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.

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.
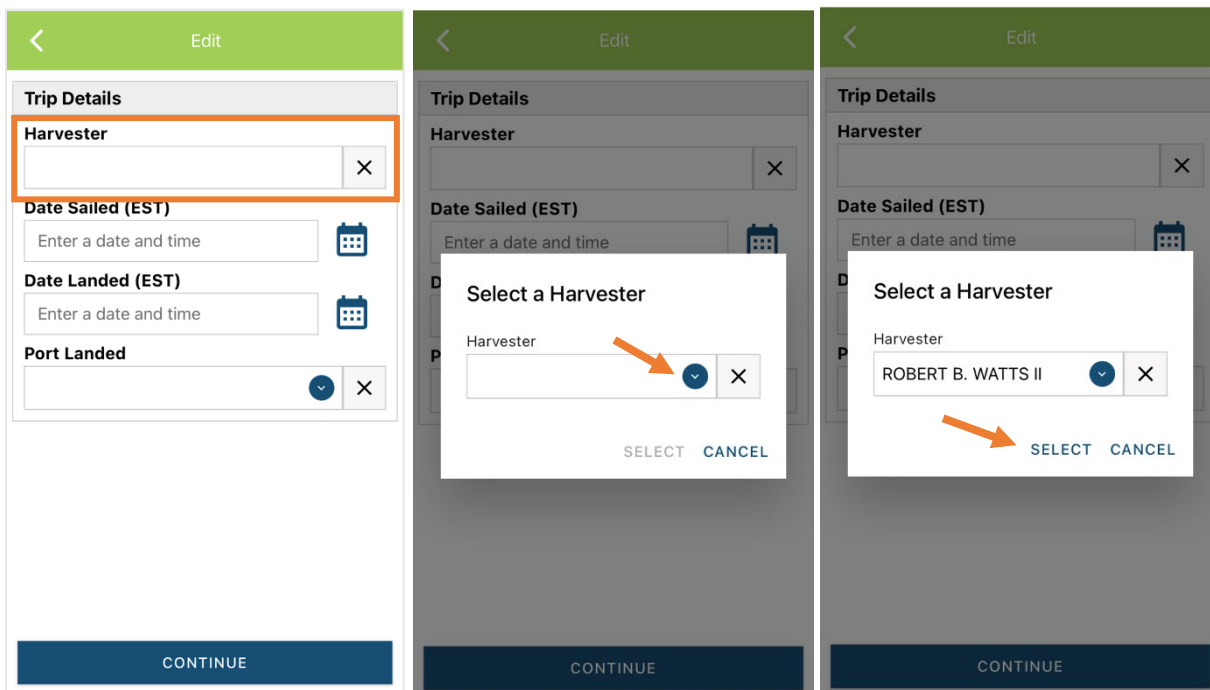
B. Then click on the calendar icon next to "Date Sailed (EST)" to select the date and time you left the dock. A box will pop up showing the month, day, and year. Click "SELECT" once you've chosen the date (you may need to scroll through the available dates). Next you will select the time you left the dock and hit "SELECT" again.
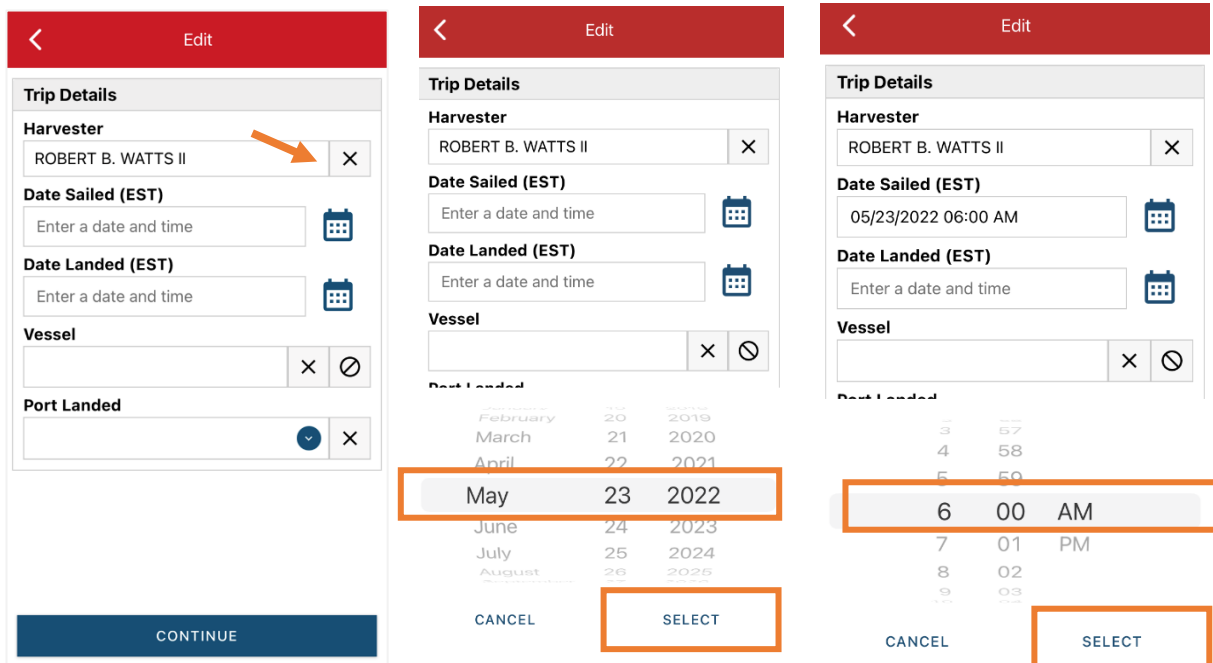

