CREATING A POSITIVE REPORT USING THE VESL HARVESTER APPLICATION

The ME DMR VESL Harvester Application uses a dynamic form, which means the fields you are required to fill out are dependent on the gear you select. Only the fields you are required to report will be displayed.

1. After you have logged into (or opened) the application you are presented with three options:
A. "FIND REPORT" allows you to search on previously created reports.
B. "CREATE REPORT" opens the applications reporting screen.
C. "CREATE DID NOT FISH" will bring you to the VESL website (requires active internet connection) to create and submit your "did not fish" reports.


2. Creating a Report
A. After you click on "CREATE REPORT" (in Step 1b above) you will arrive at this screen. Click on "Harvester." Click the drop-down arrow, then click on your name when it pops up.
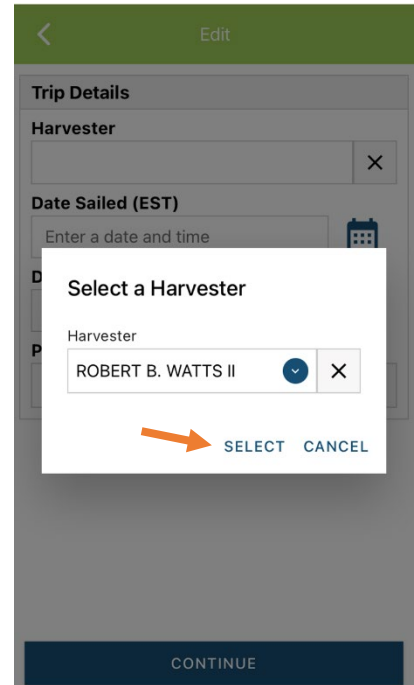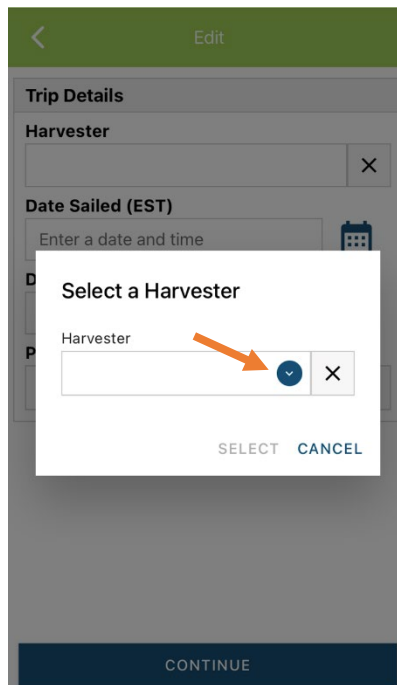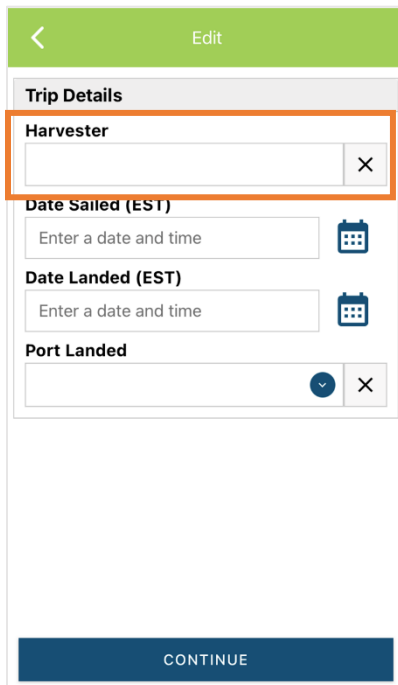
B. Then click on the calendar icon next to "Date Sailed (EST)" to select the date and time you left the dock. A box will pop up showing the month, day, and year. Click "SELECT" once you've chosen the date (you may need to scroll through the available dates). Next you will select the time you left the dock and hit "SELECT" again.
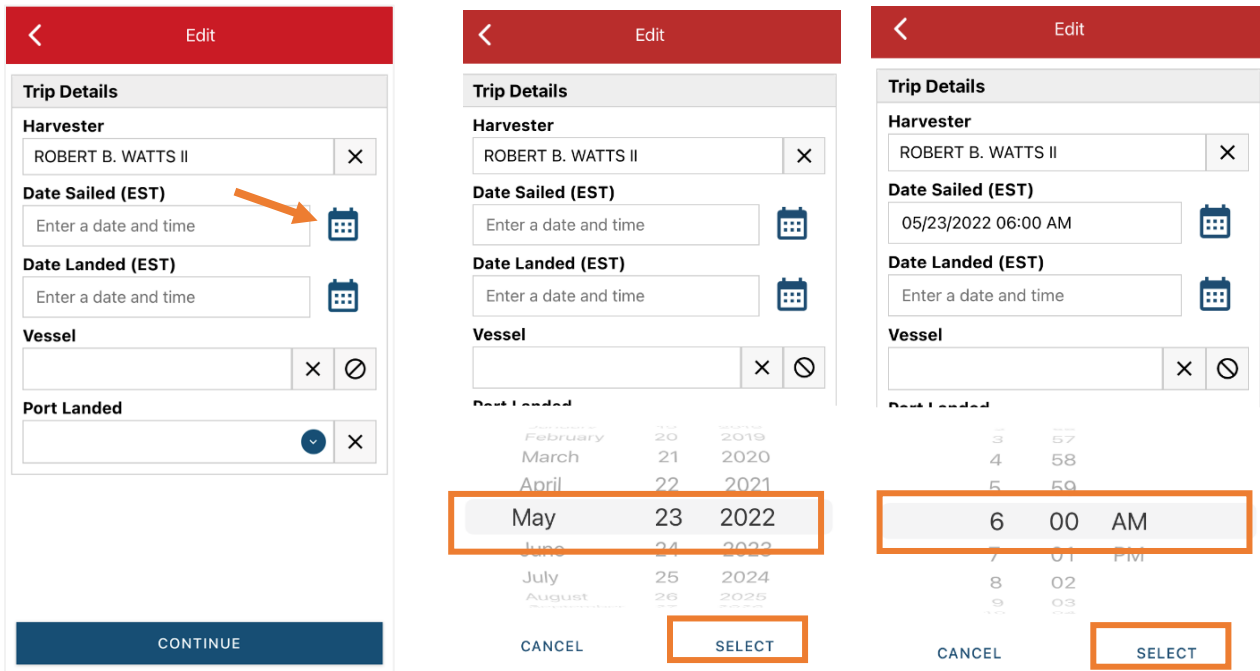

C. Click on the calendar icon next to "Date Landed (EST)" to select the date and time you returned to the dock. Click "SELECT" once you've chosen the date. Next you will choose the time you returned to the dock and hit "SELECT" again.

