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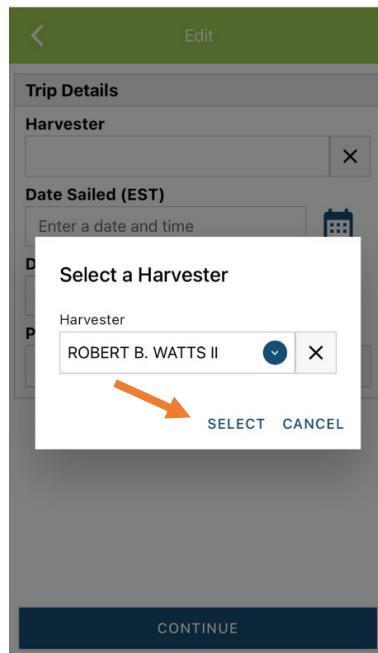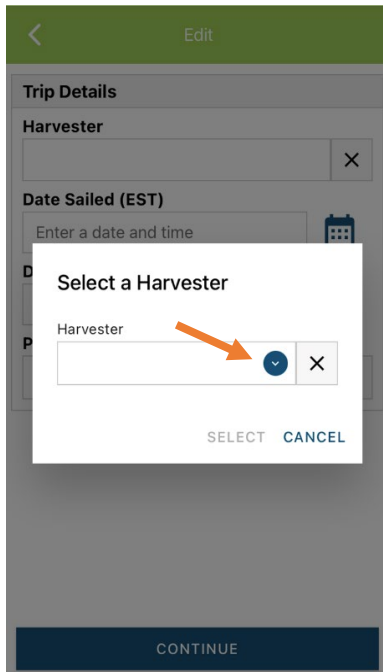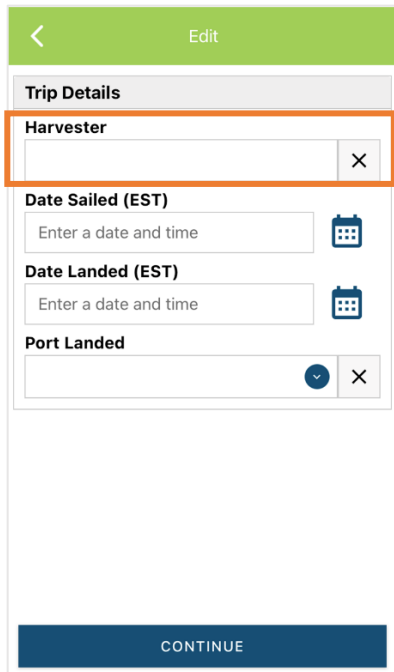
B. Then click on the calendar icon next to "Date Sailed (EST)" to select the date and time you left the dock. A box will pop up showing the month, day, and year. Click "SELECT" once you've chosen the date (you may need to scroll through the available dates). Next you will select the time you left the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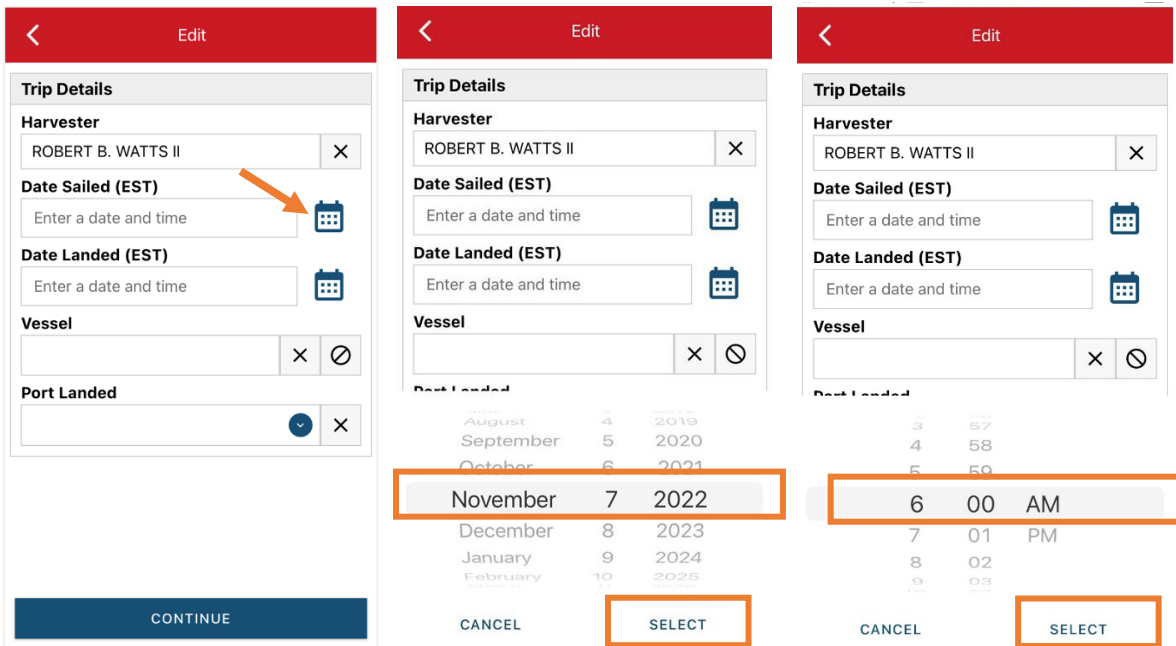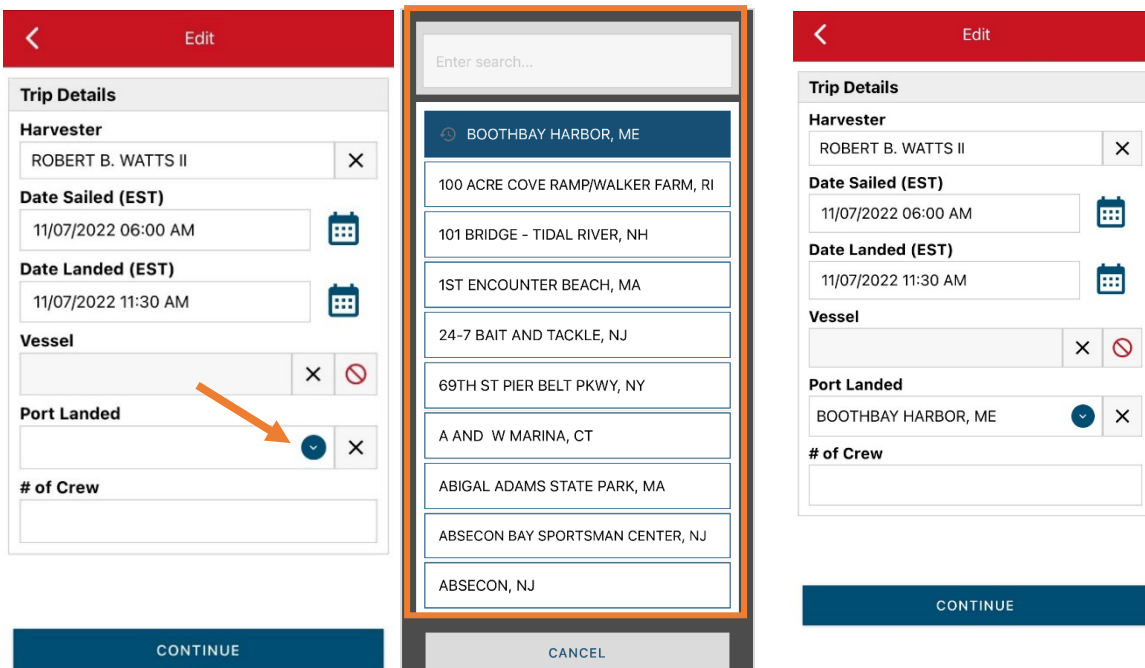

C. Click on the calendar icon next to "Date Landed (EST)" to select the date and time you returned to the dock. Click "SELECT" once you've chosen the date. Next you will choose the time you returned to the dock and hit "SELECT" again.