C. Click on the calendar icon next to "Date Landed (EST)" to select the date and time you returned to the dock. Click "SELECT" once you've chosen the date. Next you will choose the time you returned to the dock and hit "SELECT" again.
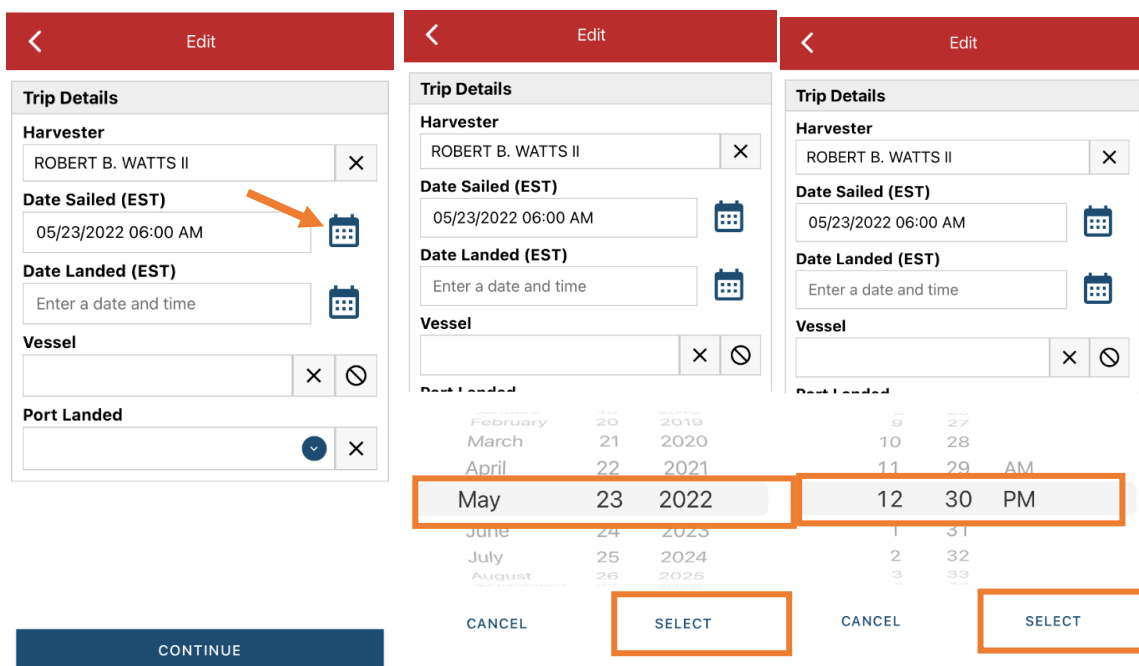
D. Click the "Vessel" box to choose your vessel. Click the drop-down arrow to see the list of vessels available. Click the vessel from the list and then click "SELECT" once you choose the vessel.
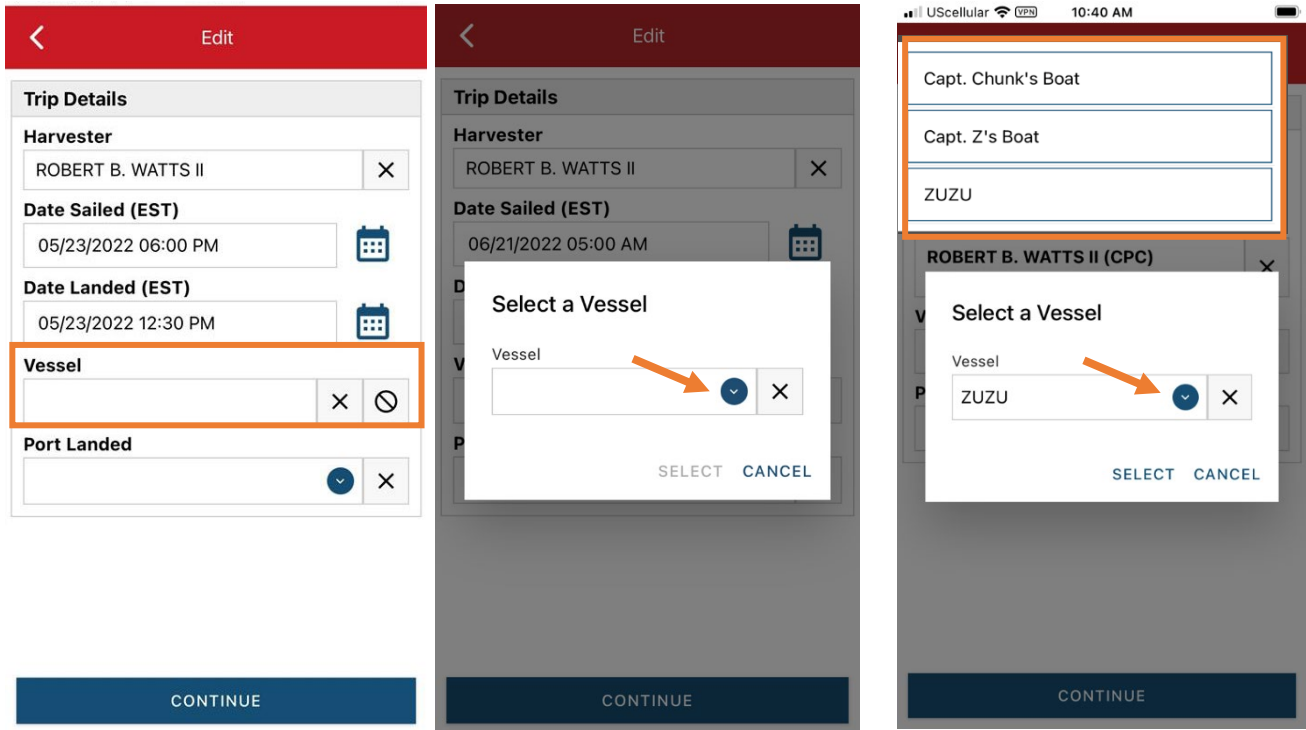
E. Click the drop-down arrow to enter the "Port Landed." You can search for your port in the Search bar on the window that opens. When you see your Port in the list, click on it.
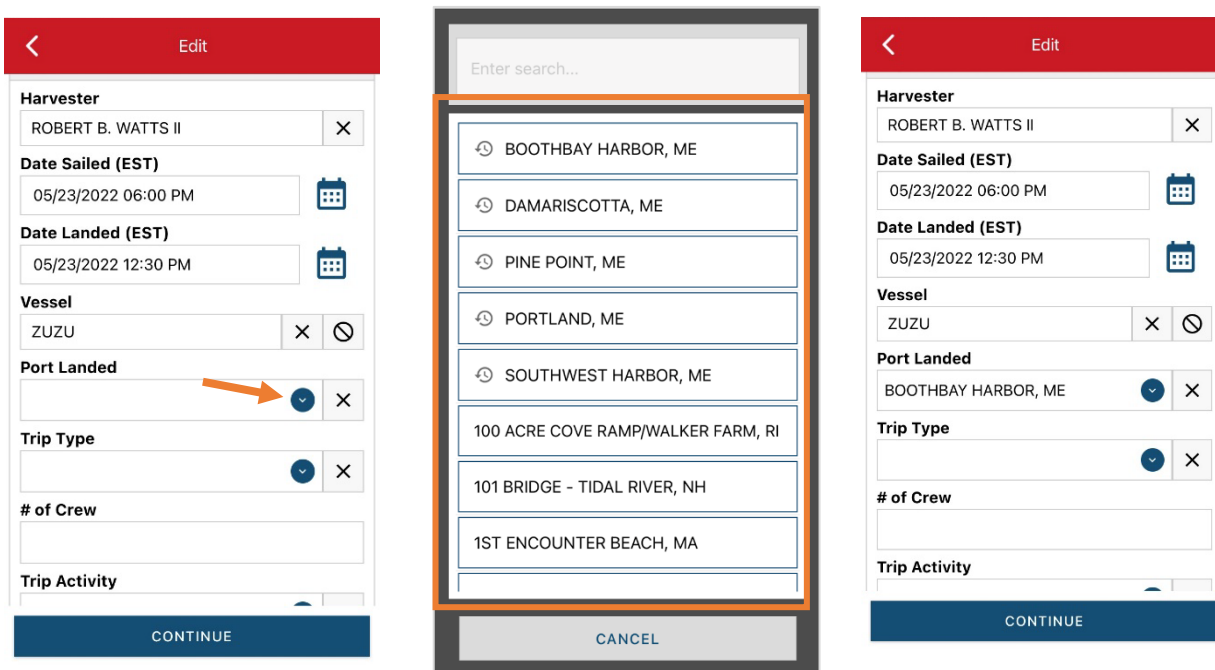
F. Click the "Trip Type" drop-down arrow and select the approportiate "Trip Type" from the screen that pops up.

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

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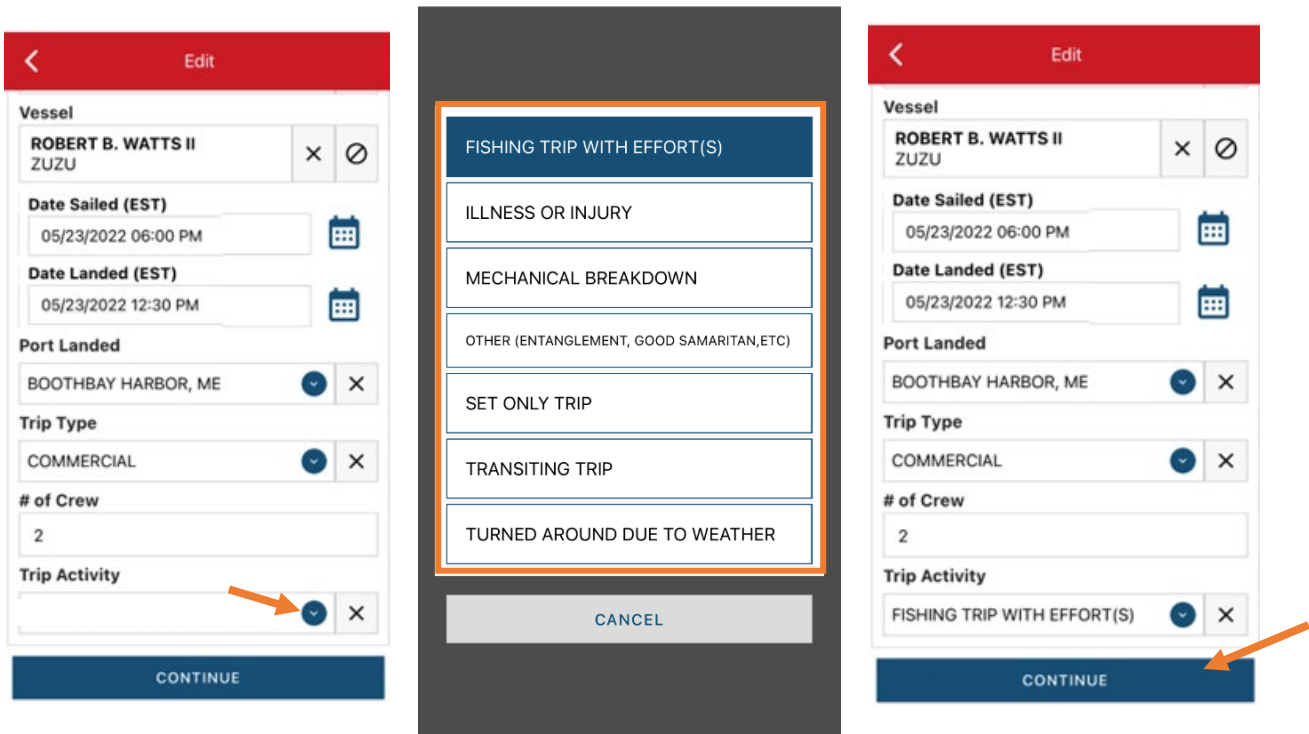

