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# 1. Introduction

This manual describes the process for using the EForWasteBC application for the purpose of collecting waste assessment information in accordance with the requirements of the Provincial Logging Residue and Waste Procedures Manual and provincial waste policy.

The Ministry of Forests, Lands and Natural Resource Operations (FLNRO) receive waste survey information from licensees through the online Waste System. Using the EForWasteBC application, waste surveyors can complete a field waste assessment, generate reports and output files, email a data file to another user or upload the data into the online waste system.

EForWasteBC has been designed to collect waste information on both the coast and the interior. The application includes procedures for collecting waste using the traditional simple random sampling methods as well as the newly developed ratio sampling techniques. EForWasteBC allows the user to collect waste survey information within a block, stratum and plot. The user can then view the preliminary results of the survey on screen as the survey is completed.



# 2. System Requirements and Installing the EForWasteBC Application

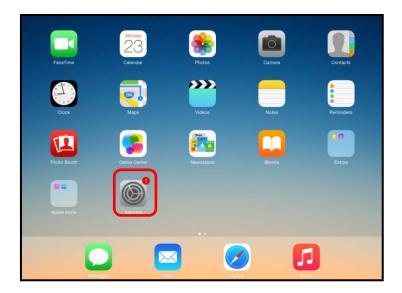
## 2.1. EForWasteBC System Requirements

EForWasteBC is an application designed specifically for the fourth generation iPad's running iOS version 10.0.0. IOS (iPad **O**perating **S**ystem) is the operating system used on Apple devices and is the equivalent of the Windows operating system on the PC platform. At this time the EForWasteBC application will not work on other (Android) types of devices.

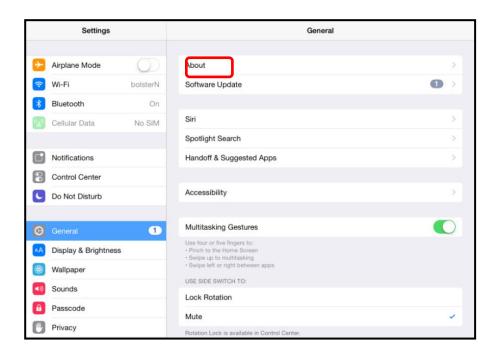
Note: Once installed, iOS updates cannot be uninstalled on iPads (Unlike windows PC updates). Do not install any iOS updates to iPads running EForWasteBC until you receive an update from the App store. Use of an incompatible IOS may cause the application to not operate correctly.

To check the version of your iPad's iOS:

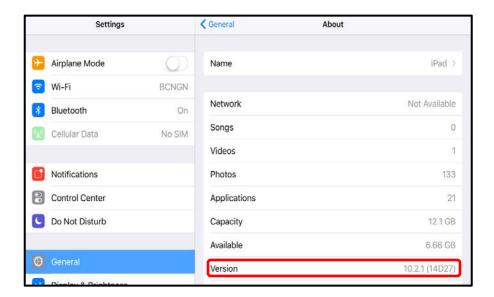
1. Navigate to the home screen and tap the **Settings** icon.



2. In the Settings sidebar, tap **General** and then tap **about**.



3. The iOS version is shown in the **Version** field.



## 2.2. Installing the EForWasteBC Application

Users can download the EForWasteBC application from the APP store. Search for 'EForWasteBC'. The application will then self-install onto your iPad.

Users unfamiliar with general tools and usage of the iPad can refer to <u>Appendix B: iPad Basics</u> at the end of this document for general iPad usage.

## 2.3. Opening the EForWasteBC Application

To open the EForWasteBC application, navigate to the home screen and tap the **EForWasteBC** application icon.



#### 3. EForWasteBC Calculation Conventions

EForWasteBC is a waste data collection and compilation application that uses many calculations to produce the results and reports. Rounding of calculations has been completed in a number of sections of the software applied as follows:

#### 3.1. Plot Level

- Volumes 4 significant figures (0.0000)
- Values 2 significant figures (\$0.00)

#### 3.2. Stratum Level

- Volumes 4 significant figures (0.0000)
- Values 2 significant figures (\$0.00)

#### 3.3. Block Level

- Volumes 4 significant figures (0.0000)
- Values 2 significant figures (\$0.00)

#### 3.4. Reports

- Species/Grade Volumes 4 significant figures (0.0000)
- Species/Grade Values 2 significant figures (\$0.00)

#### 3.5. Summary Totals

- Volumes 2 significant figures (0.00)
- Values 2 Significant Figures (\$0.00)

**Note:** In many cases EForWasteBC uses more significant figures than the online waste system. In some calculations this may result in small discrepancies between results from EForWasteBC verses the online Waste System.

# 4. EForWasteBC Page naming

The various pages that control the use of EForWasteBC have been named to assist in the use of the application. The pages have been named by menu topic and then sequentially as the user progresses into the application, for example:

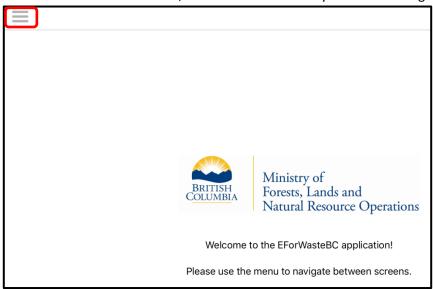
>Menu topic 'New Block
>Ifor202 'Cut block – New Block'
>Ifor203 'Stratum'
>Ifor204 'Plot' and 'Piece' data

Note: The application platform was designed from a previous application called iFORWASTE. The page names still carry the 'IFOR(\_\_\_\_)' title from this previous application. The naming convention will be updated is future enhancements.

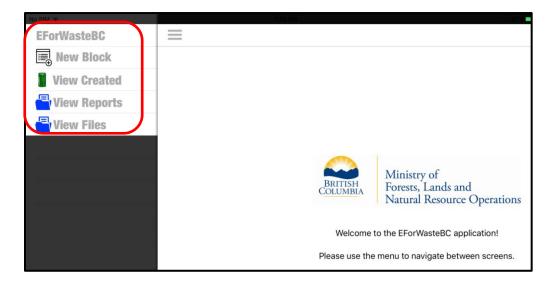
### 5. The EForWasteBC Menu

The EForWasteBC Menu can be accessed by tapping the EForWasteBC Menu button present at the top left of all screens.