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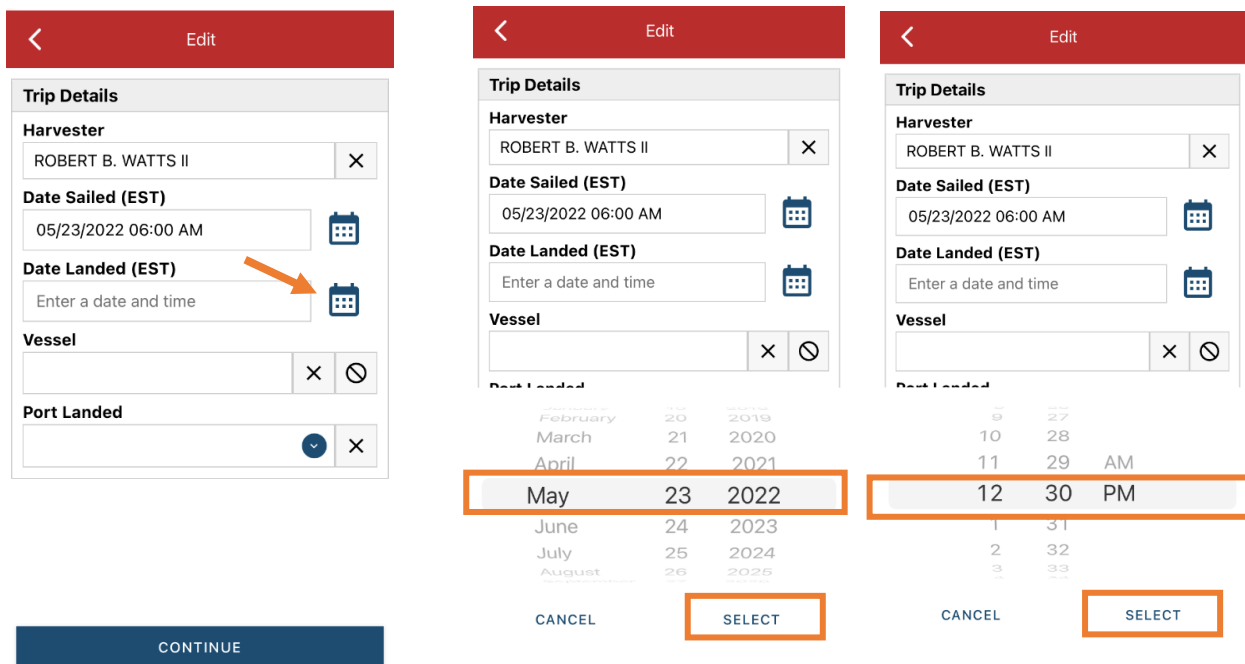
D. Then click in the "Vessel" box to choose your vessel. Click the drop-down arrow to see the list of vessels available. Click the vessel from the list and then click "SELECT" once you choose the vessel.
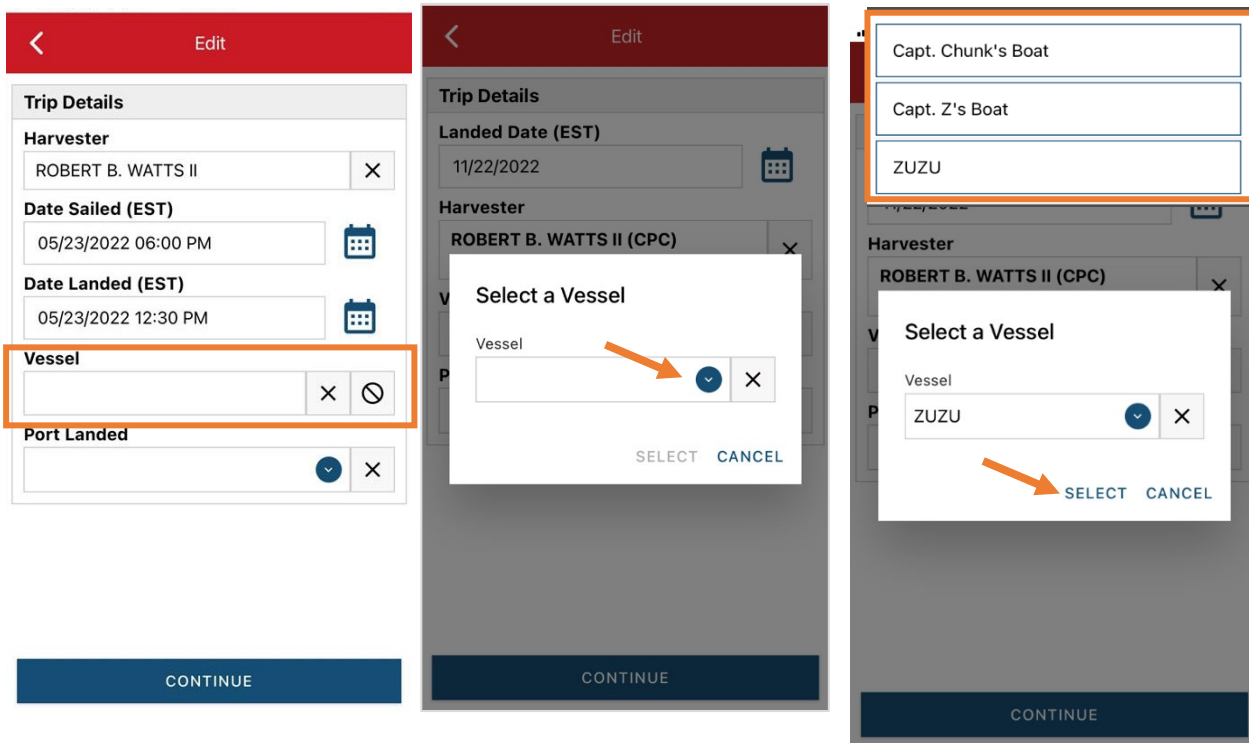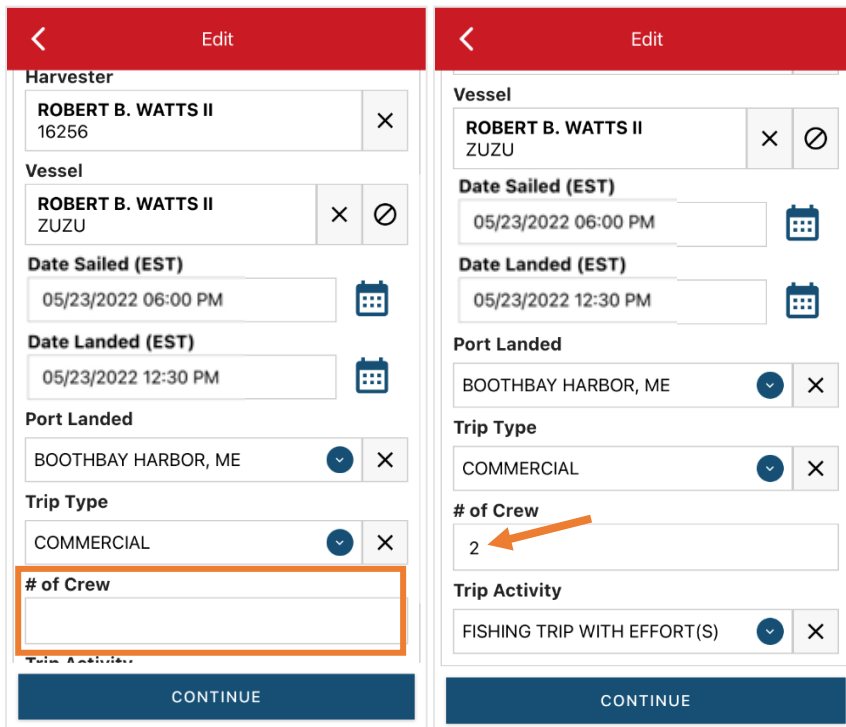

