



Peak Forest Angling Club On-Line Beat Booking and Catch Return System System Manual and Guidance Notes - March 2022

These guidance notes are for the use of Club members and officers only and are intended to provide a quick guide to using the new for 2022, On-Line Beat Booking and Catch Return System. The season will commence on 1st April 2022 – please check the club website in future years for any changes to the fishing season dates.

Initially Some Do's and Don'ts:

- We would urge members to show some restraint in making multiple, advance bookings onto the new system. Whereas we fully accept that members who live some way from the river will wish to pre-book beat slots, prior to travelling; we would ask that generally, multiple booking should be avoided.
- We would ask members not to book the whole day on a beat if they only intend to fish for a specific time. We have intentionally broken the days fishing down into manageable slots, two or three of these slots reflect the time most members tend to fish a beat for.
- Please ensure that you complete the catch return for your fishing as soon as you can after leaving the river, if you leave the river well before the end of the time slot(s) you have booked, we would ask you to go back into your booking and edit your time slot; this will enable another member to access the beat.
- When completing your catch return after fishing, please ensure accuracy when completing the “time on” and “off” the beat; this will ensure we maintain comparable data on “fish caught per hour” in future analysis of the catches.
- If possible, please fish upper beats before fishing lower beats to minimise the spread of invasive species, if not possible please disinfect all equipment at Lumbley Pool hut before moving to upper beats.
- When signing in Guests please ensure that all the details for guests are completed. For insurance purposes, Guests will be treated as temporary members for the duration of time they spend on the river that day.

Access to the system can be achieved by going to pfac.followthe.fish/Account/Login

In the first instance you should receive an email inviting you to go to the site to set up your own password and register. Once you have done this remember your password and we suggest you save the password details to your device when prompted.

In future when you log in this will bring you to the screen below

The screenshot shows the Peak Forest Angling Club website interface. At the top left is the club logo. At the top right is the 'FOLLOW THE FISH' logo. Below the logos is a navigation bar with links for 'Club Website', 'Profile', 'Change Club', and 'Logout'. On the left side, there is a sidebar menu with 'BOOKINGS' (expanded), 'REPORTS', and 'ADMIN'. The main content area displays a booking for 'Trevor Winstanley, Beat 1' on '22 February 2022'. Below the booking title is a map of the river with a red dot indicating the location. To the left of the map is a small image of a fish and the text 'Blah blah blah'. To the right of the map is a 'Microsoft' logo. On the far right, there is an 'Options' panel with radio buttons for 'My Reports' and 'Club Reports' (selected), and a checkbox for 'Show All Reports'.

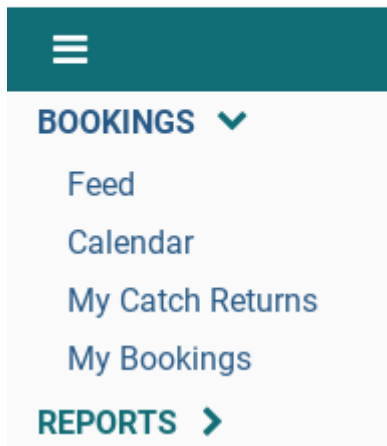


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If we look at the top right of the welcome page you will see this:



Club website, takes you to PFAC's website (pfac1861.com). **Profile** allows the user to change their password or to add an image to their profile (takes a few moments to process). **Change Club** is used by PFAC members who also belong to another club using the same system. **Logout** closes the system down.



The menu and sub-menus above can be revealed and conversely hidden by hitting the three parallel lines. Under **Bookings**, there is **Feed**, **Calendar**, **My Catch Returns** and **My Bookings**. Under **Reports** are various pre-written reports. **Admin** is only visible to Peter Booth and Trevor Winstanley (the club's system administrators). **System Admin** is visible only to the system programmers.

On first logging in, you are taken to the screen at the top of this page, **Bookings > Feed**. This shows all the reports in the system (most recent first) and can be filtered for the user's own results or for all club results. Clicking the red text in the report in **Feed** takes you into that individual report as below:

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Trevor Winstanley, Beat 1

22 February 2022



Rod Share? No

Private Notes what3words

Blah blah blah

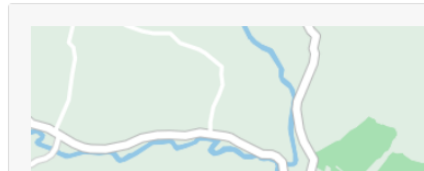
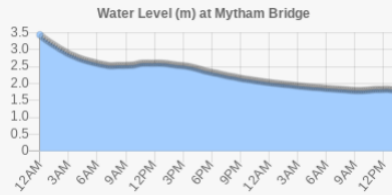


Light rain in the morning.

Temperature: 3.49/9.41°C

Wind: 17.5 mph at 260°

Powered by Dark Sky



You will see the weather and the water levels at the time, a snapshot of the beat, and any images posted. Below is the catch return and any wildlife encountered for this particular return:

Your Catch Return

Start Time: 12:07 **Hours Fished:** 1.30

what3words

Caught & Returned

	< 6"	6-12"	> 12"
Brown Trout	0	3	0
Grayling	2	0	0
Rainbow Trout	0	0	1

Seen Notes

Heron	0
Cormorant	0
Wagtail	0
Dipper	0



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To book a Beat to fish on your own go to [Bookings > Calendar](#). This is an overview of the river. It shows who has booked and when and who is fishing currently. It also shows free slots as “+”.

Bookings for 21/02/2022 to 27/02/2022

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	21/02/2022	22/02/2022	23/02/2022	24/02/2022	25/02/2022	26/02/2022	27/02/2022
Beat 1	+	1200 - 1400 - Trevor Winstanley +	1200 - 1400 - Trevor Winstanley +	1000 - 1200 - Trevor Winstanley +	+	+	+
Beat 2	1400 - 1600 - 1600 - 1800 - Trevor	1000 - 1200 - Trevor Winstanley +	+	+	+	+	+

Click a free slot (you cannot book a time slot that is already chosen).

Make a new Booking

Required fields are marked with *

Details

Member

***Date**

Beat

Guidance / Restrictions Noe from confluence with Derwent to below Lumbley Pool: access from Shatton Bridge - check beat maps. Disinfect waders, staff and net at Lumbley Pool Hut if previously fished other rivers

- *Slot**
- 1000 - 1200
 - 1200 - 1400
 - 1400 - 1600
 - 1600 - 1800
 - 1800 - 2000
 - 0600 - 1000

Choose the time slots you require. (We will deal with rod shares and guests at a later point.) Add any notes then:

Make Booking

If the day you have chosen is current, you will see “Catch returns to be completed” under “My Bookings”. If you booked for a future date, it would appear under “Future Bookings”.



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My Bookings

Member Trevor Winstanley Select Member Season Test season

Catch Returns to be completed

Date Of Booking	Beat	Time	Guests
22/02/2022	Beat 2	1000 - 1200	1
22/02/2022	Beat 3	1000 - 1200	1

Future Bookings

Date Of Booking	Beat	Time	Guests
23/02/2022	Beat 1	1200 - 1400	0

You can now Go Fishing!

After you have fished; go into “My Bookings” and select “Complete catch return” from “Catch returns to be completed”; and the following will appear.

Catch Returns to be completed

Date Of Booking	Beat	Time	Guests	Actions
22/02/2022	Beat 2	1000 - 1200	1	Complete Catch Return Delete Booking

Add Catch Return

Required fields are marked with *

*Date Rod Share? Yes No

*Beat

Guidance / Restrictions Noe from just below Lumbley Pool to Glenbrook where the old ford crosses the river: access from Lumbley Pool - check beat maps. Disinfect waders, staff and net at Lumbley Pool Hut if previously fished other rivers.

Your Catch Return

Fished Yes No

*Start Time *Hours Fished

Private Notes

Your Private Notes are visible only to you and will not be published even if you choose to make your Report visible to other club members.

Report

IMPORTANT: Record your Start Time and Hours Fished accurately. Any “Private Notes” will be visible to you, the user, only. Complete the Report. Add any images you have. Decide if you want to keep everything to yourself (Private) or if you want to share your report e.g. successful flies (Club). Complete the catch return and wildlife seen. Finally save the report.



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Photos

Drop files here to upload

Thumbnails may take a few minutes to be generated upon the completion of your catch return.

Privacy Private Club

If you select 'Private' then your entire return is only visible to yourself.

If you select 'Club' then your report and photos (but not your catch return) will be visible to other members of your club.

	Caught & Returned		
	< 6"	6-12"	> 12"
Brown Trout	<input type="text"/>	<input type="text"/>	<input type="text"/>
Grayling	<input type="text"/>	<input type="text"/>	<input type="text"/>

You can edit or delete your return under **"My catch returns"**. For the purpose of this program, **Seasons** are our Trout season (Trout 2022) or any other time (Grayling 2022).

Occasionally, we may want to **Rod Share**. When booking in, hit the rod share box. The catch return will be recorded under the person who booked the beat. If you want to record the rod share separately, the rod share should book in, go to "My Catch Returns" and **"Create Catch Return"**. The catch will then be recorded under their name.

[Club Website](#) [Profile](#) [Change Club](#) [Logout](#)

My Catch Returns

Member Trevor Winstanley ▼ Select Member

Season Test season ▼ Select Season

Create Catch Return

You have not completed catch returns for the following bookings:

We take **guests** on the river. When booking in, hit the blue text shown below:



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Guests

You have not added any guests. Do you want to [add a guest now?](#)

Back to Bookings

Make Booking

Then add all the required guest details and make booking.

Guest 1

Remove Guest

*Name

Email Address

Telephone

Back to Bookings

Make Booking

If you are fishing with the guest, complete the return for yourself and, lower down, for the guest. These will be recorded separately.

If the guest is fishing alone, select **Fished No** in your return and just report for the guest. If you rod share with a guest, you can either complete one return for the both of you or complete two separate return as described above.

Your Catch Return

Fished Yes No

*Start Time

14:00

*Hours Fished

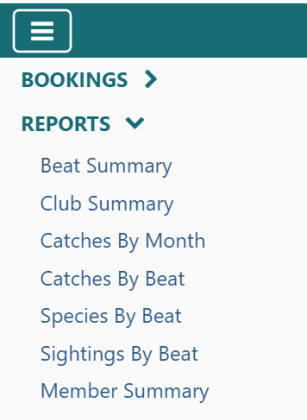
4:00

Reports is one of the most powerful functions of the system. The graphic below shows you the range of reports that can be accessed. At the beginning of the season these are blank but will be populated as the season progresses providing a plethora of valuable information.

The reports are pre-written and can be copied and pasted straight into Excel worksheets. Check them out for yourselves as the season progresses.



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I hope this guide proves useful for you but if you do have any specific difficulties or issues, please don't hesitate to contact me on peterbooth00@gmail.com