From the EForWasteBC menu, the users can select any of the following options:



- New Block (IFOR202): Create a new block to begin entering waste survey data Section 7- New Block
- View Created (IFOR601): View and select existing cut blocks <u>Section 8 View</u>
   Created
- View Reports (IFOR 301): View and select reports <u>Section 8 Reports</u>.
- View Files (IFOR 701): View and select files for export. Section 10 View Files

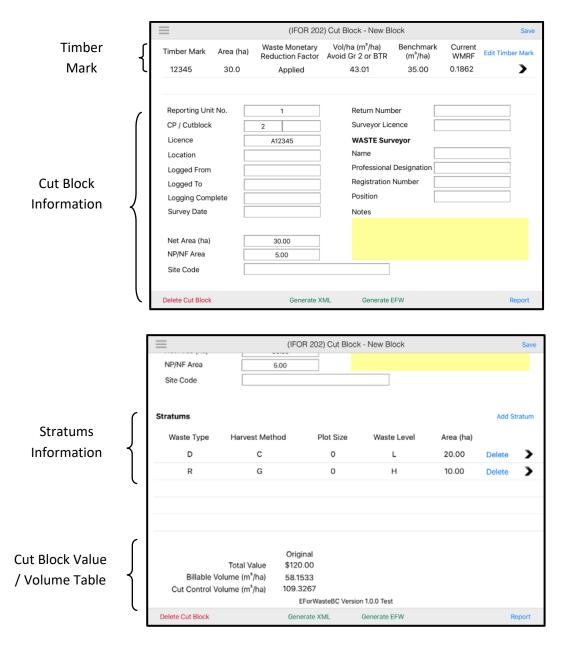


# 6. The Cut Block Screen (IFOR 202)

The Cut Block screen allows the Waste Surveyor to enter the cut block identification information.

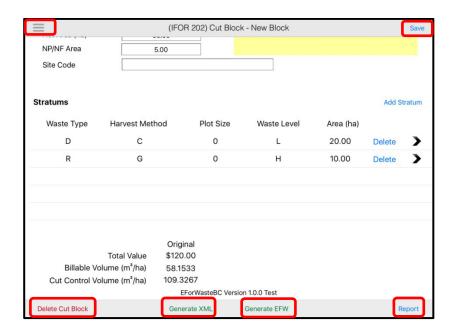
The Cut Block information screen is broken into 5 sections:

- 1. Cut Block Information (Section 6.1)
- 2. Timber Mark Information (Section 6.2)
- 3. Stratum Information (Section 6.3)
- 4. Cut Block Value/Volume Table (Section 6.4)



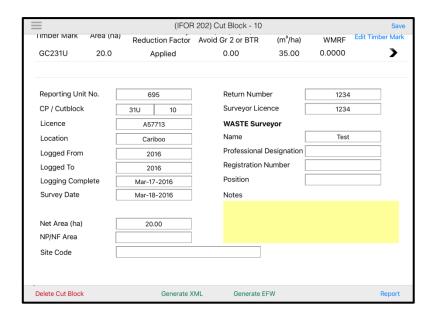
Other options available to the users in the Cut Block screen are:

- o Menu: Return the user to the menu.
- o Save: Saves any edits made in the Cut Block screen.
- o **Report**: Generate a report for the cut block.
- Generate XML: Allows the user to generate an XML file for upload into the online Waste System.
- Generate EFW file: Allows the user to generate an EFW file to send to another user or save as a backup.
- o Delete Cut Block: Removes the block from the iPad



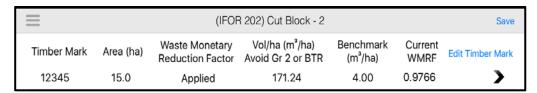
#### 6.1. Cut Block Header Information

The Cut Block Information section of the Cut Block screen contains the general information for the cut block. The information required in this section is the same as is required within the online Waste system. Much of this information is also required to complete the creation of an xml file for upload into the online system. Users are expected to be familiar with the terms and definitions of the various fields identified on this screen therefore, only minimal descriptions have been provided within this manual.



#### 6.2. Timber Mark Information

The Timber Mark Information section contains all information pertaining to the Timber Mark for the cut block.



To make edits to a Timber Mark for a Cut Block, tap the **Edit Timber Mark** link located at the top right of the cut block screen. This will open the **Timber Mark screen** (see <u>Section 7.3 – Timber Mark</u>)

#### 6.3. Stratum Information

The Stratums Information section of the Cut Block screen contains all information pertaining to the Stratums for the cut block. A Stratum is a unique and non-overlapping sub-unit of a population which is sampled as a unit for which separate sampling statistics are calculated. Each Stratum represents a portion of the survey net area and the total of the stratum areas must be exactly the same as the Block net area. (See section 7.3.2 – Stratum)

 Stratums
 Add Stratum

 Waste Type
 Harvest Method
 Plot Size
 Waste Level
 Area (ha)

 D
 B
 0
 M
 8
 >

 R
 R
 0
 M
 2
 >

 Delete
 >
 0
 Delete
 >

# 6.4. Cut Block Value / Volume Table

The Cut Block Value/Volume Table at the bottom of the Cut Block screen displays the volume and value data for the block.



Note: As data is entered or changed at the Piece, plot and stratum level, the table changes in real time to reflect the new information.

# 6.5. Generate an XML and/or EFW file

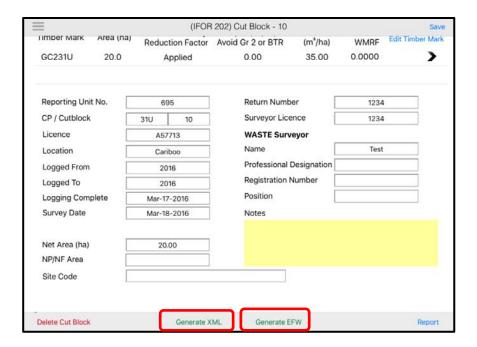
From the cut block screen, cut block data can be exported into either XML or EFW file format. By clicking on the generate XML or EFW links data is exported to the appropriate file and stored on the iPad.

#### **6.5.1. EFW Files**

EForWasteBC (EFW) files contain the waste data used in the application. The EFW files can be transferred between iPads for creation or merging of blocks via email or iTunes

#### **6.5.2. XML Files**

EForWasteBC also generates an Extensible Markup Language (.xml) file for upload into the online Waste System. Generation of the xml file is based on the file SCHEMA required for upload through the Electronic Submission Framework (ESF). The Block Header information must meet the requirements of this SCHEMA to generate the xml file.