I. After clicking "CONTINUE," you will see the information you just entered. Scroll down until you see where it reads, "Fishing Effort." Add your effort information by clicking on the "+ ADD" button next to "Fishing Effort."
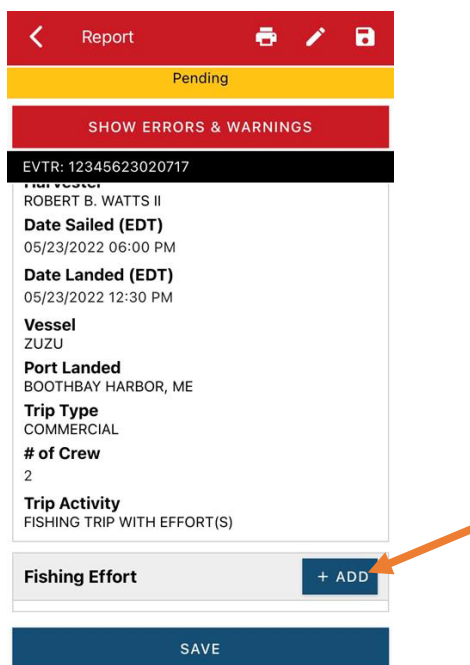
J. First, pick your gear by clicking on the drop-down arrow for "Gear Type." You can start typing the gear name into the search field. Click on the applicable gear type from the list. Once you do this, more effort fields will appear.
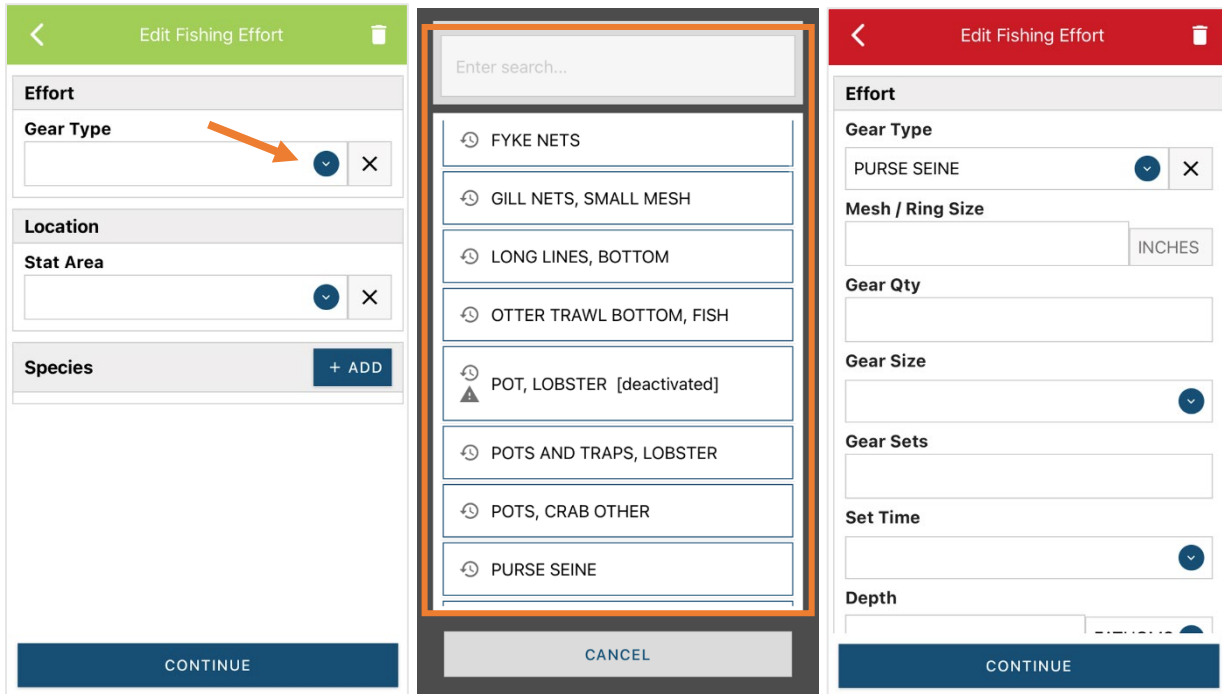
K. Enter the "Mesh/Ring Size" (the nets mesh size). The units for "Mesh/Ring Size" are defaulted to inches and cannot be changed
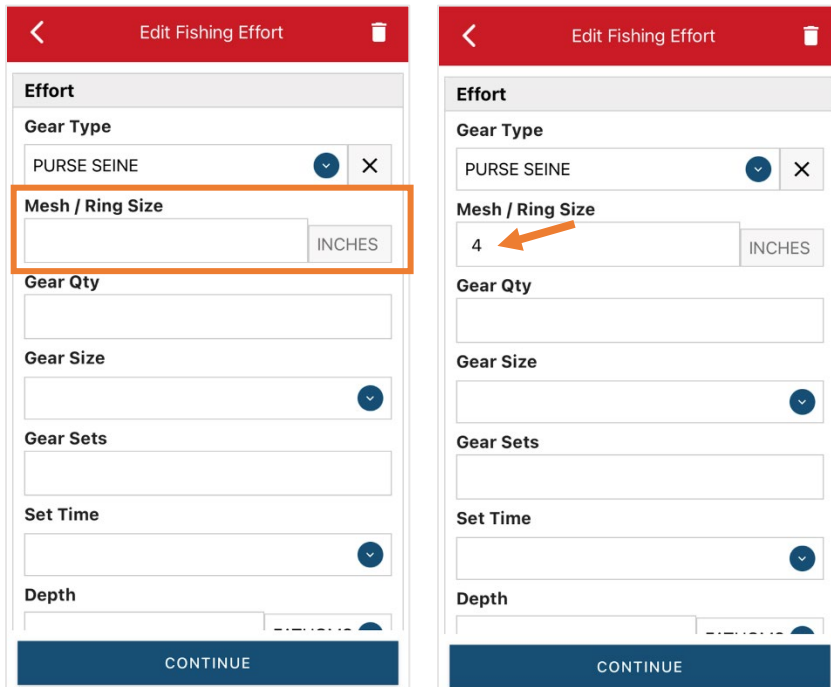
L. For "Gear Qty," enter the number of nets you had in the water at once.

M. For "Gear Size," you will enter the length of the head rope, in feet. Click the drop-down arrow for "Gear Size" and choose the appropriate unit (feet) from the list that appears. Then enter the value in the "Gear Size" box.

