**TWS Scenario 3: Create a Landing Report – Personal Use Catch**

UserID**: *Autofilled as TENDERMAN*
Password: *sockeye123***

To complete this exercise, you will need:

* A *thumb drive previously prepared for one of the Sunrise Processing tenders using the Processor Tender Interface.*

**Scenario**

For this scenario, you are again the skipper of a tender buying salmon for King Crab Processing. You will complete a landing report for a relatively simple delivery using any vessel and species defaults, and a salmon CFEC permit number, but the fisherman wants to retain a portion of the catch for personal use.

Insert the thumb drive in a USB port, start the program from the batch file on the thumb drive as in previous scenarios, and password ***sockeye123****.*



Click , and click the “**Create a new report**” button in the upper left corner.



Select any CFEC permit card you have in your possession or data enter the following permit and vessel information: **S01K 00119P 1701U** **Rocky Coho,** ADF&G Vessel # **1893,** Vessel Name **Shearwater.** When the new report dialog opens, use a valid training CFEC permit card to swipe a permit card through a magnetic stripe card reader or manually enter the permit/vessel information.

If you manually enter the CFEC permit/ADF&G Vessel information, you will need to enter the gear.



Enter a **Nearest Bay or Headland**, **Date Fishing Began**, and a valid **Stat Area** and **Percent**. The statistical area must be with the CFEC permit area. In the example above, S01K is a salmon purse seine permit for area K – Kodiak. The statistical area you record must be within this area, otherwise you will receive a warning that the statistical area is incorrect.



If you don’t know a valid Stat Area code for the area, you can open a list of statewide stat areas from the Codes menu at the top of the screen.





Scroll down the list to see valid **Stat Area Code**s, but the current version does not include salmon-specific place names commonly used in some management areas. It also includes all Federal and Halibut Commission stat areas so that the valid list can be used in all eLandings applications. You can disregard those others for salmon landings.

When the staff at a buying station or on board a tender make a landing, they should reference the salmon area stat map to locate where the catch were harvested. If not available, use the stat area codes.

Complete the balance of the Vessel page of this report as shown below. Add the **Chill Type**, **two temps** and click on **Brailers Met Criteria**. Please note the two tabs: Vessel and Tally.



Click the Tally tab at the upper left to move to the next screen, then scroll down and select a species and product item from the **Species-Condition-Grading** drop down.



Click on the **Scale Weight** field to position the cursor, and enter a total delivery weight for the species/condition. Hit **Tab** or **Enter** three to move thru the **Number** field. Note that the number field has turned red. This means you have not established an average weight. 

Click on the red cell under **Number** and the cell will turn yellow. The click on the **Avg Wt** button. Record the average weight of 4.2 and click OK. Click back into the **Number** cell and tab thru until the next row, **Scale Weight** is highlighted.



You are now ready to enter the next brailer weights for Pinks/Whole.

Enter 713 lbs. in the **Scale Wgt** and tab thru to **Brailers**. Enter 2 brailers, meaning that two brailer bags were weighed at once.

Return to the **Species – Condition – Grading** selection and choose Kings – Whole. Enter a **Scale Wgt** of 110 lbs. and 13 fish for the **Number.**

NOTE: All king salmon must be counted. No average weight can be established.

Using the Tab or Enter key move thru to the next line all the way to the **Number** cell. Enter 3 in the number cell and move thru to the next line.



Notice the **Disp** field. The Disp field documents the Disposition Code - what was done with the fish. Mostly harvest is sold, but it can be retained for bait in some fisheries, donated, etc. After sold, the most common disposition is retained for personal use. That code is **95**.

Click on the dispostion code of 60 in line # 4. Type in 95 (you will not need to delete the other number) and tab thru to the next column.



Hit **Tab** or **Enter** to move to the next row.

If you use the Personal Use disposition code, you can enter the number of fish only, without the poundage.

This was the last item of harvest for this delivery, so click , and click OK to close the successful save notice (assuming there were no errors).



On the summary tab, you will notice that only the fish actually sold display size/grade information and a sold weight, since there is of course no sale for the retained personal use fish.

When you click the Generate Fish Ticket button, the landing report is first saved, or it displays problems with the report that need to be reviewed and corrected. Once successfully saved, two copies of the PDF fish ticket are generated, ready to print.

When the PDF of the fish ticket is displayed, please review. Note the following:

1. The Mag Stripe was successfully read; you will not need to emboss the CFEC permit about the Vessel information.
2. Two brailers were weighted at once on one line item and each brailer weight met the criteria established by your company.
3. Only the kings had size and grade information so only that weight was carried over to the Sold weight field on the fish ticket. If you add size, grade or price information for the pink salmon, their weight will also display in the sold weight field.
4. Note the average weights. The average weight for Kings is 36.7 lbs. You realize this is NOT correct.



Close the PDF fish ticket using the red **X** located in the upper right hand corner of the display.The tLandings report is still open. You consult your documentation and realize that the number of kings was **13,** not 3. Click into the Number cell for line item 3, the sold kings. Type in 13. You do not need to delete the 3 first. Tab thru to the next line. Click on **Generate Fish Ticket**.

 

The second PDF is now correct and ready to be printed and signed by both the agent for the processor buying the fish and the vessel operator. Notice that the personal use is displayed on the fish ticket separately, as Not Sold.

Close the PDF file and close the landing report. It has already been saved. Just locate the red X in the upper right hand corner of the report and click to close the report.



**Please do not keep landing reports open after they are completed. Close all completed reports.**

This was the last landing of the trip or opener. It is now time to close tLandings. Notice the white X in the upper right hand corner above the colored banner bar.



When you hover over the white X it will turn red. Click the X to close tLandings. It is now time to remove the thumb drive.

In the lower right hand corner of your computer or laptop, you will see the information on date/time. Just above this are icons that assist in management of your machine, such as sound and SAFELY REMOVE HARDWARE AND EJECT MEDIA.



Click on this icon and the machine will search for and find the tLandings thumb drive. Select the thumb drive and a message will be returned that it is safe to remove the thumb drive.

**PLEASE** – DO NOT PULL THE THUMB DRIVE OUT WHILE THE tLANDINGS application is still running. This action could corrupt the thumb drive.

Gather together all signed copies of the landing report fish tickets along with the thumb drive for this trip, place in a plastic bag and take to the seafood office for review and data processing.

The office staff will provide you with a new thumb drive with refreshed fish ticket numbers.