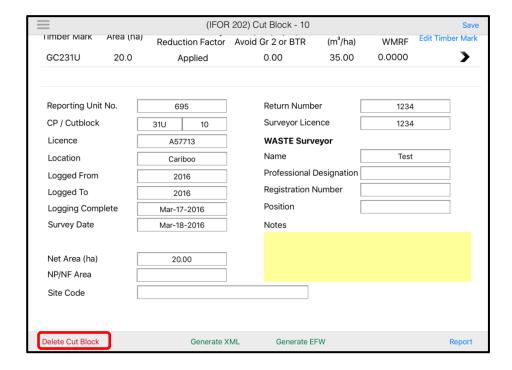


# 6.5.2.1. Uploading an XML file into the Waste System

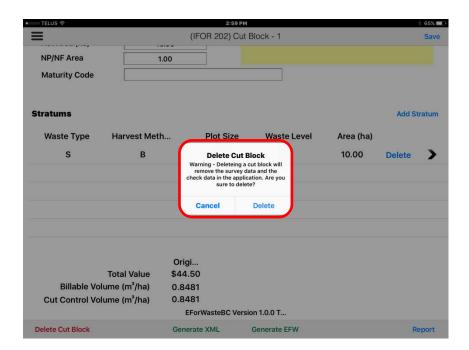
Once an XML file is generated in IFOR 202 and subsequently emailed or uploaded it can be saved on the user's computer and then uploaded through the <u>Electronic Submission Site</u> into the <u>Waste System</u>

# 6.6. Deleting a Cut Block

The waste surveyor can delete a cut block from the EForWasteBC application in order to delete cut blocks that are no longer needed on the iPad.



Select the Delete link and a window will appear to confirm the deletion. Selection of 'Delete' will remove the block and all associated data from the iPad. Selection of 'Cancel' will return the user to the cut block screen.



# 7. Creating a block and entering data

The flow to create a block has several routes depending on the type of survey to be completed. The outline below has been developed using the most complicated block sampling process (Ratio Sampling).

- New Block (Section 7.1)
  - Select
    - o Interior Block (SRS Survey)
    - Interior Block (Ratio Sampling)
    - o Interior Block Aggregate SRS Survey
    - o Interior Block Aggregate Ratio Sampling
    - o Coast Block
  - Cut Block Screen (IFOR202)
    - Complete Header information
      - Edit Timber Mark (IFOR401) (Section 7.2)
        - Complete Timber Mark Information
      - > Add Stratum (IFOR202) (Section 7.3)
        - Select

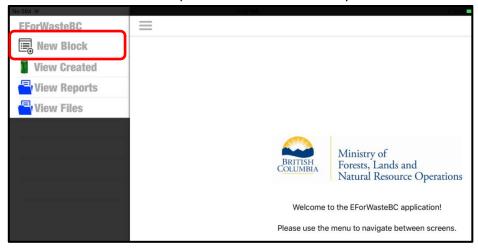
#### **oCreate Standard Stratum**

oCreate Standing Tree

- Complete Stratum Information (IFOR203)
- Ensure 'Prediction Plots' and 'Measure plots' is correct
- > Add a Plot
  - Complete Ratio Sampling Stratum information
    - o Enter Plot number
    - o Enter Green Volume
    - o Enter Dry Volume
  - Confirm Estimation information
  - Complete plot header Information
    - 'Measure Plot' Yes
      - Enter piece data
    - ➢ 'Measure Plot' − No
      - Back to Stratum header, move to next plot.

#### 7.1. New Block

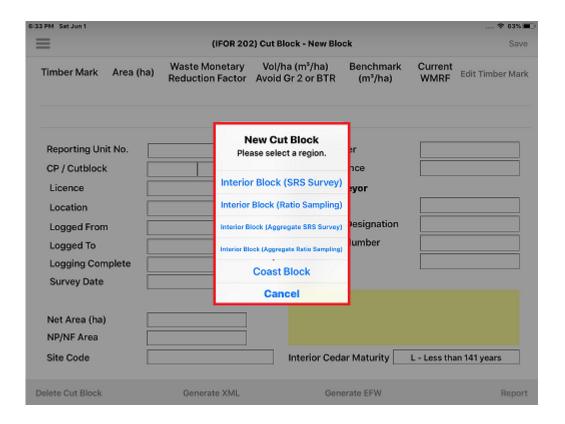
Select the new block menu option to record waste survey data.



When 'New block' is selected the user is asked to select the applicable survey type.

### 7.1.1. Select Survey Method

- Interior SRS Survey The Simple Random Selection (SRS) survey method requires the establishment and measurement of all plots within a block. The Interior selection initiates an Interior data collection format.
- Interior Ratio Sample survey The Ratio Sample Survey method requires the establishment and estimation of plots with measurement of a randomly selected portion of them.
- Interior Block Aggregate SRS Survey The Aggregate SRS method requires the measurement of a predetermined number of samples within an aggregated sample population (group of cutblocks). The sample population is sampled as one unit.
- Interior Block Aggregate Ratio Sampling-The Aggregate Ratio method requires the establishment of estimation plots and randomly selected measure plots within an aggregated sample population.
- Coast Block The coast block sampling system and the Interior SRS method use the same data collection method. Plots are established within a block and all piece information is collected at each plot. The coast block selection initiates a coastal data collection format.



# 7.2. Cut Block Screen Details (iFOR202)

The cut block screen contains the block identifier information for the survey. Some or all of the information is required to upload the data into the online Waste system and or to merge files from two different iPads. The cut Block screen is created in one of two templates identified when a new block is created. The difference between the two screen templates are the block maturity/site code, waste billing rates and the selection of the appropriate log grades to be used on the plot data screens. The Cut Block Screen data entry field requirements and entry types are indicated below:

Reporting Unit No.: Required o CP / Cut block: Required

o Licence: Required

 Location: Optional, User entered Logged From: Required, user entered 0 Logged To: Required, user entered

0

Logging Completion Date: Required, Pop up window entry 0

**Survey Date:** Required, Pop up window entry 0

Net Area (ha): Required, user entered, 2 decimals 0

NP/NF area: Required, User entered, 2 decimals 0

Maturity Code: (Coast) Required, Pop up window entry

Mature

- 35m3/ha Benchmark, 15cm top DIB
- Immature
  - 10 m3/ha Benchmark,10cm top DIB
- Site Code (Interior): Required, Pop up window entry
  - Dry Belt 4 m3/ha
  - Transition 10m3/ha
  - Wet Belt 20m3/ha
- o Return Number: Required, user entered
- o **Surveyor Licence**: Required if applicable
- O Waste Surveyor:
  - Name: Required (100 character maximum).
  - Professional Designation: Required If registered
  - Registration Number: Required if registered
  - Position: Optional, Position of the Waste Surveyor (100 character maximum).
- Notes: Optional, General notes regarding the cut block Waste Survey (256 character maximum).