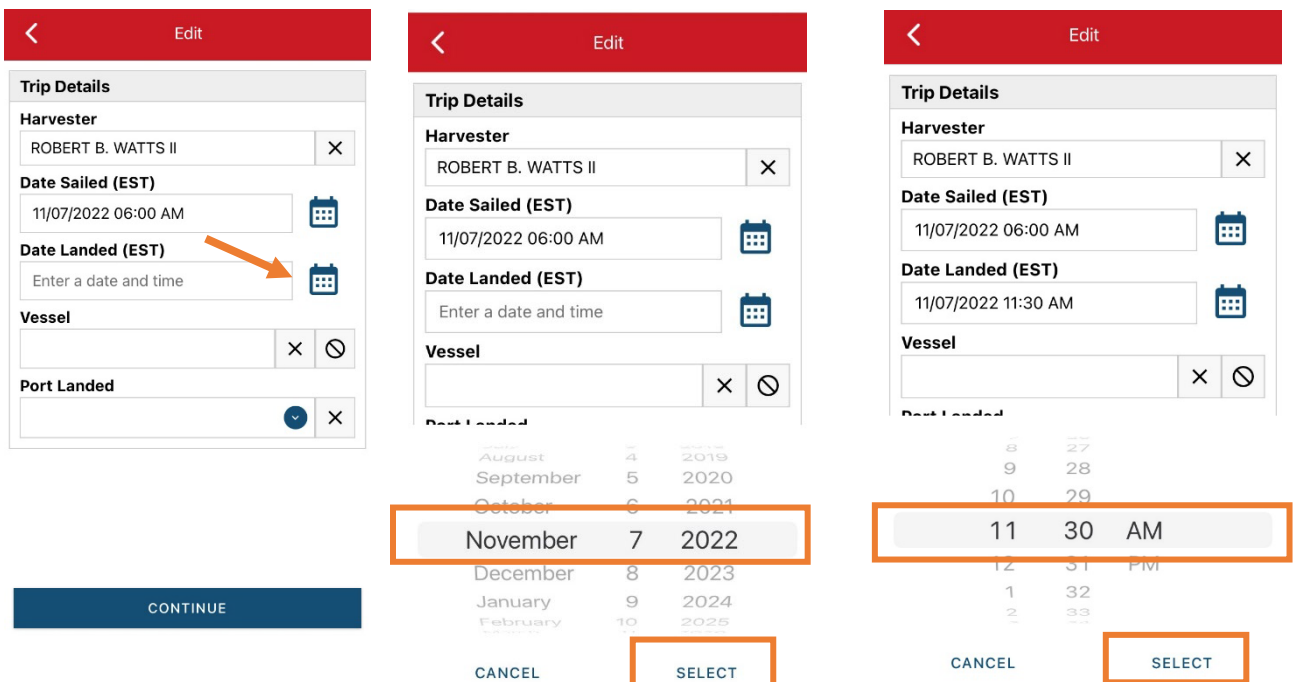
D. Next, a box will appear for selecting your vessel. If you did not use a vessel to harvest seaweed, select the ⊘ symbol at the right. The symbol will then appear Red. If you did use a vessel, then click the "vessel" box to choose your vessel. Click the drop-down arrow to se the list of vessel available. Click the vessel from the list and click "SELECT".
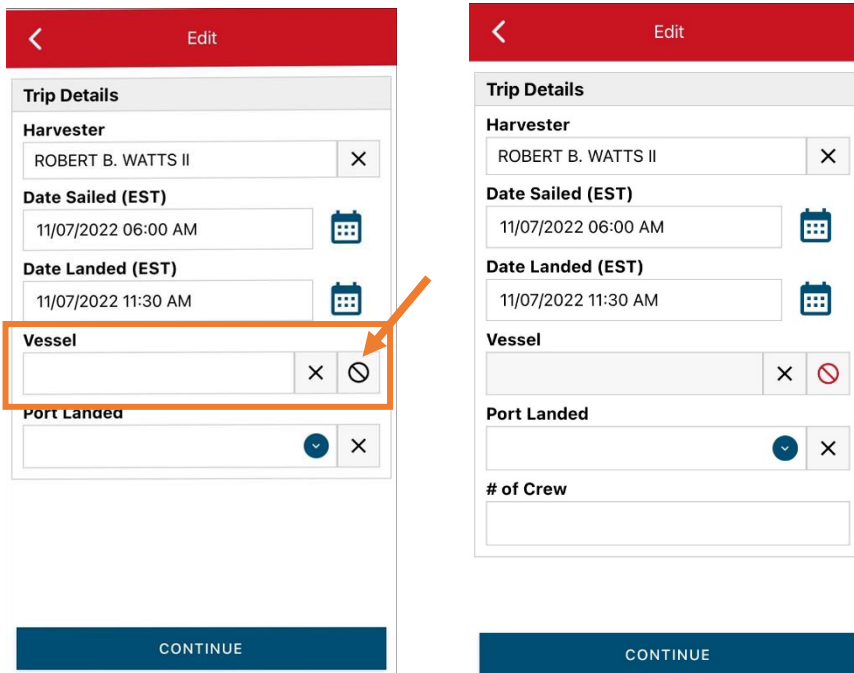
E. Click the drop-down arrow to enter the "Port Landed." You can search for your port in the Search bar on the window that opens. When you see your Port in the list, click on it.