E. Click the drop-down arrow to enter the "Port Landed." You can search for your port in the Search bar on the window that opens. When you see your Port in the list, click on it
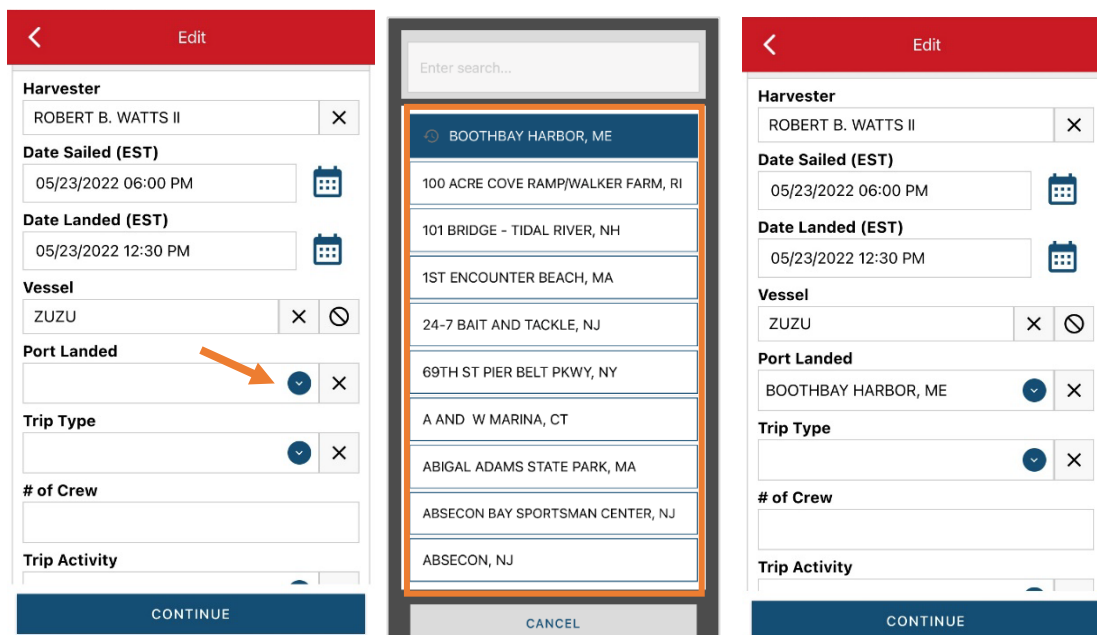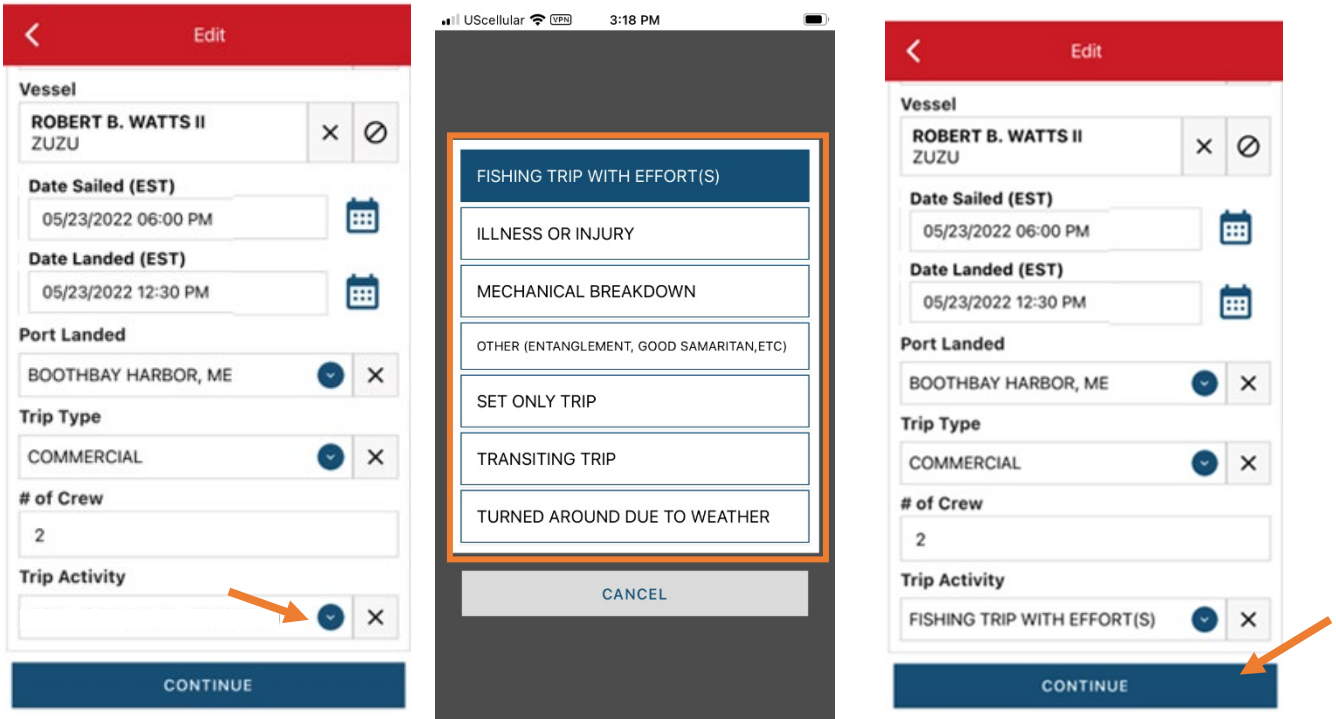
F. Click on the drop-down arrow for "Trip Type" A list will appear. Click the approportiate "Trip Type" from the screen that pops up.
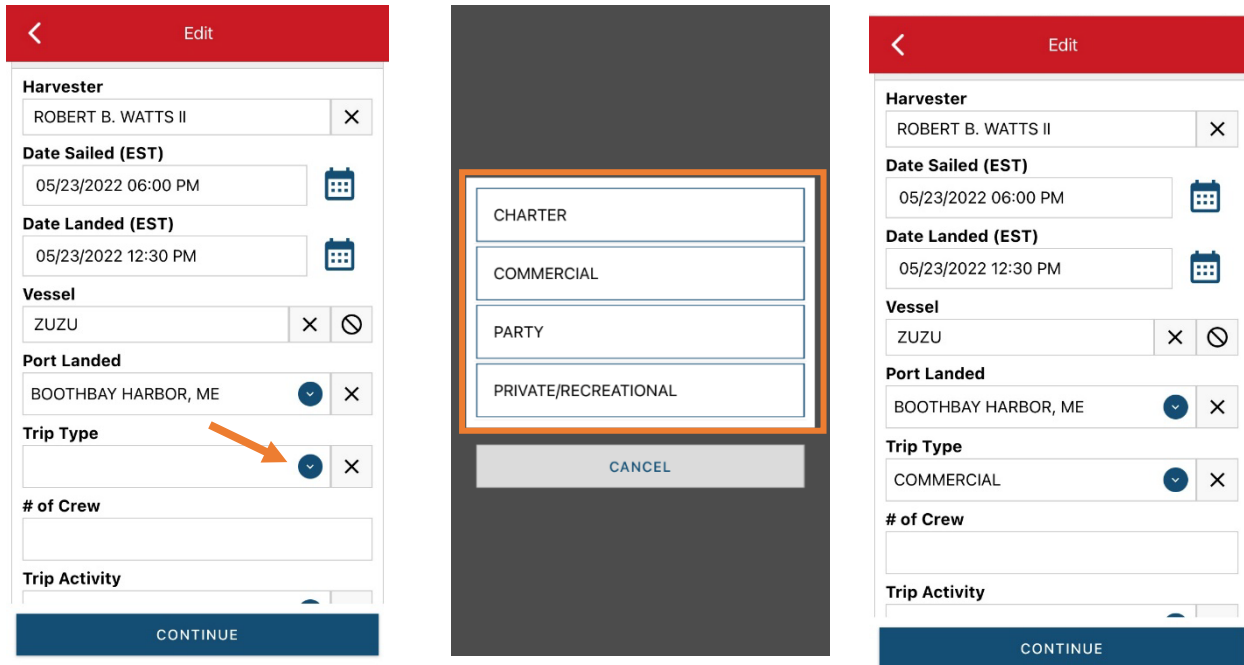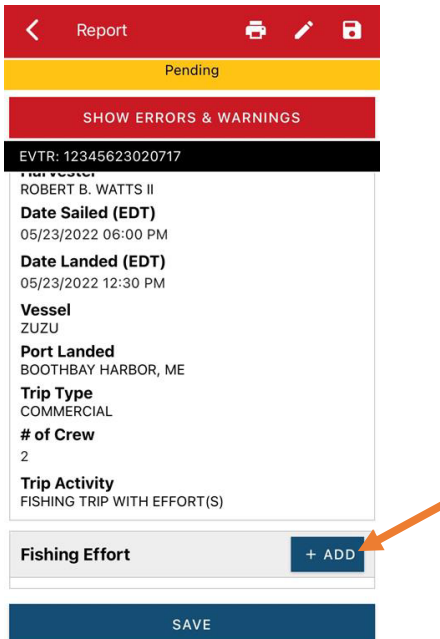

G. Enter the number of crew (including the captain in the count).

H.   Next, click the drop-down arrow and click on the approportiate "Trip Activity" from the screen that pops up. Then click "CONTINUE."


I.   After clicking "CONTINUE," you will be able to add your effort information by clicking on the "+ ADD" button next to "Fishing Effort."

