

# Overview of eTRIPS Mobile2 for Windows



eTRIPS/mobile2 is a mobile application from the ACCSP available on Apple iOS, Android tablets and Windows 10 computers. Captains can use it for the submission of vessel trip reports (VTR). The eTRIPS mobile2 app will put Commercial and For-Hire fisherman in compliance with mandatory reporting.



Step 1: Login using your SAFIS Username and Password

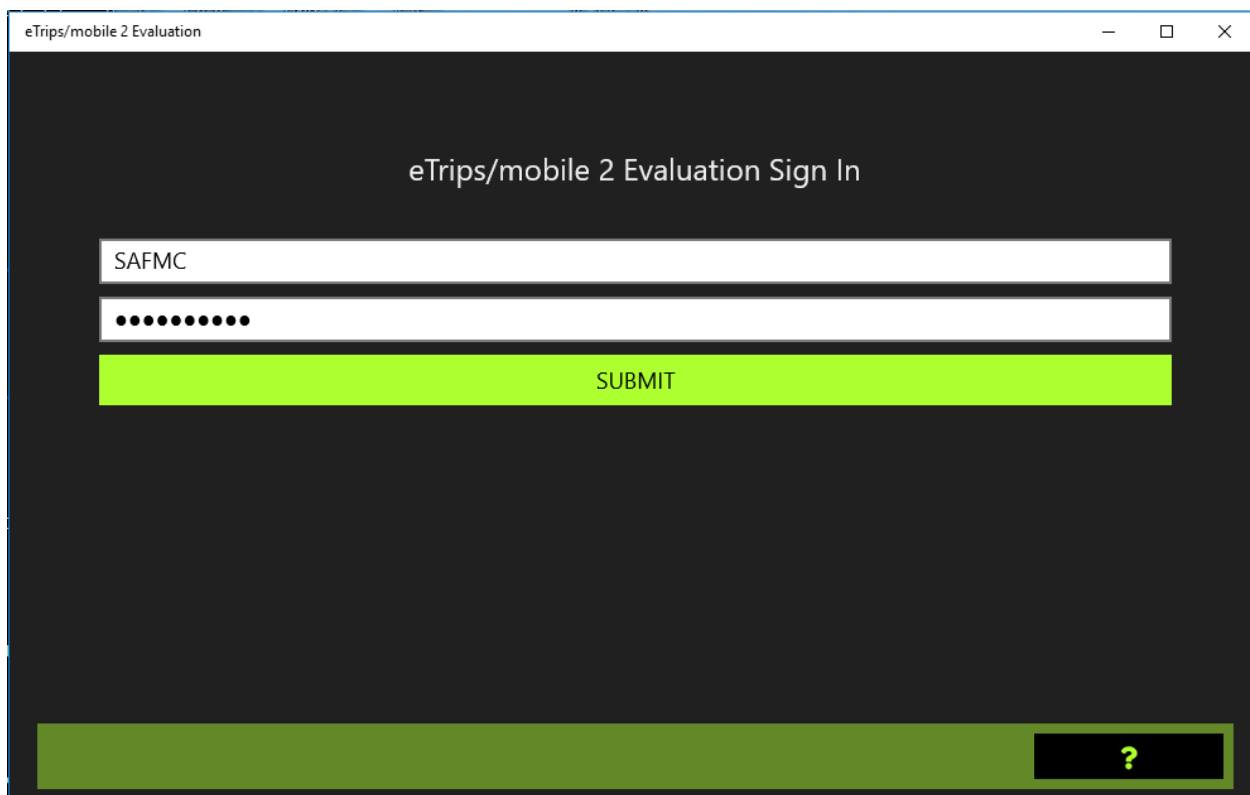
**Note: If you do not know or have forgotten your username and password, please email us at:**

**[support@harborlightsoftware.com](mailto:support@harborlightsoftware.com)**

or call the

Helpdesk at

**800-984-0810**

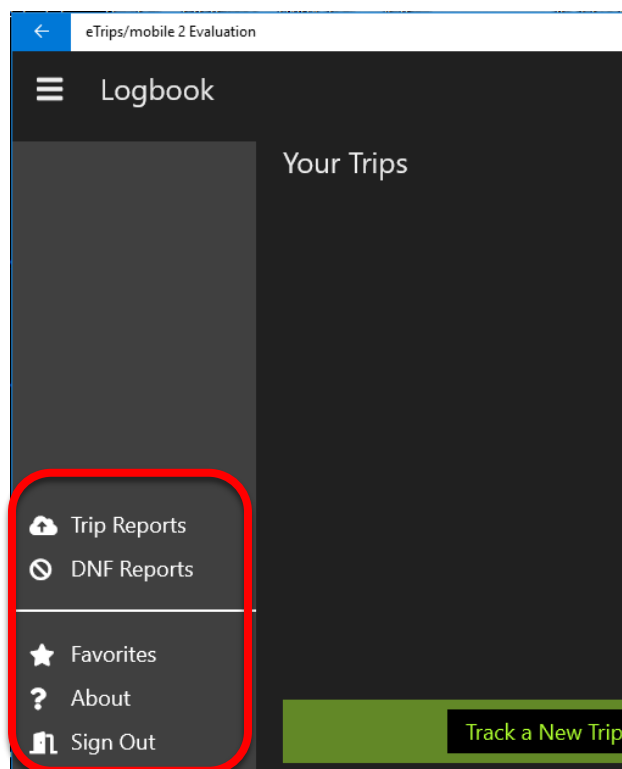
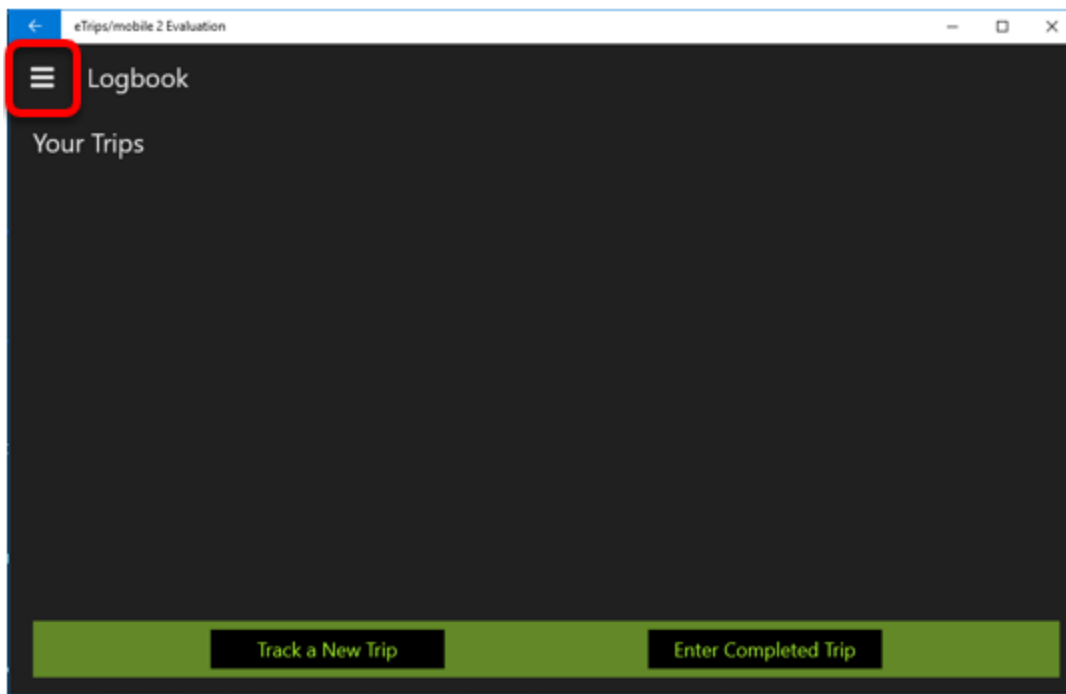


The screenshot shows a web browser window titled "eTrips/mobile 2 Evaluation". The page has a dark background and contains the following elements:

- Page title: eTrips/mobile 2 Evaluation
- Page subtitle: eTrips/mobile 2 Evaluation Sign In
- Username input field: Contains the text "SAFMC".
- Password input field: Contains ten black dots.
- Submit button: A bright green button with the text "SUBMIT".
- Footer: A dark green bar at the bottom with a yellow question mark icon on the right.

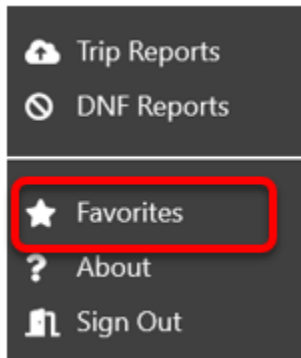
Below is the first screen you will see once you are logged in.

Features can be accessed through the Menu in the upper left corner.



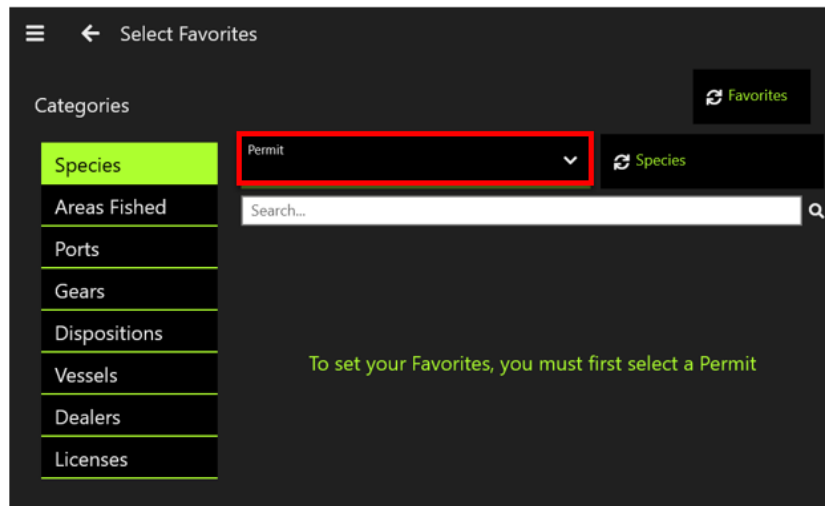
Step 2: Taking the time to set **Favorites** will allow you to enter and send trip reports quickly.

You must set **Favorites** for each permit you have



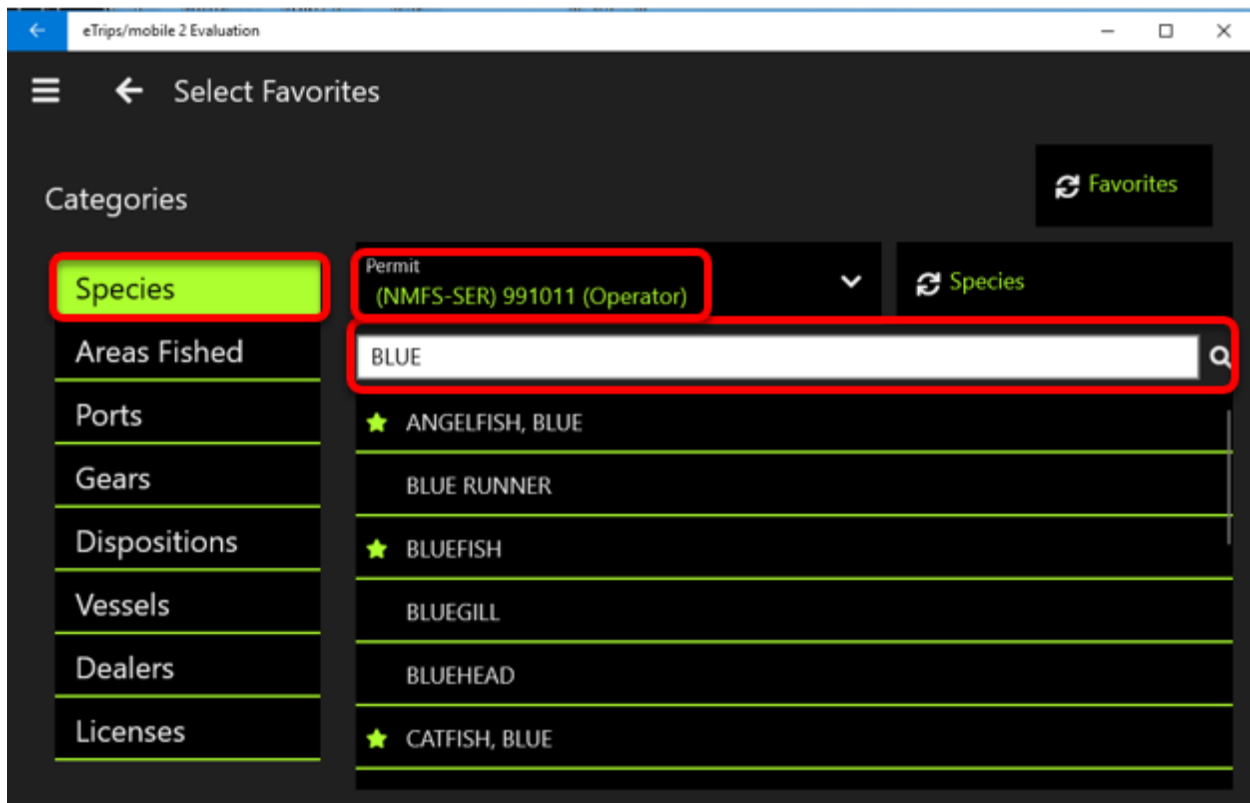
In the top middle of the screen, you will see a button that says **Permit**. Click on this and make sure that all your permits are visible within the app.

**Note: *If you believe that you are missing a permit please contact our support team at 800-984-0810***



After you have selected your permit you are now ready to begin setting up your **Favorites**. First select **Species**.

Scroll through the list and select the species you commonly catch when fishing under **THAT SELECTED PERMIT**. You can use the **Search Bar** to find specific species. Click on each species that you wish to add to your favorites list. A “star” will appear to show they are selected (clicking again will unselect).



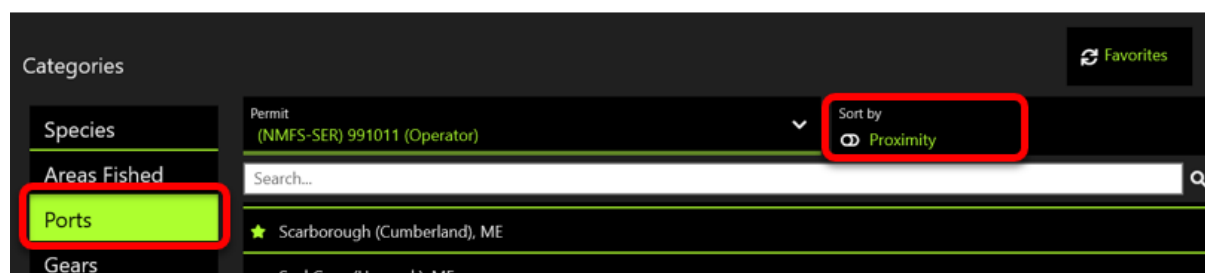
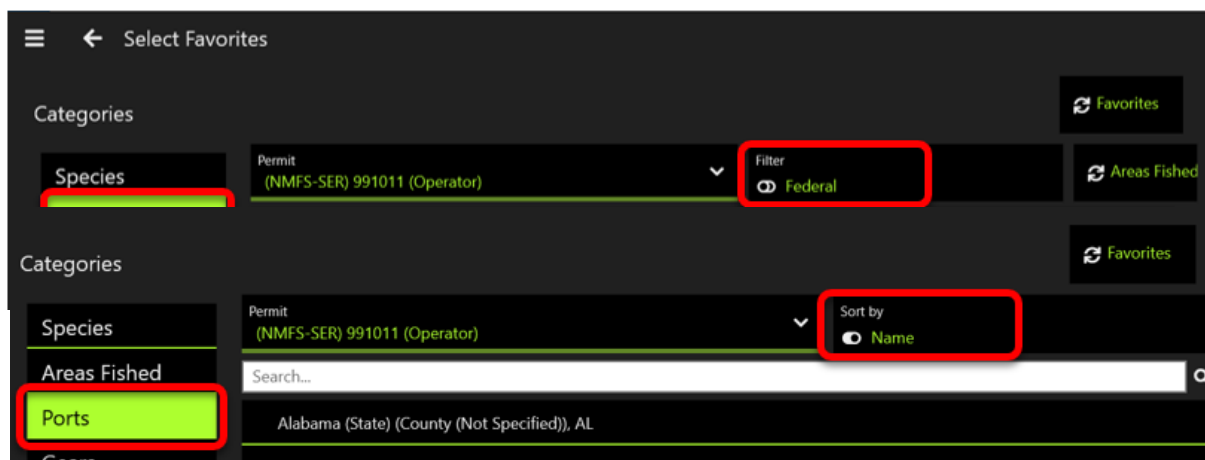
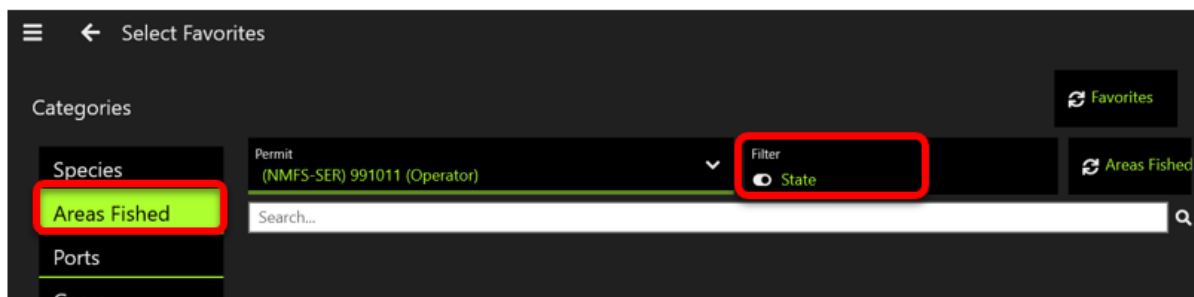
Next you will set up Areas Fished and Ports.

**Areas Fished** has a toggle “Filter” for either State or Federal.

NOTE: Depending upon your license, you may not have areas/waters fished.

You can search areas fished by the two digit state code, or by the corresponding numerical number that many fishermen have come to know.  
ex: RI 539

**Ports** has a “Sort by” toggle to search by **Name** or **Proximity**. If the location feature is activated on your device, you can sort by proximity.



Next, you will set up your **Gear** and **Dispositions Favorites**. You will notice a “Filter by” toggle button next to your selected permit. This button will allow you to switch between ☒ **Commercial** or ☐ **For Hire** Gears or Dispositions.

Categories

Species

Areas Fished

Ports

**Gears**

Permit (NMFS-SER) 991011 (Operator)

Filter by ☒ Commercial

UNSPECIFIED GEAR

Categories

Species

Areas Fished

Ports

**Gears**

Permit (NMFS-SER) 991011 (Operator)

Filter by ☐ For Hire

BOW AND ARROW

BY HAND, DIVING GEAR

Categories

Species

Areas Fished

Ports

**Dispositions**

Permit (NMFS-SER) 991011 (Operator)

Filter by ☒ Commercial

Discard due to Regs : Too small

General : Animal Food

General : Aquarium

Categories

Species

Areas Fished

Ports

**Dispositions**

Permit (NMFS-SER) 991011 (Operator)

Filter by ☐ For Hire

Discard due to Quality : Quality reason not specified

Discard due to Quality : Seal damage

Discard due to Quality : Shark damage

Adding in your Vessels. If you have a **State Vessel**, you'd like to add in you can manually enter your state Vessel information. If you have a **Federal Vessel** you'd like to add, you can search for your vessel within the eTrips database.

Categories

Species

Areas Fished

Ports

Gears

Dispositions

**Vessels**

Dealers

Federal State

Search...

FEDERAL VESSEL (TEST)

Categories

Species

Areas Fished

Ports

Gears

Dispositions

**Vessels**

Dealers

Licenses

Federal State

+ NEW

★ MyVessel

Name MyVessel

State Registration Number State Registration Number

Documentation Number Documentation Number

☒ Display in Favorites

Delete DONE



The next step in setting up your Favorites is entering your dealer information if you are selling your catch. You can do this by selecting the **Dealer** tab and entering the required dealer information.

The screenshot shows the 'Select Favorites' interface. On the left, a sidebar lists categories: Species, Areas Fished, Ports, Gears, Dispositions, Vessels, **Dealers** (highlighted with a red box), and Licenses. In the center, there's a list of favorites with a red box around a '+ NEW' button and a star icon next to 'Dealer 1'. On the right, a form for 'Dealer 1' is visible, with fields for Name, Permit Number, and Issuing Agency (highlighted with a red box). Below the Issuing Agency field is a note: 'Note: If this dealer has both Federal and State license(s), you must select federal agency, ie: NMFS Northeast Region.' There's also a checkbox for 'Display in Favorites' and buttons for 'Delete' and 'DONE'.

Note: When Adding in a dealer, you need to get the Dealer Permit number along with the issuing agency of the dealer permit. A STATE permitted dealer will have been issued their permit from the state. A FEDERAL dealer will have their permit issued by a federal agency.

Example: a federally permitted dealer in Georgia would have their permit issued through the NMFS Southeast.

This screenshot shows the 'Select Agency' screen. At the top, there's a search bar. Below it, a list of agencies is displayed: ASMFC, Alabama, Atlantic Coastal Cooperative Statistics Program, Canada, Connecticut, Delaware, and District of Columbia. A red box highlights the 'Select Agency' header. A red arrow points from the 'Issuing Agency' dropdown in the previous image to this screen.

**IF YOU DON'T KNOW THE ISSUING AGENCY, PLEASE CALL US AT 800-984-0810.**

The last Favorite you want to set is your License, so that the license(s) you use are available.

Your licenses will download from the ACCSP when you first login. You want to set favorites on each license you will use. Use your NMFS license when fishing on a Federal Vessel.

In the example below I am using a login for testing, therefore it shows a variety of licenses for testing purposes.

The screenshot shows the ACCSP interface with the 'Licenses' section selected in the left sidebar. The main area displays a list of licenses, including '(NMFS-SER) 1018 (Operator)' which is highlighted with a red box. A 'Favorites' panel on the right shows details for the selected license: Name (NMFS-SER) 1018 (Operat), Permit # 1018, and Agency 0018.

Category	License
(NC) 12c (Commercial)	
(NC) 12f (For-Hire)	
(NJ) 7c (Commercial)	
(SC) 13f (For-Hire)	
(GA) 14c (Commercial)	
(GA) 14f (For-Hire)	
(FL) 15c (Commercial)	
(FL) 15f (For-Hire)	
(SC) 13c (Commercial)	
(NMFS-NER) 0016 (Operator)	
(NMFS-SER) 1018 (Operator)	

**License Details:**

Field	Value
Name	(NMFS-SER) 1018 (Operat)
Permit #	1018
Agency	0018

Step 3: Now that all your Favorites are set You are ready to begin entering in a trip.

Notice there are two options:



Tracking a New Trip will be covered later in the manual, for now we will look at Entering a Completed Trip



Click **Enter Completed Trip** and this is the screen you will see:

A screenshot of a mobile application window titled "Create New Trip". It is divided into four main sections: "Trip Setup", "Trip Details", "Effort Details", and "Start Your Trip".  
- "Trip Setup" has three dropdown menus: "Trip Type", "Vessel", and "Permit".  
- "Trip Details" has fields for "Trip Name" (placeholder: "Give your trip a name"), "VTR #", "Crew Count", and "Port". There is a "Notes" text area at the bottom.  
- "Effort Details" has a "Gear Type" dropdown, a "Gear Quantity" input field, "Total Gears" (0), "Gear Sets" (0), a "Location" field with coordinates "0° 0', 0° 0'" and a map icon, and a "Notes" text area.  
- "Start Your Trip" has a "Trip Tracking" section with a "Do Not Track" button and a description "Enter data for a trip you've already completed". Below this are fields for "Trip Start Date" (Wed 4/10/2019), "Trip Start Time" (11:39 AM), "Trip End Date" (Wed 4/10/2019), "Trip End Time" (11:49 AM), and "Hours fished in first effort" (0).  
At the bottom are two buttons: "Cancel" and "Continue".

Step 4: Enter the **Trip Setup** and **Trip Details** Information:

- Selecting the **Trip Type** button will allow you to toggle between **For Hire** and **Commercial** trips.
- Select your Vessel
- Select the Permit which you will be reporting under

The screenshot shows a form with two main sections: **Trip Setup** and **Trip Details**. The **Trip Setup** section on the left contains three dropdown menus: **Trip Type** (set to Commercial), **Vessel** (set to FEDERAL VESSEL (TEST)), and **Permit** (set to (NMFS-NER) 0016 (Operator)). The **Trip Details** section on the right contains several fields: **Trip Name** (text input with placeholder 'Give your trip a name'), **VTR #** (text input with value 12119041011), **Crew Count** (text input with value Crew Count), **Trip Activity** (dropdown menu set to Fishing Trip With Efforts), **Port** (dropdown menu), and **Notes** (text area). Red boxes highlight the **Trip Setup** and **Trip Details** sections. Red circles with exclamation marks highlight the **Crew Count** and **Port** fields. A **Cancel** button is at the bottom.

Once you have entered all **Trip Setup** information you can now enter **Trip Details**

You can give your trip a name to help you identify it

The application will automatically populate your **VTR #**

You must enter the **Crew Count** and **Port**. – As shown by the ! in the red circle

There is also a section where you can enter **Notes** about your trip, such as: weather conditions or information about customers. These notes are for your eyes only and do not get sent in with your trip data.

**NOTE:** Depending upon which fishing permit you use, you may have additional, optional fields that you can fill out. You may need to scroll down the page to see these fields. For Instance: If you are fishing under a South Atlantic permit you may have economic fields to fill in. Captains must enter in data such as Fuel Price, Fuel Used, and Charter Fee. These data fields will be sent to the ACCSP data warehouse.

Now that Trip Setup and Trip Details are filled in the **Effort Details** section is available to fill in.

**Create New Trip**

**Trip Setup**

- Trip Type: **Commercial**
- Vessel: **FEDERAL VESSEL (TEST)**
- Permit: **(NMFS-NER) 0016 (Operator)**

**Trip Details**

- Trip Type: **Commercial**
- Vessel: **FEDERAL VESSEL (TEST)**
- Trip Name: **Give your trip a name**
- VTR #: **12119041014**
- Crew Count: **5**
- Trip Activity: **Fishing Trip With Efforts**
- Port: **Manteo (Dare), NC**
- Notes:

**Effort Details**

- Primary Area Fished:
- Waters Fished:
- Gear Type:
- Gear Quantity: **Gear Quantity**
- Total Gears: **0**
- Gear Sets: **0**
- Average Depth (feet): **Average Depth**

**Start Your Trip**


- Trip Tracking: **Do Not Track**
- Trip Start Date: **Wed 4/10/2019**
- Trip Start Time: **2:56 PM**
- Trip End Date: **Wed 4/10/2019**
- Trip End Time: **3:06 PM**
- Hours fished in first:

**Buttons:** Cancel, Continue

**Effort Details**

- Primary Area Fished: **State Waters Inland**
- Waters Fished: **NC 706 - 4- CAPE ROMAIN TO WINYA**
- Gear Type: **HAND LINE**
- Gear Quantity: **5**
- Total Gears: **5**
- Gear Sets: **5**
- Average Depth (feet): **55**

Step 5: The next step is entering your **Effort Details**. You will be able to select from your preselected favorites to fill out questions such as **Waters Fished** and **Gear Type**. The last part of Effort Details is selecting a **Location**. Select the location button and a map will appear if you have a GPS chip built in or are connected to wi-fi.

You can also select →  and enter the location.

Average Depth (feet): **55**

Location: **0° 0', 0° 0'**

Notes:

**Buttons:** Map icon, Location pin icon

**Effort Location**

Map showing location pin on the Outer Banks.

**Buttons:** CANCEL, OK

Now that the Effort Details are filled in you are ready to **Start Your Trip**

Cancel Continue

Step 6: The app offers you two options **Auto Track This Trip** or **Do Not Track This Trip**. We are going to walk through **Do Not Track This Trip**, so make sure that option is highlighted.

Start Your Trip

Trip Tracking

☒ Auto Track

We'll automatically update the end time of the trip until you manually end the trip

Start Trip

☐ Manually start trip later

Start Your Trip

Trip Tracking

☒ Do Not Track

Enter data for a trip you've already completed

Trip Start Date

Mon 4/8/2019

Trip Start Time

5:00 AM

Trip End Date

Wed 4/10/2019

Trip End Time

3:30 PM

Hours fished in first effort

6

Enter the Trip Start Date and Time

Enter the Trip End Date and Time

Enter the Hours fished in the first Effort

Press Continue to begin entering your Catches

Trip End Date

Wed 4/10/2019

Trip End Time

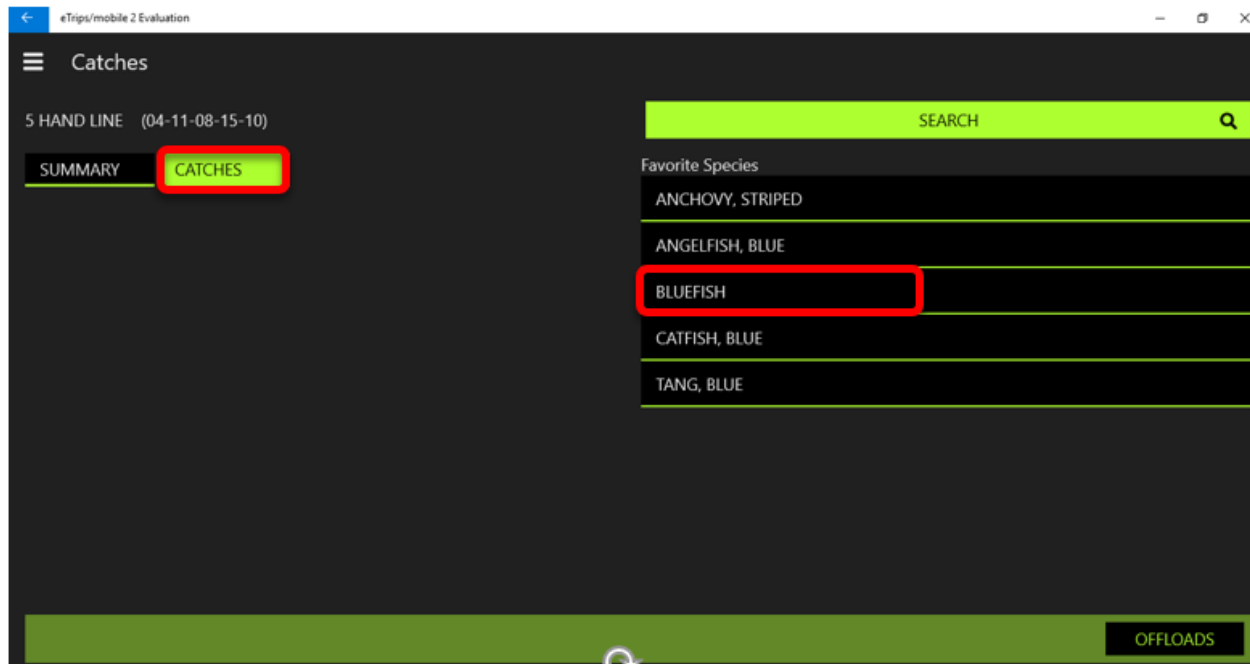
3:30 PM

Hours fished in first effort

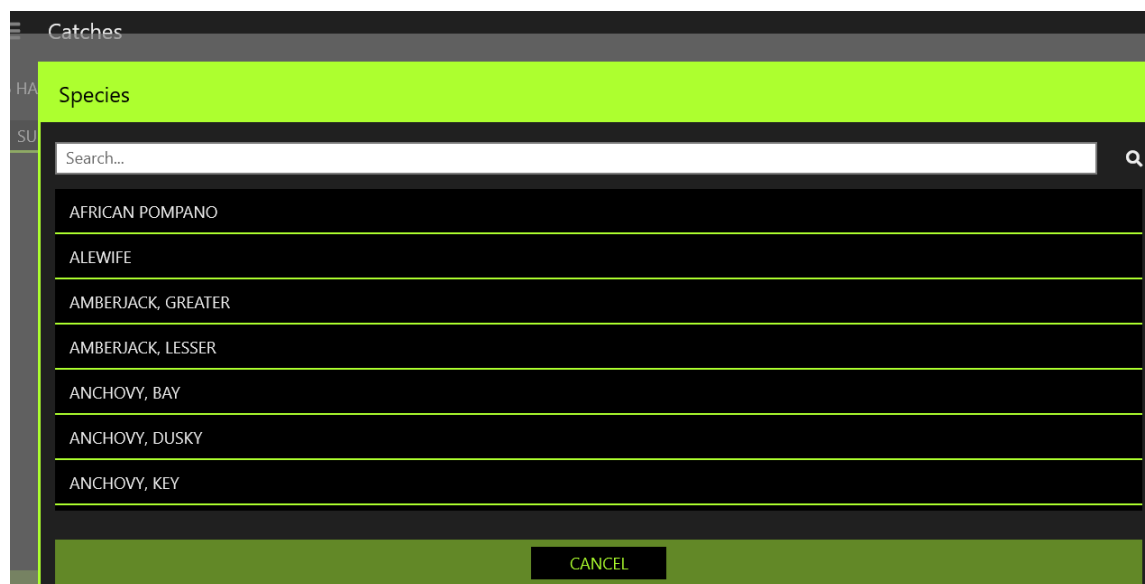
6

Continue

Step 7: Now you can begin **entering and editing a Catch**. Notice that all the species you selected as **Favorites** appear in **Species**. If you want to enter a species all you need to do is select the desired species. If you want to enter a Species that is not in list of Favorites you can search through the data base using the **Search feature**.



Clicking Search



Step 8: After clicking a species, you can enter detail for that Catch. Since this trip is **Commercial** the unit of measure is in Pounds, if this was a **For Hire** trip the unit of measurement would be quantity.

Quantity 22 Unit Of Measure Pounds

Disposition General : Food

Catch Source Standard

CANCEL SAVE

Catch Disposition

Search...

Discard due to Regs : Too large

General : Animal Food

General : Bait

General : Biomedical Use

General : Canned Pet Food

General : Food

General : Research

CANCEL

If you click on Dispositions you will see the dispositions you selected in Favorites, and if you need to you can use the Search to look for others.

Catch Source

Standard

Aquaculture

Carred

Research Set Aside (RSA)

If you click on Catch Source, you will see a list of possible sources.

After entering all information click the Save button



Here is the Catches Page with some Catches entered:

The screenshot shows the 'Catches' page with a dark theme. At the top, there's a header with a menu icon, a back arrow, and the title 'Catches'. Below this, it says '5 HAND LINE (04-11-08-15-10)'. There are two tabs: 'SUMMARY' and 'CATCHES', with 'CATCHES' highlighted in red. The main area displays a list of catches:

Weight	Species	Disposition	Date/Time
30 Pounds	TANG, BLUE	Discard due to Regs : Closed season Standard	4/11/2019 10:44 AM
50 Pounds	CARP	General : Food Standard	4/11/2019 10:43 AM
80 Pounds	ANCHOVY, STRIPED	General : Bait Standard	4/11/2019 10:41 AM
22 Pounds	BLUEFISH	General : Food Standard	4/11/2019 10:30 AM

On the right side, there's a 'Favorite Species' section with a list: ANCHOVY, STRIPED; ANGELFISH, BLUE; BLUEFISH; CATFISH, BLUE; TANG, BLUE. At the bottom right, there's an 'OFFLOADS' button.

This screenshot shows the 'CATCHES' view for a specific catch, 'CARP', which is highlighted in the top header. The view includes a 'Quantity' field set to '50' and a 'Unit Of Measure' dropdown set to 'Pounds'. Below these are two dropdown menus: 'Disposition' set to 'General : Food' and 'Catch Source' set to 'Standard'. At the bottom, there are three buttons: 'CANCEL', 'DELETE' (highlighted in red), and 'SAVE'.

While in the Catches View you can click on any Catch to edit it or to delete the catch.

This screenshot shows the 'Catches' page with the 'SUMMARY' tab highlighted in red. The header is the same as the first screenshot. The main area displays a summary of the catches:

Weight	Disposition	Species
80	General : Bait	ANCHOVY, STRIPED
22	General : Food	BLUEFISH
50	General : Food	CARP
30	Discard due to Regs : Closed season	TANG, BLUE

On the right side, there's a 'Favorite Species' section with a list: ANCHOVY, STRIPED; ANGELFISH, BLUE; BLUEFISH; CATFISH, BLUE; TANG, BLUE.

If you click on the Summary Tab this is the view:

Step 9: Entering Offloads. On the Catches page the Offloads button is on the bottom right corner.

The screenshot shows the 'Catches' page with a dark theme. At the top, there's a header with a menu icon, a back arrow, and the title 'Catches'. Below the header, it says '5 HAND LINE (04-11-08-15-10)'. There are two tabs: 'SUMMARY' and 'CATCHES', with 'CATCHES' being the active tab. The main content area lists four catches:

Weight	Species	General	Standard	Date/Time
30 Pounds	TANG, BLUE	Discard due to Regs : Closed season	Standard	4/11/2019 10:44 AM
50 Pounds	CARP	General : Food	Standard	4/11/2019 10:43 AM
80 Pounds	ANCHOVY, STRIPED	General : Bait	Standard	4/11/2019 10:41 AM
22 Pounds	BLUEFISH	General : Food	Standard	4/11/2019 10:30 AM

On the right side, there's a 'Favorite Species' section with a list of species: ANCHOVY, STRIPED; ANGELFISH, BLUE; BLUEFISH; CATFISH, BLUE; and TANG, BLUE. At the bottom right, there's a red box around the 'OFFLOADS' button.

Begin to enter your offloads by pressing the New button.

The screenshot shows the 'Offloads' page with a dark theme. At the top, there's a header with a menu icon, a back arrow, and the title 'Offloads'. Below the header, there are two tabs: 'Reported Catches' and 'Unreported Catches', with 'Unreported Catches' being the active tab. The main content area lists three catches:

Weight	Species
50 Pounds	CARP
80 Pounds	ANCHOVY, STRIPED
22 Pounds	BLUEFISH

At the top right, there's a red box around the 'NEW' button. At the bottom right, there's a red box around the 'TRIP REPORT' button.

*NOTE: In our example the disposition for Blue Tang was “Discard due to Regs: Closed Season”, so it does not show in our Offloads.*

If you are offloading all your Catches in the same manner you can Click **Select All** before entering the details

You can split a Catch by select the catch and pressing the Edit button

In edit you can enter an amount that will be offloaded differently

SELECT ALL			
<input checked="" type="checkbox"/>	30 Pounds	CARP (UNCLASSIFIED / ROUND)	EDIT
<input type="checkbox"/>	20 Pounds	CARP (UNCLASSIFIED / ROUND)	EDIT
<input type="checkbox"/>	80 Pounds	ANCHOVY, STRIPED (UNCLASSIFIED / ROUND)	EDIT
<input type="checkbox"/>	22 Pounds	BLUEFISH (UNCLASSIFIED / GUTTED, HEAD ON, TAIL ON)	EDIT

Offload Date  
Wed 4/10/2019

Port  
Manteo (Dare), NC

Disposition  
Sold To Dealer

Dealer

Now you can enter the **Date**, the **Port**, and the **Disposition** of the Offload(s). Let's look at Dispositions by clicking on the down arrow by Dispositions.

Offload Disposition

No Sale/Retained

No Sale/Discarded

Private/Dockside Sale

Sold To Dealer

Placed In Car

No Sale/Unknown

You can select from a list of possible dispositions. For the 30 pounds of Carp that are checked I'm selecting "Placed in Car". Be sure to click the Save Button after making your selection.

SAVE

The remaining catches are being "Sold to Dealer". The Dealer information was entered when setting up Favorites.

SELECT ALL			
<input checked="" type="checkbox"/>	30 Pounds	CARP (UNCLASSIFIED / ROUND)	EDIT
<input checked="" type="checkbox"/>	20 Pounds	CARP (UNCLASSIFIED / ROUND)	EDIT
<input checked="" type="checkbox"/>	80 Pounds	ANCHOVY, STRIPED (UNCLASSIFIED / ROUND)	EDIT
<input checked="" type="checkbox"/>	22 Pounds	BLUEFISH (UNCLASSIFIED / GUTTED, HEAD ON, TAIL ON)	EDIT

Offload Date  
Wed 4/10/2019

Port  
Manteo (Dare), NC

Disposition  
Sold To Dealer

Dealer  
Local Dealer

click

SAVE

Offloads

Reported Catches

Manteo Wed 4/10/2019  
Sold To Dealer Local Dealer

20 Pounds CARP (UNCLASSIFIED / ROUND)  
80 Pounds ANCHOVY, STRIPED (UNCLASSIFIED / ROUND)  
22 Pounds BLUEFISH (UNCLASSIFIED / GUTTED, HEAD ON, TAIL ON)

Manteo Wed 4/10/2019  
Placed In Car  
30 Pounds CARP (UNCLASSIFIED / ROUND)

Unreported Catches NEW

You have no unreported Catches

TRIP REPORT

When all the Offloads have been entered you can check to see if they were entered correctly. If you need to make any changes you can click on the Offload and you will be able to edit the Offload.

Step 10: Now you can submit your trip. In the bottom right corner click the Trip Report button.

Trip Reports

☒ SELECT ALL UNREPORTED

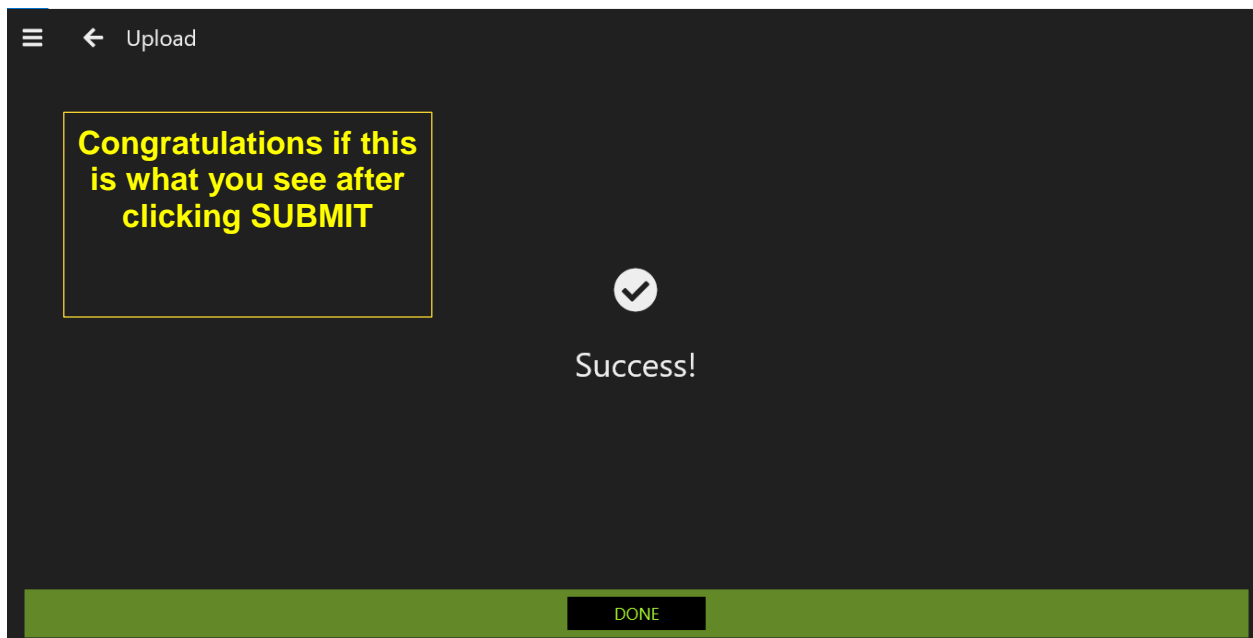
☒ Trip starting at 4/8/2019 5:00 AM Mon 4/8/2019  
(NMFS-SER) 991011 (Operator) FEDERAL VESSEL (TEST)

I certify that the vessel trip information I am providing is true, complete and correct to the best of my knowledge, and made in good faith.  
☒ Making a false statement is punishable by law (18 U.S.C. 1001).  
TAP TO AGREE.

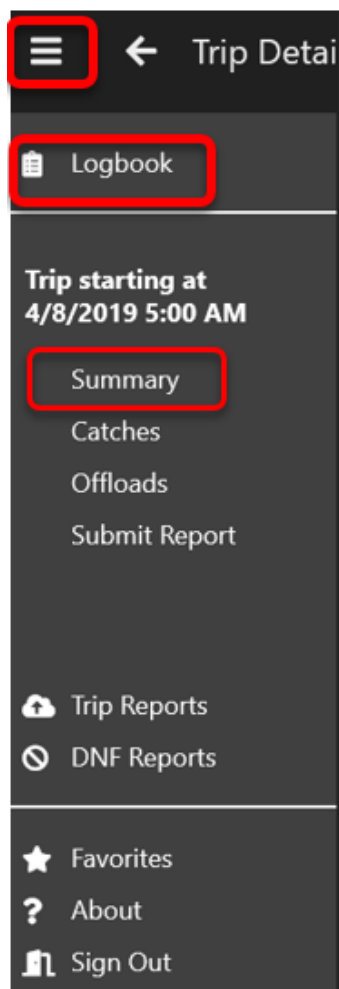
SUBMIT

Select any unreported trip(s).

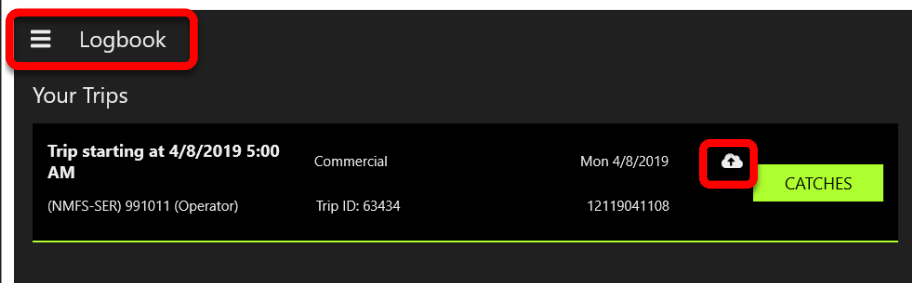
Read and check the certifying statement in the lower right and then click the Submit button



Click the menu button in the upper left corner and select **Logbook** you will see your trip(s)



Successfully submitted trips show a cloud with up arrow icon



The next thing you want to look at is the Trip Summary. This can be accessed a few different ways. You can see it listed in the menu on the left of this page or you can click on the Trip when you see it in the Logbook.



If an Effort needs to be edited or you want to enter more than one Effort, you can click on the Edit button for the trip or you can click on the Effort – both will bring you to Trip Details (see below).

≡ ← Trip Summary

SUMMARY EDIT

**Trip**

Trip starting at 4/8/2019 5:00 AM EDIT

Trip Id 63434  
Trip Type Commercial  
VTR 12119041108  
Port Manteo (Dare), NC  
Vessel FEDERAL VESSEL (TEST)  
Permit 99T011  
Date Mon 4/8/2019

**Efforts**

5 HAND LINE (04-11-08-15-10)  
32° 33', -80° 9'  
6 hours fished

To enter a new Effort, click the New Button →

+ NEW

≡ ← Trip Details

TRIP EFFORT

5 HAND LINE (04-11-08-15-10) + NEW

Gear Type  
HAND LINE

Gear Quantity  
5

Set Start Date (MM-DD-YYYY)  
Date gear placed in water  
04-09-2019

Set Start Time (HH24:MM)  
Time gear placed in water  
06:20

DELETE



When you click the NEW button the Efforts Detail view changes. The Effort is identified by the Gear used, and the Date you entered the Effort.

Here is the view before clicking the NEW button:

≡ ← Trip Details

TRIP **EFFORT**

5 HAND LINE (04-11-08-15-10) + NEW

Gear Type  
HAND LINE

Gear Quantity 5

Set Start Date (MM-DD-YYYY)

Here is the view after clicking the NEW button:

≡ ← Trip Details

TRIP **EFFORTS (2)**

Selected Effort  
5 HAND LINE (04-12-13-22-22) + NEW

Gear Type  
HAND LINE

Gear Quantity 5

Set Start Date (MM-DD-YYYY)

Entering details of the 2<sup>nd</sup> effort:

The screenshot shows the 'Trip Details' screen with the 'EFFORTS (2)' tab selected. The 'Selected Effort' dropdown is highlighted with a red box, showing '5 SPEARS (04-12-13-22-22)'. Other fields include 'Gear Type' (SPEARS), 'Gear Quantity' (5), 'Set Start Date (MM-DD-YYYY)' (04-09-2019), and 'Set Start Time (HH:MM)' (06:00). A red box also highlights the 'NEW' button.

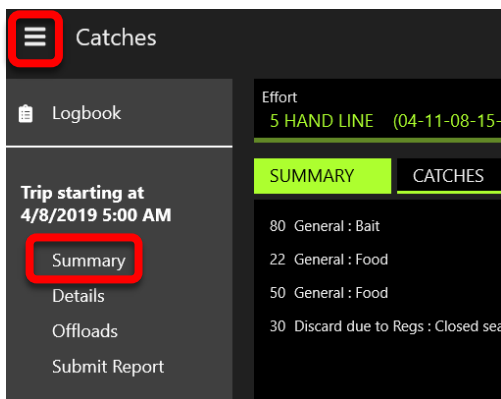
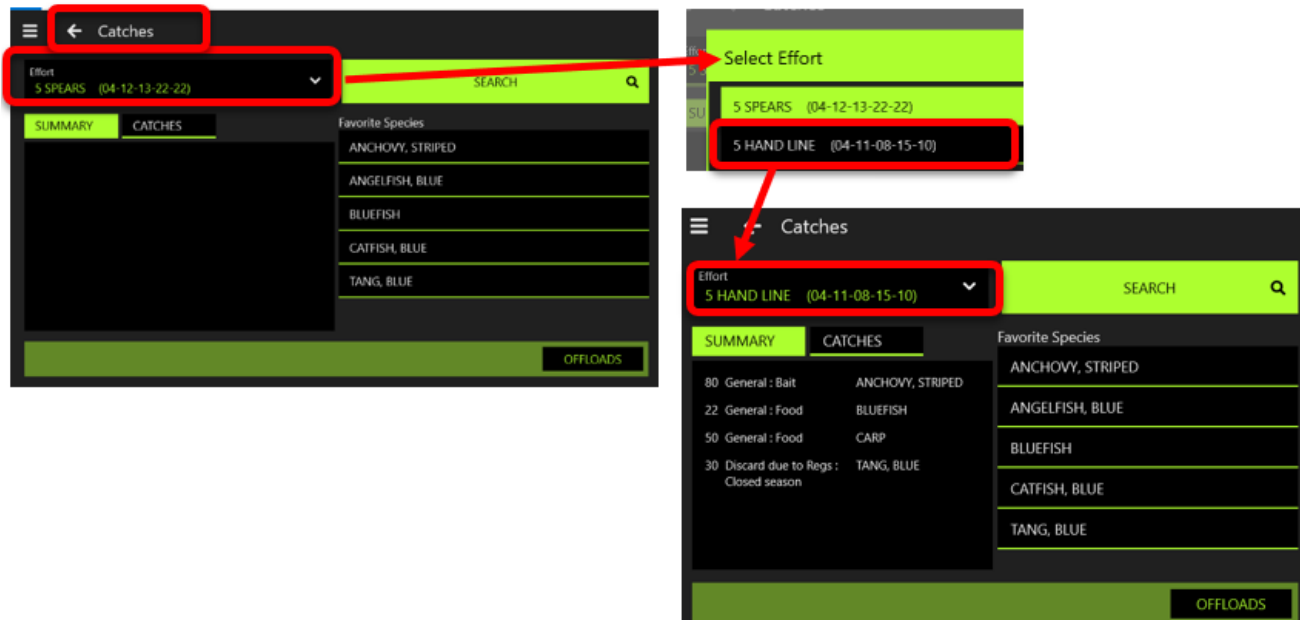
You can switch between efforts by clicking the selected Effort box.

The screenshot shows the 'Select Effort' dialog box. It contains two options: '5 SPEARS (04-12-13-22-22)' and '5 HAND LINE (04-11-08-15-10)'. The '5 SPEARS' option is highlighted. A 'CANCEL' button is at the bottom.

After entering the effort details, you need to enter the Catches for that effort. To access the Catches for this Effort, click on the Menu in the upper left and select Catches.

The screenshot shows the 'Trip Details' screen with the menu open. The 'Catches' option is highlighted with a red box. The menu also shows 'Logbook', 'Summary', 'Offloads', and 'Submit Report'. The 'Trip starting at 4/8/2019 5:00 AM' is also visible.

On the Catches Page you can switch between various Efforts you may have in the trip:



By Clicking on the Menu and selecting Summary you come back to an overall view of your trip.

**Trip Summary**

**SUMMARY** **EDIT**

**Trip**

Trip starting at 4/8/2019 5:00 AM **EDIT**

Trip Id: 63434  
 Trip Type: Commercial  
 VTR: 12119041108  
 Port: Manteo (Dare), NC  
 Vessel: FEDERAL VESSEL (TEST)  
 Permit: 991011  
 Date: Mon 4/8/2019

**Catches**

5 SPEARS (04-12-13-22-22) **EDIT**

5 HAND LINE (04-11-08-15-10) **EDIT**

80 General: Bait ANCHOVY, STRIPED  
 22 General: Food BLUEFISH  
 50 General: Food CARP  
 30 Discard due to Regs: Closed season TANG, BLUE

**Offload**

No unreported catches

Manteo Sold To Dealer Wed 4/10/2019 Local Dealer  
 20 Pounds: CARP (UNCLASSIFIED / ROUND)  
 80 Pounds: ANCHOVY, STRIPED (UNCLASSIFIED / ROUND)  
 22 Pounds: BLUEFISH (UNCLASSIFIED / GUTTED, HEAD ON, TAIL ON)  
 Manteo Placed in Car Wed 4/10/2019  
 30 Pounds: CARP (UNCLASSIFIED / ROUND)

**Efforts**

5 SPEARS (04-12-13-22-22)  
 32° 33', -80° 9'  
 5 hours fished

5 HAND LINE (04-11-08-15-10)  
 32° 33', -80° 9'

**DELETE** **TRIP REPORT**

To Access details of your Efforts, you can click on either of the 2 circled areas shown:

The Trip Edit button → to Trip Details

The Effort details in the 1<sup>st</sup> column → to Trip Details

**Trip Summary**

**SUMMARY** **EDIT**

**Trip**

Trip starting at 4/8/2019 5:00 AM **EDIT**

Trip Id: 63434  
 Trip Type: Commercial  
 VTR: 12119041108  
 Port: Manteo (Dare), NC  
 Vessel: FEDERAL VESSEL (TEST)  
 Permit: 991011  
 Date: Mon 4/8/2019

**Efforts**

5 SPEARS (04-12-13-22-22)  
 32° 33', -80° 9'  
 5 hours fished

5 HAND LINE (04-11-08-15-10)  
 32° 33', -80° 9'

**DELETE**

To Delete an effort be on the Trip Details page be sure you are on the Efforts Tab and you have the correct effort selected and then press the delete button.

**Trip Details**

**TRIP** **EFFORTS (2)**

Selected Effort: 5 SPEARS (04-12-13-22-22) **+** **NEW**

Gear type: SPEARS

Gear Quantity: 5

Set Start Date (MM-DD-YYYY)  
 Date gear placed in water: 04-09-2019

**DELETE** **TRIP REPORT**

You will be asked to confirm the deletion.

**Delete Effort?**

Are you sure you want to delete?

**Yes** **No**

Using Auto Track to track your trip.

This feature will track the Start and End Times of your Trip along with the Location of each recorded catch. **(THIS LOCATION DATA IS FOR YOUR EYES ONLY. IT WILL NOT BE SENT TO THE ACCSP.)** You have the option to Start your Trip now or at a later point, along with the Effort. Your first view after selecting Track a New Trip is similar to what you saw when entering a completed trip.

A screenshot of a mobile application interface titled 'Create New Trip'. The interface is divided into four main sections: 'Trip Setup', 'Trip Details', 'Effort Details', and 'Start Your Trip'.  
- 'Trip Setup' contains three dropdown menus: 'Trip Type', 'Vessel', and 'Permit'.  
- 'Trip Details' contains fields for 'Trip Name' (with placeholder text 'Give your trip a name'), 'VTR #' (with placeholder text 'VTR Number'), 'Crew Count' (with placeholder text 'Crew Count'), and 'Port' (a dropdown menu). Below these is a 'Notes' text area.  
- 'Effort Details' contains a 'Gear Type' dropdown, a 'Gear Quantity' input field, 'Total Gears' (displaying '0'), 'Gear Sets' (displaying '0'), and a 'Location' field showing '0° 0', 0° 0' with a map icon. Below this is another 'Notes' text area.  
- 'Start Your Trip' contains a 'Trip Tracking' section with an 'Auto Track' toggle switch, a note 'We'll automatically update the end time of the trip until you manually end the trip', and a 'Start Trip' section with a 'Manually start trip later' button.

Once you fill in the Trip Setup information many fields will self-populate based on information you entered in the previous trip.

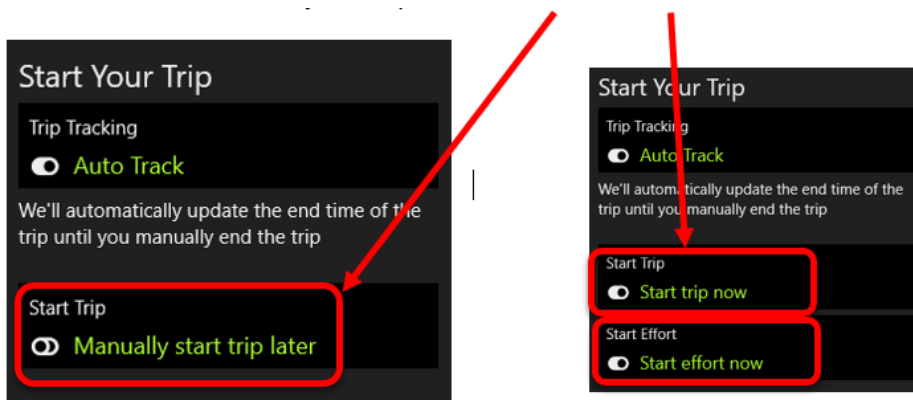
Be sure to scroll down in each area to see if there are fields that need to be filled-in.

There will be some needed fields, such as the ones shown in the Effort Details here

When all the required fields are entered you can access the Start Your Trip section.

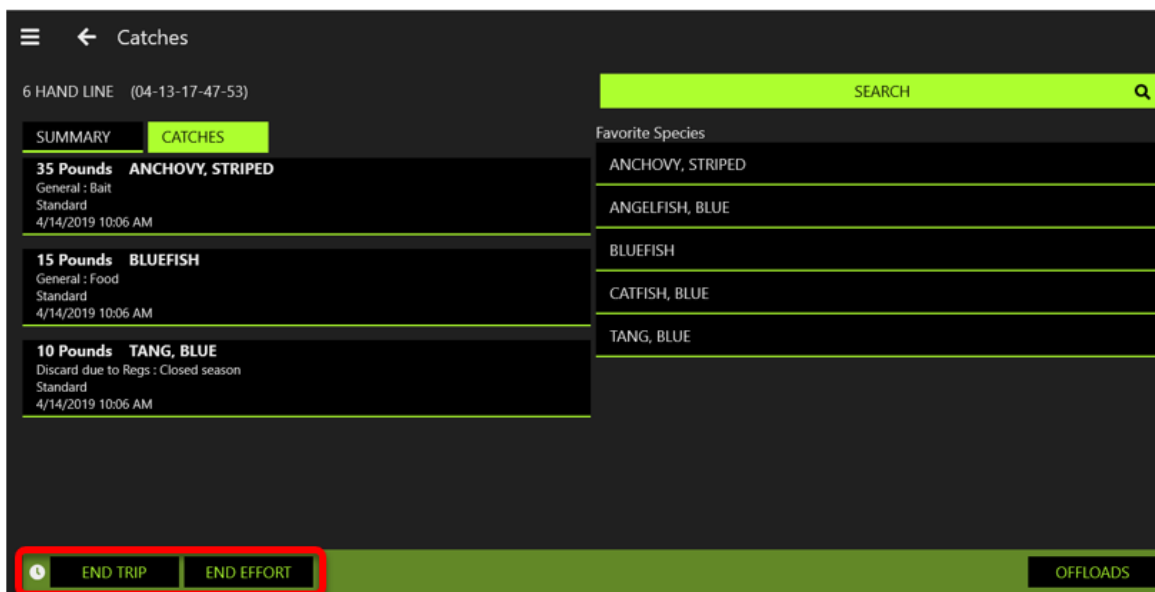
Notice that the Trip Tracking button is a toggle – so you can change to Do Not Track (the same as entering a Completed Trip)

You can Manually start the trip and Effort later or now.



If you want to start now you can click the Continue button.

Once you begin your Trip and Effort you start entering your Catches you will see buttons at the bottom to End your Trip or to End your Current Effort.



If you click End Effort the button will change to →

RESTART EFFORT

If you click End Trip the button will change to →

RESTART TRIP

Here is the Trip Summary with the Effort Stopped and no Offloads Entered:

**Trip Summary**

**Trip**  
 My Tracking Trip **EDIT**

Trip Type: Commercial  
 VTR: 12119041317  
 Port: Manteo (Dare), NC  
 Vessel: FEDERAL VESSEL (TEST)  
 Permit: 991011  
 Date: Sun 4/14/2019

**Catches**  
 6 HAND LINE (04-13-17-47-53) **EDIT**

Weight	Species
35 General : Bait	ANCHOVY, STRIPED
15 General : Food	BLUEFISH
10 Discard due to Regs : Closed season	TANG, BLUE

**Offload**  
 35 Pounds ANCHOVY, STRIPED  
 15 Pounds BLUEFISH

**Efforts**  
 6 HAND LINE (04-13-17-47-53)  
 32° 19', -80° 22'  
 0 hours fished

**Buttons:** END TRIP, RESTART EFFORT, DELETE, **ANCHOVY, STRIPED Offload is not set**, TRIP REPORT

NOTE: The Summary alerts you to enter the Offloads

If you try to send a Trip Report without all the information entered, you will be alerted:

**Trip Reports**

☒ SELECT ALL UNREPORTED

Trip Name	Date	Status
<b>My Tracking Trip</b> (NMFS-SER) 991011 (Operator)	Sun 4/14/2019 FEDERAL VESSEL (TEST)	<b>ANCHOVY, STRIPED Offload is not set</b>
<b>Trip starting at 4/8/2019 5:00 AM</b> (NMFS-SER) 991011 (Operator)	Mon 4/8/2019 FEDERAL VESSEL (TEST)	

**Trip Reports**

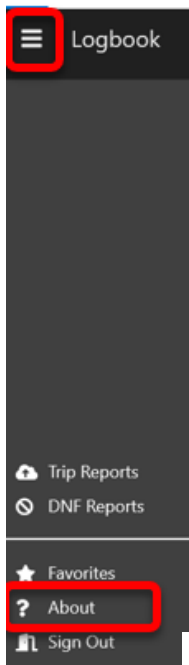
- Logbook
- My Tracking Trip**
  - Summary
  - Details
  - Catches
  - Offloads**

Click on the menu in the upper left and navigate to the area you need – In this case I am going to Offloads to record all the offloads.

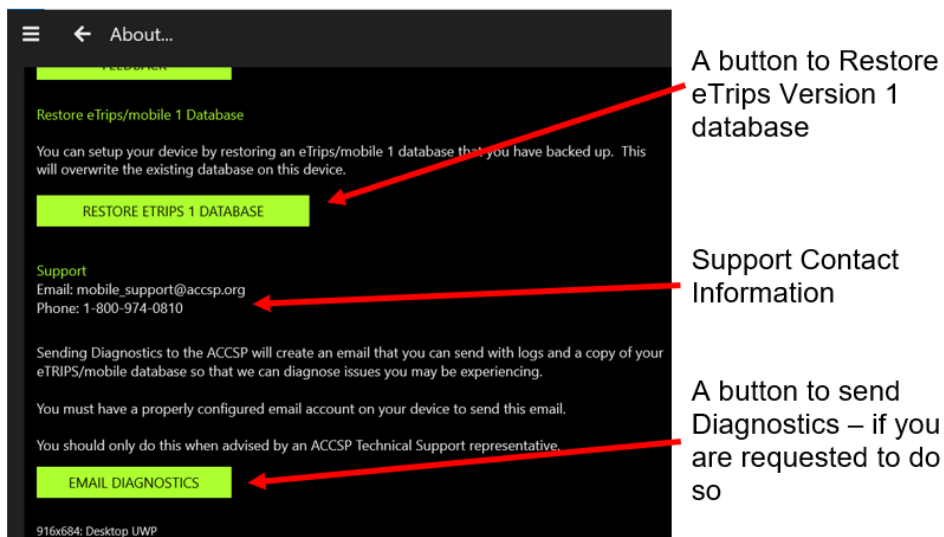
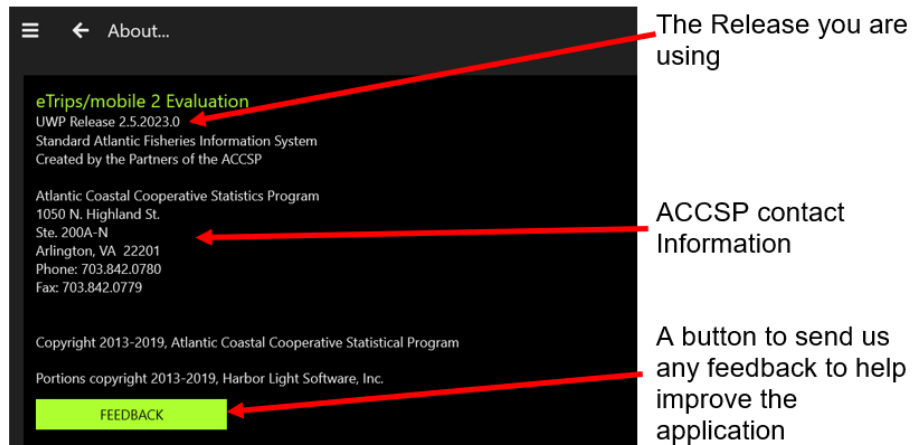


After recording the Offloads and resubmitting the trip when you navigating to the Logbook you can see the trip has been successfully reported.

Logbook			
Your Trips			
<b>My Tracking Trip</b> (NMFS-SER) 991011 (Operator)	Commercial Trip ID: 63495	Sun 4/14/2019 12119041317	CATCHES
<b>Trip starting at 4/8/2019 5:00 AM</b> (NMFS-SER) 991011 (Operator)	Commercial Trip ID: 63434	Mon 4/8/2019 12119041108	CATCHES



From the Menu you can access **About** where you will find additional information that will be helpful.



# Technical Support

If you receive an error upon uploading your trip to the ACCSP, the error may give you some idea of the problem. If you are unable to fix the error and resend the report successfully, please contact the HELPDESK:

24x7 phone support: **1-800-984-0810**  
Email: **mobile\_support@accsp.org**