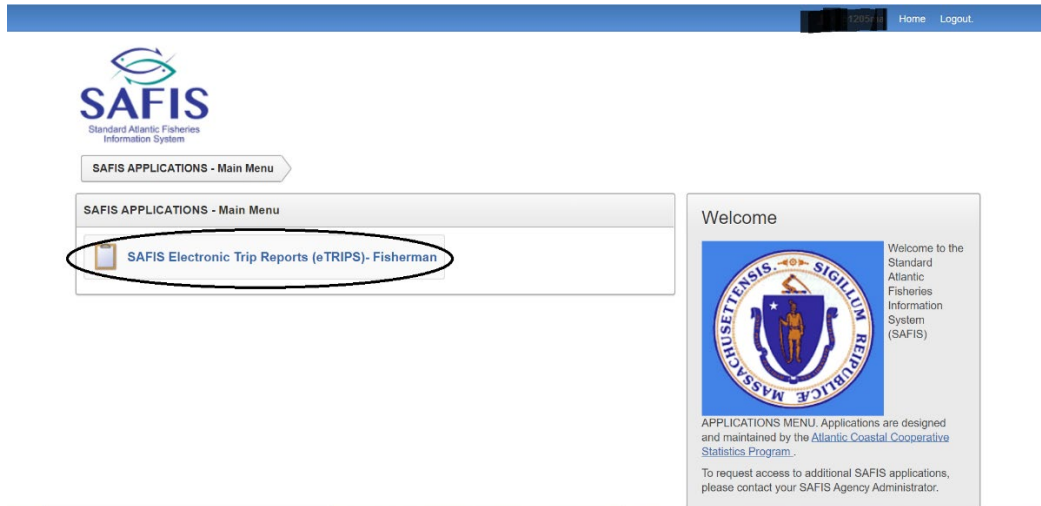


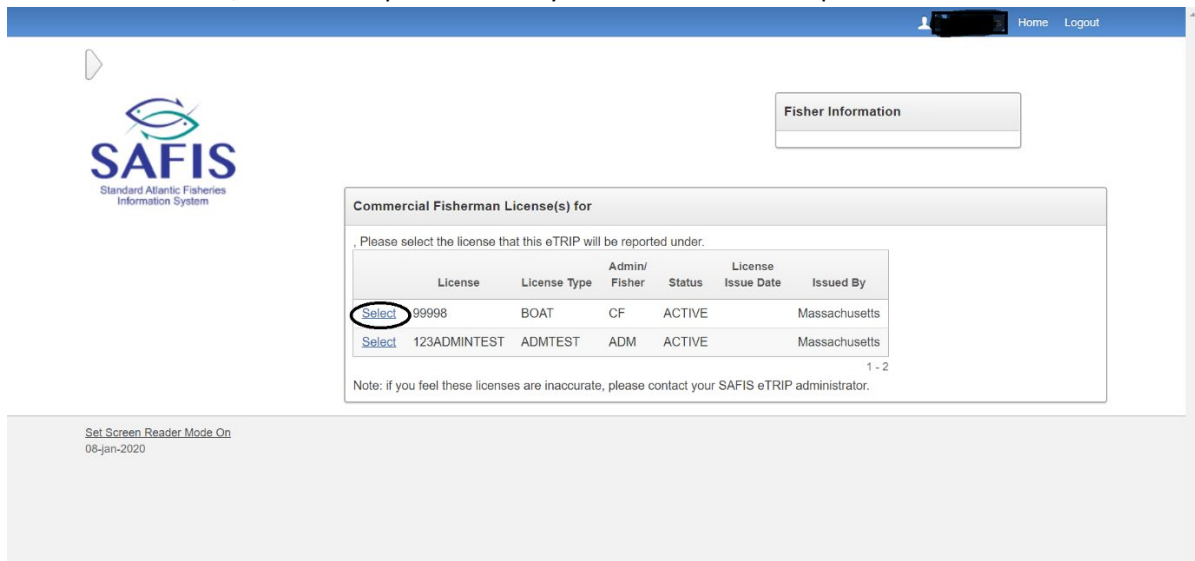
How to use SAFIS to Download Data from Trip Reports

1. Log-in to SAFIS and select "SAFIS Electronic Trip Reports (eTrips)- Fisherman"



The screenshot shows the SAFIS (Standard Atlantic Fisheries Information System) main menu. At the top, there is a blue navigation bar with 'Home' and 'Logout' links. Below the bar, the SAFIS logo is displayed. A 'SAFIS APPLICATIONS - Main Menu' button is visible. The main menu area contains a list of applications, with 'SAFIS Electronic Trip Reports (eTRIPS)- Fisherman' highlighted by a red circle. To the right, a 'Welcome' message is displayed, featuring the Seal of the Commonwealth of Massachusetts and text indicating the user is welcome to the Standard Atlantic Fisheries Information System (SAFIS). Below the seal, it states: 'APPLICATIONS MENU. Applications are designed and maintained by the Atlantic Coastal Cooperative Statistics Program. To request access to additional SAFIS applications, please contact your SAFIS Agency Administrator.'

2. On the next screen, choose the permit which you wish to create a report on.



The screenshot shows the 'Commercial Fisherman License(s) for' selection screen in SAFIS. The page includes the SAFIS logo and a 'Fisher Information' box. A table titled 'Commercial Fisherman License(s) for' is displayed, with the instruction: 'Please select the license that this eTRIP will be reported under.' The table has columns: License, License Type, Admin/ Fisher, Status, License Issue Date, and Issued By. Two licenses are listed:

License	License Type	Admin/ Fisher	Status	License Issue Date	Issued By
Select 99998	BOAT	CF	ACTIVE		Massachusetts
Select 123ADMINTST	ADMTEST	ADM	ACTIVE		Massachusetts

1 - 2

Note: if you feel these licenses are inaccurate, please contact your SAFIS eTRIP administrator.

At the bottom left, there is a link 'Set Screen Reader Mode On' and the date '08-Jan-2020'.

3. On the left-hand side of the screen, select "Reports Menu"

SAFIS
Standard Atlantic Fisheries Information System

Main Menu for LOBSTAH TEST

- Trip Reports
- Negative Reports
- Favorites (Active)
- Fisher Info
- Reports Menu**

eTRIP Menu

Message of the Day

Partner Message	Partner	Message Date
2019 COMMERCIAL TAUTOG FISHERY TO CLOSE EFFECTIVE TUESDAY, OCTOBER 29, 2019 - Massachusetts' 2019 commercial tautog quota of 64,753 pounds is projected to be taken after Monday, October 28, 2019. Accordingly, the Massachusetts commercial tautog fishery will be closed effective Tuesday, October 29, 2019 (Closure Notice). This commercial fishery will remain closed until September 1, 2020. During the closed period, it is unlawful for fishermen to possess and land tautog for commercial purposes or in a manner that does not conform to the state's recreational fishing regulations. Additionally, it is unlawful for seafood dealers to purchase or receive tautog from fishermen.	MA	10/25/2019

Questions?

Questions on address and permits or species, vessels, ports should be directed to your SAFIS Partner Administrator. Thank you.

(978)282-0308 x101

How Can We Improve eTRIPS?

We want your feedback to help us plan and design future versions of eTRIPS. Please take a moment

4. Within Reports Menu, Select "eTrip Interactive Report (Print Available)"

SAFIS
Standard Atlantic Fisheries Information System

Main Menu for LOBSTAH TEST

- Trip Reports
- Negative Reports
- Favorites (Active)
- Fisher Info
- Reports Menu**

eTRIP Menu **eTRIP Report Menu**

eTRIP Reports for LOBSTAH TEST (license #: 99998 BOAT)

- eTRIP - Negative/Did Not Fish Reports
- ALL Trip Reports
- Trips, Vessels, Species Caught
- eTRIP Interactive Report (PRINT available)**
- Species Previously Removed from CAR
- Raw eTRIPS/Mobile Uploaded Data

Set Screen Reader Mode On
08-Jan-2020

5. To filter a report by a range of dates, select “Actions” then “Filter”

SAFIS Standard Atlantic Fisheries Information System

Main Menu for LOBSTAH TEST

- Trip Reports
- Negative Reports
- Favorites (Active)
- Fisher Info
- Reports Menu

eTRIP Menu > eTRIP Report Menu > eTRIP Interactive Data Report

eTrips Data Report for LOBSTAH TEST - License# 99998

Go Rows 25 Actions

	eTRIP # (Trip_id)	Trip Type	License	Fisher	Trip Start Date	Trip End Date	Vessel	State Reg #	Coast Guard #	State
Print	51517605	C	99998	LOBSTAH TEST	12/02/2019	-	FROM SHORE (no vessel)	FROM_SHORE	-	MA
Print	50323657	C	99998	LOBSTAH TEST	10/16/2019	10/16/2019	FROM SHORE (no vessel)	FROM_SHORE	-	MA

6. Within the filter, select “Trip Start Date” from the “Column” drop down list.

SAFIS Standard Atlantic Fisheries Information System

Main Menu for LOBSTAH TEST

- Trip Reports
- Negative Reports
- Favorites (Active)
- Fisher Info
- Reports Menu

eTRIP Menu > eTRIP Report Menu > eTRIP Interactive Data Report

eTrips Data Report for LOBSTAH TEST - License# 99998

Go Rows 25 Actions

Filter

Column Operator Expression

Displayed

- eTRIP # (Trip_id)
- Trip Type
- License
- Fisher
- Trip Start Date**
- Trip End Date
- Vessel
- State Reg #
- Coast Guard #
- State
- Area Code
- Sub Area Code
- Local Area Code
- Gear Code
- Gear
- Gear Quantity
- Gear Sets
- Total Gear in Water (Gears Fishing)

	Fisher	Trip Start Date	Trip End Date	Vessel	State Reg #	Coast Guard #	State
Print	LOBSTAH TEST	12/02/2019	-	FROM SHORE (no vessel)	FROM_SHORE	-	MA
Print	LOBSTAH TEST	10/16/2019	10/16/2019	FROM SHORE (no vessel)	FROM_SHORE	-	MA

- Then select “Between” from the “Operator” drop down list

The screenshot shows the SAFIS (Standard Atlantic Fisheries Information System) interface. A 'Filter' dialog box is open, displaying the 'Column' tab. The 'Column' dropdown is set to 'Trip Start Date'. The 'Operator' dropdown menu is open, showing various comparison operators. The 'between' operator is highlighted with a red circle. The 'Expression' field is empty. The background shows a table of trip data with columns: eTRIP # (Trip_id), Trip Type, License, Fisher, Trip Start Date, Trip End Date, Vessel, State Reg #, Coast Guard #, and State.

eTRIP # (Trip_id)	Trip Type	License	Fisher	Trip Start Date	Trip End Date	Vessel	State Reg #	Coast Guard #	State
51517605	C	99998	LOBSTAH TEST	12/02/2019	-	FROM SHORE (no vessel)	FROM_SHORE	-	MA
50323657	C	99998	LOBSTAH TEST	10/16/2019	10/16/2019	FROM SHORE (no vessel)	FROM_SHORE	-	MA

- Under expression use the calendar or manual entry (MM/DD/YYYY format) to fill in the boxes under “Expression”. These are the range of dates you wish to view trips from.

The screenshot shows the SAFIS interface with the 'Filter' dialog box open. The 'Operator' is now set to 'between'. The 'Expression' field contains the date '03/15/2020' followed by 'and' and another empty date field. A calendar widget for March 2020 is displayed, showing the days of the month. The background table is the same as in the previous screenshot.

eTRIP # (Trip_id)	Trip Type	License	Fisher	Trip Start Date	Trip End Date	Vessel	State Reg #	Coast Guard #	State
51517605	C	99998	LOBSTAH TEST	12/02/2019	-	FROM SHORE (no vessel)	FROM_SHORE	-	MA
50323657	C	99998	LOBSTAH TEST	10/16/2019	10/16/2019	FROM SHORE (no vessel)	FROM_SHORE	-	MA

9. Below is an example of filters used to select trips from 03/15/2020 through 06/30/2020. When you have completed your filter fields, select “Apply”.

The screenshot shows the SAFIS web application interface. A 'Filter' dialog box is open, allowing users to filter data. The 'Column' tab is active, and the 'Trip Start Date' is selected. The 'Operator' is set to 'between'. The 'Expression' field contains '03/15/2020' and '06/30/2020' separated by 'and'. The 'Apply' button is circled in red.

eTRIP # (Trip_id)	Trip Type	License	Fisher	Trip Start Date	Trip End Date	Vessel	State Reg #	Coast Guard #	State
51517605	C	99998	LOBSTAH TEST	12/02/2019	-	FROM SHORE (no vessel)	FROM_SHORE	-	MA
50323857	C	99998	LOBSTAH TEST	10/16/2019	10/16/2019	FROM SHORE (no vessel)	FROM_SHORE	-	MA

10. To summarize the weights of catch from this time period, select “Actions” then “Download”

The screenshot shows the SAFIS web application interface. The 'eTrips Data Report for LOBSTAH TEST - License# 99998' is displayed. The 'Actions' menu is open, and the 'Download' option is circled in red.

eTRIP # (Trip_id)	Trip Type	License	Fisher	Trip Start Date	Trip End Date	Vessel	State Reg #	Coast Guard #	State
51517605	C	99998	LOBSTAH TEST	12/02/2019	-	FROM SHORE (no vessel)	FROM_SHORE	-	MA

11. Select “CSV” from this next option, this format can be edited in excel.

Left sidebar menu:

- Trip Reports
- Negative Reports
- Favorites (Active)
- Fisher Info
- Reports Menu

Page Title: eTrips Data Report for LOBSTAH TEST - License# 99998

Search: [] Go Rows: 15 Actions: [v]

Download dialog box:

Choose report download format

Options: **CSV** (selected), HTML

								Vessel	State Reg #	Coast Guard #	State	
Print	50323657	C	99998	LOBSTAH TEST	10/16/2019	10/16/2019	FROM SHORE (no vessel)	FROM_SHORE	-		MA	
Print	50323657	C	99998	LOBSTAH TEST	10/16/2019	10/16/2019	FROM SHORE (no vessel)	FROM_SHORE	-		MA	
Print	50222282	C	99998	LOBSTAH TEST	10/03/2019	10/03/2019	UNKNOWN	GA9999	-		MA	
Print	52836086	C	99998	LOBSTAH TEST	05/12/2020	05/12/2020	POOH BAH	-		590858	MA	