# GREAT LAKES COMMERCIAL FISH REPORTING SYSTEM MANUAL

**UPDATED JULY 2022** 



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## Introduction

The Great Lakes Electronic Fish Harvest Reporting System (EFHRS) has been developed in response to recommendations made by the Commercial Fishing Task Force to the Natural Resources Board.

This system will record and report all elements of the commercial catch, replace the current biweekly reporting system, reduce paperwork and improve the timeliness and accuracy of reports. The EFHRS discussed in this manual is a web-based application allowing the user to enter fishing data using the internet. Before accessing EFHRS, a Web Access Management User ID (WAMS ID) must first be created allowing individuals to access secure State of Wisconsin internet applications. Without a valid WAMS ID, access to EFHRS is prevented.

This document contains two separate manuals:

- Step-By-Step Instructions On How To Create A WAMS ID
- Step-By-Step Instructions On <u>How To Enter Fishing Information Into EFHRS</u>

If you have any questions about the WAMS ID OR EFHRS instruction manual, please contact:

## ALLEN BLIZEL

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## WAMS ID FACTS

- WAMS stands for Web Access Management System.
- Each fisher who enters, submits or reviews their commercial fishing information in EFHRS must have a WAMS ID account in their name.
- The WAMS ID provides a personal and private EFHRS access pathway and should always be treated as such.
- Users should not share or give their WAMS credentials to anyone because of the confidentiality of the commercial fishing reports.

## **EFHRS FACTS**

The second manual provides the user with directions for accessing and using the EFHRS program. Containing detailed instructions and photos, this manual should allow any EFHRS user the ability to easily and accurately enter and submit the required daily fishing activity information using the internet.

This manual was written for the beginning computer user. We assumed that a wide range of computer expertise exists in our user group, so we decided to be very detailed in our instructions.

Important tips thoughout the manual will be colored red.

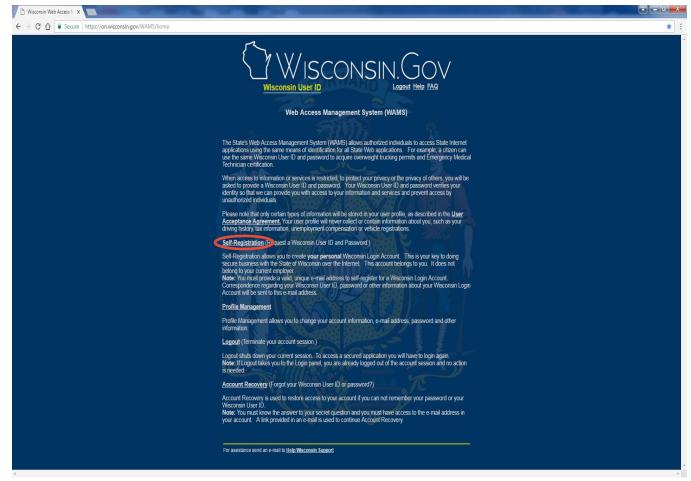
## Creating a Web Access Management User ID (WAMS ID)

IMPORTANT: You must have a valid email address or you will need to create one before moving on to the steps below.

- 1. Open your web-browser; Chrome, Internet Explorer, Safari (Chrome is preferred)..
- 2. Navigate to your browser's address bar and type: <a href="https://on.wisconsin.gov/WAMS/home">https://on.wisconsin.gov/WAMS/home</a> and hit the enter key.
- 3. You will be brought to this page:

🗅 Wisconsin Web Access N 🗙 🔽 🔤 🖉		📥 — 🗆 🛋
← → C ☆ a Secure   https://on.wisconsin.gov/WAMS/home		*
	Wisconsin User ID Web Access Management System (WAMS)	
	The State's Web Access Management System (WAMS) allows authorized individuals to access State Internet applications using the same means of identification for all State Web applications. For example, a citizen can use the same Wisconsin User ID and password to acquire overweight trucking permits and Emergency Medical Technician certification.	
	When access to information or services is restricted, to protect your privacy or the privacy of others, you will be asked to provide a Wisconsin User ID and password. Your Wisconsin User ID and password verifies your identify so that we can provide you with access to your information and services and prevent access by unauthorized individuals.	
	Please note that only certain types of information will be stored in your user profile, as described in the <u>User</u> <u>Acceptance Agreement</u> . Your user profile will never collect or contain information about you, such as your driving history, lax information, unemployment compensation or vehicle registrations.	
	Self-Registration (Request a Wisconsin User ID and Password.)	
	Self-Registration allows you to create <b>your personal</b> Wisconsin Login Account. This is your key to doing secure business with the State of Wisconsin over the Internet. This account belongs to you. It does not belong to your current employer. Note: You must provide a valid, unique e-mail address to self-register for a Wisconsin Login Account. Correspondence regarding your Wisconsin User ID, password or other information about your Wisconsin Login Account will be serif to this e-mail address.	
	Profile Management	
	Profile Management allows you to change your account information, e-mail address, password and other information.	
	Logout (Terminate your account session.)	
	Logout shuts down your current session. To access a secured application you will have to login again. Note: If Logout lakes you to the Login panel, you are already logged out of the account session and no action is needed.	
	Account Recovery (Forgot your Wisconsin User ID or password?)	
	Account Recovery is used to restore access to your account if you can not remember your password or your Wisconsin User ID. Note: You must know the answer to your secret question and you must have access to the e-mail address in your account. A link provided in an e-mail is used to continue Account Recovery.	
	For assistance send an e-mail to Help Wisconsin Support	

## 4. Select the Self-Registration link:



5. You will be brought to this page:



This page contains the User Acceptance Agreement. Please scroll down to the bottom of the page and select the Accept button at the bottom of the page.

