |
| 3/xx/2016 | 3 | 3/xx/2016 |  |

####  Leave the rest of the fields as they are, filled in with their default values.



#### 2. Scroll down to the CFEC Permit Worksheet. Enter the following permit and species values.

|  |  |  |
| --- | --- | --- |
| **CFEC Fishery** | **Permit No.** | **Permit Sequence** |
| B61B | 00101U | 1601S |
| **Management Program** | **Program ID** | **Percent** |
| IFQ | leave blank | leave blank |
| **CFEC Permit Holder's NMFS ID** | **IFQ Permit** | **Species** |
| 980001 | 980003 | 200 |



#### 3. Scroll down to the Stat Area Worksheet. Enter the following State statistical areas and percentages and then Click Save.

|  |  |  |  |
| --- | --- | --- | --- |
| **Stat Area 1** | **%** | **Stat Area 2** | **%** |
| 515730 | 85 | 515700 | 15 |



### ****Adding Catch Information****

* Click on the Add/Edit Itemized Catch button



* You do not need to select the fish ticket number at this point; you can use the Allocate Permits function after you save your catch information.
* Enter the following species, condition codes, weights, and disposition codes. Click Save.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Species Code** | **Condition Code** | **Weight** | **Weight Modifier** | **Disposition Code** |
| 200 | 04 | 7215 | w/ice and slime | 60 |
| 145 | 03 | 250 | None | 95 (retained for personal use) |



* Click on the Allocate Permits button in the CFEC Permit Worksheet window.

##### C:\5f70df8b390c37452c9d16261e3cf8c4

* Click on the Submit Initial Report button



### ****IFQ Reports****

* Scroll down to the bottom of the screen and click on the Generate IFQ Reports button.



* Notice the status of your IFQ reports state "Not Submitted", this means you have not yet submitted your IFQ Report so carefully review the data.
* Verify that your IFQ information is correct and then click on the Submit IFQ Reports button.



**NOTE:** **In the training environment you will always get a red line error telling you to contact NMFS Enforcement, disregard in this instance.**

##### At the top of the Groundfish Report Display screen you should see an information message that states "IFQ reports submitted".

* Click on the Add/Edit Grading and Pricing button.

##### C:\d94d05231ab3fa4fd8a4d74c9c1e142e

##### Enter the following condition codes, product types, sizing and grading information, sold pounds, and price per sold pound. Click on Save.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Species** | **Sold Condition** | **Product Type** | **Size/Grade** | **Sold Pounds** | **$/lb** |
| 200 | 05 | P | 10-20 | 5200 | 4.00 |
| 200 | 05 | P | 20-30 | 2015 | 4.25 |



##### You will be taken back to the main report screen. Click on the Submit Final Report button.



##### At the top of the report screen verify the report status says Final Report Submitted.



**Now that you have Final Submitted your report, you only have a few things left to do.**

**1) Print your landing receipt by click on the View Receipts to Print button at the bottom of the reports page**

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**2) Print your fish ticket by locating the CFEC Permit Worksheet box and clicking on the fish ticket number in blue text**



**3) Print your Observer Fee PDF by clicking on the View Observer PDF button**