J. First, pick your gear by clicking on the drop-down arrow for "Gear Type." You can start typing the gear name into the search field. Click on the applicable gear type from the list. Once you do this, more effort fields will appear.
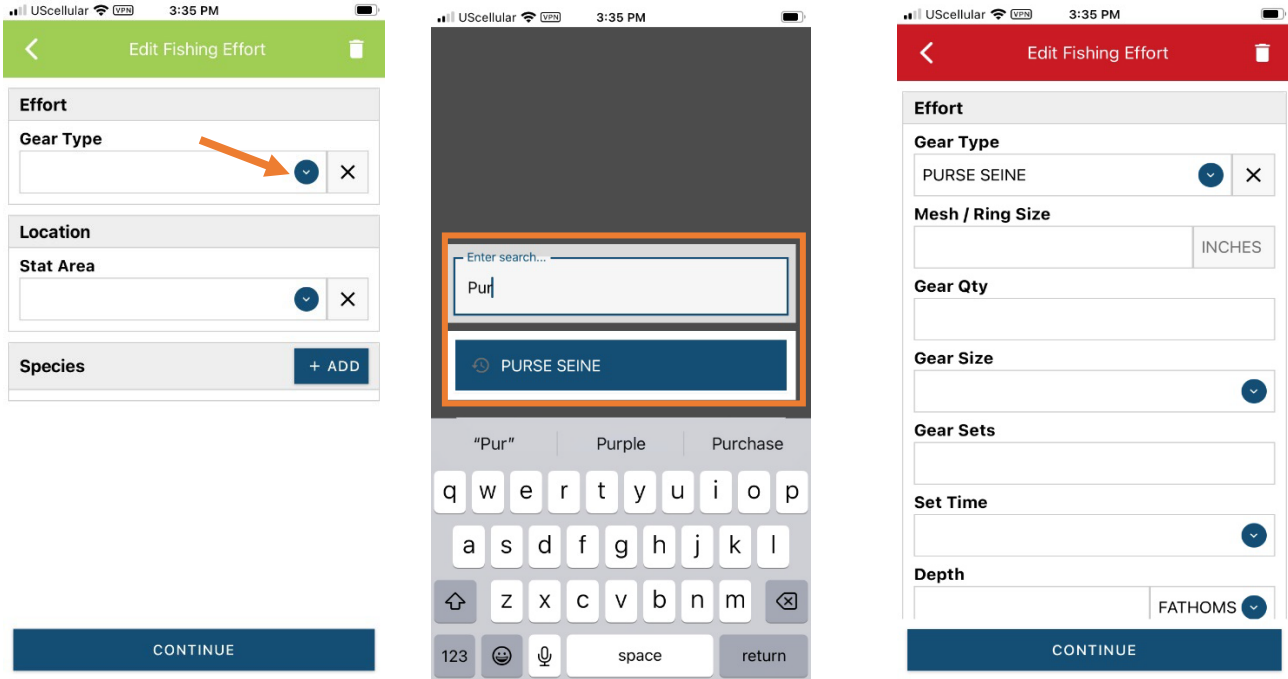
K. Type in your "Mesh/Ring Size (mesh netting size). The units for "Mesh/Ring size are defaulted to inches and cannot be changed.
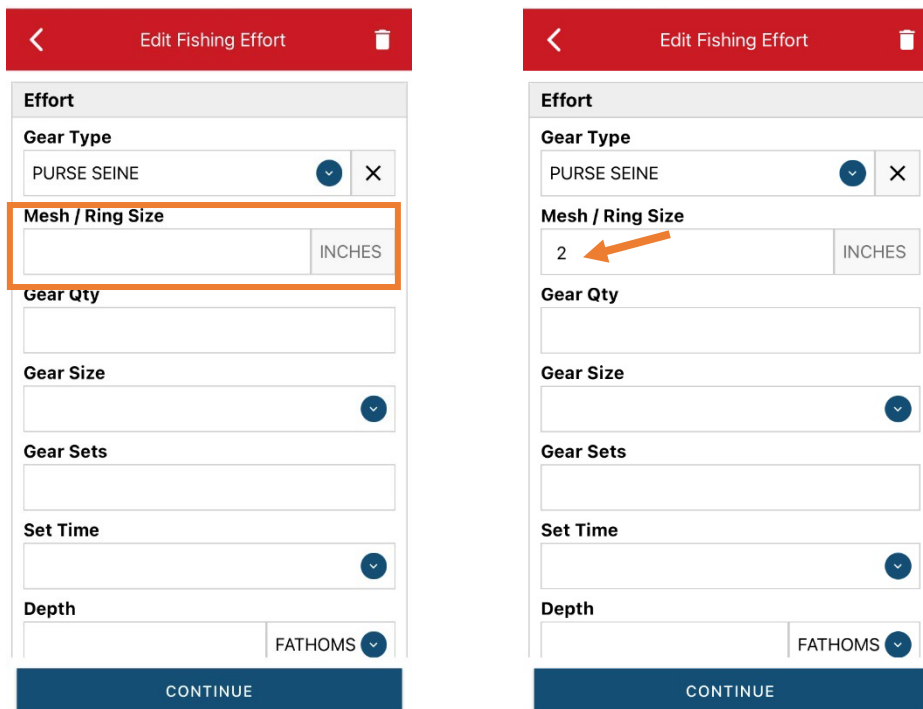
L. For the "Gear QTY" Enter the number of nets/seins you had in the water (usually 1).

M. For "Gear Size: you will enter purse seine/netting length in feet.

N. For "Gear Sets" enter the number of times you set your net during this trip.

O. Next, click on the drop-down arrow for "Set Time" to enter the average time the seine was in the water for each set. You will need to select your "Set Time Units" (hrs, days, mins) first, then you can enter the corresponding time.

P. Next, enter the "Depth." The depth unit is defaulted to FATHOMS. To change this, click on the drop-down arrow. You will then choose the applicable depth unit and enter your depth.

Q. Next is your "Fishing Location." You can either use the map function or manually enter the latitude/longitude into the two boxes under "Fishing Location."

Using the Map Function if you are not actively fishing:

The map will appear. Use two fingers to zoom in on the area you were fishing, then click on the map. A red pin will drop. Click "SELECT" and the lat/long will populate into the "Fishing Location."

Click on the map symbol to use the map function.
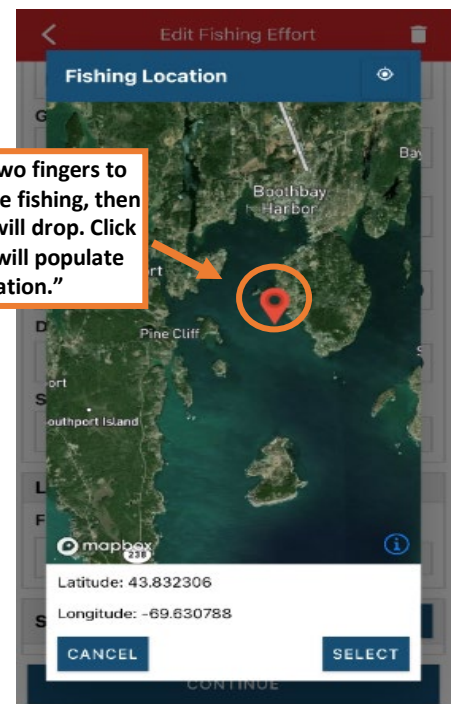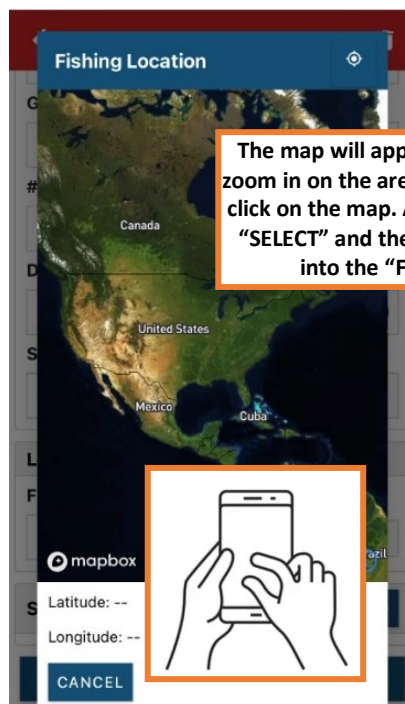
Using the Map Function if you are actively fishing:

The map will appear. Click on the compass at the top right of the map. A pin will drop based on where you are currently located. Click "SELECT" and the lat/long will populate into the "Fishing Location."

