Department of Primary Industries and Regional Development
GOVERNMENT OF WESTERN AUSTRALIA

Protect
Grow
Innovate

# Carrier Boat Exemption – How to Guide

The carrier boat exemption allows the Master weight to be taken as the default weight in entitlement management. Below is a how to guide on how to take a good photo, upload it and provide it to the Department of Primary Industries and Regional Development (DPIRD) for verification.

## 01 Preparing Your Catch

Do this how you would normally. There are no changes to your normal operation in this point.

Make sure each container has an individual unique label on the lid and side*

## 02 Weighing Your Catch

Place containers on the scales and take a photo with the weights and container IDs visible and readable. If the photo doesn't meet the standard, please retake that photo.

Repeat for all containers.

## 03 Reporting the Weights

Send the photos or a link to the photos via text or email to Fisheye.Support@dpird.wa.gov.au. You can text the photos to the email address by filling in the address where you'd normally type the phone number

Record Gross and Net weight in FishEye

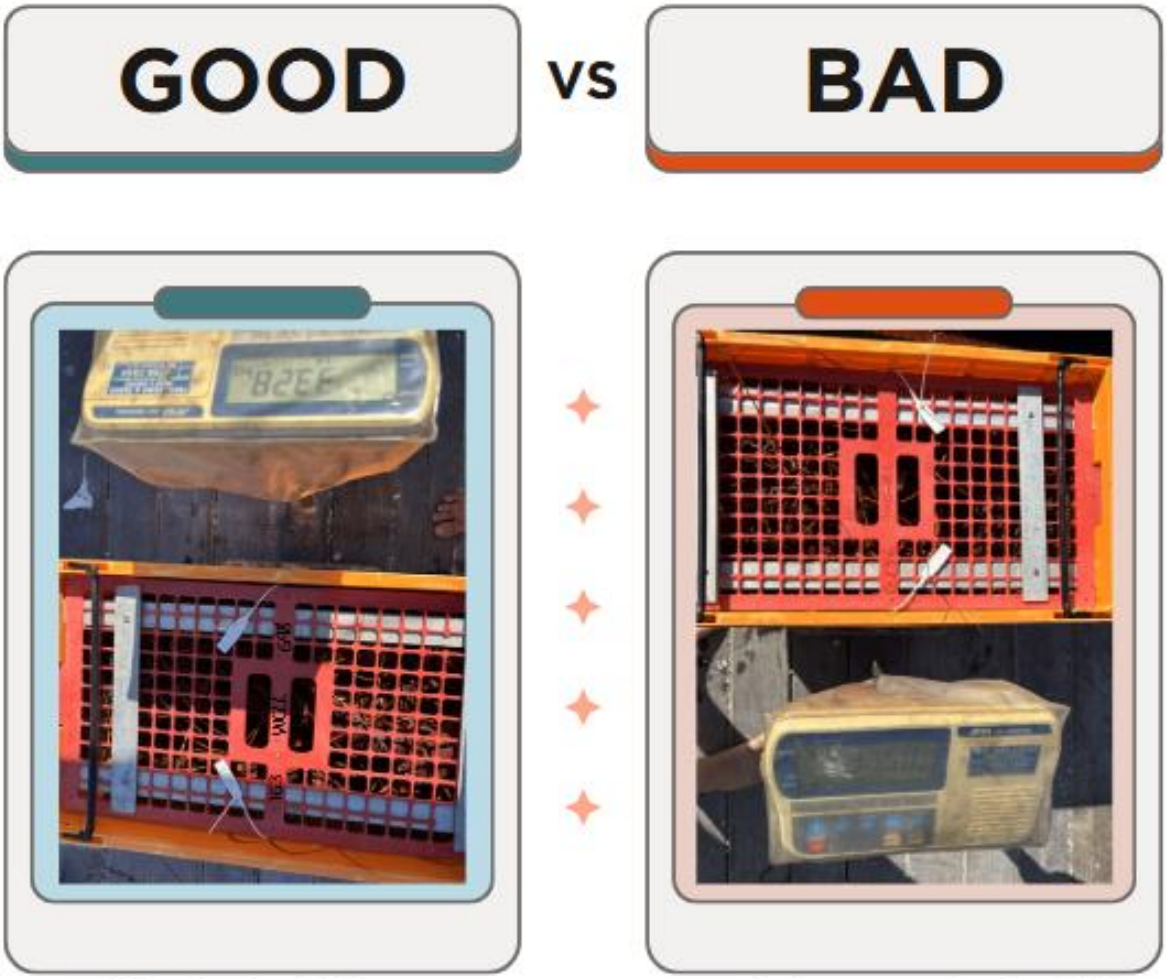
* The unique container identification is for your containers only, can written next to the MFL and LFB numbers on the lids/sides or attached by something like a cattle tag. This is to determine different containers within your consignment and does not need to be different from someone else's container identification numbers. There is no need to report these numbers anywhere, just for them to be visible in the photos. Examples may include:

- MFL# A1, MFL# A2, etc
- C1, C2, C3 etc
- TG1, TG2, TG3, etc

This exemption is not mandatory and if you wish to operate and weigh crates as per usual in accordance with the Plan, please contact Leith at leitht@brolos.com.au to discuss.