#### Back To Top

6. You will be brought to this page:

🗅 Wisconsin Web Access 🕅 🗙 🗾 🖉		
← → C ☆ Secure   https://on.wisconsin.gov/WAMS/SelfRegController		☆ :
	* Indicates Required Field	
<	Profile Information	
	First Name	
	Middle Initial	
	Last Name Suffix T gg.R.SR.U.U.	
	E-Mail	
	Phone #	
	If you provide address information it must be complete and correct. A United States	
	Postal Service data base is used to verify each address. Home Residence Address	
	Street	
	Unit Number	
	City	
	State Select a State	
	Zīp Code Home Mailing Address	
	Mailing Address is the same as Residence Address.	
	Address(1)	
	Address(2)	
	City	
	State Select a State	
	Zip Code	
ć	Account Information	
	Your User ID must be between 5-20 characters and <u>CAN</u> be a combination of letters and numbers. Your Password must be between 7-20 characters and <u>MUST</u> contain a combination of letters and either numbers or special characters (except the @ sign). User IDs and Passwords are case sensitive.	
	User ID	
	Password	
	Re-enter Password	
<	Account Recovery	
	Compose a question and answer for account recovery purposes Click here for Guidelines.	
	Secret Question	
	Answer to	
	Secret Question	
	Submit	

You will need to fill all the required fields which are designated with an \*

## **PROFILE INFORMATION**

- First Name\*
- Last Name\*
- E-Mail\* (enter your existing email address)

If you don't have a valid email address, you must create one before completing this step.

## **ACCOUNT INFORMATION\***

- <u>User ID:</u> Your User ID must be between 5-20 characters and CAN be a combination of letters and numbers.
- <u>Password:</u> Your Password must be between 7-20 characters and MUST contain a combination of letters and either numbers or special characters (except the @ sign). User Passwords are case sensitive.
- Re-enter Password

## ACCOUNT RECOVERY\*

Compose a question and answer used for account recovery purposes. After completing all the required entries, select the Submit button.

7. You will be brought to a page that looks like this:



- 8. Open your personal email program (Yahoo, Gmail, etc.) and log in to your email
- 9. You should receive an email containing a Web Link from <u>Wisconsin.gov.</u> This may take time depending on your email provider and internet speed.
- 10. Select that Web Link and you will be brought to this page:

2: Create, WAM5 (Dig of - Adobe Acrobat Pro		100	0 X
			2
	Tools	Comment	Share
Wisconsin.Gov			
Account Activation - Final Step			
Please log In			
WEB ACCESS MANAGEMENT SYSTEM ATTENTION: You have approximately 5 minutes to enter your User 1d & Password correctly. If you have not correctly entered it within that time frame, you will need to go back to the self registration email message you received from help@wisconsin.gov and click on the web link again.			
User ID:			
Password:			
Login			
You are accessing the State of Wisconsin Local/Wide area network. This system is for authorized users only. All equipment, systems, services, and software connected to this network are intended only for the official business use of the State of Wisconsin. The State of Wisconsin reserves the right to audit, inspect and disclose all transactions and data sent over this medium in a manner consistent with State and Federal laws. By using this system you expressly consent to all such auditing, inspection and disclosure. Only software approved, scanned for vinas, and licensed for State of Wisconsin use will be permitted on this network. Any illegit or unachtorized use of State of Wisconsin equipment, systems, services, or software by any person(s) may be subject to civil or criminal prosecution under state and federal laws, and may also result in disciplinary action where appropriate.			
WAMS Home Wisconsin Portal Home			

11. Enter your User ID and Password you created earlier and select the Login button. You will be brought to this page:



12. Congratulations you have created and activated your WAMS ID and now will have access to the EFHRS program.



Providing your WAMS ID username to the DNR is needed so that we can setup your account within the EFHRS system. Since the DNR will not have access to your password, no one, except for you, will be able to enter information on your behalf. Your WAMS ID confidentially identifies who you are while providing an extra layer of EFHRS security protocols.

If you have any questions or concerns, please email Al Blizel at <u>Allen.Blizel@</u> <u>wisconsin.gov.</u>

## Great Lakes Electronic Fish Harvesting Reporting System Instruction Manual

## **GETTING STARTED**

Follow the steps below to login to the EFHRS program.

## **STEP 1**

#### **Go To Your Internet Browser**

C Attps://uetapp.wi.gov/efns/	P + → S Login - Electronic Flak Harvest -	h ★ \$
🗶 👻 Convert 🝷 💁 Select	Slice Gallery 👻 🔯 Quick Search exe 📑 Toggle Images.exe	
	Frequent	
	Discover other sites you might like Reopen closed tabs * Reopen last session	Show sites

Navigate to your computer's browser's (ex. Chrome, Internet Explorer, Safari) (Google Chrome is recommended) address bar and type <a href="https://app.wi.gov/fishharvest">https://app.wi.gov/fishharvest</a> and push the enter key. This will bring you to the EFHRS Login page.

#### **STEP 2**

## **Enter WAMS ID and Password**

Select the WAMS ID field and type in your personal WAMS ID. Select the Password field and type in your secure personal WAMS password.

Https://uatapp.wi.gov/efhrs	오 - 읊 C () Login - Electronic Fish Harv ×		n ★ ¤
🗴 👻 Convert 🝷 📸 Select	Suggested Sites 👻 🔊 Web Sitee Gallery 💌 🍓 Quick Search.exe 🗃 Toggle Images.exe		
Wisconsin.G	OV		
	State of Wisconsin Department of Natural Resources Electronic Fish Harvest Reporting System		
WAMS ID Enter WAMS ID Password Password Login		WAMS ID The State's Web Access Management System (WAMS) allows authorized individuals to access State Internet applications using the same means of identification for all State Web applications. Forgot your Password or WAMS ID? Forgot Password?	
<u>∑.</u> gov	COPYRIGHT ©2016 STATE OF WISCONSIN ALL RIGHTS RESERVED.		

## **STEP 3**

## **Login To The EFHRS** Login

Select the

button to login to the EFHRS.

A https://usiapp.wi.gov/effns     X Convert * Select		* ¤
Wisconsin.Go		
	State of Wisconsin Department of Natural Resources Electronic Fish Harvest Reporting System	
WAMS ID Enter WAMS ID Password Password	WAMS ID The State's Web Access Management System (WAMS) allows authorized individuals to access State Internet applications using the same means of identification for all State Web applications. Forgot your Password or WAMS ID?	
<u>_r</u> gov	COPYRIGHT ©2016 STATE OF WISCONSIN ALL RIGHTS RESERVED.	