Click on the map symbol to use the map function.
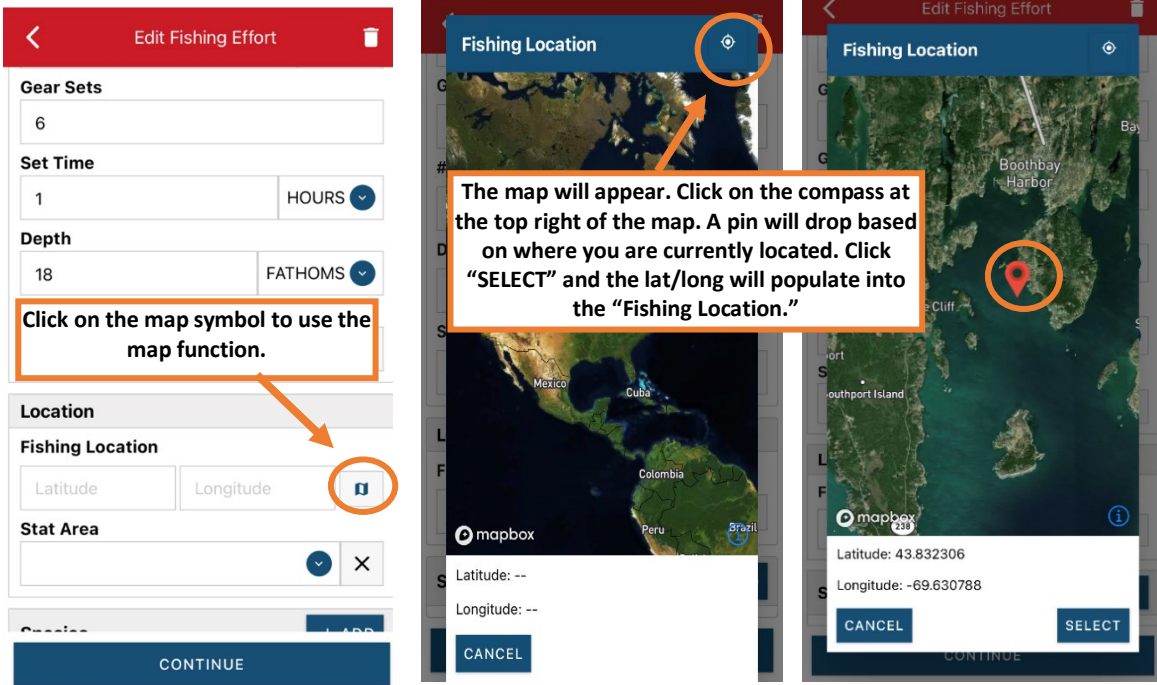
R. Next, enter the federal "Stat Area." Click the drop-down arrow and a list of stat areas will appear. Type your stat area into the search box or scroll through the list. Click the correct stat area once you've found it.
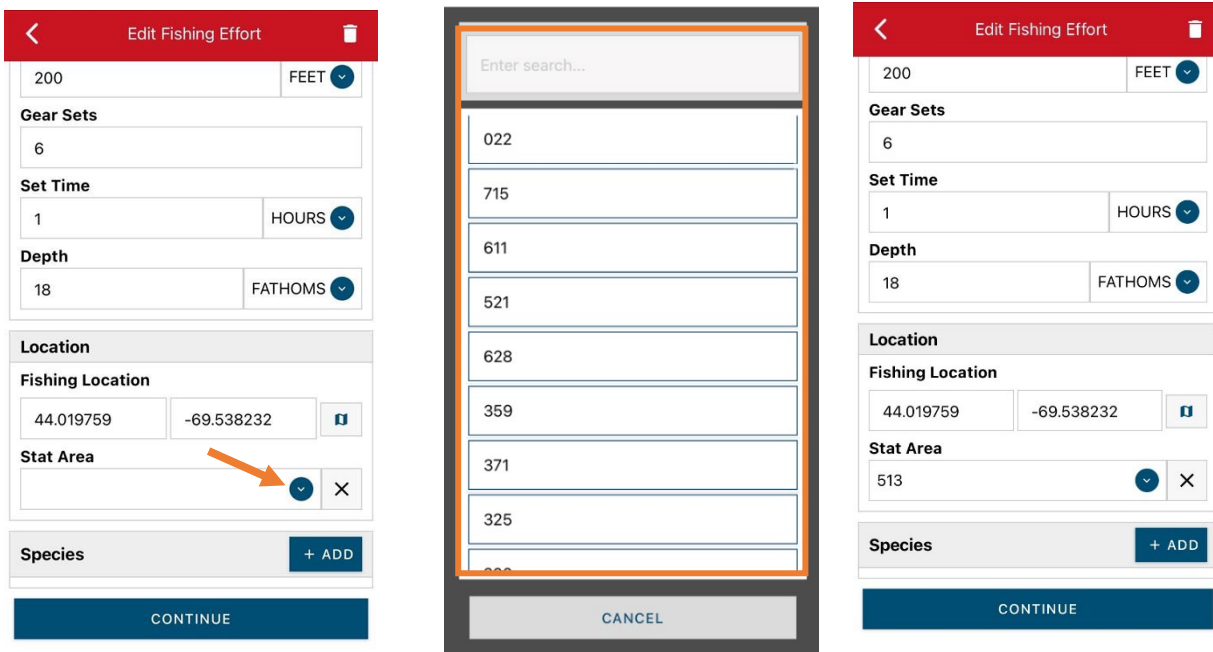
S. Next, click the "+ ADD" button next to the "Species." Click the drop-down arrow for "Species," then in the search box start typing the species name. You can also scroll through the list. Once you find the species you want to report, click on the species name.
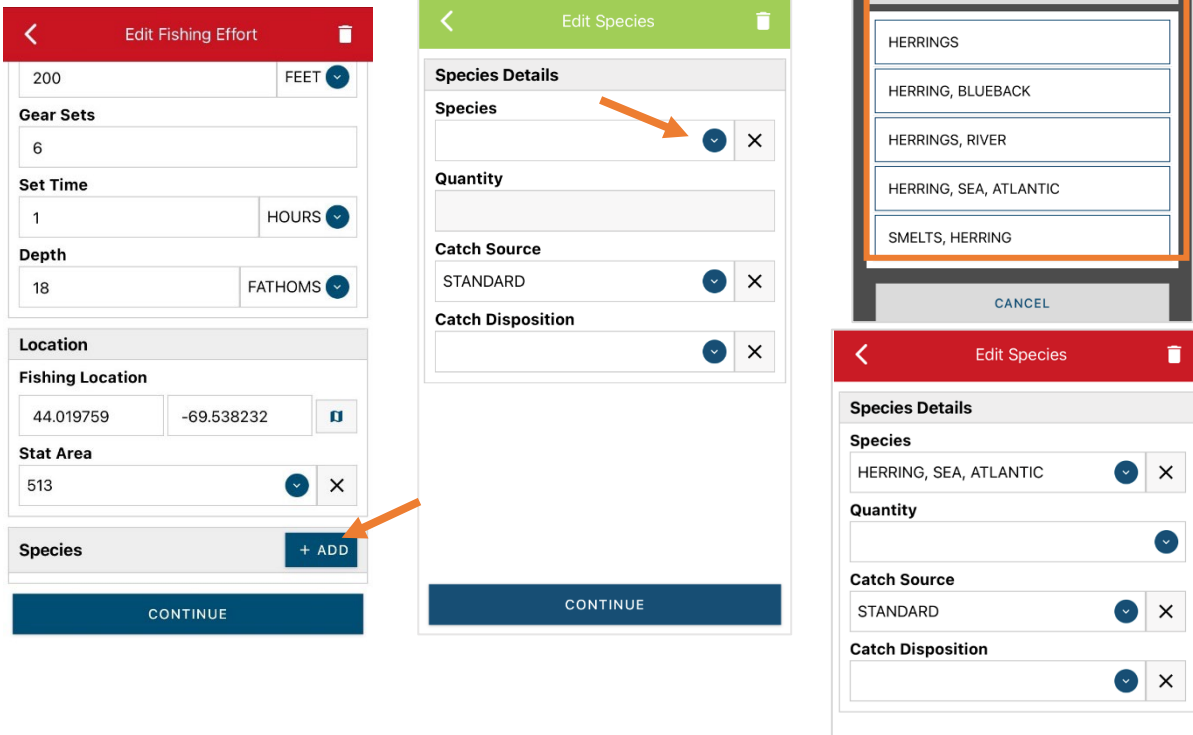