F. Enter the number of crew then click "Continue"

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

H. 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.
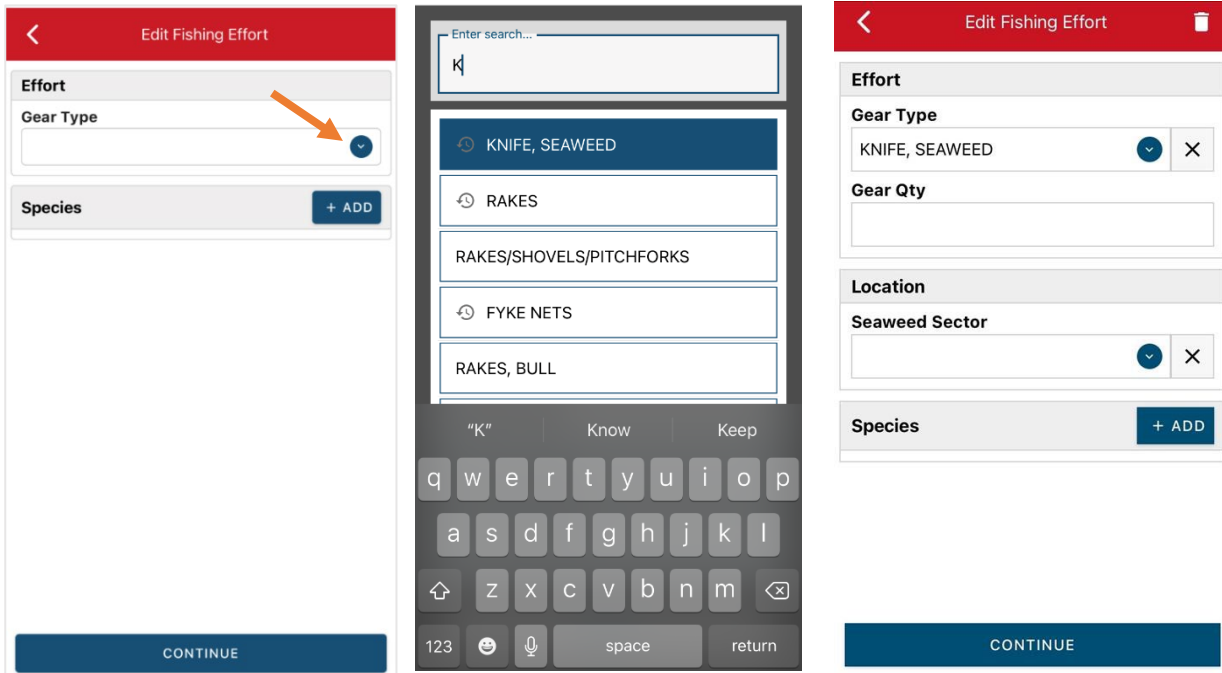
I. Enter the gear quantity in the "Gear Qty" field (usually 1).
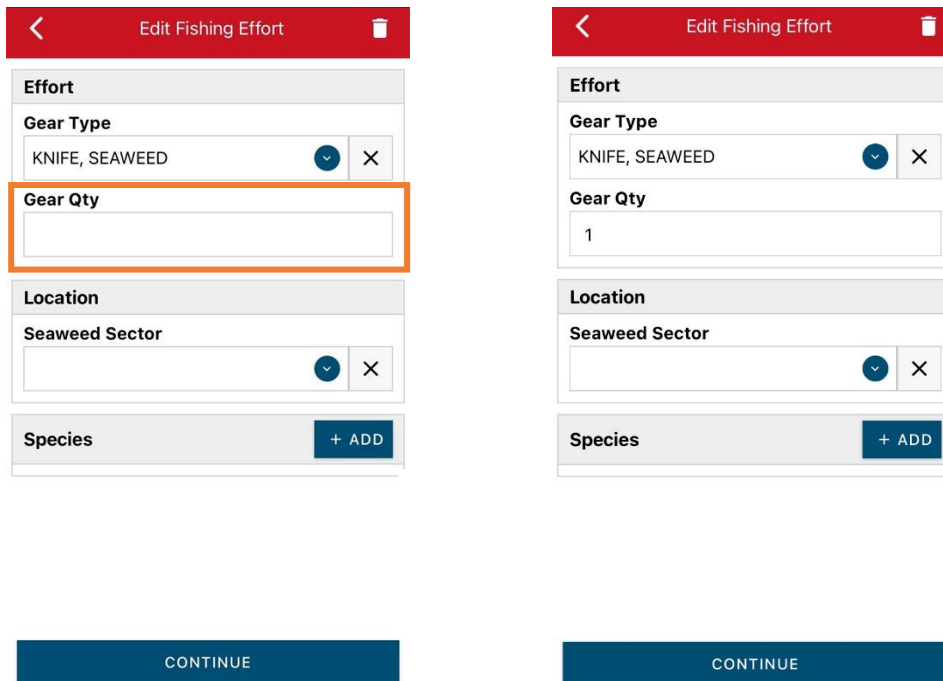
J. Then, click the drop-down arrow for "Seaweed Sector." A list of the sectors will appear and you may scroll through to find the sector or begin typing the sector number in the search bar at the top. You can identify the appropriate seaweed sector using this map.
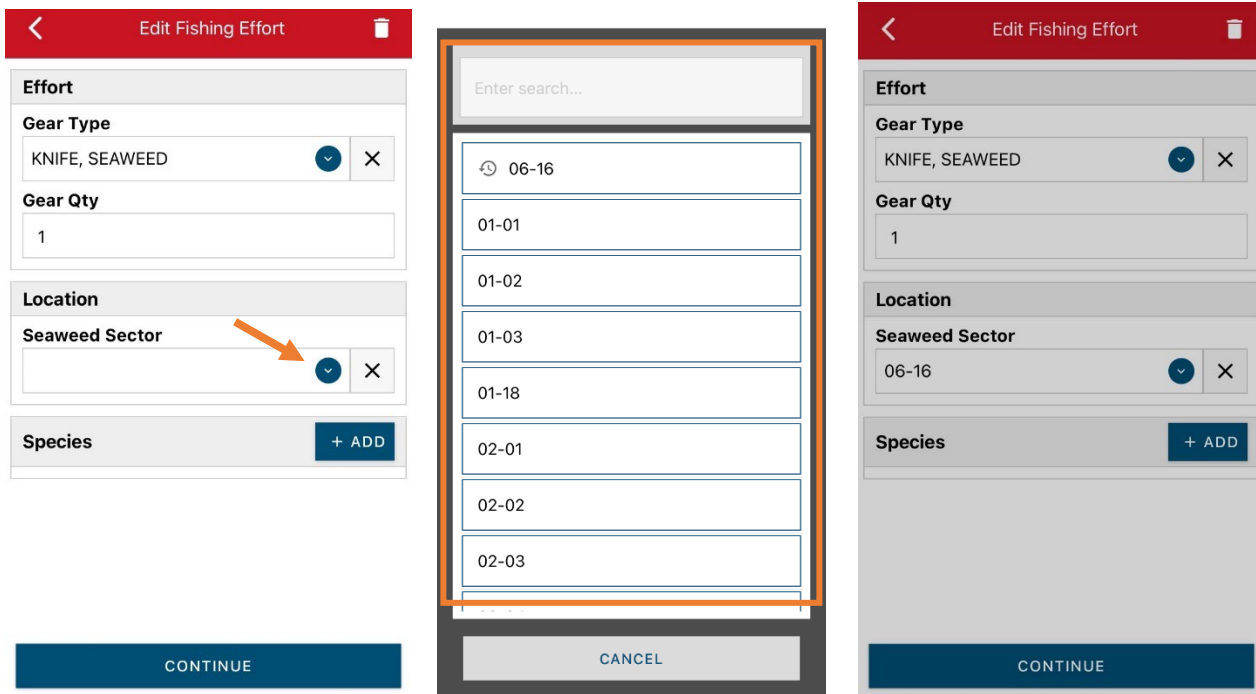
K. Next, click the "+ ADD" button next to the "Species." Click the drop-down arrow for "Species." Then, in the search box start typing the species name. You can also scroll through the list. Once you find the species you want to report, click on the species name.