## **EFHRS DASHBOARD**

Your personal Dashboard (homepage) will display and look similar to this:

℃ Wisc	consin.Gov		Agency Directory	Online Services
		sconsin nent of Natural Resou sh Harvest Reporting System	urces	
Home	Recent Entries Trap Nets	Add New Entry July 08, 2022	Welcome White,	, Allen Logout
	CREW	BOATS	CONTRACT/PER	RMIT
	2	• 2	• 2	o
Quot	tas			
Michigar	n - Zone 1 - Lake Whitefish	Michigan - Zone 1 - Yellow I	Perch Michigan - Zone 2 - Lake White	

The Dashboard (homepage) displays three components: Main Menu, Flipcards and Quotas

	Wisconsin.Gov		Agency Directory Online Services	
		n of Natural Resources vest Reporting System		
	Home Recent Entries Trap Nets Add Ne	w Entry July 08, 2022	Welcome White, Allen Logout	
2 FLIPCARDS		BOATS 2	<u>CONTRACT/PERMIT</u>	
3 QUOTAS	Quotas	Michigan - Zone 1 - Yellow Perch	Michigan - Zone 2 - Lake Whitefish	

1. MENU

<u>Home:</u> Returns the user back to the Dashboard from any other page <u>Recent Entries:</u> Takes the user to the recent entry page to view entered information <u>Trap Nets:</u> Takes the user to the trap net page to enter trap net information <u>Add New Entry:</u> Takes the user to the new entry page to enter new information

## 2. FLIPCARDS

<u>Crew:</u> Displays the number and name(s) of all crew members approved to access EFHRS on behalf of the licensed captain for the purpose of entering and submitting certain harvest data.

<u>Boats:</u> Displays the number and names of the boats currently registered under your fishing license.

<u>Contract/Permit:</u> Will display a 0 if you do not possess a valid Rough Fish Contract or Restricted Area Permit; display a 1 if you possess either a valid Rough Fish Contract or Restricted Area Permit; and displays a 2 if you possess both a valid Rough Fish Contract and Restricted Area Permit.

If you move the cursor over any flipcard, specific details of your crew, boats and contracts/permits will be displayed.

## 3. QUOTAS

Displays all issued quotas, total harvest to-date and percent caught to-date by zone and species.

## **EFHRS DATA ENTRY**

To enter the required daily fishing activity information, select Add New Entry

5	J Wisconsin.Gov		Agency Directory Online Services	
ĺ		of Natural Resources est Reporting System		
	Home Recent Entries Trap Nets Add New I	Entry July 08, 2022	Welcome White, Allen Logout	
	CREW	BOATS	CONTRACT/PERMIT	
	2	2	2	
C	• Quotas	•	•	
	Michigan - Zone 1 - Lake Whitefish	Michigan - Zone 1 - Yellow Perch	Michigan - Zone 2 - Lake Whitefish	

You will be taken to the Add New Entry page which will look similar to this:

O'Wisconsin.Gov	Agency Directory Online Services
State of Wisconsin Department of Natural Res Electronic Fish Harvest Reporting Syste	
Home Recent Entries Trap Nets Add New Entry July 08, 2022	Welcome White, Allen Logout
Effort Entry Form	
Date Fished Required	Fishing Type Required
License Number Required	Boat Required
Choose A License -	Choose A License First +
Port Required	Boat Registration Number Required
Choose A Boat First 🔹	
Add Effort	
Gear Type Required	

## **ADD NEW ENTRY FIELDS**

#### **DATE FISHED** (Required)

The current date will appear in the Date Fished field. If you need to enter a date other than today's date, select the calendar icon and choose the date you want. You can only add information that is less than two weeks old.

#### **FISHING TYPE** (Required)

Select between the options of Open Water or Ice Fishing. By default, Open Water is selected (indicated by the black dot in the white circle to the left of Open Fish Port). If you are reporting ice fishing, select the Ice Fishing white circle.

#### LICENSE NUMBER (Required)

If you have one license for your name, select that license:



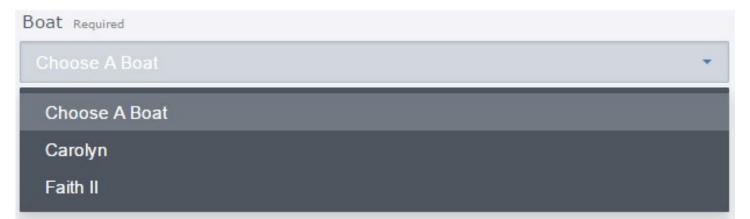
If you have multiple licenses in your name, select the license number that you are reporting fishing activity for from the pull-down list

License Number Required	
Choose A License	•
Choose A License	
LM-6	
LS-1111	
LM-6006	
LM-738	

**BOAT** (Required)

<u>Single Boat On A License:</u> The boat field is populated automatically with your boat name and cannot be changed.

<u>Multiple Boats On One License Or Fleet Reporting:</u> Select the boat name from the pull-down list used for this fishing trip:



## **PORT** (Required)

Select the port from the pull-down list to select the port where you landed your catch:

Port Required	
Choose A Port	•
Choose A Port	
Ellison Bay-Both	
Jenks Channel-Both	
Sturgeon Bay	

## **GEAR TYPE** (Required)

Select the gear type you fished from the pull-down list:

Date Required
Choose A Gear Type
Gill Net - Bottom
Gill Net - Floated
Pound Net
Trap Net
Drop Net
Hoop Net
Seine
Thrawl
Gill Net (Day Set)

The gear type you select will determine which data screen will appear next because not all gear types require the same effort information.