T. Next, click on the drop-down arrow for the "Quantity" field. You will be prompted to pick the "Quantity Units" before entering a value, so click on the applicable unit from the list and then type in the total "Quantity" you landed. One barrel is 350 lbs, one bushel is 70 lbs, one barrel is 5 bushels.
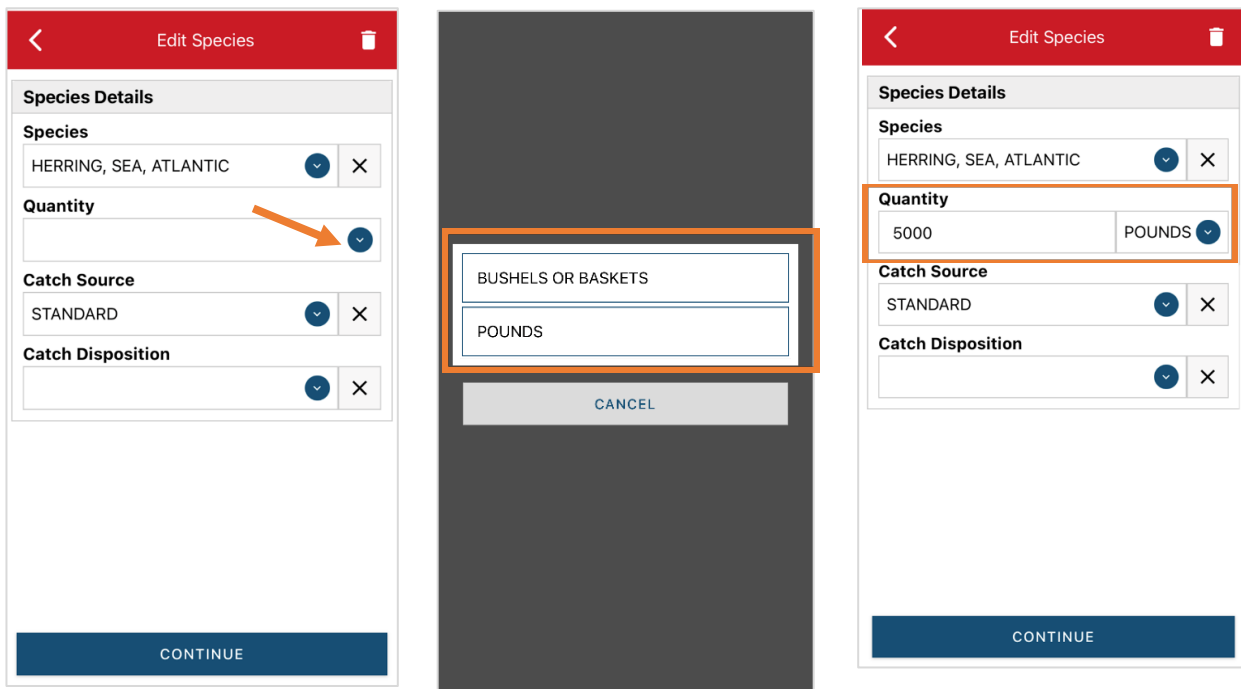
U. Next, select the drop-down arrow for the "Catch Source." This is defaulted to "STANDARD" so you can skip this field if this describes your catch. This field indicates if the catch you are reporting on were carred (held from multiple trips), or standard (from that day's trip).
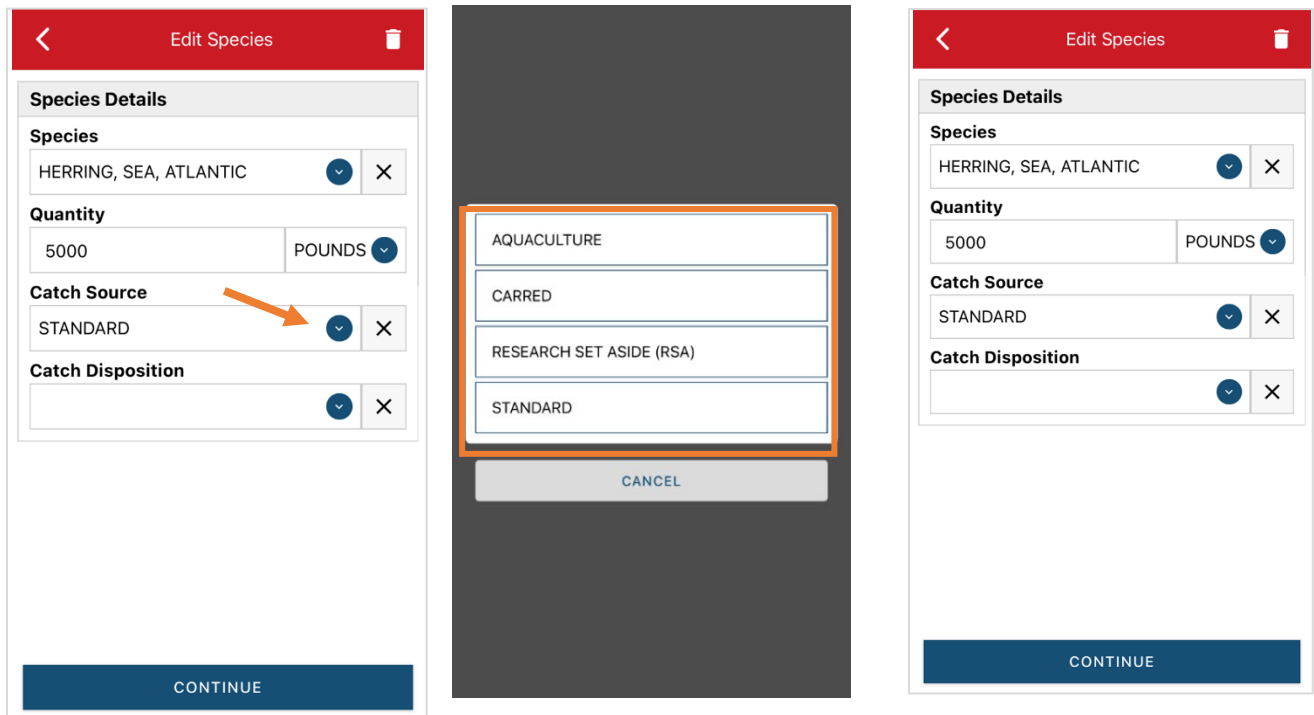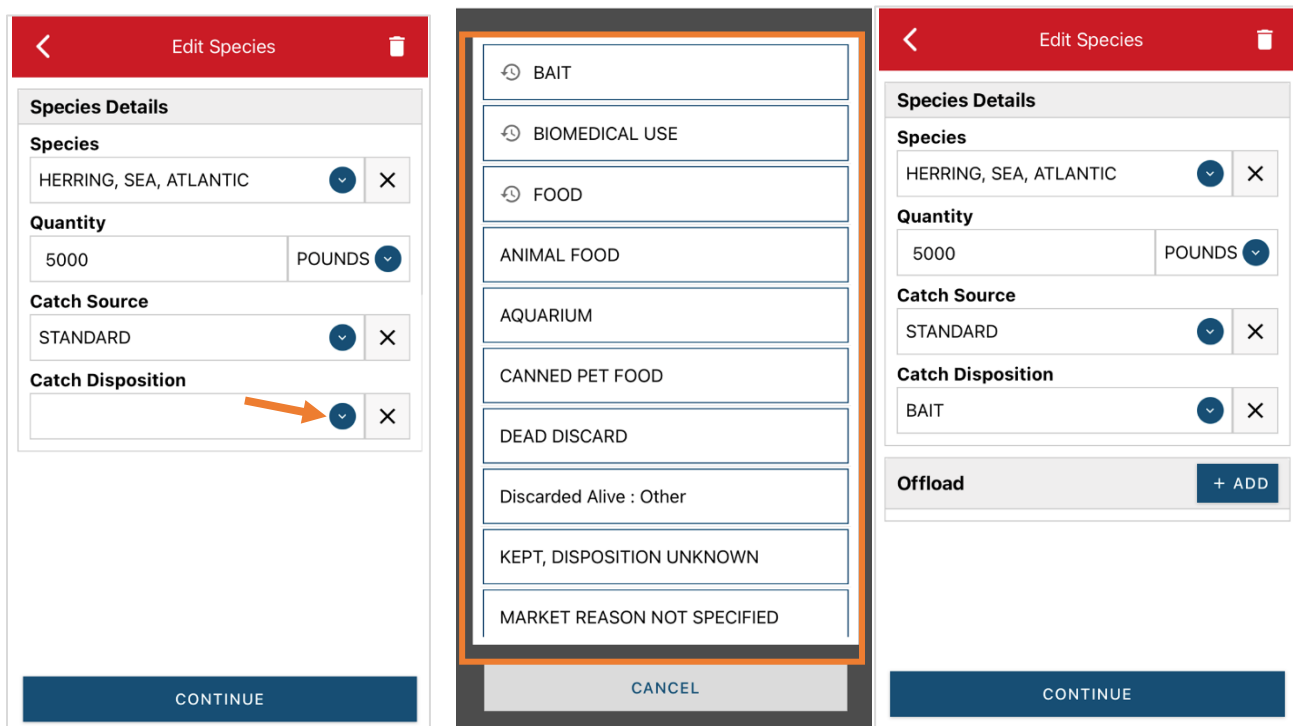

V. Next, you will choose your "Catch Disposition." This is where you declare what the products end use was. Herring is always BAIT. Click the drop-down arrow to choose and select BAIT from the list.

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W. Next you will enter your "Offload," which is what you did with the herring. Click on the "+ ADD" box.