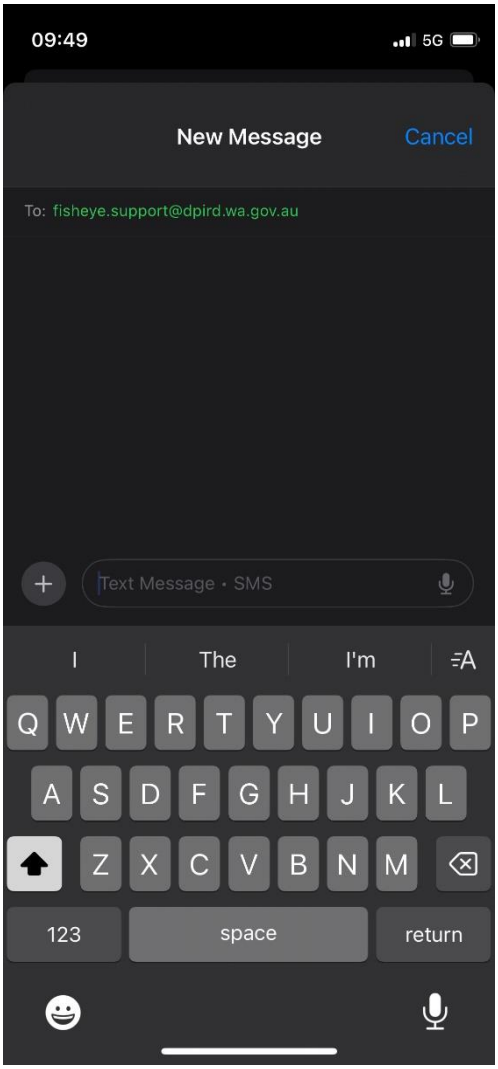
## A Good Photo vs a Bad Photo

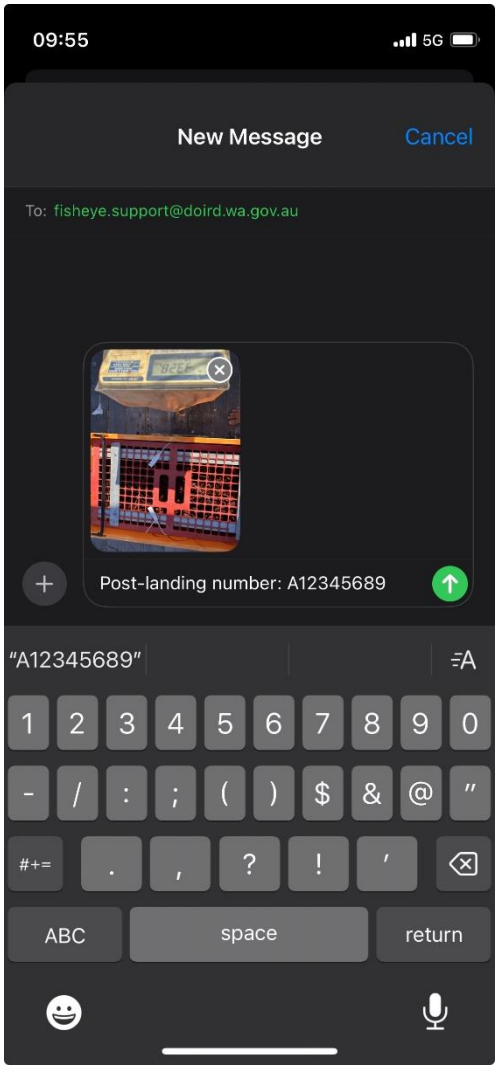
A good photo has both weights and container ID numbers clearly visible and readable. A bad photo has glare or shadows making the weights hard to read and the container IDs are barely visible.



# Sharing the Photos via Text

You can text the photos to the email address provided, just as you would any other phone number. Type fisheye.support@dpird.wa.gov.au into the 'To' field, attach the photo(s) you want to send, add the post-landing nomination in the text field and hit send!




# Sharing the Photos via SharePoint

## Step-by-Step Guide to Creating a SharePoint Account

If you already have account, go to the how to share a link steps

1. **Sign Up for Microsoft 365**
    - Go to the Microsoft 365 website.
    - Choose a plan that includes SharePoint Online (e.g., Microsoft 365 Business Basic, Standard, or Premium).
    - Follow the prompts to create your account and complete the purchase.
2. **Access SharePoint**

- Once you have a Microsoft 365 subscription, sign in to your account at office.com.
- Click on the **App Launcher** (the grid icon) in the top-left corner and select **SharePoint**.

3. **Create a SharePoint Site**
   - On the SharePoint start page, click on **Create site**.
   - Choose the type of site you want to create:
     - **Team site**: For collaboration within a team.
     - **Communication site**: For sharing information broadly across your organization.
4. **Configure Your Site**
   - **Name your site**: Enter a name for your site.
   - **Set the privacy settings**: Choose whether the site should be public (anyone in your organization can access) or private (only members you specify can access).
   - **Add site members**: You can add members now or skip this step and add them later.
5. **Start Using Your Site**
   - Upload documents, create lists, and share information with your team.
   - Integrate with other Microsoft 365 apps like Teams for enhanced collaboration.

For more detailed instructions, you can refer to the Microsoft Support page.

## Step-by-Step Guide to Sharing a Link to a Folder on SharePoint

1. **Select the Folder**
   - Find the folder you want to share and click on its circle icon to select it. If you're in List view, the circle is on the left side of the item. In Tiles view, it's in the top right corner.
2. **Click on the Share Button**
   - With the folder selected, click on the **Share** button at the top of the page.
3. **Choose Sharing Options**
   - A sharing panel will appear. Here, you can choose how you want to share the folder:
     - **Specific People**: Send an email invitation to specific people or groups.
     - **Copy Link**: Generate a shareable link that you can paste anywhere (e.g., email, chat).
4. **Copy the Link or Send the Invitation**

- If you chose **Copy Link**, click on **Copy** to generate the link and then paste it wherever you need such as email or text. Make sure you include the post-landing nomination.
- If you chose **Specific People**, enter the email addresses of the recipients, add a message including the post-landing nomination, and click **Send**.

For more detailed instructions, you can refer to the Microsoft Support page

# Sharing Photos via Dropbox

## Step-by-Step Guide to Creating a Dropbox Account

If you already have account, go to the how to share a link steps

1. **Visit the Dropbox Website**
   - Open your web browser and go to dropbox.com.
2. **Click on 'Sign Up'**
   - On the Dropbox homepage, click on the **Sign Up** button.
3. **Fill in Your Details**
   - Enter your first name, last name, email address, and create a password.
   - Agree to the Dropbox terms by checking the box.
4. **Choose Your Plan**
   - You can choose between a free plan (Dropbox Basic) or a paid plan with more storage and features.
   - For this guide, we'll choose the **Dropbox Basic** plan which offers 2 GB of free storage.
5. **Complete the Sign-Up Process**
   - Click on the **Sign Up** button to complete the process.
   - You may need to verify your email address by clicking on a link sent to your email.
6. **Download and Install Dropbox (Optional)**
   - If you want to use Dropbox on your computer, download the Dropbox desktop app from the website.
   - Install the app and sign in with your new Dropbox account.
7. **Start Using Dropbox**
   - You can now start uploading files to your Dropbox account.
   - Access your files from any device by logging in to dropbox.com or using the Dropbox app.

For more detailed instructions, you can refer to the Dropbox Help Centre

## Step-by-Step Guide to Sharing a Dropbox Link

1. **Sign In to Dropbox**
    - Open your web browser and go to dropbox.com.
    - Sign in to your Dropbox account.
2. **Navigate to the File or Folder**
    - Find the file or folder you want to share in your Dropbox.
3. **Select the File or Folder**
    - Hover over the file or folder you want to share.
    - Click on the **Share** button that appears.
4. **Create a Shareable Link**
    - In the sharing options, click on **Create link** (if a link hasn't been created yet).
    - Once the link is created, click on **Copy link** to copy it to your clipboard.
5. **Set Permissions (Optional)**
    - You can set permissions for the link:
        - **Can Edit**: Allows recipients to edit the file or folder.
        - **Can View**: Recipients can only view the file or folder.
6. **Share the Link**
    - Paste the copied link into an email or text. Make sure you add the post-landing nomination.

**Using the Dropbox Mobile App**

1. **Open the Dropbox App**
    - Open the Dropbox app on your mobile device.
2. **Navigate to the File or Folder**
    - Find the file or folder you want to share.
3. **Select the File or Folder**
    - Tap the **three dots** (ellipsis) next to the file or folder.
4. **Share the Link**
    - Tap **Share**.
    - Tap **Create a link** (if a link hasn't been created yet).
    - Tap **Copy link** to copy it to your clipboard.
    - Paste the link into an email or text, add the post-landing nomination and hit send.

For more detailed instructions, you can refer to the Dropbox Help Centre

## Important Disclaimer