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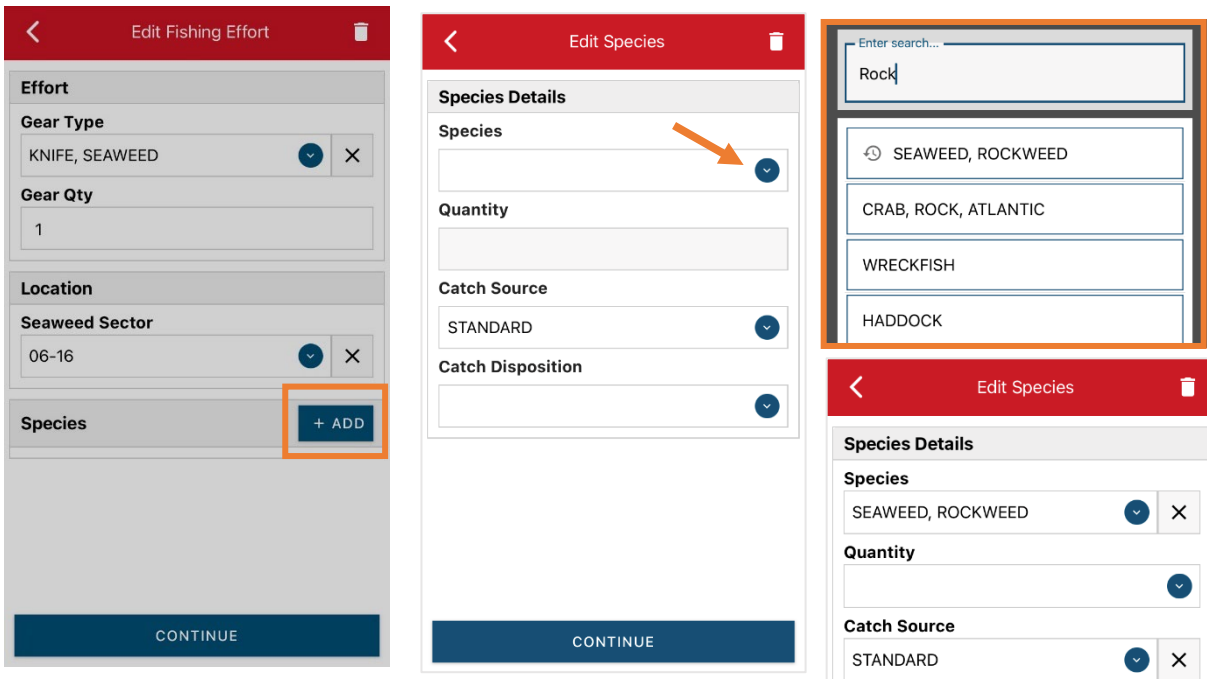
L. Next, click on the drop-down arrow for "Quantity." A box with available units ("BAGS OR SACKS" or "POUNDS") will appear. Select the unit you would like to use for reporting the amount of seaweed harvested. Then, enter the amount harvested in the "Quantity" box.
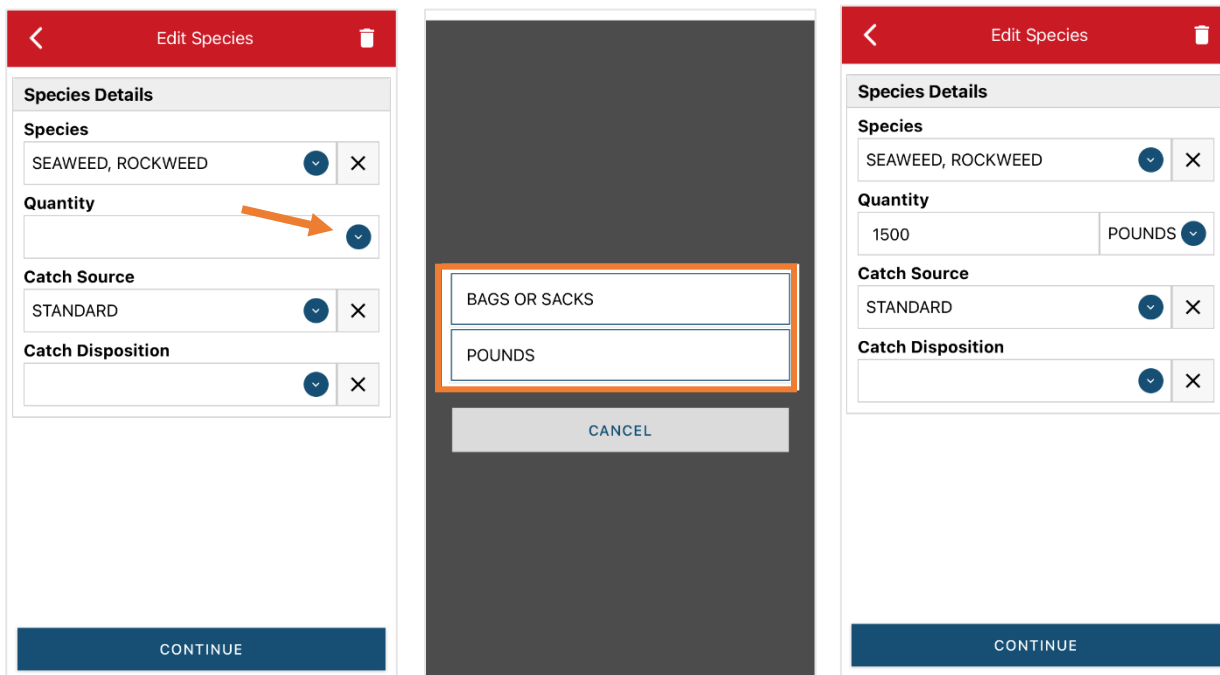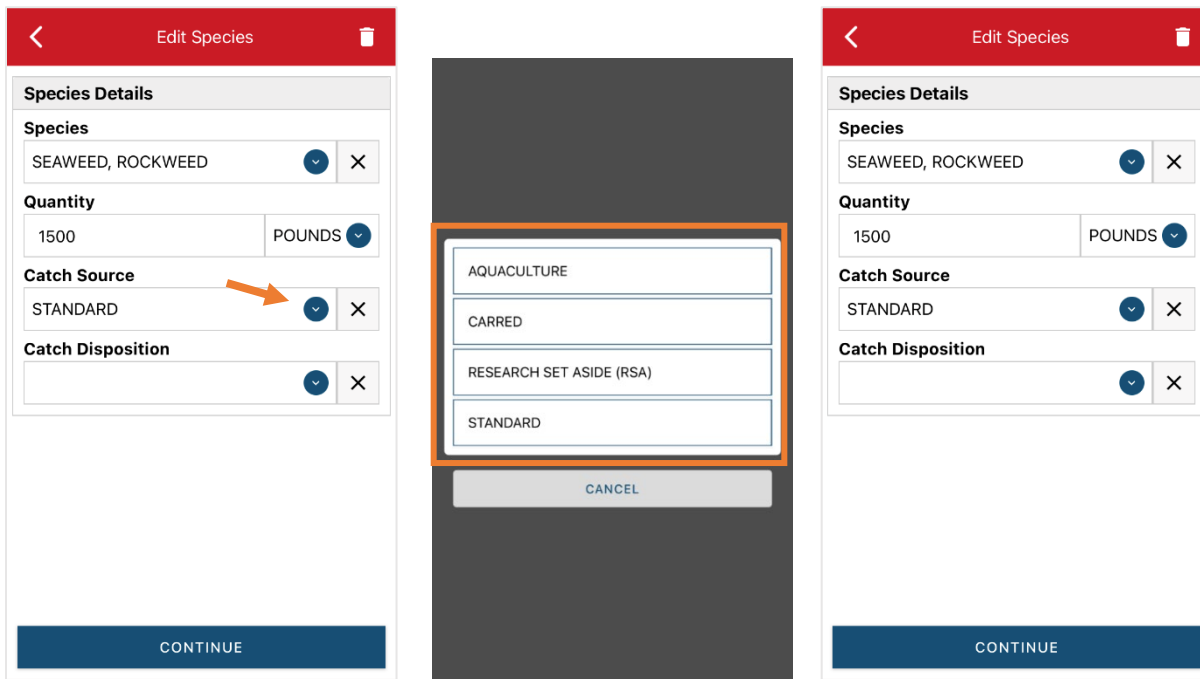

M. Next, select the drop-down arrow for the "Catch Source." This is defaulted to "STANDARD" so you can skip this field if this describes your catch. This field indicates if the catch you are reporting on were carred (held from multiple trips), from an aquaculture operation, for a research set aside (not common) or standard (caught from that day's trip).