## **EXAMPLES DATA ENTRY SCREENS**

The following are examples of the different data entry screens representing the different types of gear:

## GILL NET

## Bottom and Gill Net Floated

Grid Required	Inside Buoy Lat.	Inside Buoy Long. -DD MM SS	Outside Buoy Lat. Outside Buoy Long.
Choose A Grid	▼ XX XX XX	-XX XX XX	
Feet Fished Required Depth From (fathoms) Required	Total Nights Required Depth To (fathoms) Required	Mesh Size Required 9	Mesh Depth Required
Species Required Est. Weight Choose A Species	Required Act. Weight Required	Wgt. Cond. Required Choose A Condition 👻	+ Add Species

#### **GILL NET** Day Set

Grid Required		Inside Buoy Lat.	Inside Buoy Long. -DD MM SS	Outside Buoy Lat.	Outside Buoy Long. -DD MM SS
Choose A Grid	-	XX XX XX			
Feet Fished Required	Total Hour	S Required (2h 45m = 2.75) 🚱	]		
Mesh Size Required	Mesh Dept	h Required	Depth From (fathoms)	Required Depth To	) (fathoms) Required
Species Required Est. Weight	t Required	Act. Weight Required	Wgt. Cond. Required		
Choose A Species 🔻			Choose A Condition 🔻	+ Add Species	

## ENTRAPMENT GEAR

Trap Net

Sear Type Required		-			
Choose A Grid 🔹					
Trap Net Required	Total Nights Required				
Choose A Net -		+ Add Trap Net			
Species Required	Est. Weight Required	Act. Weight	Wgt. Cond. Required		
Choose A Species 🔹			Choose A Condition -	+ Add Species	



#### **ENTRAPMENT GEAR**

Pound Net - Drop Net - Hoop Net

Drop Net		÷			
Grid Required		Inside Buoy Lat.	Inside Buoy Long.	Outside Buoy Lat.	Outside Buoy Long. -DD MM SS
Choose A Grid		DD MM SS	-DD MM SS	DD MM SS	-DD MM SS
Total Pots Required	Total Nig	hts Required	Depth From (fathoms)	Required Depth To	o (fathoms) Required
Species Required Est.	Weight Required	Act. Weight	Wgt. Cond. Required		

#### **TRAWL SET** Trawl - Seine

Grid Required Choose A Grid	•	Inside Buoy Lat.	Inside Buoy Long. -DD MM SS -XX XX XX	Outside Buoy Lat.	Outside Buoy Long. -DD MM SS -XX XX XX
Number of Casts Required	Total Hours	Required (2h 45m = 2.75) 😧	Depth From (fathoms) Rec	uired Depth To (	fathoms) Required
Species Required Choose A Species	Est. Weight Required	Act. Weight Required	Wgt. Cond. Required	+ Add Species	

## **DAILY REPORTING SCENARIOS**

To complete a daily fishing record regardless of gear type, the EFHRS requires that all required fields be filled with data. However, there is an EFHRS exception allowing you to skip entering the actual weight value until some future time the same day after the official weight is known.

Also, if you try to save the record but forget to enter any required data, the EFHRS will notify you by displaying a reminder (error) message.

We've identified six data entry scenarios and their respective solutions.

**Complete Daily Reporting Scenarios** (Entering Both Estimated And Actual Weights Of Fish):

- 1. <u>Reporting One Fishing Effort And The Harvest Of Only One Species</u>
- 2. <u>Reporting One Fishing Effort And Harvesting More Than One Species</u>
- 3. Reporting More Than One Fishing Effort An A Day

**Incomplete Daily Reporting Scenarios** (Entering Just The Estimated Weight):

- 4. <u>Reporting All Fishing Efforts Except You're Missing One Actual Weight</u>
- 5. <u>Reporting All Fishing Efforts Except You're Missing More Than One Actual Weight</u>
- 6. Trying To Save A Record With Missing Data

#### **SCENARIO 1** Reporting One Fishing Effort And Species

Add Effort					
Gear Type Required					
Trap Net					
Grid Required					
705 🔹					
Trap Net Required	Total Nights Required				
test 👻	1	+ Add Trap Net			
Species Required	Est. Weight Required	Act. Weight	Wgt. Cond. Required		
Lake Whitefish 🔹	5000	4950	Dressed •	+ Add Species	
Comment					
	I certify that I have review				
required by Wis. Stat.	it to submit and that it is tr §29.519(5)(b). I further o	ertify that the act of			
checking this box cons equivalent of my actua	stitutes my electronic signa al signature. Required	iture, which is the legal			
1	Save	<ul> <li>Save And</li> </ul>	Add Another Effort	<b>×</b> c	ancel

After selecting the save button, which will save and submit your data to the DNR, you will be brought to a page that displays a confirmation message that your entry was saved successfully.

Home	Recent Entries	Trap Nets	Add New Entry	July 08, 2022
Succes	ss Effort entry #15787	18863 saved su	ccessfully!	
Add And	other Effort			
Date Fished	Required			Fishing Type Required
5/8/2	017			Open Fish Port O Ice Fish F
License Nun	nber Required			Boat Required

## SCENARIO 2 Reporting One Fishing Effort And Harvesting More Than One Species

ear Type Required					
Trap Net		•			
Grid Required					
705 •					
rap Net Required	Total Nights Required				
test -	1	+ Add Trap Net			
Species Required	Est. Weight Required	Act. Weight	Wgt. Cond. Required		
Lake Whitefish 🔹	5000	4950	Dressed -	- Remove	
Species Required	Est. Weight Required	Act. Weight	Wgt. Cond. Required		
Burbot -	15	15	Round	+ Add Species	- Remove
Comment					
	I certify that I have revie				
required by Wis. Stat.	t to submit and that it is §29.519(5)(b). I further	certify that the act of			
checking this box con equivalent of my actu	stitutes my electronic sign al signature. Required	ature, which is the legal			

## **OPTION 1**

After entering all the fishing information for your first species, select the + Add Species button and choose your second species and fill in the other required data as shown in <u>Scenario 1</u>.

After selecting the save button, which will save and submit your data to the DNR, you will be brought to a page that displays a confirmation message that your entry was saved successfully.

