SIFIDS FISH1 phone app – FAQs

The following video link shows how to use the app

(https://www.dropbox.com/s/d6nmg9uylz3iar4/how_to_use_the_SIFIDS_fish1_App.mp4?dl=0) and with this document should answer most questions regarding the SIFIDS FISH1 phone app.

If you have not found the answer you are looking for please call the project Freephone - **0800 043 3474**, or email SIFIDS.app@gmail.com

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Q1: How do I install the app, and what will it 'look like' on my phone?

A separate document sent to you when you signed up to trial the app (WP5 App Download Details) and video link above takes you through set up. Contact Facilitators if you need this resent. Once the App has been installed on your phone then you will see this icon (right) - Click on this icon to open the App:
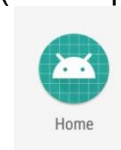
Q2: I'm having issues with the app, what can I do?

A: If your problem is not answered by the FAQs below, please call the project freephone on 0800 043 3474, or email SIFIDS.app@gmail.com. Having early feedback about what isn't working or could be improved is extremely useful. You will be also asked for feedback at the end of the trial.

Q3: I have an iPhone, can I use the App?

A: Unfortunately, no. The trial SIFIDS FISH1 App is only available to Android phones. If successful it may be adapted for iphones.

Q4: Do I need to install any other apps?

A: You will need to have an emailing app installed (most phones come with one as standard and all you have to do is log-in with your normal email and password). This will allow you to email your completed FISH1 forms to the Fisheries Office (FO) (and researchers).

Q5: What permissions does this App need?

A: The app will ask you for access to your storage (to save files) and location (for the tracker if you wish to use this feature).

Q6: Will the tracking feature affect my battery?

A: From our trials we have seen no significant impact on the phone's battery life whilst actively tracking. Battery Saver mode on your phone must be turned off to track successfully.

Q7: I've been using the tracking feature - who can see my tracks?
A: The tracking data will only be seen by yourself and the SIFIDS team at the University of St Andrews. You will be able to see your tracks for the last 24 hours by selecting 'Map (last 24 hours)' from the **Menu**. You can also view past tracks by selecting a date from the calendar (at the bottom left-hand corner of the map). This information will not be shared with the Fishery Officers or anyone else.

Q8: How does my FISH1 form get sent to the FO*?

A: The FISH1 form has a 'send' button that will connect to your phone's emailing app and attach the form automatically. The email address of the FO selected in 'Settings' will automatically be in the 'To' box along with the SIFIDS researchers' email address (and your own if saved in the settings). All you need to is click send!

*Whilst on the trial all vessel owners are reminded of their legal obligation to complete a FISH1 form (landing declaration for the vessel to which this licence relates) in respect of all landings of all species and submit it to the Fishery Office at which the vessel is administered, within 48 hours of the conclusion of the *fishing week. (*A fishing week runs from 0001 hours on Sunday to 2359 hours on Saturday.). The e-Fish1 form must be submitted by the vessel owner. If returns are not provided then the vessel owner is accountable and Marine Scotland Compliance can take enforcement action. All vessel owners who use the e-FISH 1 form during the trial must notify their Fishery Office when they start using the App

Q9: I've sent my FISH1 form, but can I still see it on my phone in the app?

A: The form will remain on your phone even after you have sent it to your FO, so you can see what you have submitted. You can permanently delete the submitted form via the home page if you wish. The FISH1 form (.csv file) will be in your email outbox as well. (We recommend copying yourself in the email so you can keep a record).

Q10: How do I know my FISH1 form has been submitted?

A: If the email was successful it will be in your email sent box or you can ask your FO to confirm they have received your FISH1 form.

Q11: Can I email my FISH1 form to myself?

A: Yes, you can either add your email address automatically via 'settings', or manually enter the address in the 'to' box before sending the FISH1 form. The sent / FO received email will provide a back-up of the forms you submitted so you can, if you wish, delete the form stored on your phone.

Q12: Do I need to have mobile data signal (network coverage that will allow you to browse the internet) to track my vessel?

A: No, the app uses global navigation satellite (GPS) systems to track your phone which has worldwide coverage. The app only needs mobile data signal or Wi-Fi to send the FISH1 form or observation data. It will store the data until a signal is available. <u>You must always however have your phone switched on and permit the app to access your location.</u>

Q13: What information can the app automatically put in my FISH1 Form?

A: In the app's settings (top right menu button, fifth option down) there are sections you can fill in which will automatically populate the FISH1 forms and save you time. You can update the details in settings at any point. You can also amend any entry manually on the form.

1. **Fishery Office details**

   — *Select your administration Fishery Office (FO) and this will automatically fill in the FO's address and email on the form*

2. **Vessel Details**

   — *Add your Vessel PLN and Vessel Name*

3. **Owner/Master details**

   — *Fill in the Owner/Master name and their address / email (to receive the sent FISH1 form)*

4. **Fish Buyer details**.

   — *Add the Buyer details to pre-populate Transporter Reg. etc. field on the* FISH1 form *if you input the same information*

5. **Usual Ports**

   Scottish ports are listed in the normal FISH1 Excel form in a drop-down menu. If you select all your commonly used ports these will appear at the top of the list when you are completing your FISH1 form. If your usual port of departure or landing does not appear in the dropdown list then please select your nearest port, and make a note of your actual landing port in the section titled "Comment and Buyers Information" in the Fish1 Form App.

6. **Gear Details**

— *Select your most commonly used gear(s) from the approved list and these will appear in a drop-down menu when you are completing your FISH1 form. (We recommend choosing 5 or less so you can see the options without scrolling to save time. You can adjust your list at any time / season).*

7. **Species Details**

— *Select the species you most commonly land from the approved list and these will appear at the top of the drop-down menu when you are completing your FISH1 form. (We recommend choosing 5 or less).*

You will also find a copy of the terms and conditions under 'Settings'.

Q14: What happens when I switch on the tracker 'Track Activity'?

A: On the home screen under 'Track Activity', when you move the slider to 'on' to show you are '***at sea***' and to '***start fishing***', the App will automatically save the Lat-Long coordinates and enter the ICES square reference directly into the FISH1 form row for that particular fishing activity date. The app will start tracking your route and continue until you switch the tracker off to '***stop fishing***'. You can do this multiple times a day. On the FISH1 form, catch details have to be accumulated for each day and each species, thus each activity will need to be a new row.

Q15: I've forgotten to click "Start Fishing", so does that affect the FISH1 form?

A: You will have to manually add the Lat-Long and ICES square details for each row for that trip on your FISH1 form, as without the tracker this will not be filled in automatically. Use 'Add Row Below'

Q16: I've forgotten to click "Stop Fishing" – will this affect the FISH1 form?

A: No. The app will keep tracking your data until you '***stop fishing***'. A small dot notification at the top of your phone screen and on the app icon will remind you that the tracker is still turned on.

Q17: How do I know if the tracking function is on or not?

A: The app will keep tracking your data until you ask it to '***stop fishing***'. A small dot notification at the top of your phone screen and on the app icon on your phone home screen will be visible as soon as you record you are '***at sea***' but you will still have to record when you '***start fishing***' and '***stop fishing***' to capture data for activity.

Q18: If I decide I don't want to use the SIFIDS app for submitting my FISH1 forms any more. What should I do?

A: You have the right to withdraw from this trial whenever you want and for whatever reason. If you decide to stop using the app for the FISH1 form submission, **you must let your designated Fishery Office know** and go back to using your previous method of FISH1* form submission. You can then delete the app. Please also let the Project Facilitators know.

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