N. Next, you will choose your "Catch Disposition." This is where you declare what the products end use was. Click the drop-down arrow to choose. You can begi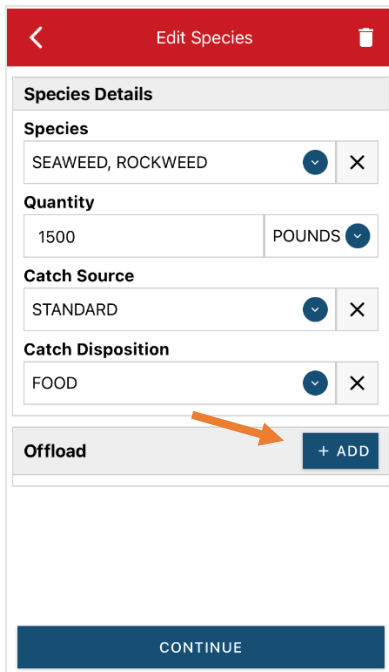n typing the disposition into the search bar, or you can scroll through the list. Click on the applicable "Catch Disposition" from the list.
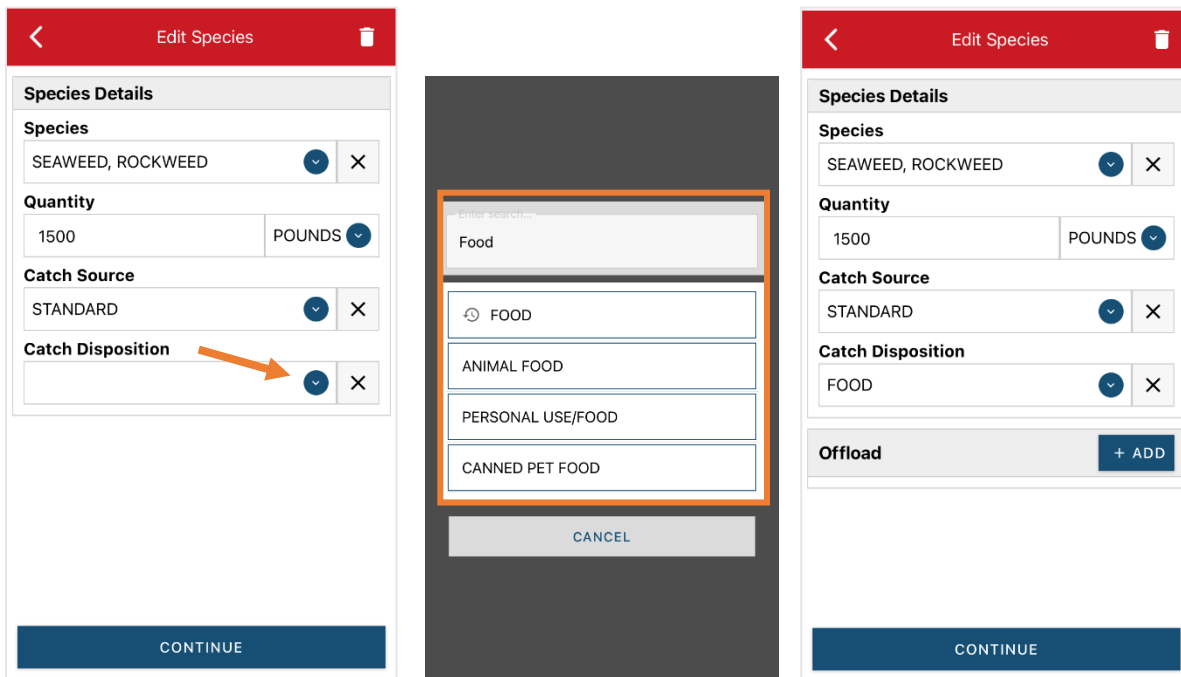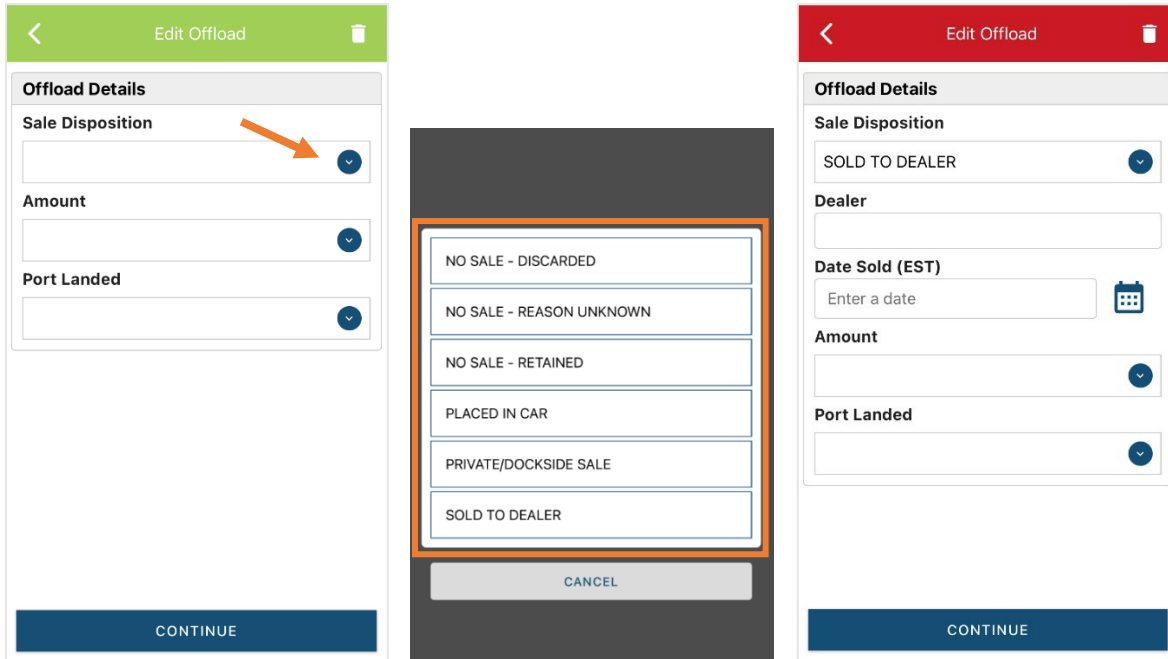

O. If you select food or any other "Catch Disposition" that could indicate a catch were sold, you will need to enter your "Offload." Click on the "+ ADD" box.