N. In the "Gear Sets" box, enter the number of times you set your net.

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

P. Scroll down and then enter the "Depth" by clicking the drop-down arrow for depth unit. 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.
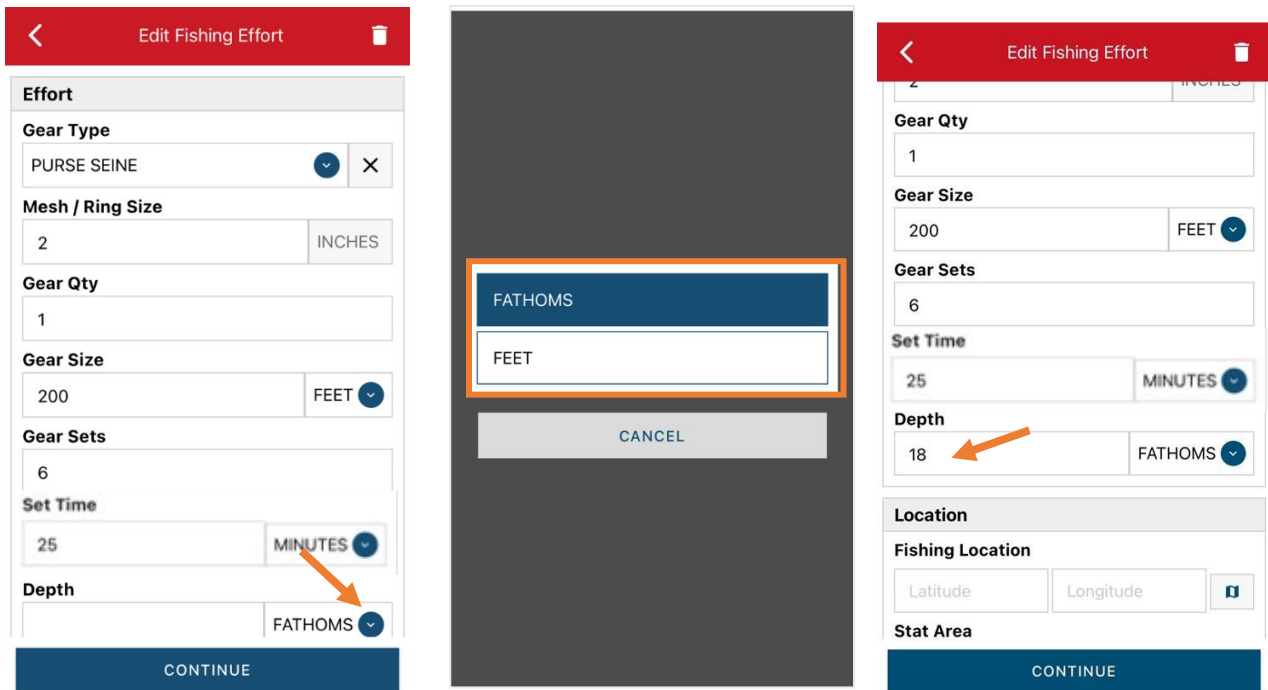
Q. Next, scroll down to enter your "Fishing Location." You can either use the map function or manually enter the latitude/longitude into the two boxes under "Fishing Location."

Using the Map Function if you are not actively fishing:
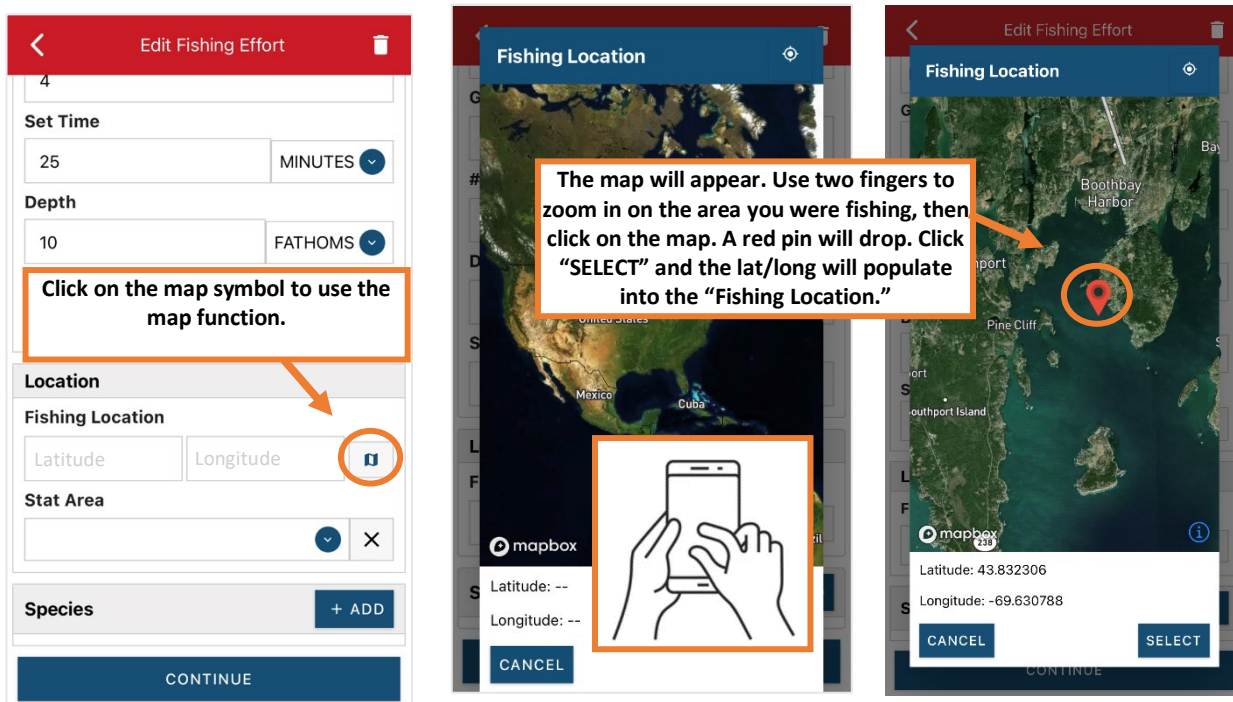
Using the Map Function if you are actively fishing:

Click on the map symbol to use the map function.