### 7.2.1 Aggregate SRS (iFOR202, iFOR203, iFOR204)

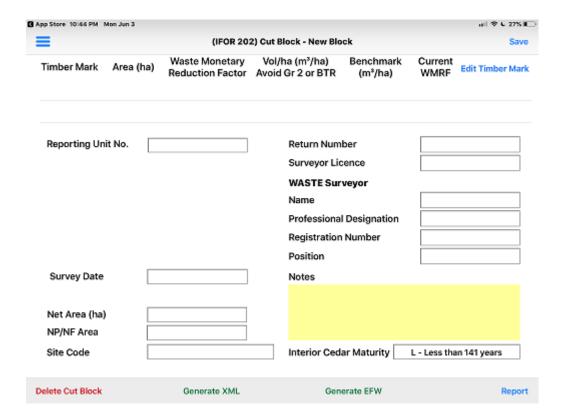
The requirements and entry types for the iFOR202 (Cut Block) screen data entry fields are different from section 7.2 as some fields have been removed from the iFOR202 screen.

The iFOR202 (Cut Block) screen data entry field requirements and entry types are indicated below:

- o Reporting Unit No.: Required
- o **Survey Date:** Required, Pop up window entry
- o Net Area (ha): Required, user entered, 2 decimals
- o **NP/NF area:** Required, User entered, 2 decimals
- o Maturity Code: (Coast) Required, Pop up window entry
  - Mature
    - 35m3/ha Benchmark, 15cm top DIB
  - Immature
    - 10 m3/ha Benchmark,10cm top DIB
- Site Code (Interior): Required, Pop up window entry
  - Dry Belt 4 m3/ha
  - Transition 10m3/ha
  - Wet Belt 20m3/ha
- o Return Number: Required, user entered
- o Surveyor Licence: Required, if applicable

- O Waste Surveyor:
  - Name: Required (100 character maximum).
  - Professional Designation: Required, if registered
  - Registration Number: Required, if registered
  - Position: Optional, Position of the Waste Surveyor (100 character maximum).
- Notes: Optional, General notes regarding the cut block Waste Survey (256 character maximum)

The IFOR202 (Cut Block) screen for aggregate submissions is shown below.



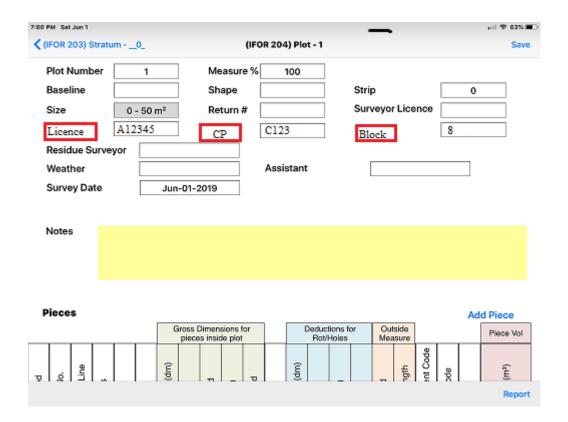
To create an aggregate population, all blocks and plots are entered as one EforWaste block. The Aggregate SRS survey requires the Licence, CP and Block name associated with each plot to be recorded when entering plot data on the iFOR204 (Plot) screen.

The iFOR204 (Plot) screen has additional data entry field requirements and entry types for each plot entered and are indicated below:

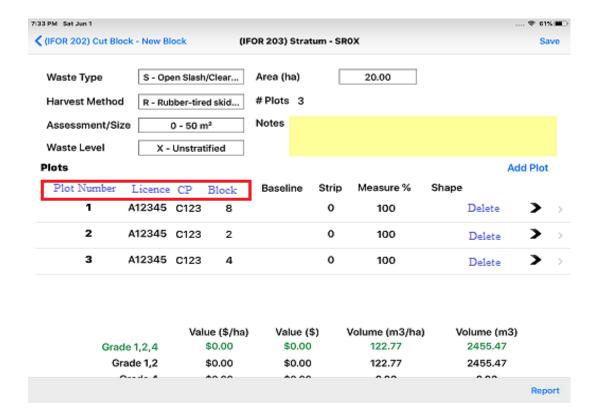
o Licence: Required

CP: Required (not required if block has no CP)

o Cut block: Required



The IFOR203 Stratum page shown below will display each plot with its associated Licence, CP and Block.



# 7.2.2 Aggregate Ratio (iFOR202, iFOR203, iFOR204)

The requirements and entry types for the iFOR202 (Cut Block) screen data entry fields are essentially the same as 7.2.1.

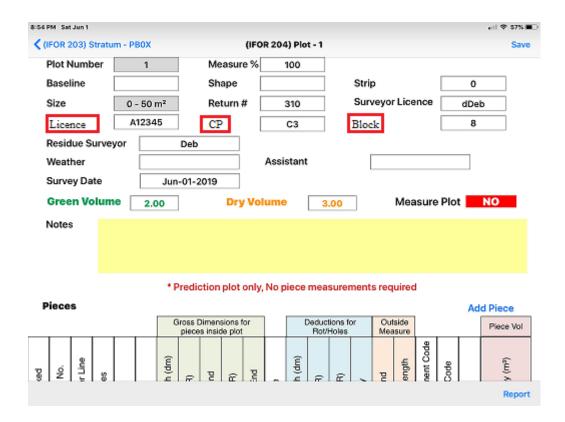
To create an aggregate ratio population, all blocks and plots are entered as one EforWaste block. The Aggregate Ratio survey requires the Licence, CP and Block name associated with each plot to be entered when entering plot data on the IFOR204 (Plot) screen page.

The data entry field requirements and entry types for the iFOR204 (Plot) Screen are:

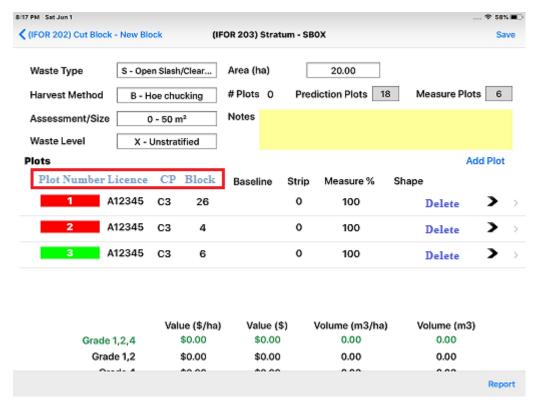
o Licence: Required

o CP: Required (Not required if there is no CP)

o Cut block: Required



The IFOR 203 page will display each plot with its associated Licence, CP and Block.



## 7.3. Edit Timber Mark screen (IFOR401)

The Timber Mark Data screen accessed from the 'Edit Timber Mark' icon on the cut block screen contains the details of the Timber Marks. If there is more than one timber mark within the cut block, the Waste Surveyor can add or edit both the Primary Timber Mark and Secondary Timber Mark.