P. 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.


Q. Click on the "Dealer" box and another window will open. 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."
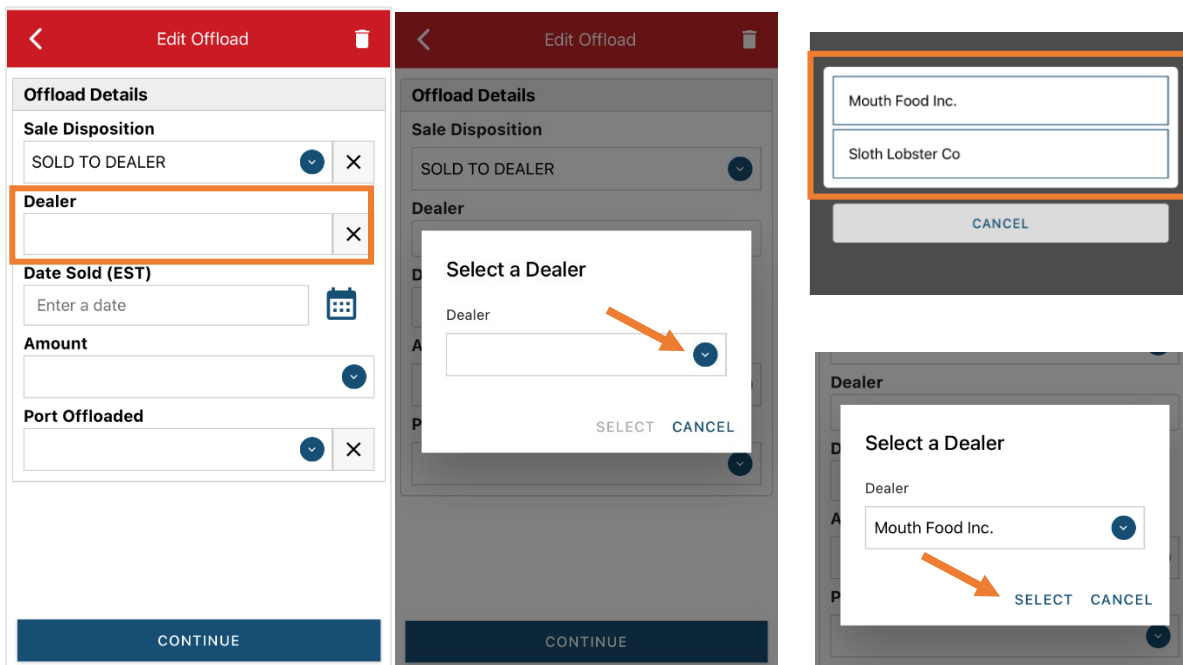
R. Next you will enter a date sold. Click on the calendar icon and choose your date. Click on "SELECT" once you have your date selected.
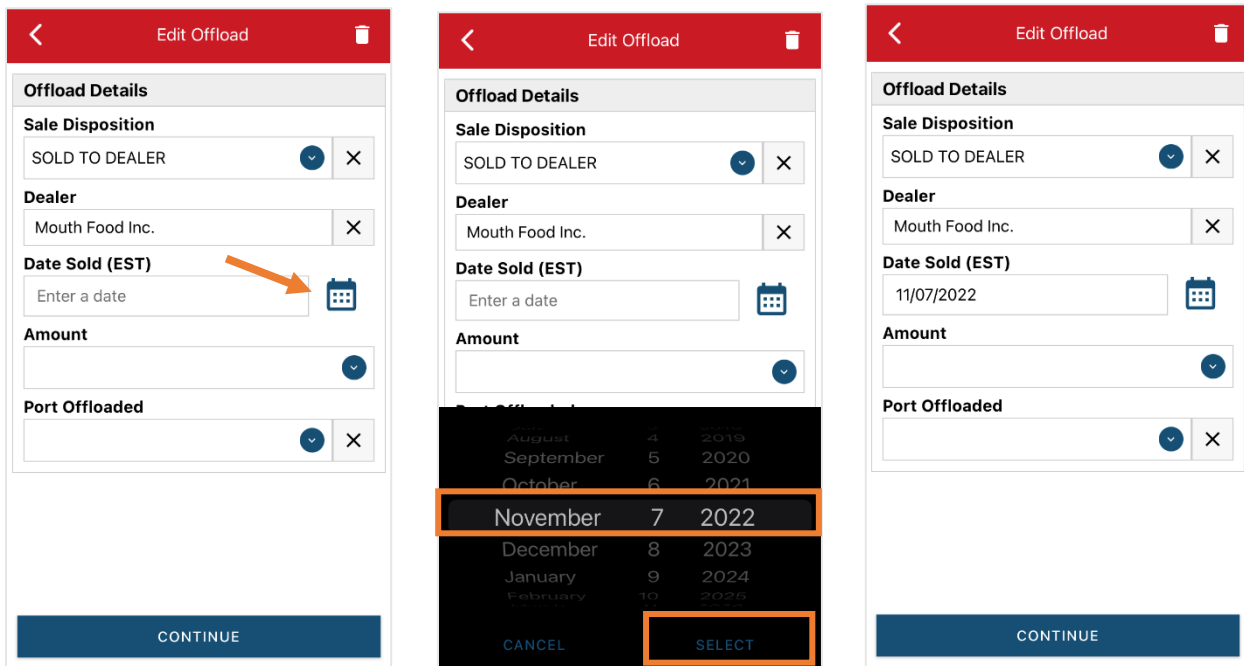
S. Now you will add the amount you sold on this Offload. Click on the drop-down arrow for "Amount" and you will choose the units for amount sold. Once you've chosen the units, you can enter the amount you sold. *If all of your catch was sold to one dealer, you'd enter the total quantity landed for your trip in this field. If you sold to more than one dealer you would only enter the amount sold to that dealer on this Offload. You would then create another Offload for catch sold to another dealer to account for the remaining pounds landed on your trip.* For this example, the total pounds landed this day were 1,500 and all of that was sold to one dealer.
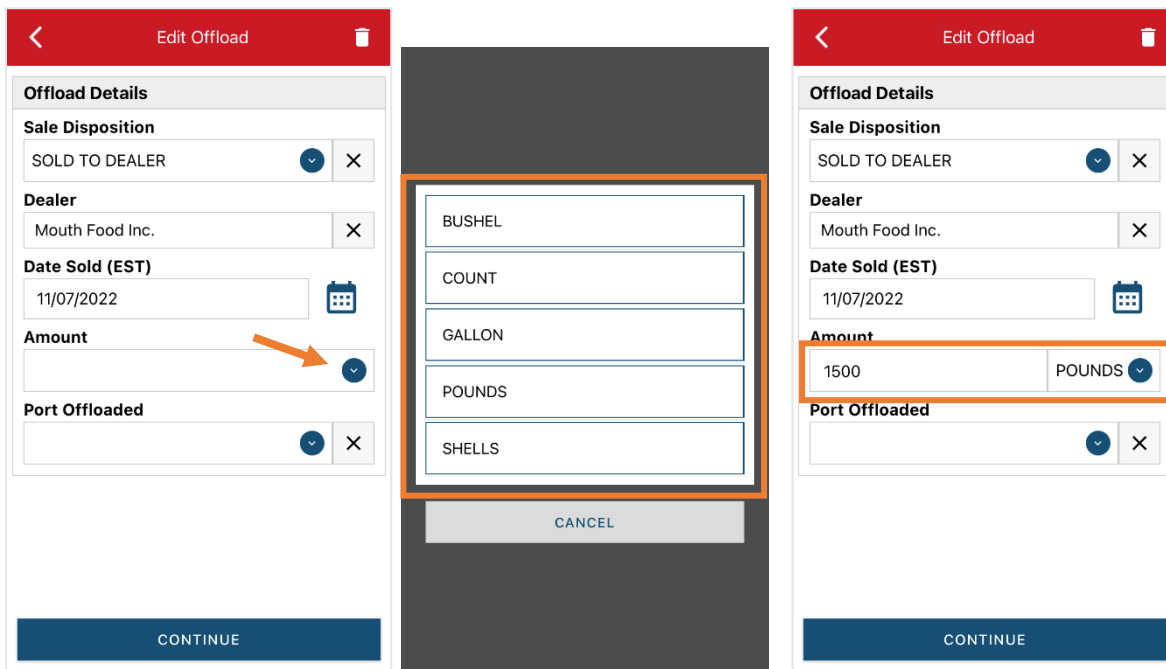
T. Next, click on the drop-down arrow for the "Port Offloaded." You can start typing your Port into the search bar. Once you see your Port, click on it. Then click "CONTINUE" when the "Port Landed" has been selected.
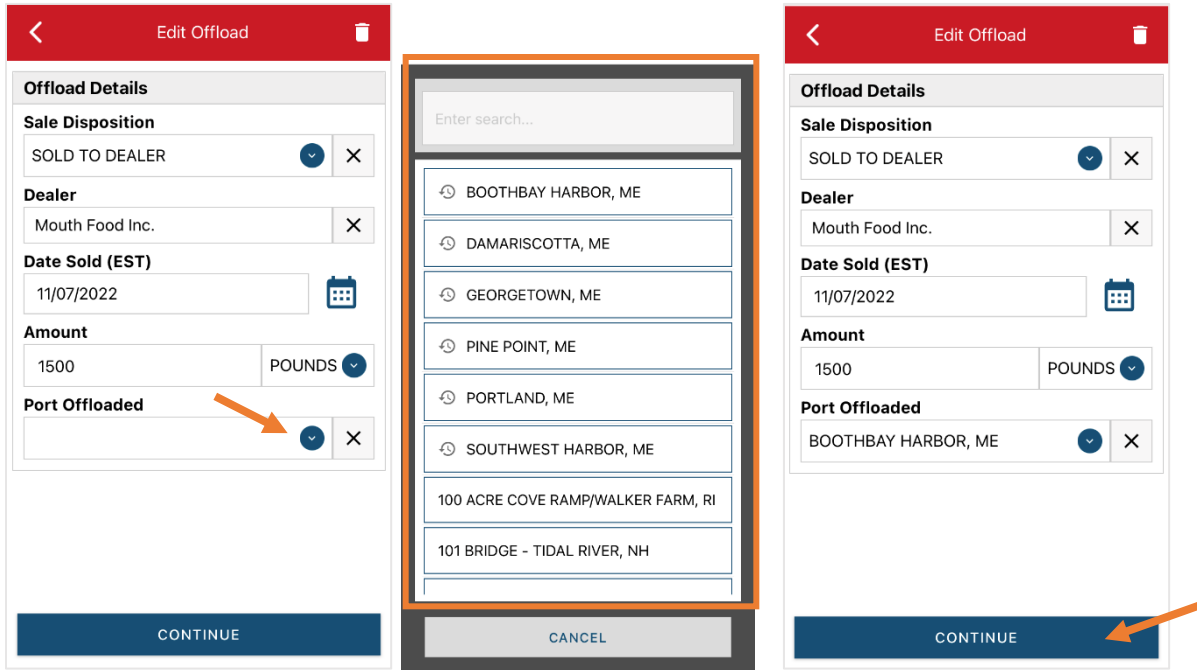

U. If you sold to more than one dealer, click "+ ADD" to add another Offload and Follow steps P – T. Once you have added all of your offloads, then click "CONTINUE."
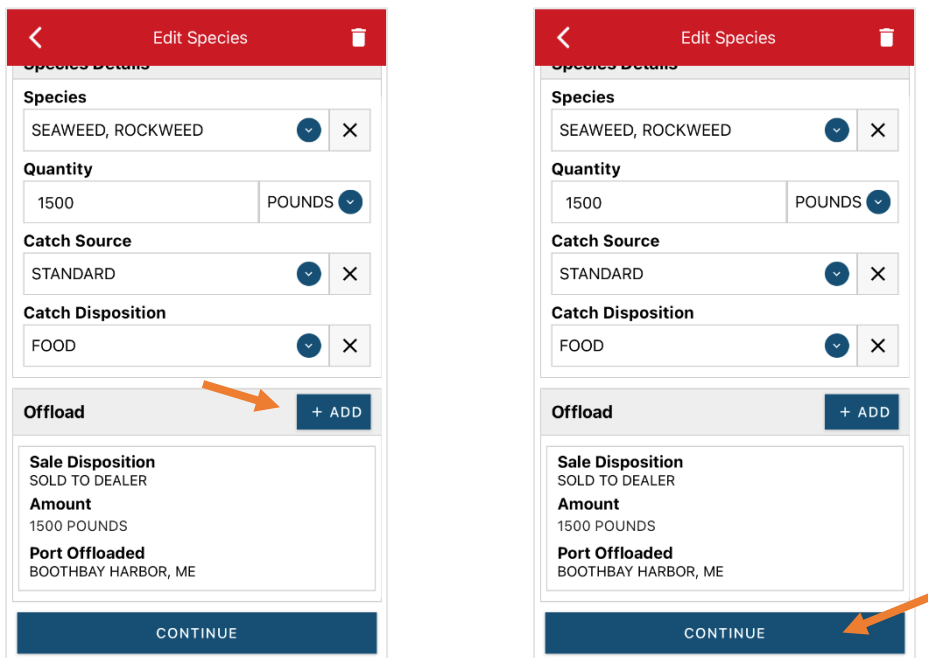
V. Here, you can add another catch (species) from the same trip by clicking the "+ADD" button next to "Species" and repeating steps K – U. Click "CONTINUE" if you have no additional catch to add to your trip.