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."
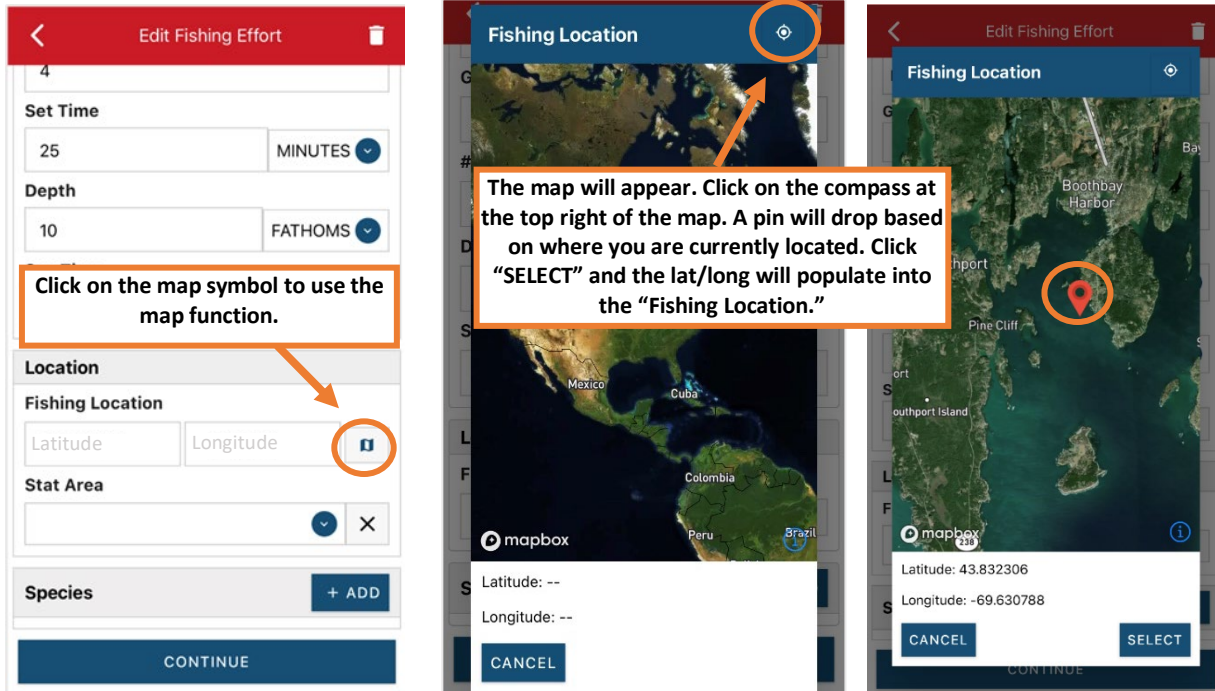
R. Next, enter the federal "Stat Area." Click the drop-down arrow and a list of stat areas will appear. Type your stat area into the search box or scroll through the list. Click the correct stat area once you've found it.
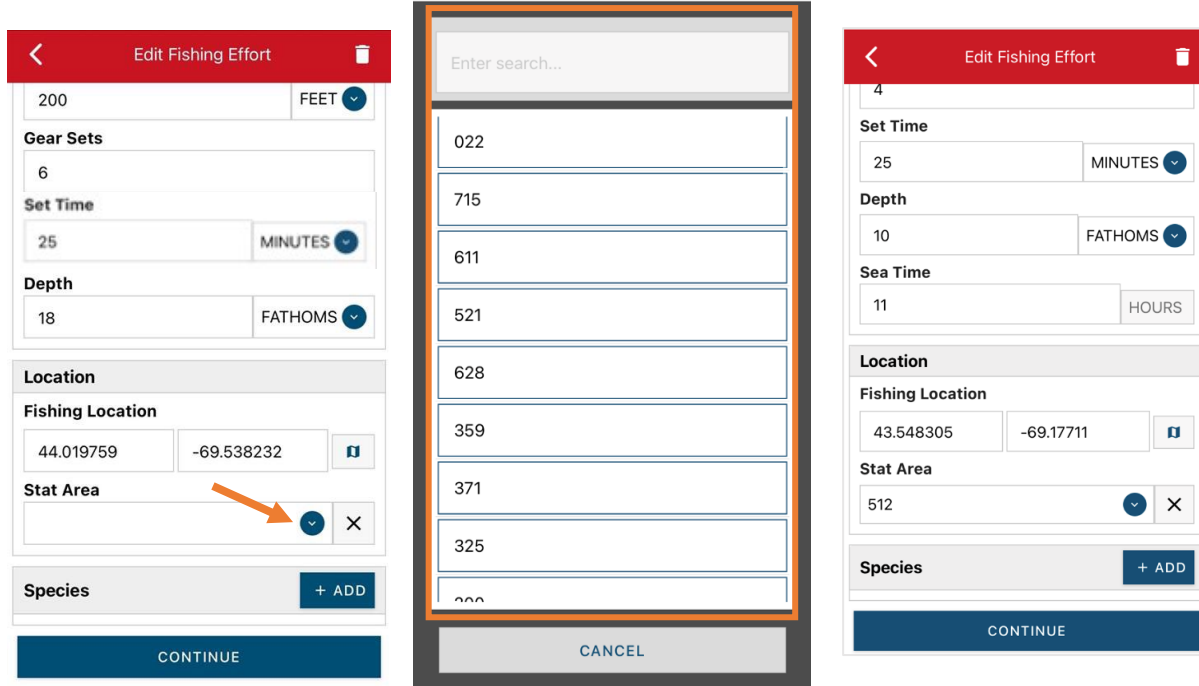
S. Next, click the "+ ADD" button next to the "Species." Click the drop-down arrow for "Species," then in the search box start typing the species name. You can also scroll through the list. Once you find the species you want to report, click on the species name.
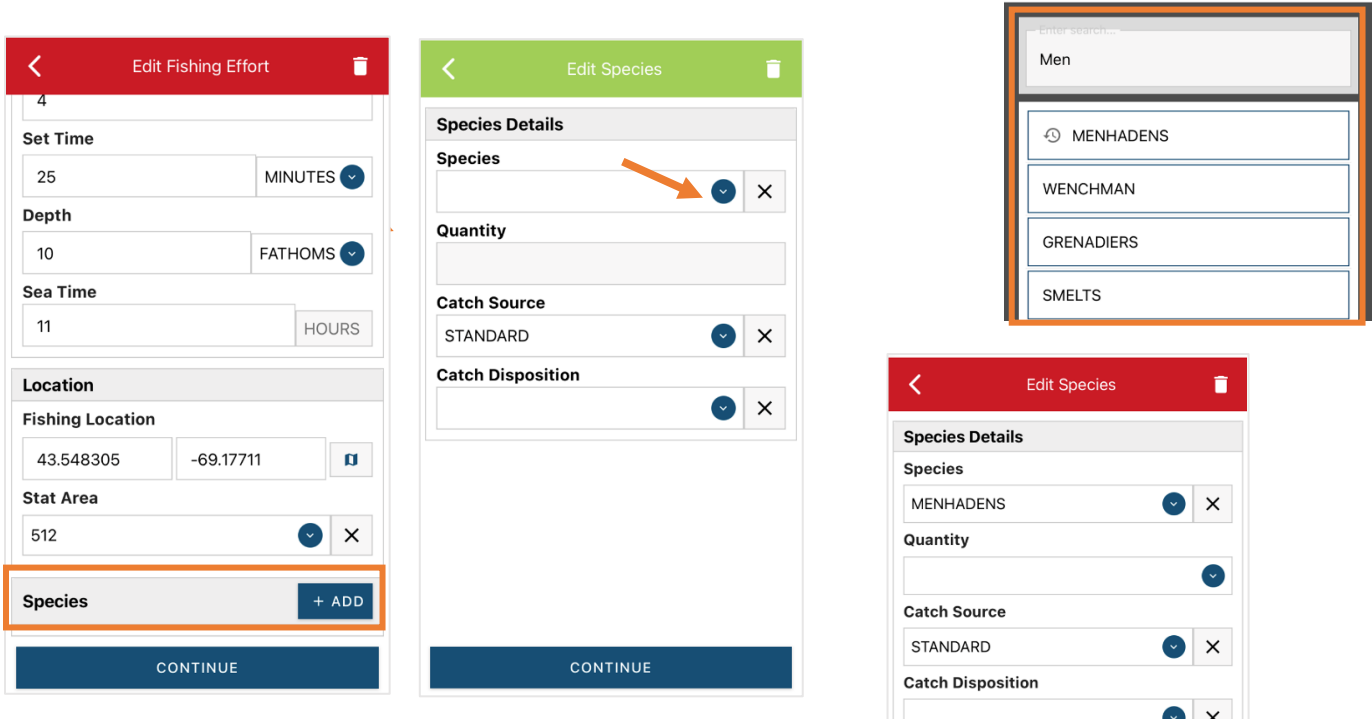
T. Next, click on the drop-down arrow for the "Quantity" field. You will be prompted to pick the "Quantity Units" before entering a value, so click on the applicable unit from the list and then type in the total "Quantity" you landed.
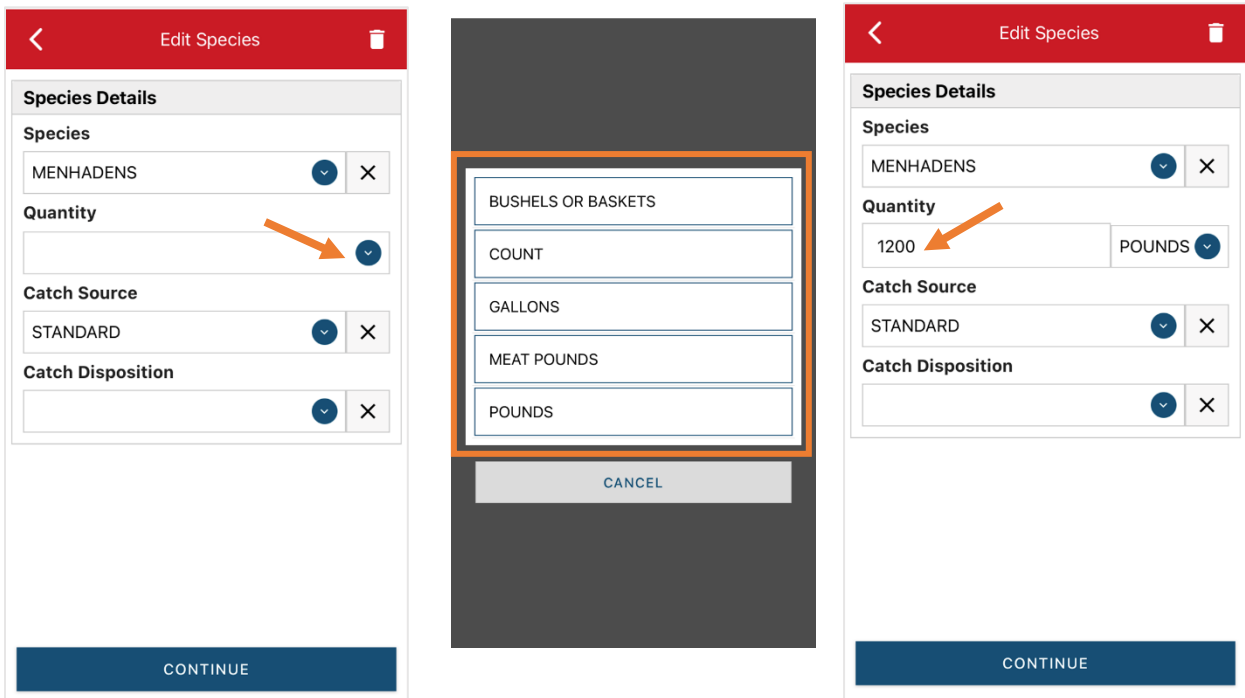