X. Next you will enter your "Sale Disposition." Click on the drop-down arrow and a box will pop-up with dispositions to choose from. If you sold to a dealer, select "SOLD TO DEALER" from the list that pops up. Choose No Sale – Retained if you kept the herring for your own bait.
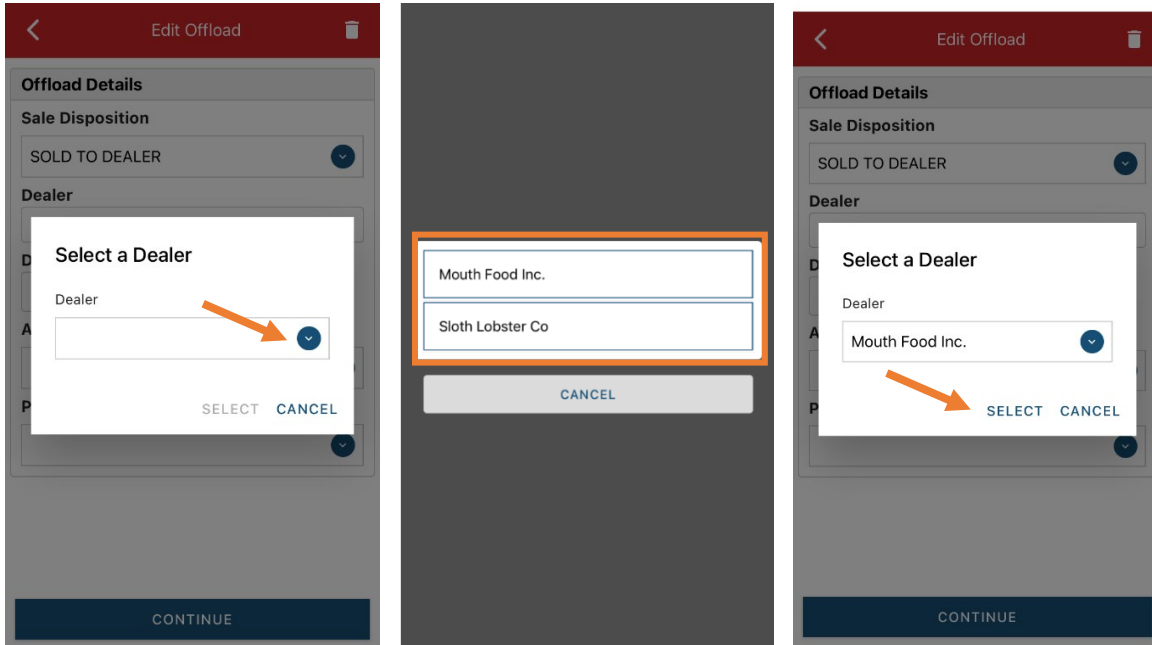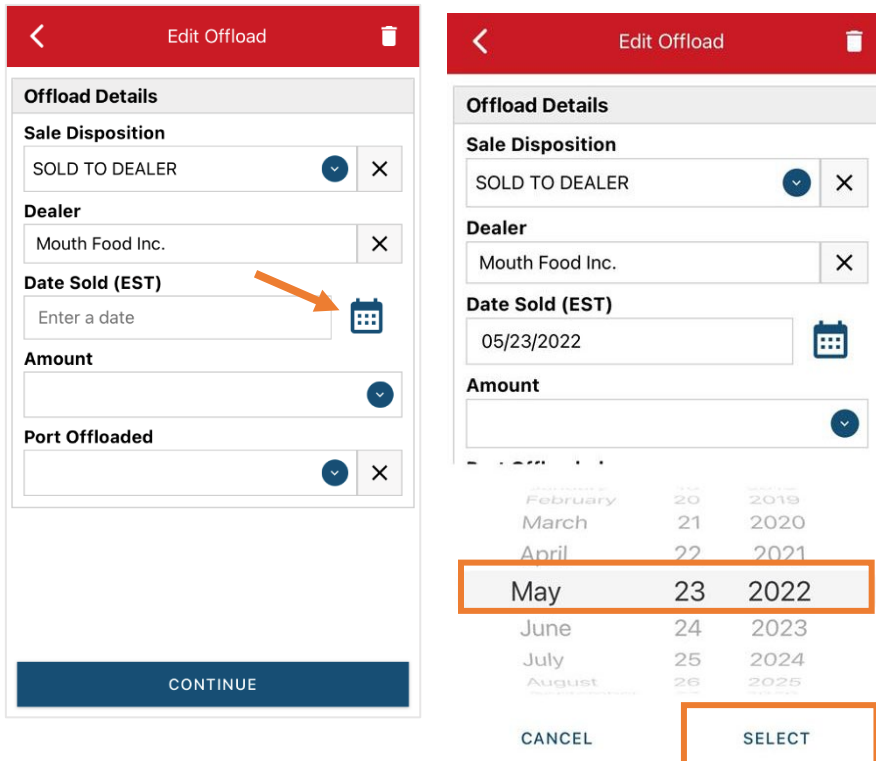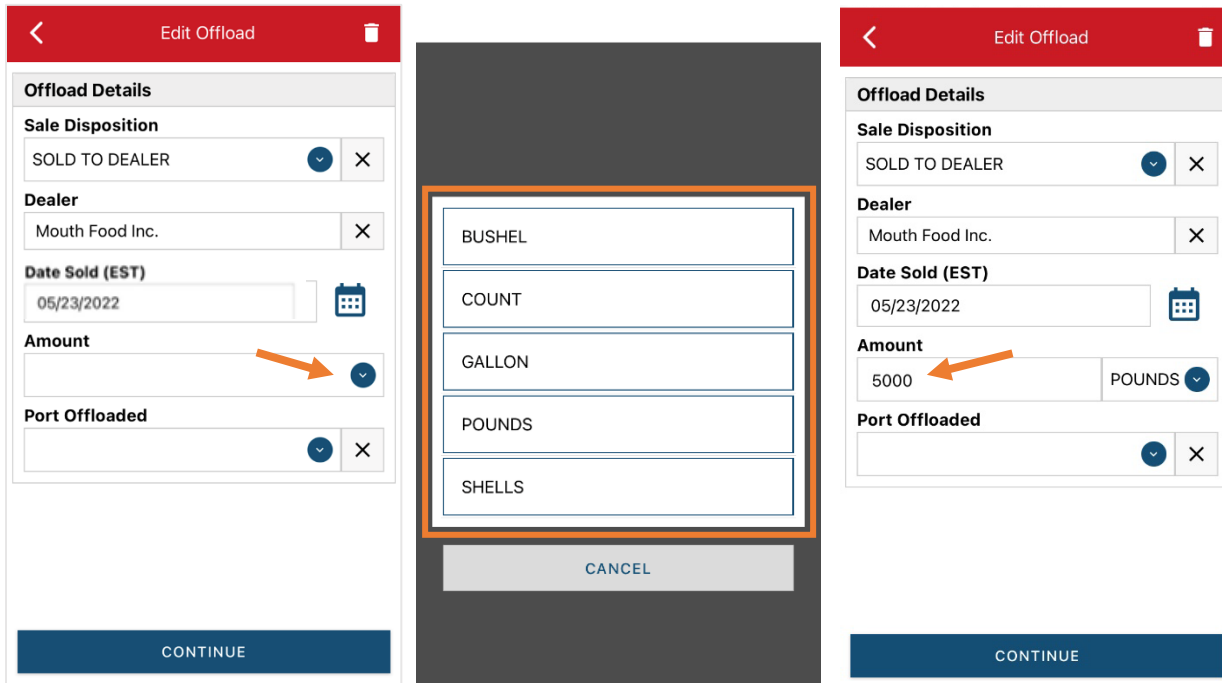
Y. Click on the drop-down arrow and you can search or scroll through the list of dealers. Click on the dealer you sold to once you find them in the list and then click "SELECT."


Z. Next you will enter a date sold. Click on the calendar icon and choose your date. Click on "SELECT" once you have your date selected.

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AA. Now you will add the amount you sold on this Offload. Click on the drop-down arrow for "Amount" and you will choose the units for amount sold. Once you've chosen the units, you can enter the amount you sold. *If all of your catch was sold to one dealer, you'd enter the total quantity landed for your trip in this field. If you sold to more than one dealer or had more than one "Sale Disposition" for this trip (ex: sold to dealer and kept for bait), you would only enter the amount sold on this Offload as it applies to the "Sale Disposition" you've selected.* For this example, the total pounds landed this day were 5,000 and were all sold to this dealer.

