E-training tool descriptor

Assignment (opens in day 1 to be completed by day 7)

Punching of at least one set of data collection forms for each fishery in which CPC Scientific Field Observers are expected to be deployed.

1. Print filled data collection forms provided.

2. Click on the launch icon to open IOTC ROS e-Collection tool installed on your computer, login using your personal user credentials and punch data found on data collection forms provided.

3.   Run a **Trip Status Report** to check for any fields missing or with wrong values. Trips status that can be either "Completed" or "Not yet completed". A trip has status "Completed" when all the required data has been provided and no inconsistencies were found. Status "Not yet completed" is given when there is missing, required data and/or some data is inconsistent (for example if a set date is beyond the trip's start-end dates).

4. Complete and / or correct trip data where needed.

5. View **Trip Activity Details on Map** to check for any incoherence on recorded activities positions. Correct where needed.

6. Click on **Export Trip** button to export the trip in ROS format and to send it to the National DB