Click "+ ADD" to add another catch to this trip

Click "CONTINUE" to submit and save your report if you have no additional catch to add.
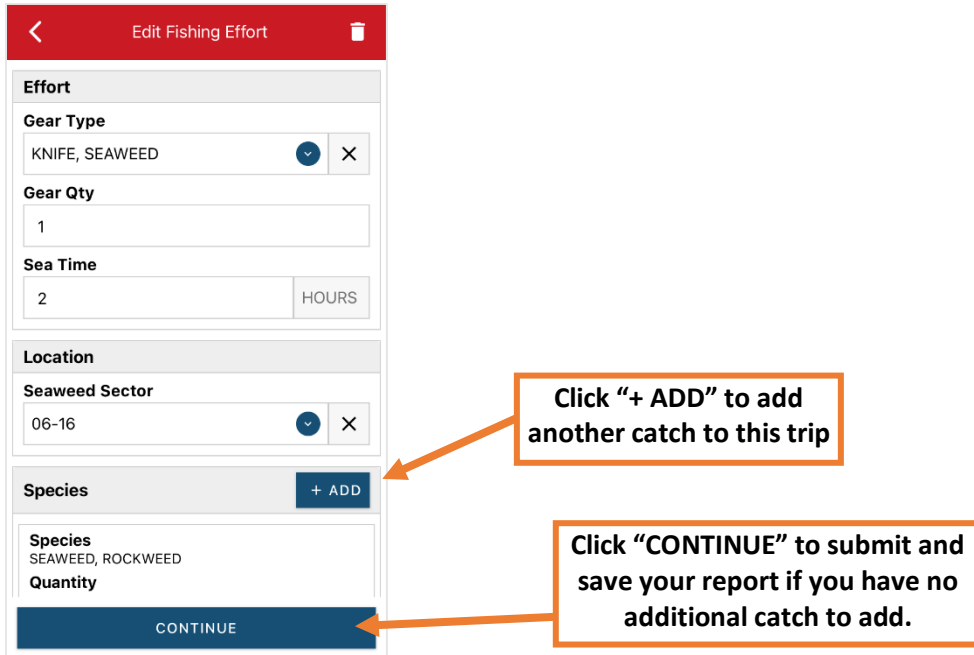
W. Once you click "CONTINUE," you can click on the "disk" icon in the upper right corner of your screen or "SAVE" at the bottom. You will see a spinning wheel. After that goes away, click "SUBMIT" at the bottom of the screen. The report will upload immediately if you are connected to the internet/have 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.
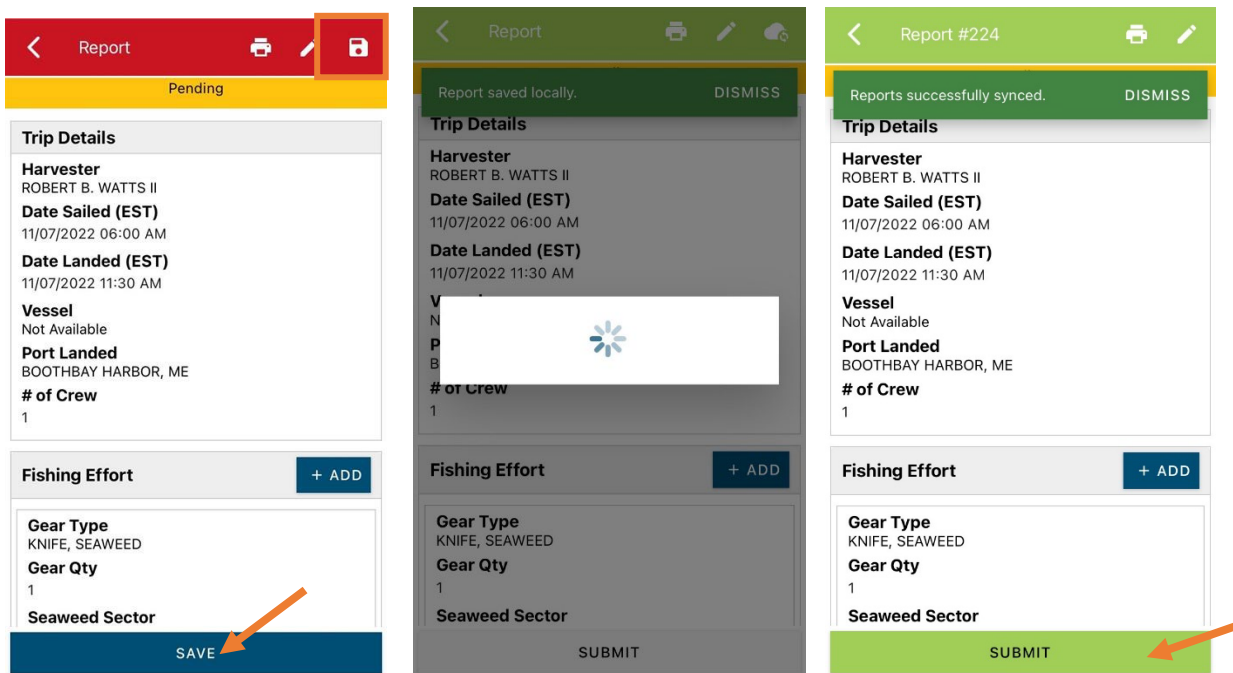
X. Once the report is submitted, click on the back arrow in the upper left corner and you will return to the home screen where you can submit more or find previously submitted reports. You will see "WITHDRAW" at the bottom of the screen. You should only click this if you've realized that you entered something incorrectly and need to update your report.
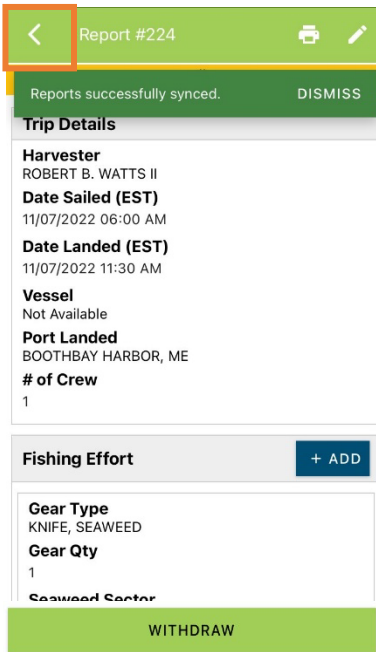
TIPS FOR CREATING A POSITIVE REPORT USING THE VESL HARVESTER APPLICATION

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.