BB. Next, click on the drop-down arrow for the "Port Offloaded." You can start typing your Port into the search bar. Once you see your Port, click on it. Then click "CONTINUE" when the "Port Offloaded" has been selected.
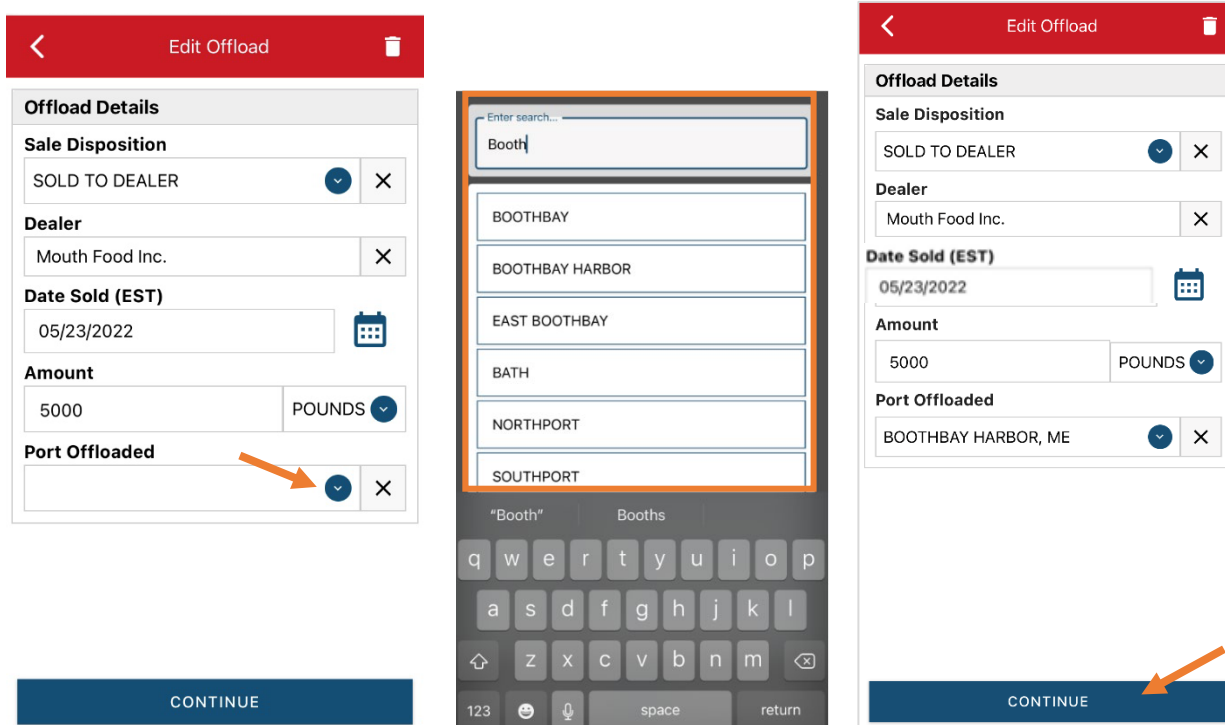
CC. If you had more than one "Sale Disposition" for your trip (for example, Sold to Dealer and also retained for bait), click "+ ADD" to add another Offload. When you have added all of your offload information, click "CONTINUE."

Click "+ADD" to enter additional offload information (for example, if you sold to another dealer or kept as bait).

Click "CONTINUE" to submit and save your report OR to add additional information.

DD. You will return to the Fishing Effort screen after clicking continue, where you can review effort information for accuracy. If you need to add another species (for example, menhaden) click "+ADD" next to "Species." Otherwise, click "CONTINUE" again.

EE. Once you click "CONTINUE," you will click "SAVE" at the bottom of your screen or the disk icon in the upper right corner. You will see a spinning wheel. Click "SUBMIT".
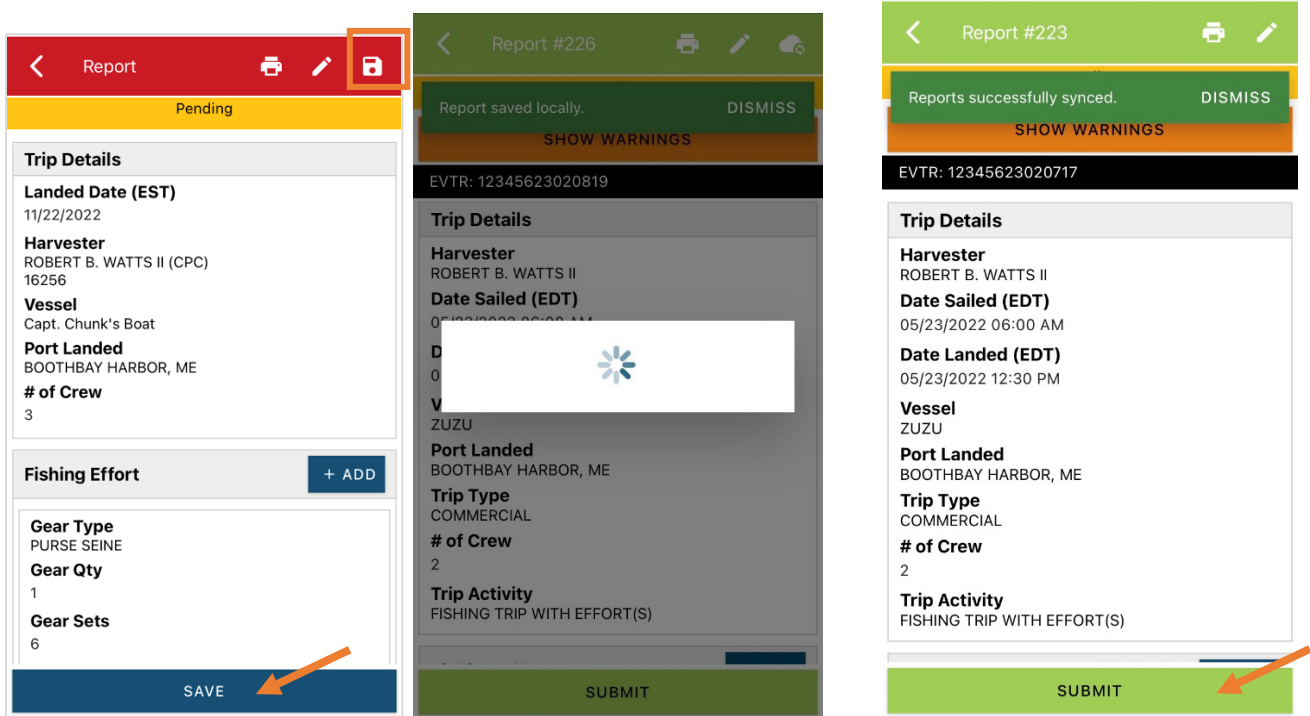

FF. After you click "SUBMIT" at the bottom of the screen, you will receive the following error message*. Click "YES." The report will upload immediately if you are connected to the internet/have cell service, or it will save to your phone until you are connected to the internet/regain cell service and go back into the application. If you are not connected to the internet when completing your report, you will need to open the program when reconnected to the internet/regain cell service to automatically submit any unsent reports.
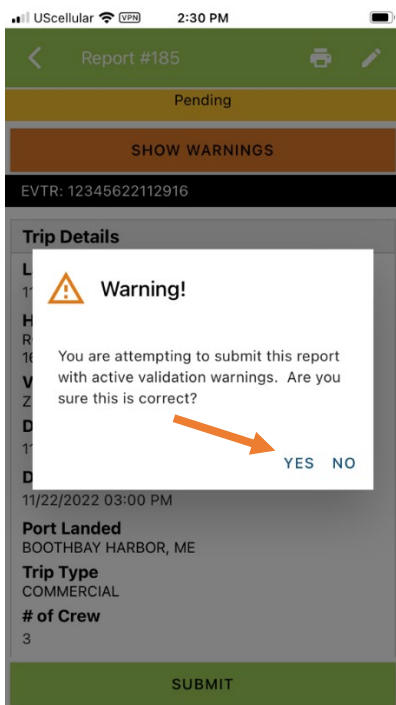
*The error message refers to the following warning: By submitting I certify that the vessel trip information I am providing is true, complete, and correct to the best of my knowledge

GG. Once the report is submitted, click on the back arrow in the upper left corner and you will return to the home screen where you can submit more or find previously submitted reports. You will see "WITHDRAW" at the bottom of the screen. You should only click this if you've realized that you entered something incorrectly and need to update your report.
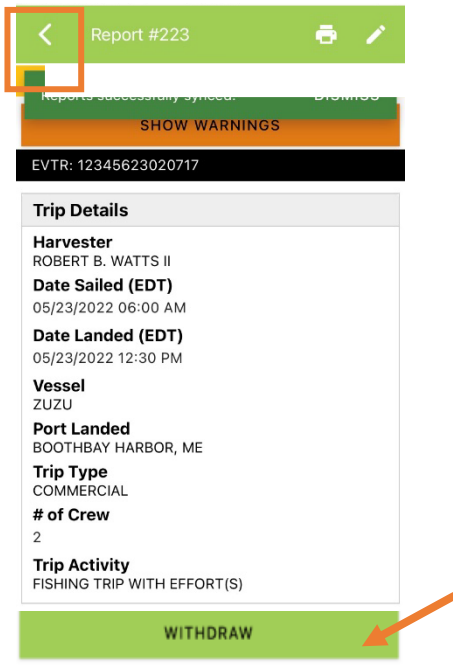
TIPS FOR CREATING A POSITIVE REPORT USING THE VESL HARVESTER APPLICATION

Frequent Selections:

After your first submission, the program remembers your frequently selected gear types, species, catch disposition and port landed. These selections float to the top of the list to make it easier to report.

Entering fields correctly

For more information on what values to enter in each field of your report, please see NOAA Fisheries' Electronic Vessel Trip Report (eVTR) Reporting Instructions. Relevant information can be found on pages 16 – 21. **For lobster/crab reporting, refer to the instructions for pot gear, not traps.** If the link above does not work, click here and navigate to the Electronic Vessel trip Reporting (eVTR) Instructions link on that page: