

Science, Service, Stewardship



NOAA

# *Site Register Workshop*

Review Meeting for Waves 5 & 6 2011  
February 29, 2012  
Lauren Dolinger Few

**NOAA  
FISHERIES  
SERVICE**



## What are our goals?

### **For Today**

- Intro to the Site Register and the new application
- Practice using the application
- Ask questions
- Provide feedback
- Enter data

### **By July 1, 2012**

- Populate the SR with complete year's worth of data for all sites

### **During 2013**

- Maintain/update the data per SOW for each wave



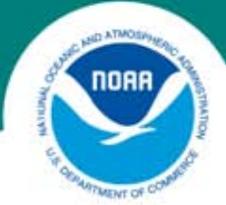
## What is the Site Register? Why do we have it?

The site register (SR) contains information on public access fishing sites where interviews for the intercept survey can be conducted, i.e. ***the sample frame***.

Specifically, the SR contains

- geographic data
- descriptive data
- fishing pressure data

The new site register is being populated to provide necessary data for the new intercept survey. In 2013, sites will be clustered and sampled according to fishing pressure.



## What is changing?

NMFS is host

- single database
- Online data entry tool

New descriptive variables have been added

Finer pressure tracking

- Time intervals (four 6-hour blocks)
- Weekend/weekday
- Month

“Cannot determine” is eliminated as an option



## Why is it changing?

Single application provides for

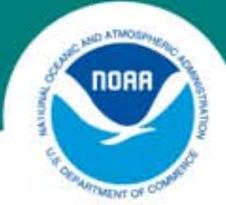
- consistent quality control,
- documentation, and
- data management

Online access allows for

- more transparency
- streamline transition to new requirements

New variables are necessary for analysis of survey data to guide future improvements

There will be no alternate sites in 2013



## Who will use the Site Register?

### 2012

- NMFS, states, and partners will be populating the database

### 2013

- Primary user of the data is NMFS, for the purposes of the sample selection for the intercept survey
- Partners, states and contractors to fulfill the needs of interviewing and maintaining SR
- Public will have complete VIEW access of active sites



## What can this application do?

- Search sites
- Edit existing sites
- Add new sites
- Assign site id's to new sites
- Establish approval hierarchy
- Identify changes
- Unify format, values, requirements
- Map sites
- Track changes
- Send email notifications



## What can this application NOT do?

Establish regional business practices

- How, who and when edits and approvals are made must be decided on by each state/region – so long as they meet minimum deadlines set by NMFS

Force you to log on

Collect the data

Validate every value



## What will be added in 2013?

- Download data
- Sampler site register download/print
- Create assignment packages
- Clustering
- Draw sample of site cluster-days
- Additional roles can retire sites
- Public view-only access
- Public comment page



## Intro to the Application

- Recommended Browsers
- User Accounts
- Account Roles
- Site Statuses
- Usage Tips
- Additional Online Resources



## Recommended Browsers

### YES

- Mozilla Firefox (install updates, if you can)
- Google Chrome

### NO

- *IE (Internet Explorer)*
  - *not supported,*
  - *not recommended*

If this will be a problem for you, let us know so we can discuss options



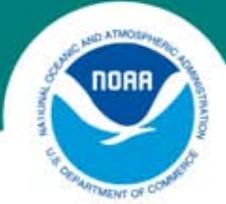
## User Accounts

User account is created for each individual who needs access to the SR.

Email required. Log-ins should not be shared. All edits will be tracked to users.

Accounts may be set up with different roles for each state, though generally, folks have the same role for all states to which they have access.

You should have received an auto-generated password. Before you can begin using the SR, you will need to reset your password.



## Account Roles

Role	Privilege
Viewer	<ul style="list-style-type: none"><li>• View-only access to sites</li></ul>
Editor	<ul style="list-style-type: none"><li>• Edit access to active and draft sites</li><li>• Submit changes for approval</li></ul>
Approver	<ul style="list-style-type: none"><li>• Edit access to active or draft site</li><li>• Approve changes submitted by Editor</li><li>• Submit new sites for approval</li></ul>
NMFS	<ul style="list-style-type: none"><li>• Same as Approver</li><li>• Approve new sites</li><li>• Retire old sites</li></ul>



## Site Statuses

Sites can be active, or inactive.

Sites categorized as “**Inactive**”:

- Draft (changed, but not yet submitted)
- Submitted (changed, awaiting approval)
- Returned for Revision
- Rejected
- Retired (i.e. “deleted site”)

Once site changes are approved, the site is “**Active**”



## Usage Tips - Home

Your **Home** page:

- Inbox Result [panel]
- Add New Site [button]
- Search Options [panel]
- Site Map [panel]

Click “**Home**” whenever you want to return to this view, or refresh the values.

The tables in the application can be sorted by clicking on the column headers



## Usage Tips - Inbox

The **inbox** is used to bring your attention to specific sites. Which sites show up in your inbox depend on the states assigned to you and your role.

If a site is in draft mode, all users with access to edit that site will find it in their inbox.

You will need to establish the protocol within your region for who and when to address the inbox. *Perhaps* the **Approver** does not address “**draft**” sites, until the last week before the due date.



## Usage Tips - Search

Search all sites available, based on your access

The search combines all the criteria

“Site Name”

- wild card search is implied (try “marina”)
- not case-sensitive

County becomes active, once a state is selected

A new “Sites” panel appears with results below the search options



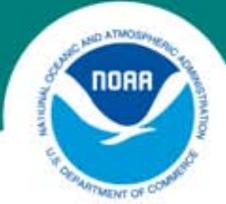
## Usage Tips - Mapping

### Right Panel

- number of sites showing is capped, to limit processing time
- shows sites resulting from your search.
- sites are clickable/editable from the map
- maps only using coordinates
- one site (not editable) will show up to keep map centered
- select “satellite”, “hybrid”, or zoom in for better map

### Lower Left Panel:

- pops up when site is selected
- maps only if valid address
- select “satellite”, “hybrid”, or zoom out for better map



## Usage Tips - Editing

Can select a site from map, inbox, or search results.

All data are required, with the exception of address, and contact information.

You can autofill pressure='9' with check box. ['9' will eliminate the site from the draw, for that strata.]

Be sure to **SAVE** pressures before leaving the panel, otherwise changes will be lost.



## Usage Tips - Saving

You can save a “work in progress” to work on later (i.e. **draft**).

Any changes are identified with yellow highlights. The user who made the change, and the previous value will pop-up if you hover on the new **VALUE**.

You must save your changes, before you can submit.

Approver changes to existing sites are active immediately upon submission.



## Additional Online Resources - Help

User's guide

FAQs

Workshop presentation

Glossary

SR.Admin @ noaa.gov

- Site notification “sender”
- Contact for
  - Problems with your account
  - Creating new accounts
  - SR Feedback