Home	Recent Entries	Trap Nets	Add New Entry	July 08, 2022
O Succes	ss Effort entry #15787	18863 saved su	ccessfully!	
Add And	other Effort			
Date Fished	Required			Fishing Type Required
5/8/2	017			Open Fish Port O Ice Fish P
License Nun	nber Required			Boat Required

#### **SCENARIO 3**

## Reporting More Than One Fishing Effort In A Single Day

You will need to complete the effort screens shown in the examples above for each change in gear type, grids or boats. This is similar to the current paper reporting procedure. if you, on any day, lift more than one gear type in different grids or on different boats, you must complete a new line on the report.

After entering all required fishing information for your first effort, select the Save And Add Another Effort button.

705       •         Trap Net Required       Total Nights Required         test       •         1       + Add Trap Net         Species Required       Est. Weight Required         Lake Whitefish       •         5000       4950         Dressed       •         Species Required       Est. Weight Required         Act. Weight       Wgt. Cond. Required         Species Required       Est. Weight Required         15       15	Gear Type Required			1			
705       •         Trap Net Required       Total Nights Required         test       •         1       + Add Trap Net         Species Required       Est. Weight Required         Lake Whitefish       •         5000       4950         Dressed       •         Species Required       Est. Weight Required         Act. Weight       Wgt. Cond. Required         Species Required       Est. Weight Required         15       15	Trap Net		-				
Trap Net Required       Total Nights Required         test       1       + Add Trap Net         Species Required       Est. Weight Required       Act. Weight       Wgt. Cond. Required         Lake Whitefish       5000       4950       Dressed       - Remove         Species Required       Est. Weight Required       Act. Weight       Wgt. Cond. Required         Isolation       Isolation       Act. Weight       Wgt. Cond. Required         Isolation       Isolation       Isolation       Isolation	Grid Required						
test       1       + Add Trap Net         Species Required       Est. Weight Required       Act. Weight       Wgt. Cond. Required         Lake Whitefish       5000       4950       Dressed       - Remove         Species Required       Est. Weight Required       Act. Weight       Wgt. Cond. Required         Species Required       Est. Weight Required       Act. Weight       Wgt. Cond. Required         Burbot       15       15       Round       + Add Species	705 -						
Species Required       Est. Weight Required       Act. Weight       Wgt. Cond. Required         Lake Whitefish       5000       4950       Dressed <ul> <li>Required</li> <li>Species Required</li> <li>Est. Weight Required</li> <li>Act. Weight</li> <li>Wgt. Cond. Required</li> <li>T</li> <li>T</li> <li>Round</li> <li>Add Species</li> <li>Remove</li> </ul>	Trap Net Required	Total Nights Required					
Lake Whitefish     5000     4950     Dressed     - Remove       Species Required     Est. Weight Required     Act. Weight     Wgt. Cond. Required       Burbot     15     15     Round     + Add Species	test -	1	+ Add Trap Net				
Lake Whitefish     5000     4950     Dressed     - Remove       Species Required     Est. Weight Required     Act. Weight     Wgt. Cond. Required       Burbot     15     15     Round     + Add Species							
Species Required     Est. Weight Required     Act. Weight     Wgt. Cond. Required       Burbot     15     15     Round     + Add Species	Species Required	Est. Weight Required	Act. Weight	Wgt. Cond. Re	quired		
	Lake Whitefish 🔹	5000	4950	Dressed	•	- Remove	
	Species Required	Est. Weight Required	Act. Weight	Wgt. Cond. Res	quired		
Comment	Burbot -	15	15	Round		+ Add Species	- Remove
	Comment						
				a			
information I am about to submit and that it is true and accurate, as required by Wis. Stat. §29.519(5)(b). I further certify that the act of		nstitutes my electronic sign					
information I am about to submit and that it is true and accurate, as required by Wis. Stat. §29.519(5)(b). I further certify that the act of checking this box constitutes my electronic signature, which is the legal equivalent of my actual signature. Required							

After selecting the Save And Add Another Effort button, you will be brought to a page that displays a confirmation message that your first entry for the day was saved successfully, which allows you to add different effort information for that same day.

	try #821211905 saved successf			
Add Another Ef	fort			
Date Fished Required			Fishing Type Required	
7/8/2022			® Open Fish Port O Ice Fish Port	
License Number Required			Boat Required	
LM-100		-	1 Own	2
Port Required			Boat Registration Number Magained	
Two Rivers		-	932345	
Add Effort				
Gear Type Required			-	
Trap Net		-		
Grid Required				
705 +				
Trap Net Required	Total Nights Required			
test -	1	+ Add Trap Net		
Species Required	Est. Weight Required	Act. Weight	Wgt, Cond, Required	
Lake Whitefish	500	500	Headless - + Add Species	
Comment			л	

#### At this point you can:

- Select the save button and return to your Recent Entries page
- Select the Save And Add Another Effort button and repeat the process as shown above
- Select the Cancel button and delete the harvest information on this page and return to the Recent Entries page

## SCENARIO 4 Reporting All Fishing Efforts Except You're Missing One Actual Weight

#### **SCENARIO 5**

#### Reporting All Fishing Efforts Except You're Missing More Than One Actual Weight

To complete your entry for Scenario 5 and Scenario 6, you will need to provide data for all required fields as seen in <u>Scenario 1 above</u>.

For Scenarios 4 and 5, the following message box will appear at the top of your dashboard (homepage) anytime you are missing one or more actual weights for one or more days of fishing.

Warning You have entries that are missing Actual Weight. Enter Actual Weight now

After selecting Enter Actual Weight Now, you will be brought a page that will look similar to this:

Home	Recent Entries Trap Nets	Add New Entry July 08, 2022		Welcome Blizel, Allen Logout
License	Date	Species	Estimated	Actions
LM-6006	05/04/2017	Burbot	5	Add
LM-6006	05/04/2017	Chubs	300	Add
LM-738	05/04/2017	Lake Whitefish	150	Add

In our example, license LM-6006 & LM-738 have been issued to Allen Blizel.