U. Next, select the drop-down arrow for the "Catch Source." It is defaulted to "STANDARD," so you can skip this if that catch source is accurate for your catch. This is where you indicate if the catch were carred (held from multiple trips), from an aquaculture operation, for a research set aside (not common) or standard (caught from that day's trip).
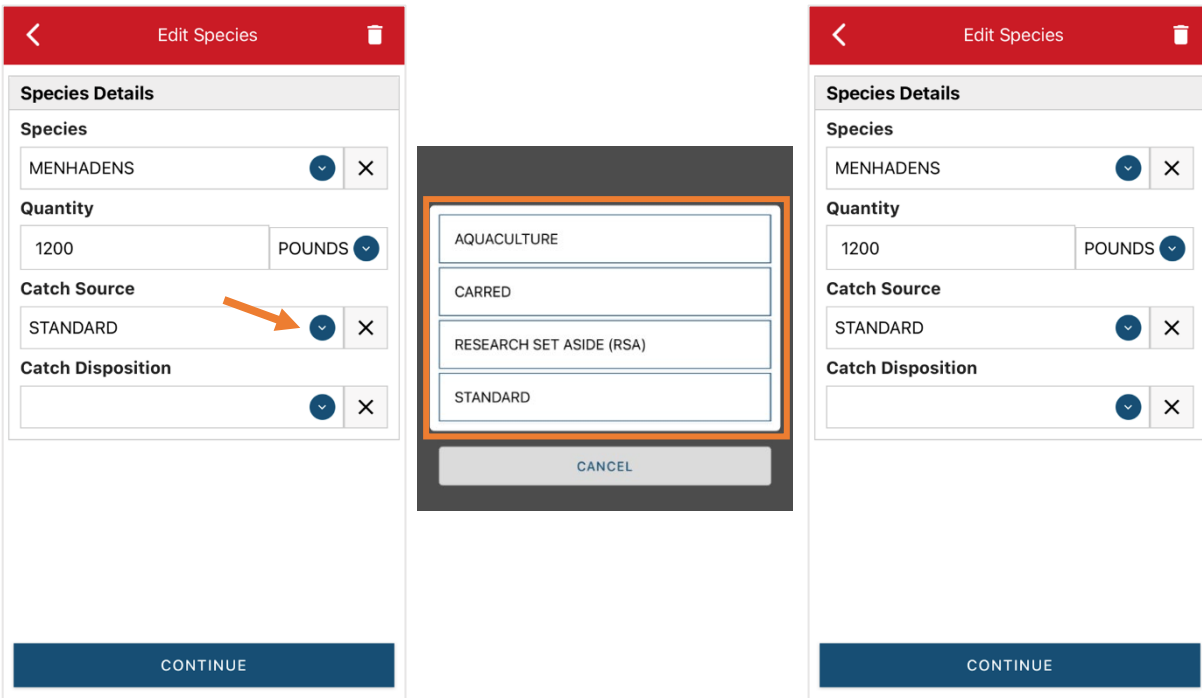
V. Next, you will choose your "Catch Disposition." This is where you declare what the product were used for. Menhaden is always BAIT. Click the drop-down arrow to choose. You can begin typing the disposition into the search bar, or you can scroll through the list. Click on the applicable "Catch Disposition" from the list.
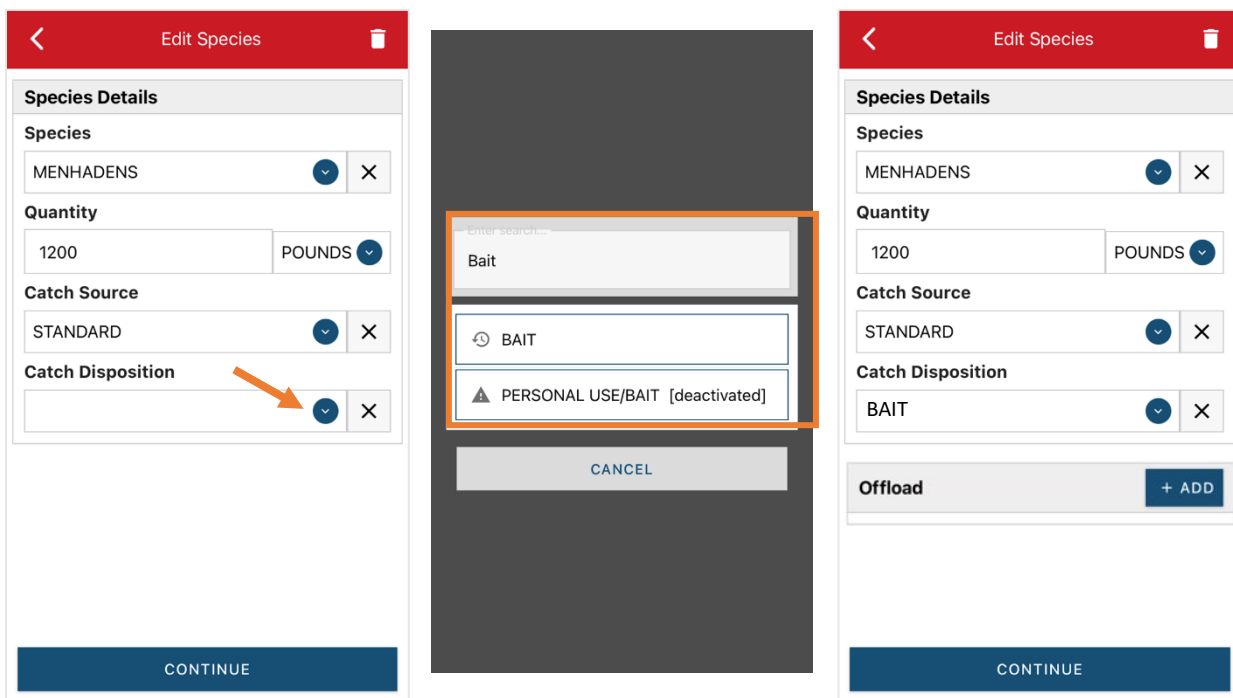
W. Once you select bait, you will need to complete the Offload section. Click "+ADD" next to "Offload."
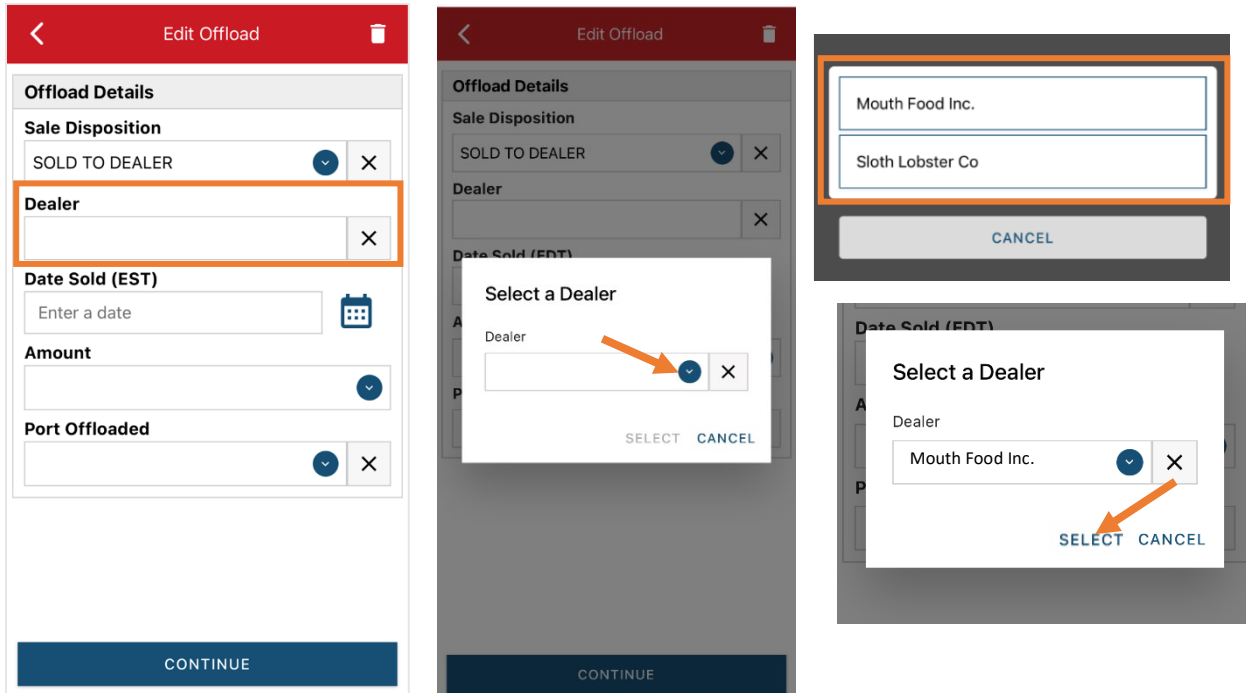