**Note:** the secondary Timber Mark is currently not activated. It will be added in a future version of EForWaste.

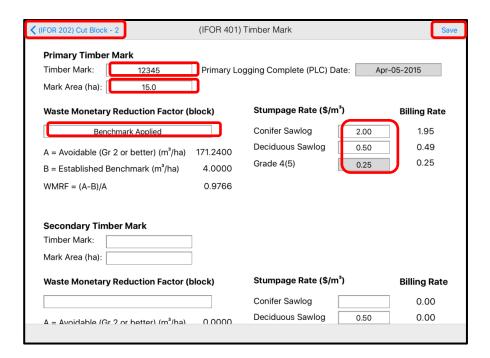
In the Timber Mark section, there are different types of text fields available:

- **Grey filled boxes**: These boxes cannot be edited as they contain information from other screens or locked data.
- White filled boxes: These boxes can be edited with audit text/numeric values by the WASTE surveyor during the survey.

The editable fields in the Timber Mark screen are:

- Timber Mark: Enter the applicable timber mark for the cut block
- Mark Area: Enter the Net Area from the Cut Block Screen

  Note: The ability to enter multiple timber marks within a block will be provided in future enhancements.
- Waste Monetary Reduction Factor (block) This field can be toggled between
  - Benchmark applied Applies the applicable WMRF factor to the Waste Billing rate.
  - Benchmark Not applied Does not apply the WMRF to the applicable waste billing rate. The Billing rate used in the application will be the unadjusted stumpage rate.
- Conifer Sawlog: The 12 month average stumpage Rate (\$/m3) for Coniferous sawlog grades. Enter the sawlog rate applicable to the timber mark. This information can be obtained from the HBS 'rating' tab. It is calculated in accordance with the waste manual. The waste billing rate will be the applicable stumpage rate multiplied by the WMRF I.E. Sawlog Rate \$10.25 X WMRF 0.7068 = Waste Billing rate \$7.25.
- Billing Rate is the stumpage rate (sawlog, deciduous, Coast HB U, X and Y grade, Interior 1 and 2) multiplied by the WMRF. The waste billing rate will be the applicable stumpage rate multiplied I.E. Sawlog Rate \$10.25 = Waste Billing rate \$10.25.



Other options available to the users in the IFOR 203 Stratum screen are:

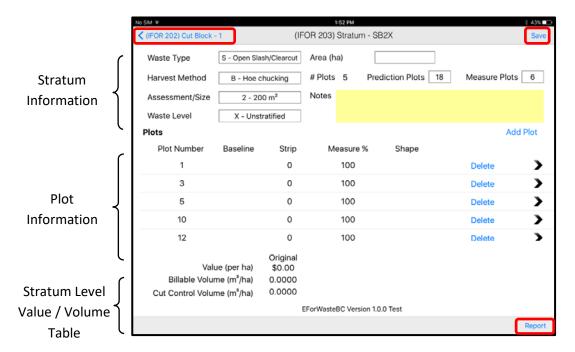
oCut Block - [Cut Block ID]: Return the user to the Cut Block 202 screen.

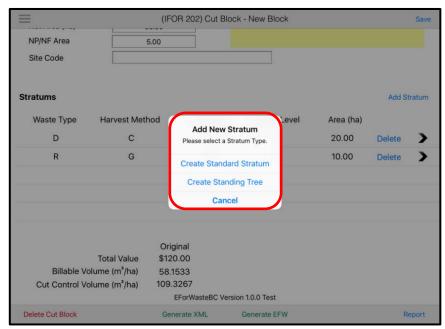
oSave: Saves any edits made in the Stratum screen.

# 7.4. The Stratum Screen (IFOR203)

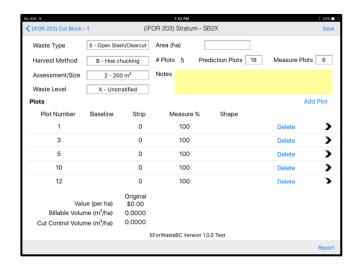
The Stratum screen allows stratum data to be added or edited. The Stratum screen consists of three sections:

- 1. Stratum Header Information (see Section 7.3.1 Stratum Information)
- 2. Plot Information (see Section 7.3.2 Plot Information)
- 3. Value/Volume table (see Section 7.4.6 Value/Volume Table)

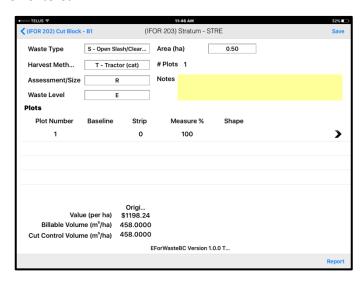




**Plot Stratum** - The Plot Stratum (IFOR203) is used for all plot based data collection. When selected a Stratum header screen is generated which leads to the plot data entry screen (IFOR204). Plot piece data can then be collected.



**Standing Tree Stratum** - The Standing Tree Stratum type is used to collected Percent estimate and 100% scale data. When selected a combination Stratum header and data entry screen (IFOR204) is generated. The appropriate percent estimate or 100% scale information is then entered.

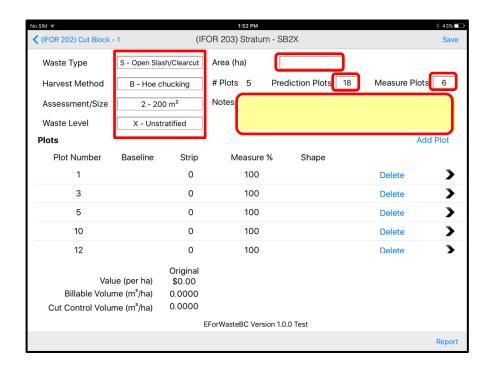


Other options available to the users in the IFOR 203 Stratum screen are:

- o Cut Block [Cut Block ID]: Return the user to the Cut Block 202 screen.
- oSave: Saves any edits made in the Stratum screen.
- o Report: Generate a report for the Stratum.

#### 7.4.1. Stratum Header Information

The Stratum header Information section contains the identification details, area and a listing of the created plots for the particular stratum. Both the White and Yellow filled boxes can be edited with Survey information.



