

FIRST TUFMAN TRAINING WORKSHOP (TTW-1)

3–7 December 2012
Noumea, New Caledonia

INDICATIVE SCHEDULE

Provisional (30 October 2012)

DATE	TIME	AGENDA ITEM
Monday 3 December	08:00-08:30	1. OPENING OF WORKSHOP <ul style="list-style-type: none"> • OPENING ADDRESS (PSY) ➤ WORKSHOP ARRANGEMENTS (DEIRDRE)
	08:30-09:30	2. Brief overview of TUFMAN (DEIRDRE) <ul style="list-style-type: none"> • The purpose and role of TUFMAN • Overview of features
	09:30-10:00	Morning Tea / WORKSHOP PHOTO
	10:00-12:00	3. Technical details of the system (COLIN) <ul style="list-style-type: none"> • The backend and front-end • Setup on a network • Setting up copies on a laptop • Hardware requirements • Backups • Tufman updates • Common technical problems
	12:00-13:30	Lunch
	13:30-16:30	5. Country Website (MANU) 6. TUFMAN Administration (COLIN) <ul style="list-style-type: none"> • User administration • TUFMAN customisation • Relinking • Mapinfo link • Post-entry processing • Reference tables
Tuesday 4 December	08:00-09:30	7. Licensing (COLIN) <ul style="list-style-type: none"> • Setting up licensing in TUFMAN, license profiles etc • Purpose and importance of licensing and the national fleet • Agreements and ARPs • Adding a new license profile (and exercises), national fleet exercises (adding a new vessel, extending dates)
	09:30-10:00	Morning Tea
	10:00-12:00	7. licensing (continued) <ul style="list-style-type: none"> • Linking of licenses and national fleet to other data, tools and problems • Exercise of finding and fixing linking problems
	12:00-13:30	Lunch
	13:30-16:30	7. licensing (continued) <ul style="list-style-type: none"> • Fees / revenue in TUFMAN • Fee reconciliation and importance of doing it • Fee reconciliation exercises
Wednesday 5 December	08:00-08:30	8. TUFMAN Reporting (DEIRDRE) <ul style="list-style-type: none"> • Details of some reports • Using Excel output from TUFMAN to produce different outputs • Using TUFMAN summary lists to produce reports • WCPFC module
	09:30-10:00	Morning Tea

DATE	TIME	AGENDA ITEM
	10:00-12:00	8. Reporting (cont'd)
	12:00-13:30	lunch
	13:30-16:30	9. Mapping with TUFMAN (MANU/BRYAN) <ul style="list-style-type: none"> Using MapInfo to modify maps Google earth Mapping from an Excel file of data 9.1 Exercises
Thursday 6 December	08:00-09:30	10. VDS management system (COLIN) <ul style="list-style-type: none"> Setting it up Distributions / allocations and exercises
	09:30-10:00	Morning Tea
	10:00-12:00	10. VDS management system (continued)
	12:00-13:30	Lunch
	13:30-16:30	11. Data Quality in TUFMAN (COLIN/DEIRDRE) <ul style="list-style-type: none"> Data Quality tools (reports, data entry checks, species ranges, etc) Vessel list management Problems encountered with logsheet data 11.1 Exercises <ul style="list-style-type: none"> Vessel issues Species range changes Other?
Friday 7 December	08:00-09:30	12. VMS logsheet reconciliation (BRUNO) <ul style="list-style-type: none"> Presentation of the overall concept of reconciliation (not related to logsheet) <ul style="list-style-type: none"> ➤ Use a reference data source known to be the most complete and accurate ➤ Raise other data sources using their coverage with this reference data source Presentation of the VMS logsheet reconciliation Engine <ul style="list-style-type: none"> ➤ Definition of a VMS trip ➤ How state that a logsheet is the same as a VMS trip ➤ Special cases ➤ Member countries have the logsheets, SPC has the VMS, problem! Detailed presentation of the 3 different ways to use reconciliation <ul style="list-style-type: none"> ➤ Ask SPC to generate the report ➤ Generate the report in TUFMAN ➤ Use the new Recon web app
	09:30-10:00	Morning Tea
	10:00-12:00	12. VMS logsheet reconciliation (continued) <ul style="list-style-type: none"> MCQ Test Exercise <ul style="list-style-type: none"> ➤ Run the reconciliation in TUFMAN TRAINING ➤ Sort result by fishing companies ➤ Send an email to request the missing logsheet to each fishing companies (me) ➤ Run the reconciliation again
	12:00-13:30	Lunch
	13:30-16:30	12. VMS logsheet reconciliation (continued) <ul style="list-style-type: none"> Exercise (continue morning exercise)
	16:30	13. CLOSE OF WORKSHOP

Note: Some of these topics may not fill the allocated space (e.g. VDS management system), so small presentations may slot in these places. We might have a couple of free topics that can be fit in anytime there is a gap from an early finish.

Names allocated are indicative only and needs more discussion.

Other topics not assigned as yet (and may not be)

- Country Web Page
- Scanning?
- Electronic data transfer?
- TUFMAN resources (TUFMAN training video, web links, forum?)
- Data coverage (more for TDW?)