X. Click on the drop-down arrow for "Sale Disposition" and choose from the list that pops up. If you kept the menhaden for yourself to use as Bait, choose No Sale – Retained. In this example, the catch was sold to a delear.

Y. If you selected "SOLD TO DEALER" from the list that popped up, you will need to fill out the "Dealer" field. Click in the "Dealer" box and another window will pop up. 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, then click "SELECT."

Z. Click on the calendar icon to select your "Date Sold." A box will pop up showing the month, day and year, and you can choose your sale date. Click "SELECT" once you've chosen the date.
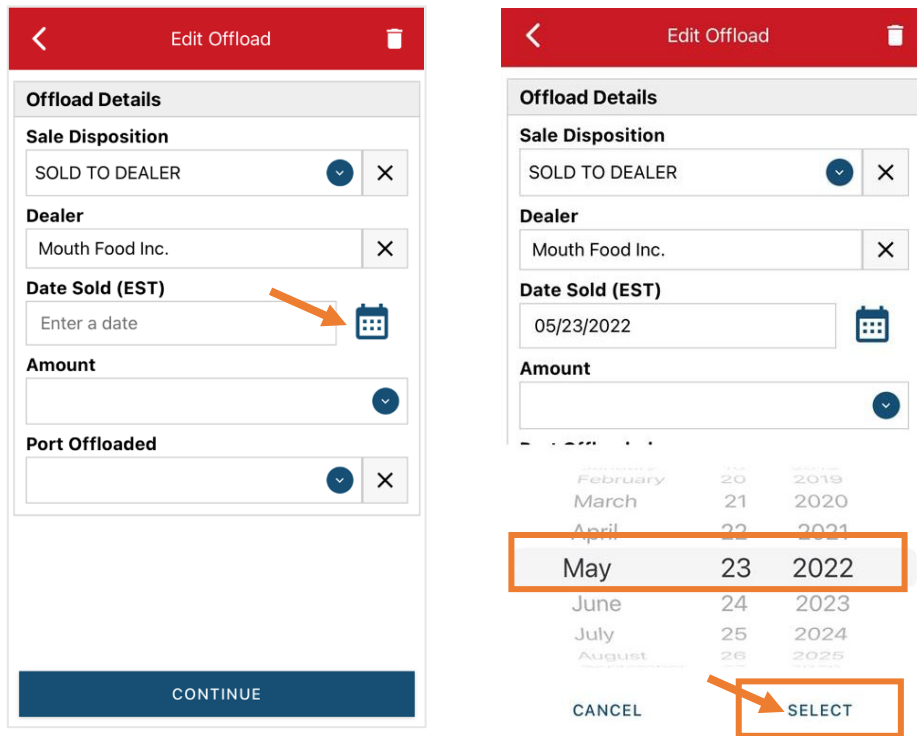
AA. Next, click on the drop-down arrow for the "Amount" to enter the amount/quantity you sold to the dealer. You will need to select the amount unit first. Once you have chosen the unit, enter the amount sold.
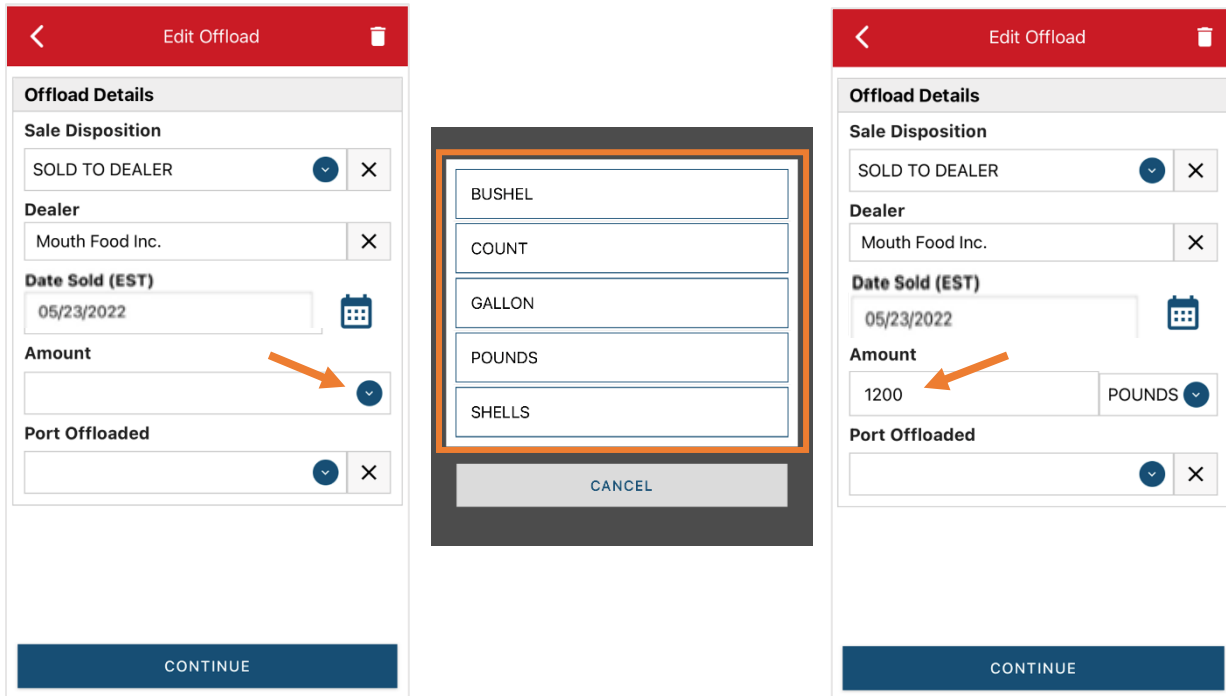
BB. Next, click on the drop-down arrow for the "Port Offloaded." You can start typing your Port into the search bar. Once you see your Port, click on it. Then click "CONTINUE" when the "Port Offloaded" has been selected.
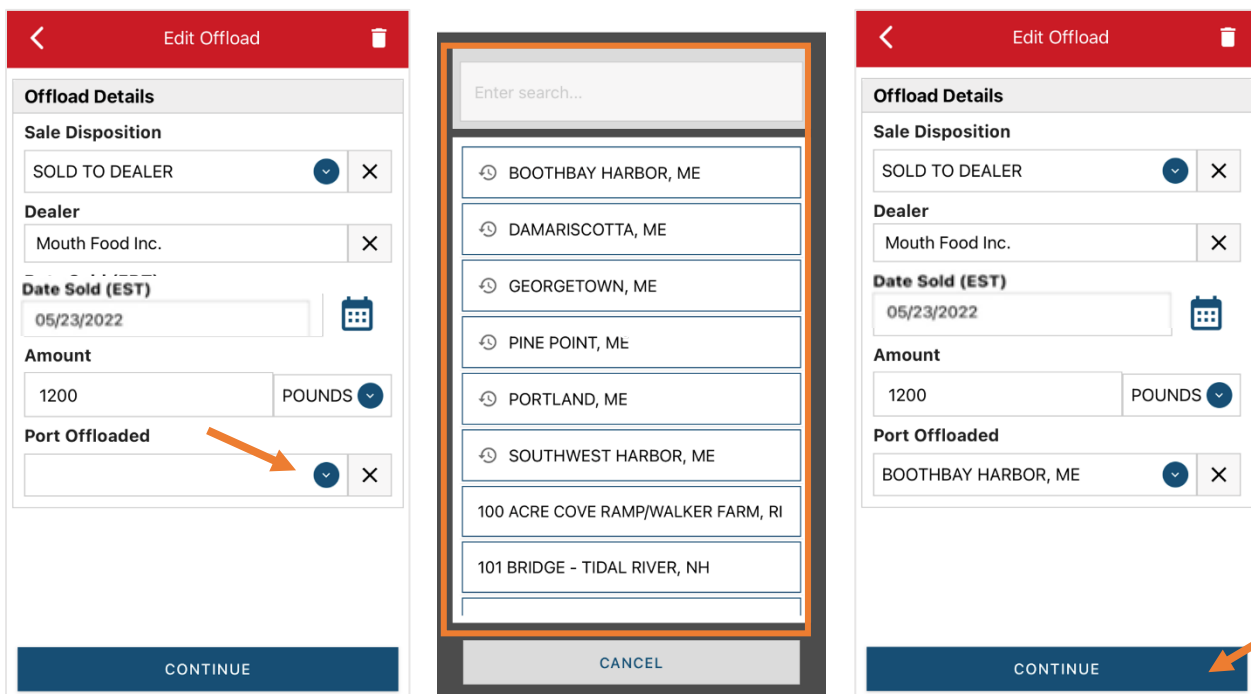
CC. If you had more than one "Sale Disposition" for the trip (for example, Sold to Dealer and kept for bait), click "+ ADD" to add another Offload and Follow steps W –BB. When you have entered all the offloads, click "CONTINUE."