The Stratum naming conventions are outlined below:

- Waste Type: Select one of the following Waste Types:
  - Dispersed Types:
    - □ S Open Slash/Clear cut
    - □ F Felled and bucked
    - ☐ G Group retention
    - □ D Dispersed Retention
    - □ T Standing Stem
  - Accumulated Types:
    - □ L Landings
    - □ R Roadside
    - □ W Window, Debuilt Road
    - □ C Cold Decked
    - □ P Spot accumulation
    - □ O Off-site landing

- Harvest Method: Select one of the following Harvest Methods:
  - S Spar (high lead)
  - G Grapple yarder
  - T Tractor (cat)
  - P Horse
  - R Rubber-tiered skidder
  - M Hand logging
  - B Hoe chucking
  - H Helicopter
  - W Wyssen
  - O Other
  - C Any combination
- Assessment/Size: Select one of the following Assessment Sizes:
  - 0 50 m2
  - 1 100 m2
  - 2 200 m2
  - 3 300 m2
  - 4 400 m2
  - 5 500 m2
  - 6 600 m2
  - 7 1 000 m2
  - 8 5 000 m2
  - 9 10 000 m2
  - E Estimate Percent
  - O- Ocular Estimate
  - S 100% Scale
- Waste Level: Select one of the following Waste Levels:
  - L Light
  - M Medium
  - H Heavy
  - X Unstratified
- Area (ha): The area of the stratum.
- **Notes**: The Waste Surveyor can enter any general notes regarding this Stratum (256 character maximum).

Note: Any edits to the fields above will result in the Stratum Name being updated. The Stratum name is defined as 4 characters generated by:

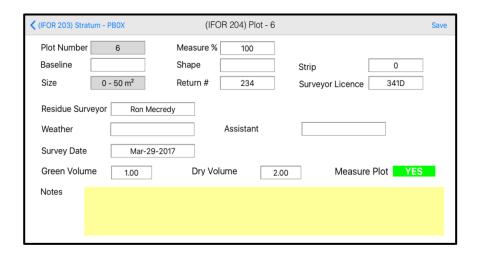
- 1. The FIRST character (alpha) is the one-letter code for Waste Type.
- 2. The SECOND character (alpha) is the one-letter code for Harvest Method.
- 3. The THIRD character (numeric) is the one-digit number which identifies the Assessment Method/Size used.
- 4. The FOURTH character (alpha) is the one-letter code for waste level.

# 7.5. The Plot Screen (IFOR204)

#### 7.5.1. The Plot Header

The plot header information contains all the information required to identify the plot location, size, surveyor and survey date. Four plot header templates can be generated depending on the type of survey and stratum, Basic SRS plot, Ratio Sampling plot, Percent estimate and 100% piece scale. Both the Interior SRS survey and Coast Survey use the same plot header template. The Ratio sampling method uses an adapted plot header that indicates plot volume estimates. The Percent Estimate and 100% piece scale use a slightly adapted format very similar to the basic plot header. The plot header screen data entry field requirements and entry types are indicated below: In the Plot header Information section, there are different types of text fields available:

- Grey filled boxes: These boxes cannot be edited as they contain auto filled information.
- White filled boxes: These boxes can be edited with audit text/numeric values by the waste surveyor.



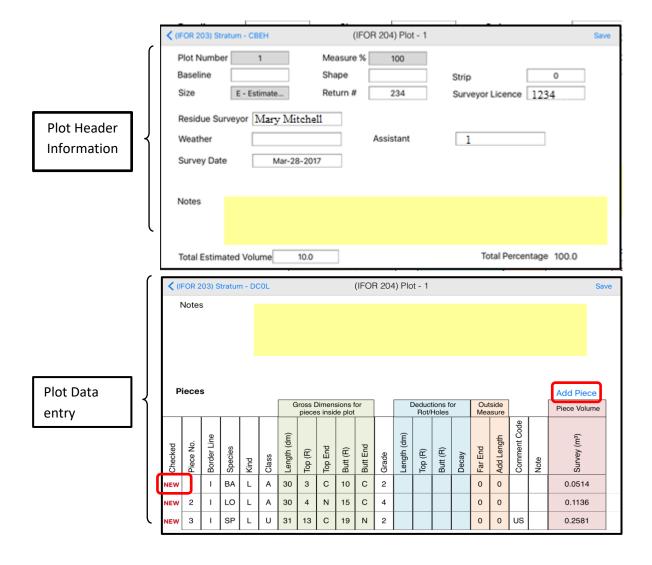
- o Plot number: Required
  - o Interior SRS and Coast Auto filled sequentially
  - o Interior Ratio Sampling User defined during plot volume estimations
- Baseline: Optional, user definedSize: Auto filled at stratum creation
- o Residue Surveyor: Required, Auto filled from Cut Block Screen or User entered
- Assistant: Optional, User entry
   Weather: Optional, User entered
   Survey Date: Required, Auto filled
   Green Volume: Filled at plot creation
   Dry Volume: Filled at plot creation
- o Measure Plot: Auto Entry
- o Measure %: Required, Default 100%, User entry
- o **Shape:** Required, Pop up entry
  - o C Circular
  - o S Square
  - o R Rectangular
  - o X 100% scale
- o **Return#:** Required, User entry
- o **Strip:** Optional, User entry
- o **Surveyor Licence:** Required, User entry
- o **Notes:** Optional, User entry, (256 characters maximum).

# 7.5.2. Creating a new plot

Plots are created by tapping the Add Plot link located at the middle of the right side of the Stratum Screen.

# 7.5.2.1. Basic plot functions, Interior SRS and Coast surveys

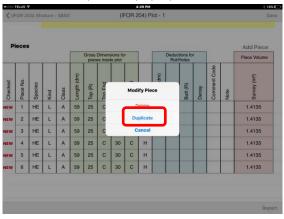
Interior SRS and Coastal plots are created with the plot number, plot size, measure %, surveyor name, survey date auto filled. User entry of the baseline, shape, strip, weather, assistant and notes is required by the user.



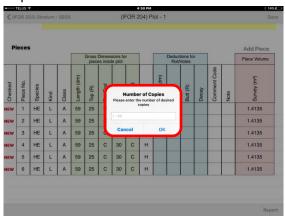
### 7.5.2.2. Adding Plot pieces

Plot pieces are added by selecting the 'Add Piece' link. A new data line is added each time the link is tapped. The application also allows the surveyor the ability to enter multiple pieces with the same characteristics with a single entry. Multiple pieces can be entered using the following procedure:

- 1. Tap the 'NEW' letters at the left of the screen.
- 2. On the 'Modify Piece' pop up window, select 'Duplicate'



3. In the 'Number of Copies pop up window, enter the number of pieces required.



4. The application will add the indicated number of pieces to the plot in numbered sequence.

The following fields can be added or edited into the Pieces table:

- Border Line: Select one of the following border line code values:
  - o B Borderline piece (measure inside portion only)
  - I Completely inside plot
  - o X Length exceeds plot width

- **Species**: Select one of the following tree species code values:
  - o AL Alder
  - o AR Arbutus
  - o AS Aspen
  - o BA Balsam
  - o BI Birch
  - o CE Red Cedar
  - o CO Cottonwood
  - o CY Cypress
  - o FI Douglas Fir
  - o HE Hemlock
  - o LA Larch
  - o LO Lodgepole Pine
  - o MA Maple
  - o OT Other (Cherry)
  - o SP Spruce
  - o UU Pacific Yew
  - o WB Whitebark Pine
  - o WH White Pine
  - o WI Willow
  - o YE Yellow Pine
- **Kind**: Select one of the following Material Kind code values:
  - o B Bucking/trimming waste
  - o D Down tree/snag
  - o L Log, slab, Sliver, chunk
  - $\circ$  S Stump
  - o T-Tree
  - o U Undersize
  - W Bucking/trimming waste
  - o X Special Product
- Class: Select one of the following Waste Class code values:
  - o A Avoidable
  - U Unavoidable
- Gross Dimensions for pieces inside plot fields:
  - Length (dm): Enter the length (in decimeters) the "in plot" length of the piece.
  - o **Top (R)**: Enter the gross diameter (in Radians), inside bark of the top end
  - o **Top End**: Select one of the following Top End code values:
    - B Broken

- C Cut (bucked)
- N Natural
- P Pencil
- U Undercut
- X Buried
- o **Butt (R)**: Enter the gross diameter (in Radians) the inside bark of the large end.
- o **Butt End**: Select one of the following Butt End code values:
  - B Broken
  - C Cut (bucked)
  - N Natural
  - P Pencil
  - U Undercut
  - X Buried
- Grade: Select one of the following Grade code values:
  - The following Grades are available for cut blocks in the Coast

### Resource Area

- B Peeler
- C Peeler
- D Lumber
- F Lumber
- H Sawlog
- I Sawlog
- J Gang Sawlog
- K Cedar Shingle
- L Cedar Shingle
- M Cedar Shingle
- U Utility Sawlog
- W Deciduous Sawlog
- X Chipper
- Y Lumber reject
- Z Firmwood reject
- The following Grades are available for cut blocks in the Interior

### Resource Area

- 1 Premium Sawlog
- 2 Sawlog
- 4 Lumber Reject
- Z Firmwood reject
- 6 Undersize
- Deductions for Rot/Holes fields:

- o Length (dm): Enter the length (in Decimeters) for the deduction.
- Top (R): Enter the gross diameter (in Radians) the diameter deduction for the top end.
- Butt (R): Enter the gross diameter (in Radians) the diameter deduction for the butt end.
- o **Decay**: Select one of the following Decay values:
  - B- Butt rot
  - C- Conk rot
  - H Heart rot
  - P Pocket rot
  - R Ring rot
  - S- Sap rot
  - T- Top rot
- Outside Measures fields: (Not required)
  - o **Far End**: Enter the diameter (in Radians) of the actual end of the piece when it is outside the plot boundary. This value can be estimated.
  - Add Length: Enter the length (in metres) the additional length of the piece that is outside the plot boundary. This value can be estimated.
- **Comment Code:** The Waste Checker can select one of the following comment codes:
  - BK- Breakage
  - o BN Bunch knots
  - o BR Buried
  - o CA Candelabra
  - o CC Creek cleaning
  - o CF Cat face
  - o CK Crook
  - o CL Culvert log
  - o CP Company piece
  - o CR Severe Crook
  - o DP Dead potential
  - o DU Dead useless
  - o FC Frost crack
  - o FK Fork
  - o FL Fluted Butt (NOT IN XML)
  - o FP Fence post
  - o FW Firewood
  - o GL Guy line stump
  - o HK Hooked
  - o HN Heavy knots

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- o HP Helipad
- o HS Holding stump
- o IN Inaccessible
- o KN Knots
- o LB Long butt
- o LN Large knots
- o MB Machine breakage
- o MP Multiple part piece
- o NP Nil plot
- o OB Obstructed
- o ON Oversize knots
- o PR Pocket rot
- o RE Reconstructed
- o S1 Segment 1
- o S2 Segment 2
- o S3 Segment 3
- o SA Sapling
- o SB Shake block
- o SH Shatter
- o SL Slab
- o ST Standing tree
- o SW Sweep
- o TR Whole tree
- o US Unsafe
- o WD Coarse woody debris
- o WF Windfall
- o WS Wind shear
- Note: A field is available to edit or enter text about the piece (256 characters maximum).
- Piece Volume fields:
  - o **Survey (m³)**: The piece volume calculated based on the survey input values for the Piece.

### 7.5.3. Piece Data Edits

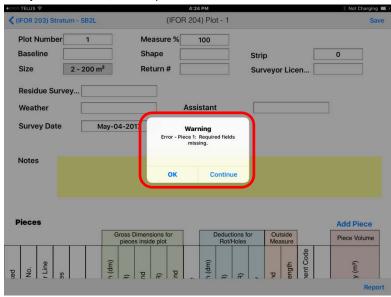
When entering data into the Plot Pieces screen it is common to miss or enter incorrect values. These issues can result in either a "Fatal Error", where the user will not be able to continue until the values have been corrected, or a "Warning", popup will be displayed but the user can continue to the next screen.

To correct an inaccurate code or numeric value, the surveyor selects the field and enters or selects the appropriate value.

### **7.5.3.1. Fatal Errors:**

The following is a list of "Fatal Errors" that will not allow the user to continue until the values have been corrected. A popup window will appear showing the location of the missing or incorrect data.

- If Class = U Unavoidable then the Comment Code must be populated
- If **Kind** = **L**, the Length (in Pieces section) must be greater than or equal to 3.0 m unless **Border Line** = **B**.
- If Waste Type = D Dispersed and Kind = W Bucking / trimming waste,
   then Butt End cannot be B Broken
- Measure factor required.
- Measure factor cannot exceed 100%.
- Deduction length cannot exceed piece Length.
- Top deduction cannot exceed piece Top dimension.
- Butt deduction cannot exceed piece Butt dimension.
- If Maturity = Immature, the Top must meet or exceed 5 Rads



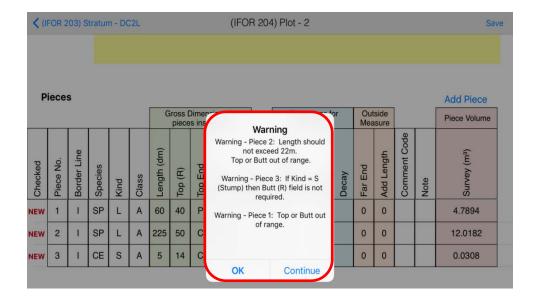
**Note:** Fatal errors are indicated by a 'WARNING' pop up window with the error identified below.