As indicated, LM-6006 has two and LM-738 one missing actual weight. To enter the missing actual weights, select Add under the Actions column heading.

Home	Recent Entries Trap Nets	Add New Entry July 08, 2022		Welcome Blizel, Allen Logout
License	Date	Species	Estimated	Actions
LM-6006	05/04/2017	Burbot	5	Add
LM-6006	05/04/2017	Chubs	300	Add
LM-738	05/04/2017	Lake Whitefish	150	Add

## A screen similar to this will be shown:

Wisconsin.Gov				Agency Directory Online Services	
	n : License LM - 6006				
Date Fished		Fishing Tune			
5/4/2017		Fishing Type Open Fish Port			
License Number		Boat			
LM-6006		Avis J			
Port		Boat Registration Numl 259463	ber		
Algoma		209463			
Gear Type					
Gill Net - Bottom					
Grid	Feet Fished		Total Ni	ghts	
1105	12000		5		
Mesh Size	Depth From (fathoms)		Depth T	o (fathoms)	
2.5	21		26		
Species Burbot	Est. Weight	Act. Weight Required		Weight Condition Dressed	
Buibot	5			Diessed	
Species	Est. Weight	Act. Weight Required		Weight Condition	
Chubs	300			Dressed	
🗸 Save	X Cancel				

Select one of the missing Act. Weight fields and enter the actual weight amount in pounds.

🕈 Wisconsin.Gov					Agency Directory Online Serve
Captain Blizel, Allen Entry 1314514904	: License LM - 6	5006			
Date Fished			Fishing Type		
5/4/2017			Open Fish Port		
License Number			Boat		
LM-6006			Avis J		
Port			Boat Registration Num	ber	
Algoma			259463		
Gear Type					
Gill Net - Bottom					
Grid		Feet Fished		Total Nigl	nts
1105		12000		5	
Mesh Size		Depth From (fathoms)		Depth To	(fathoms)
2.5		21		26	
Species	Est. Weight	6	Act. Weight Required		Weight Condition
Burbot	5				Dressed
Species	Est. Weight		Act. Weight Required		Weight Condition
Chubs	300		Acc. Weight Required		Dressed



Select the other missing Act. Weight field and enter that actual weight amount in pounds.

Wisconsin.Gov				Agency Directory	Online Services
- Captain Blizel, Allen : License Entry 1314514904	LM - 6006				
Date Fished		Fishing Type			
5/4/2017		Open Fish Port			
License Number		Boat			
LM-6006		Avis J			
Port		Boat Registration Numb	per		
Algoma		259463			
Gear Type					
Gill Net - Bottom					
Grid	Feet Fished		Total Nig	ghts	
1105	12000		5		
Mesh Size 2.5	Depth From (fathoms 21	;)		o (fathoms)	
2.5	21		26		
Species Est	t. Weight	Act. Weight Required		Weight Condition	
Burbot 5				Dressed	
Species Est	t. Weight	Act. Weight Required		Weight Condition	
Chubs 3	00			Dressed	
✓ Save	X Cancel				
CI.gov copyright ©20	017 STATE OF WISCONSIN ALL	RIGHTS RESERVED.			

Select the **Save** button to save and submit your data to the DNR.

You will receive a confirmation notification that your actual weights have been saved.

Effort - Electronic Fish Ha					
C 🛆 🔒 Secure   https://uatapp.w	i.gov/efhrs/efforts/251a5968-e9bc-41	ol-a188-7dd70e0ff8f1			
	Wisconsin.Gov			Agency Directory Online Ser	viæs
	No. of a constant of the second	State of Wisconsin Department of Nat Electronic Fish Harvest Rep			
		tries Trap Nets Add New En	ntry July 08, 2022	Welcome Blizel, Allen Lo	ngout
	Success Effort was sa	ved			x
	Captain Blizel, Alle Entry 1314514904	en : License LM - 6006 4			
	Submitted On				
	05/05/2017 11:36 AM				
	Date Fished		Fishing Type		
	5/4/2017		Open Fish Port		
	License Number		Boat		
	LM-6006		Avis J		
	Port		Boat Registration 1	lumber	
	Algoma		259463		
	Gear Type				
	Gill Net - Bottom				
	Grid	Feet Fish	ned	Total Nights	
	1105	12000		5	
	0.000				
	Mesh Size 2.5	Depth Fn 21	rom (fathoms)	Depth To (fathoms)	
	2.5	21		20	
	Species	Est. Weight	Act. Weight	Weight Condition	
	Burbot	5	4	Dressed	
	Species	Est. Weight	Act. Weight	Weight Condition	
	Chubs	300	295	Dressed	

You can then select either the button to print this record or the Cancel button which will bring you to your Recent Entries page.

#### **SCENARIO 6**

### Trying To Save A Record With Missing Data

For Scena	ario 6, all locati	ons where you a	re missing data v	will be high	lighted in red.
rid		Tanida Durau Lat	Tacida Durau Lana	Outside Buse	
r I Cl		Inside Buoy Lat.	Inside Buoy Long. -DD MM SS	Outside Buoy	Lat. Outside Buoy Long.
Choose A Grid	-	XX XX XX	-XX XX XX		-XX XX XX
id is required	Tetel Niel		Death Free (fetheres)	,	
otal Pots Required		NTS Required	Depth From (fathoms)	Required	Depth To (fathoms) Required
otal Pots is required	Total Night	s is required	Depth From is required		Depth To is required
DECIES Required	Est. Weight Required	Act. Weight Required	Wgt. Cond. Required		
Choose A Species 🔹			Choose A Condition -	+ Add Specie	es
pecies is required	Est. Weight is required		Weight Condition is required		

To complete your entry for Scenario 6, you will need to provide data for all required fields as seen in **Scenario 1 above**.

#### **Back To Top**

## **REPORTING TRAP NET FISHING LOCATIONS**

To add a new trap net fishing location, select **Trap Nets** from the menu bar.

Fill in the Grid, Name, Inside and Outside Buoy coordinates, Depth and Start Date (i.e., the date the trap was set). Enter coordinates in DD MM SS format.

Please note that the Trap Net Name cannot be duplicated during a calendar year.

Then click Add.

Trap Nets: White	e, Allen				All Active Inactive
Grid Required	Name Required				
Choose A Grid -		(pending)			
Inside Buoy Required		Outside Buoy Required		Depth (fathoms) Required	
Lat. DD MM SS	LongDD MM SS	Lat. DD MM SS	LongDD MM SS	From	То
Start Date Required					
7/8/2022				Add	× Cancel

Under the blue line, you will find your previously entered nets (listed from newest to oldest).

Grid Required	Name Required				
Choose A Grid 🔹		(pending)			
Inside Buoy Required		Outside Buoy Required		Depth (fathoms) Required	
Lat DD MM SS	LongDD MM SS	Lat. DD MM SS	LongDD MM SS	From	То
Start Date Required					
7/8/2022				🖌 Add	× Cancel
7/8/2022				- Auu	
	Name Required			◆ Add	· Calica
	Name Required	16			
Grid Required		16 Outside Buoy Required		Depth (fathoms) Required	
Grid Required			Long87 23 23		To 5
Grid Required 705 -	test	Outside Buoy Required	Long87 23 23	Depth (fathoms) Required	

When a net is moved, relaced or re-cast, you should enter the Set End Date for that net. By doing this, that net will become inactive.

Enter the new net's information as a new entry.

705 -	test	16			
Inside Buoy Required		Outside Buoy Required		Depth (fathoms) Required	
Lat 42 25 25	Long87 25 56	Lat. 42 56 58	Long87 23 23	From 2	То 5
Start Date Required					

To look at your inactive nets, click on the inactive button on the top right corner.

Home Recent Ent	ries Trap Nets Add Ne	w Entry July 08, 2022		Welcom	e White, Allen Logout
Trap Nets: White	e, Allen				All Active Inactive
Grid Required	Name Required				
Choose A Grid -		(pending)			
Inside Buoy Required		Outside Buoy Required		Depth (fathoms) Required	
Lat. DD MM SS	LongDD MM SS	Lat. DD MM SS	LongDD MM SS	From	То
Start Date Required					
7/8/2022				🖌 Add	× Cancel

## **RECENT ENTRIES**

Select any one of the recent entries to display the details of that record.

C Recent Entries - Electron ×	A A A			the part of the little	A REAL PROPERTY AND A REAL	<u>نا</u> ف
> C 🏠 🔒 Secure   https://uata	pp.wi.gov/efhrs/efforts					ପ୍
	Wisconsin.Gov				Agency Directory Online Services	
		State of Wisconsin Department of No Electronic Fish Harvest R		rces		
	Home Recent Entrie	is Trap Nets Add New Entry	July 08, 2022		Welcome Blizel, Allen Logout	
	<b>Recent Entries</b>			[	This Year This Month This Week Today	
<	Effort ID It	Catch Date I†	Captain I†	License It	Entered By It	
	1314514904	05/04/2017	Blizel, Allen	LM-6006	Blizel, Allen	
	1310962912	05/04/2017	Blizel, Allen	LM-738	Blizel, Allen	

## The record will display like this:

Captain Blizel, Allen Entry 1314514904	: License LM - 6	006					
Submitted On							
05/05/2017 11:36 AM							
Date Fished				Fishing Type			
5/4/2017				Open Fish Port			
License Number				Boat			
LM-6006				Avis J			
Port				Boat Registration Nu	mber		
Algoma				259463			
Gear Type							
Gill Net - Bottom							
Grid		Feet Fished	ł		Total Nights	6	
1105		12000			5		
Mesh Size		Depth Fron	n (fathoms)		Depth To (f	athoms)	
2.5		21			26		
Species	Est. Weight			Act. Weight		Weight Condition	
Burbot	5			4		Dressed	
Species	Est. Weight			Act. Weight		Weight Condition	
Chubs	300			295		Dressed	

#### SORT YOUR DATA ENTRIES

You can sort your recent entries by selecting any one of the column headings:

C Recent Entries - Electron ×	-		-		the second s	÷ - • •
← → C △ ▲ Secure   https://uatapp.v	wi.gov/efhrs/efforts					@ ☆
	Wisconsin.Gov				Agency Directory Online Services	
		State of Wisconsin Department of Electronic Fish Harves	Natural Resourd	ces		
	Home Recent Entri	ies Trap Nets Add New En	try July 08, 2022		Welcome Blizel, Allen Logout	
	<b>Recent Entries</b>				This Year This Month This Week Today	
	Effort ID It	Catch Date If	Captain If	License It	Entered By It	
	1314514904	05/04/2017	Blizel, Allen	LM-6006	Blizel, Allen	
	1310962912	05/04/2017	Blizel, Allen	LM-738	Blizel, Allen	
	1927029495	04/25/2017	Blizel, Allen	LM-738	Blizel, Allen	

By default, you see all your recent entries in ascending date order for the current year. However, you can filter your recent entries to see data from just this month, this week or today.

To do this, select the corresponding button to view your data only for the selected window of time. In this example, only the entries from the current week were selected

Home	Recent Entries	Trap Nets	Add New Entry	July 08, 2022		Welcome Blizel, Allen Logout
Recent E	ntries					This Year This Moth This Week oday
Effort ID II		Catch Date It		Captain It	License If	Entered By It
1167889477		05/08/2017		Blizel, Allen	LM-738	Blizel, Allen
1578718863		05/08/2017		Blizel, Allen	LM-738	Blizel, Allen
487591433		05/09/2017		Blizel, Allen	LM-738	Blizel, Allen

## **EDITING DATA**

The edit button is only available for selection up to 11:59 p.m. for the date of entry after you save the data on the Effort page.

Home	Recent Entries	Trap Nets	Add New Entry	July 08, 2022			Welcome Blizel, Allen	Logout
	Blizel, Allen : 67889477	License L	M - 738					
Date Fished					Fishing Type			
5/8/2017					Open Fish Port			
License Num	ber				Boat			
LM-738					Carolyn			
Port					Boat Registration N	umber		
Sturgeon Ba	У				229077			
Gear Type								
Gill Net - Bot	tom							
Grid			Feet Fishe	d		Total Ni	ghts	
1001			1200			1		
Mesh Size			Depth Fro	m (fathoms)		Depth T	o (fathoms)	
2.5			1			2		
Species		Est.	Weight		Act. Weight		Weight Condition	
Yellow Perch		150			145		Round	
	🖨 Print		<b>E</b> dit		💼 Del	ete	× Cancel	

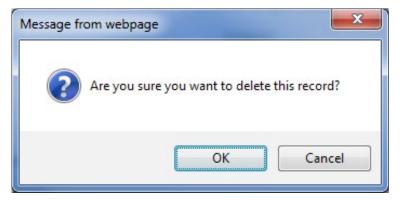
If you select the edit button within this day, you can make any necessary changes to your data and re-save with those changes.

## **DELETING DATA**

The delete button is only available up to 11:59 p.m. after you save the data on the Effort page.

Home Recent Entries	Trap Nets	Add New Entry	July 08, 2022				Welcome Blizel, Allen	Logout
Captain Blizel, Allen : Entry 1167889477	: License L	M - 738						
Date Fished				Fishing Type				
5/8/2017				Open Fish Port				
License Number				Boat				
LM-738				Carolyn				
Port				Boat Registration	n Number			
Sturgeon Bay				229077				
Gear Type								
Gill Net - Bottom								
Grid		Feet Fished	d			Total Nights		
1001		1200				1		
Mesh Size		Depth Fror	n (fathoms)			Depth To (fat	homs)	
2.5		1				2		
Species	Est. V	Veight		Act. Weight			Weight Condition	
Yellow Perch	150			145			Round	
🖨 Print		🕑 Edit		Î	Delete		X Cancel	

If you select the delete button within this time frame, you will see this:



Select the OK button and this record will be deleted or the select the Cancel button to not delete this record.

## **EXPORTING DATA**

You may export your recent entries from the Recent Entries page into an Excel spreadsheet.

Home	Recent Entries	Trap Nets	Add New Entry	July 08,	2022		Welcome White, Allen	Logout
Recent E	ntries					Previous Year T	his Year This Month This Week	Today
Effort ID #	Cat	ch Date It	Capta	in 11	License #	Created By It	Completed By IT	
621211905	07/0	08/2022	White	Allen	LM-100	White, Allen	White, Allen	
296979623	07/0	08/2022	White	Allen	LM-738	White, Allen	White, Allen	
1852676388	07/0	08/2022	White	Allen	LM-738	White, Allen	White, Allen	
932575375	07/0	08/2022	White	Allen	LM-738	White, Allen		
1832361975	07/0	07/2022	White	Allen	LM-738	White, Allen	White, Allen	
1213633612	06/1	16/2022	White	Allen	LM-738	White, Allen	White, Allen	
1632381476	06/1	16/2022	White	Allen	LS-589	Member, Crew	White, Allen	
307615166	06/0	09/2022	White	Allen	LM-738	Blizel, Allen	Blizel, Allen	
2130179634	06/0	09/2022	White	Allen	LM-738	White, Allen	White, Allen	
82973147	06/0	07/2022	White	Allen	LM-738	Member, Crew	White, Allen	
1353472912	06/0	07/2022	White	Allen	LM-738	Member, Crew	Blizel, Allen	
883761392	06/0	07/2022	White	Allen	LM-738	White, Allen	Blizel, Allen	
384983935	06/0	07/2022	White	Allen	LM-738	White, Allen	White, Allen	
1464745555	06/0	07/2022	White	Allen	LM-738	White, Allen	White, Allen	
1739883921	06/0	07/2022	White	Allen	LM-738	White, Allen	White, Allen	
298616007	06/0	07/2022	White	Allen	LM-738	White, Allen	White, Allen	
1100915258	06/0	02/2022	White	Allen	LM-738	Blizel, Allen	Blizel, Allen	
1243337513	06/0	02/2022	White	Allen	LM-738	Blizel, Allen	Blizel, Allen	
30786536	05/3	31/2022	White	Allen	LM-738	Blizel, Allen	Blizel, Allen	

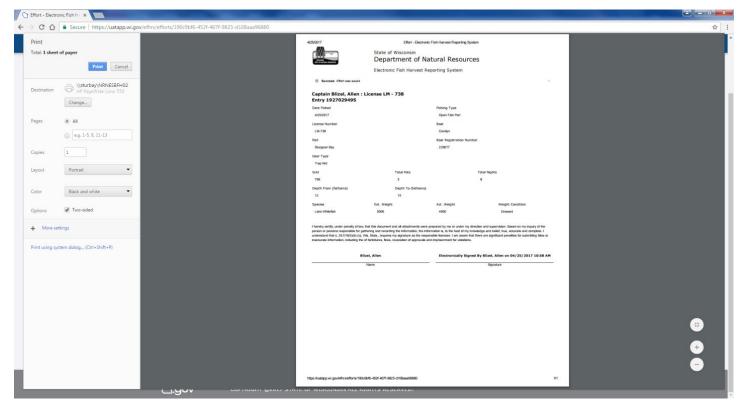
Export Data 🚨

If you'd like to export data from specific time periods, you may do so by selecting your preferred time period (previous year, this year, this month, this week or today). Once you have selected the time period, click the **Export Data** botton.

## PRINTING DATA

Selecting the button on your Recent Entries page for example, allows you to print a copy of your fishing harvest data for your records. This button is found on more than just the Recent Entries page, but it functions the same regardless of the page you select it from.

After selecting the button, you will be brought to a page that looks similar to this (if you are using Chrome as your internet browser):



Select the print button on this page and your document will be sent to your printer.

If you are using a different internet browser than Chrome, you will be prompted to print the document to your printer without a preview.

## **EXITING THE EFHRS PROGRAM**

You can exit the EFHRS by selecting Logout from the menu bar.