Click "+ADD" if you need to add additional offload information (for example, if you sold to multiple dealers).

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

DD. Once you have entered all species and offloads associated with this trip, click "CONTINUE" again.
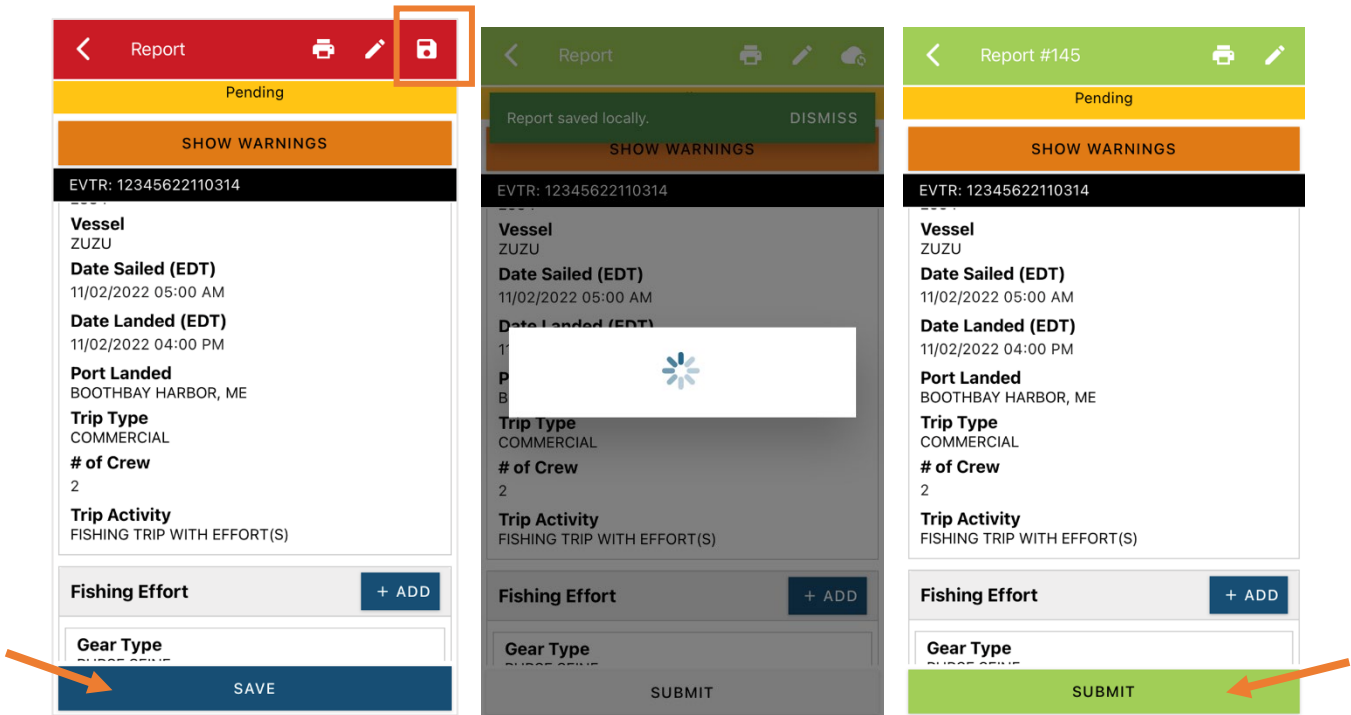
Click "CONTINUE" to submit and save your report if you have no additional catch to add.

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

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.
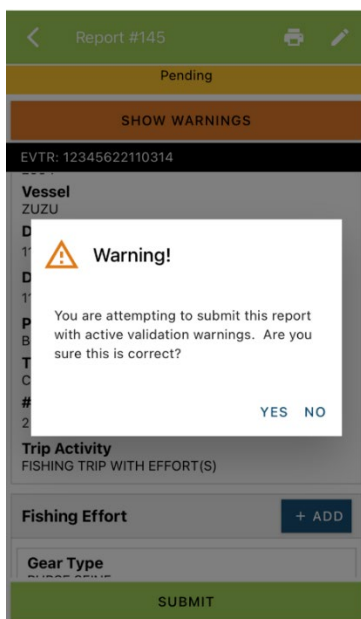
*The error message refers to the following warning: By submitting I certify that the vessel trip information I am providing is true, complete, and correct to the best of my knowledge

GG. Once the report is submitted, click on the back arrow in the upper left corner and you will return to the home screen. You will see "WITHDRAW" at the bottom of the screen. You should only click this if you realized you made a mistake on the report and need to make changes.
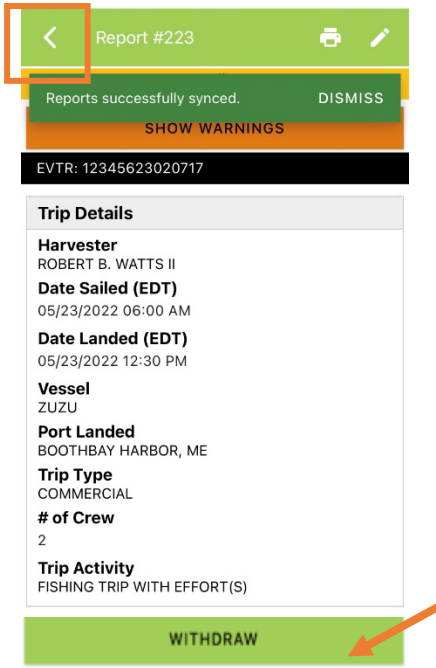
TIPS FOR CREATING A POSITIVE REPORT USING THE VESL HARVESTER APPLICATION

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.

Enter search...	Enter search...	Enter search...
BY HAND, DIVING GEAR	CRAB, JONAH	BOOTHBAY HARBOR, ME
DIP NETS	EEL, AMERICAN	PINE POINT, ME
DREDGE, NEW BEDFORD	HALIBUT, ATLANTIC	PORTLAND, ME
DREDGE, SCALLOP	LOBSTER, AMERICAN	SOUTHWEST HARBOR, ME
DREDGE, URCHIN	MENHADENS	100 ACRE COVE RAMP/WALK
FYKE NETS	SCALLOP, SEA	101 BRIDGE - TIDAL RIVER, N
LONG LINES, BOTTOM	URCHIN, GREEN SEA	
POTS AND TRAPS, LOBSTER	ALEWIFE	
PURSE SEINE	AMBERJACKS	

Enter search...
BAIT
FOOD
PERSONAL USE
PERSONAL USE/FOOD
RELEASED ALIVE

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: