

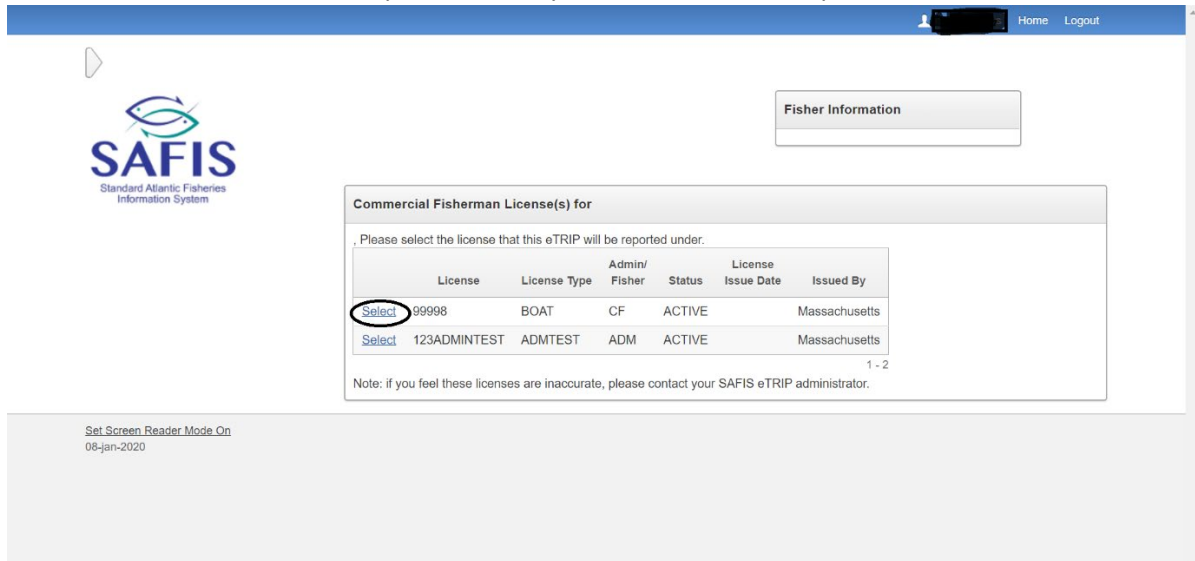
How to use SAFIS to View Reports of Previous Trips

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 header bar with a user profile icon, the name "12059", and links for "Home" and "Logout". Below the header, the SAFIS logo is displayed on the left. In the center, a box titled "SAFIS APPLICATIONS - Main Menu" contains a list of applications. The application "SAFIS Electronic Trip Reports (eTRIPS)- Fisherman" is highlighted with a red oval. To the right, a "Welcome" message is displayed, featuring the Seal of the Commonwealth of Massachusetts and text stating: "Welcome to the Standard Atlantic Fisheries Information System (SAFIS). 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. At the top, there is a blue header bar with a user profile icon, the name "12059", and links for "Home" and "Logout". Below the header, the SAFIS logo is displayed on the left. In the top right corner, there is a "Fisher Information" box. The main content area is titled "Commercial Fisherman License(s) for" and contains a message: "Please select the license that this eTRIP will be reported under." Below this message is a table with the following columns: License, License Type, Admin/ Fisher, Status, License Issue Date, and Issued By. The table contains two rows of data. The first row has a "Select" button next to the license number "99998", which is highlighted with a red oval. The second row has a "Select" button next to the license number "123ADMINTEST". The table is followed by a "1 - 2" pagination indicator. At the bottom, a note states: "Note: if you feel these licenses are inaccurate, please contact your SAFIS eTRIP administrator." In the bottom left corner, there is a link "Set Screen Reader Mode On" and the date "08-Jan-2020".

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

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

The screenshot shows the SAFIS (Standard Atlantic Fisheries Information System) web application. The top navigation bar includes 'Home' and 'Logout' links. The left-hand side features a 'Main Menu for LOBSTAH TEST' with options: 'Trip Reports', 'Negative Reports', 'Favorites (Active)', 'Fisher Info', and 'Reports Menu' (which is circled in red). Below the menu is a section titled 'How Can We Improve eTRIPS?' with a feedback prompt. The main content area is titled 'eTRIP Menu' and displays a 'Message of the Day' from the 'Partner Message' section, dated 10/25/2019, regarding the closure of the 2019 commercial tautog fishery in Massachusetts. A 'Fisher Information' box in the top right corner shows 'LOBSTAH TEST' and '99998 BOAT'. A 'Questions?' section on the right provides contact information for the SAFIS Partner Administrator.

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

This screenshot shows the SAFIS web application after selecting the 'Reports Menu'. The left-hand navigation bar now highlights 'Reports Menu'. The main content area is titled 'eTRIP Report Menu' and displays a list of report options for 'LOBSTAH TEST (license #: 99998 BOAT)'. The options are: 'eTRIP - Negative/Did Not Fish Reports', 'ALL Trip Reports', 'Trips, Vessels, Species Caught', 'eTRIP Interactive Report (PRINT available)' (circled in red), 'Species Previously Removed from CAR', and 'Raw eTRIPS/Mobile Uploaded Data'. The 'Fisher Information' box in the top right corner remains the same. At the bottom left, there is a footer note: '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

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)

Cancel Apply

	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

7. Then select “Between” from the “Operator” drop down list.

The screenshot shows the SAFIS web application interface. A 'Filter' dialog box is open, displaying the 'Column' tab. The 'Column' dropdown is set to 'Trip Start Date'. The 'Operator' dropdown is open, showing a list of operators including '=', '>', '>=', '<', '<=', 'is null', 'is not null', 'is in the last', 'is not in the last', 'is in the next', 'is not in the next', and 'contains'. The 'between' operator is highlighted. The 'Expression' field is empty. The background shows a table with columns: eTRIP # (Trip_id), Trip Type, License, Fisher, Trip Start Date, Trip End Date, Vessel, State Reg #, Coast Guard #, and State. Two rows of data are visible.

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

8. 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 web application interface. The 'Filter' dialog box is open, displaying the 'Column' tab. The 'Column' dropdown is set to 'Trip Start Date'. The 'Operator' dropdown is set to 'between'. The 'Expression' field is filled with '03/15/2020'. A calendar is open, showing the month of March 2020. The background shows the same table of trip data 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”.

SAFIS
Standard Atlantic Fisheries
Information System

Main Menu
for LOBSTAH TEST

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

Filter

Column Operator Expression

Trip Start Date between 03/15/2020 and 06/30/2020

Cancel Apply

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	FROM_SHORE	-	MA

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

eTrips Data Report for LOBSTAH TEST - License# 99998

Search Go Rows 15 Actions

- ☒ Trip Start Date between 03/15/2020 and 06/30/2020
- ☒ Trip DID NOT yield catch

Format

- Sort
- Highlight
- Chart
- Group By

eTRIP # (Trip_id)	Trip Type	License	Fisher	Trip Start Date	Trip End Date	Vessel	State Reg #	Coast Guard #	State
Print 52836086	C	99998	LOBSTAH TEST	05/12/2020	05/12/2020	POOH BAH	-	590858	MA
Print 52836087	C	99998	LOBSTAH TEST	05/12/2020	05/12/2020	POOH BAH	-	590858	MA
Print 52836088	C	99998	LOBSTAH TEST	05/12/2020	05/12/2020	POOH BAH	-	590858	MA
Print 52896598	C	99998	LOBSTAH TEST	05/18/2020	05/18/2020	UNKNOWN	MS9999	-	MA
Print 52896599	C	99998	LOBSTAH TEST	05/18/2020	05/18/2020	UNKNOWN	MS9999	-	MA

11. This interface can be used to summarize how much of an individual species you landed and the unit (count, lbs, etc.) that the catch was landed in. Click the “Select Group by Column” list then choose “Species”.

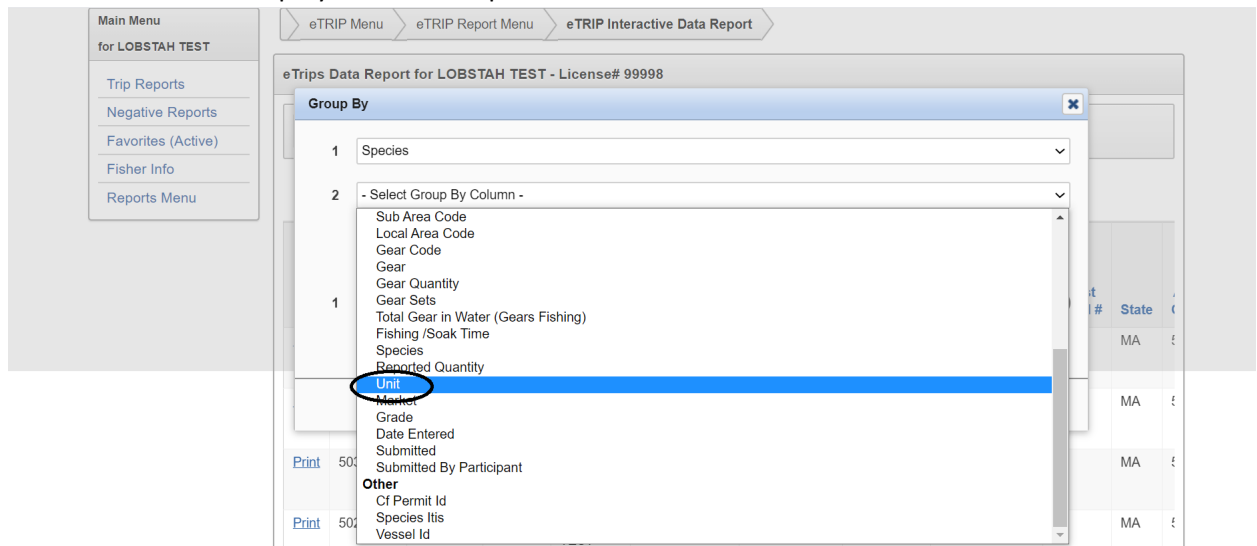
The screenshot shows the SAFIS (Standard Atlantic Fisheries Information System) interface. On the left is a 'Main Menu for LOBSTAH TEST' with links to Trip Reports, Negative Reports, Favorites (Active), Fisher Info, and Reports Menu. The central area displays a 'Group By' dropdown menu that is open, showing a list of columns: Local Area Code, Gear Code, Gear, Gear Quantity, Gear Sets, Total Gear in Water (Gears Fishing), Fishing Soak Time, Species (highlighted in blue), Reported Quantity, Unit, Market, Grade, Date Entered, Submitted, Submitted By Participant, Other, Cf Permit Id, Species Itis, and Vessel Id. Below the dropdown is a table with columns: Functions, Column, Label, Format Mask, and Sum. The first row shows '- Select Function -', '- Select Column -', an empty label field, an empty format mask field, and a toggle switch for Sum. Buttons for 'Add Group By Column', 'Add Function', 'Cancel', and 'Apply' are visible at the bottom.

12. Select “Add Group by Column”.

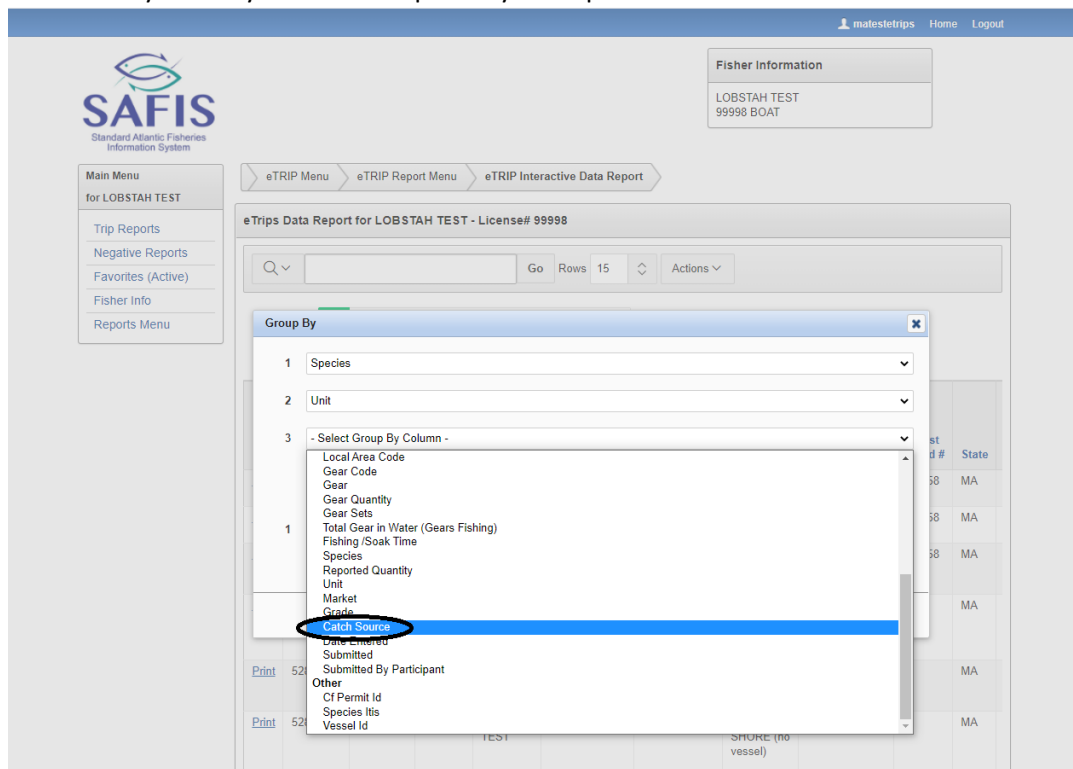
This screenshot shows the same SAFIS interface as the previous one, but with the 'Group By' dialog box open. The 'Species' option is selected in the dropdown. The 'Add Group By Column' button is circled in red. Below the dialog, a table of trip data is visible. The table has columns for trip details and a 'Print' link for each row.

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

13. Now click “Select Group By Column” drop down and choose “Unit”.



14. To view data grouped by “Catch Source” (aquaculture, standard), select “Add Group by Column” then click “Select Group by Column” dropdown list and choose “Catch Source”. This is unnecessary unless you wish to separate your Aquaculture and Standard catch.



15. Click the “Select Functions” dropdown and Select “Sum”.

The screenshot shows the SAFIS (Standard Atlantic Fisheries Information System) interface. The main menu on the left includes 'Trip Reports', 'Negative Reports', 'Favorites (Active)', 'Fisher Info', and 'Reports Menu'. The top navigation bar shows 'eTRIP Menu', 'eTRIP Report Menu', and 'eTRIP Interactive Data Report'. The 'Fisher Information' box displays 'LOBSTAH TEST' and '99998 BOAT'. The 'eTrips Data Report for LOBSTAH TEST - License# 99998' is open, showing a search bar, 'Go' button, 'Rows 15', and 'Actions' dropdown. The 'Group By' dialog box is open, showing a list of columns: 1. Species, 2. Unit, 3. Catch Source. Below this, the 'Functions' dropdown is open, showing options: - Select Function -, Sum (highlighted), Average, Maximum, Minimum, Median, Count, Count Distinct, Percent of Total Sum, and Percent of Total Count. The 'Sum' function is selected. The background shows a table with columns: Species, Unit, Catch Source, Date, Time, Location, Vessel, and State.

16. Click “Select Column” dropdown and select “Reported Quantity”.

The screenshot shows the same SAFIS interface as the previous one. The 'Group By' dialog box is open, and the 'Select Column' dropdown is open, showing options: - Select Column -, Displayed, eTRIP # (Trip_Id), Gear Quantity, Gear Sets, Total Gear in Water (Gears Fishing), Reported Quantity (highlighted), Submitted By Participant, Other, Cf Permit Id, and Vessel Id. The 'Reported Quantity' column is selected. The background shows the same table with columns: Species, Unit, Catch Source, Date, Time, Location, Vessel, and State.

17. Enter a custom name in the box under label. In this example, I used “Catch Amount”. Use the drop down under format mask to choose the format of your “Catch Amount”, I chose to round data to the hundredths place.

The screenshot shows the 'eTrips Data Report for LOBSTAH TEST - License# 99998' interface. A 'Group By' dialog box is open, allowing configuration of report columns and functions. The 'Group By' section lists 'Species', 'Unit', and 'Catch Source'. The 'Functions' section shows 'Sum' applied to 'Reported Quantity'. The 'Label' field is set to 'Catch Amount'. The 'Format Mask' dropdown is open, displaying a list of formatting options: '\$5,234.10', '5,234.10' (highlighted), '5,234.1000', and '5,234'. The background report table shows columns for various trip details.

18. The group by interface will appear as below, ignore the code in the “Format Mask” box and click “Apply”.

This screenshot shows the same 'eTrips Data Report' interface with the 'Group By' dialog box. In this step, the 'Format Mask' dropdown is set to a custom code '9999G999G990D00'. The 'Apply' button at the bottom right of the dialog box is circled, indicating the user should click it to save the configuration. The background report table is visible, showing trip data for license 99998.

19. The result is a summary table for catch between 03/15/2020 and 06/30/2020. See example below.

Trip Reports

Negative Reports

Favorites (Active)

Fisher Info

Reports Menu

Trips Data Report for LOBSTAH TEST - License# 99998

Q

Go

Rows 15

Actions

▼

Edit Group By

×

☒

Trip Start Date between 03/15/2020 and 06/30/2020

×

☒

Trip DID NOT yield catch

×

Species	Unit	Catch Source	Catch Amount
ALEWIFE	LB	S	1.00
BASS, STRIPED	LB	S	2.00
COD, ATLANTIC	LB	S	4.00
Trip DID NOT yield catch	-	-	-
BASS, BLACK SEA	LB	S	112.00
BASS, BLACK SEA	LB	A	18.00
HADDOCK	LB	S	5.00
LOBSTER, AMERICAN	LB	S	178.00

1 - 8 of 8