## **7.5.3.2. Warnings:**

The following is a list of "Warnings" that will generate a popup that will be displayed but the user can continue to the next screen and generate reports

### • Top or Butt out of Range

- o If the top is greater than the butt a warning is generated.
- o If the Top and Butt differ by more than 4 rads a warning is generated.
- A simple taper equation (length X 1.25r) is used to estimate the top or butt diameter. If the dimension is outside of the calculation an error is generated
- Length should not exceed 22m
- If **Kind = S** (Stump) then Butt (R) field is not required.

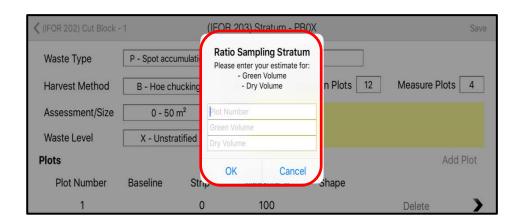


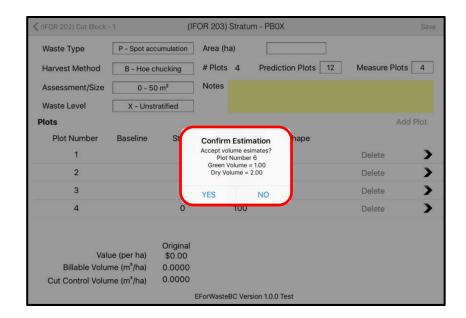
## 7.5.4. Creating a Ratio Sampling plot

Prediction of Grade 1, 2 and green grade 4 and dead Grade 4 volumes in combination with random plot selection are required within the ratio sampling system. The random selection process requires the user to identify a sample population (Prediction Plots) and a minimum sample of those plots to be selected for measurement (Measure plots).

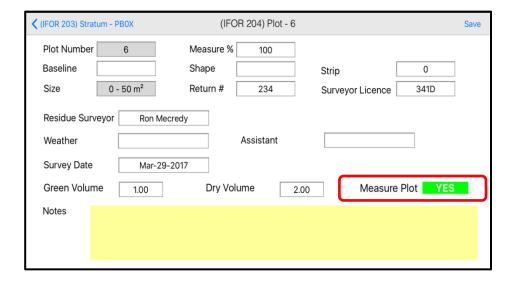
The plot selection process is based on a minimum sample (e.g., 6 plots) from the full population of plots (e.g., 18 prediction plots). The determination of prediction vs measure plots is made by random selection within the application. The selection of the measure plots is completed in two steps: 1) an initial sample of the minimum size (e.g., 6 plots) is randomly selected from the population; and 2) additional plots are selected from the remaining plots in the population. Thus the total sample size will always achieve the stated minimum size, and sometimes additional sample plots. The objective of the sample selection is to achieve a minimum number of randomly measure plots. The selection of plot numbers to be measured is determined when a strata is created. Identification of prediction vs measure plots is completed when a plot is created.

When creating a plot the user is asked to enter the plot number, an estimate of Grade 1, 2 and green 4 and dead Grade 4 volume. The user is asked to confirm the estimation before the final selection is made. The data is then stored and the plot is created. The estimate of Green and Dead volumes is then displayed on the plot header.

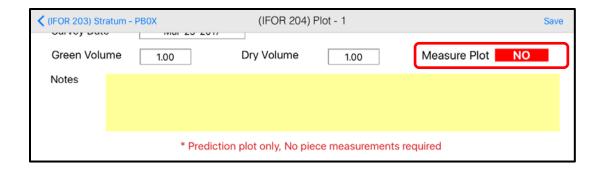




When the plot is created the selection of a Prediction of Measure plot is indicated on the plot header, a bold YES is highlighted in green indicates a measure plot. At this point the surveyor can move to measuring piece data.



If the Measure plot indicator indicates a bold No highlighted in Red the plot is a prediction plot and no further work is required at this location.

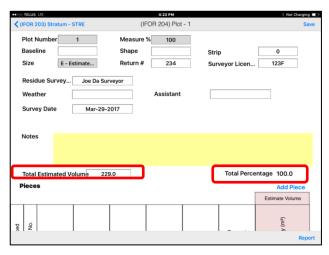


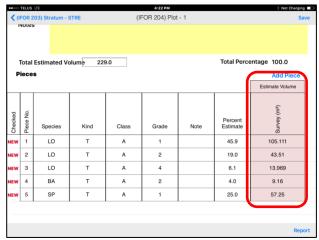
The Surveyor does have the option to collect the plot data however, it is not required.

**Note:** The block and stratum volume and value summaries do not include data from prediction plots.

# 7.5.5. Standing Tree and Percent Estimate samples

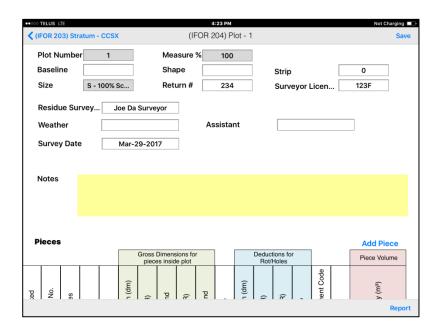
The Standing tree and Percent Estimate stratum plot is created with the plot number and other header information auto filled in the same manner as the SRS/Coast plot. To complete the plot the surveyor must enter an initial volume estimate, followed by the percent by species, grade and waste class within the population. The total volume by species, grade and waste class must add up to 100% of the estimated volume. Plot piece entry is completed in the same manner as the SRS/Coast Plot. The Volume estimate field is auto filled by the application.

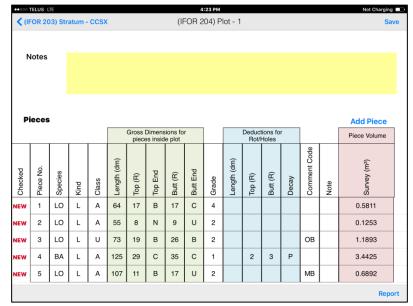




## 7.5.6. 100% Scale

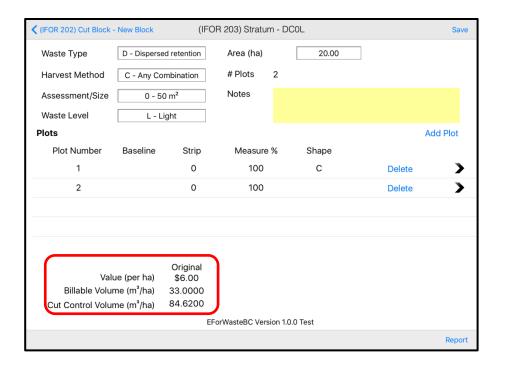
The 100% Scale stratum plot is created with the plot number and other header information auto filled in the same manner as the Standing Tree plot. To complete the plot the surveyor enters the piece measurements for each waste piece in the same manner as the SRS/Coast plot.





## 7.5.7. Value/Volume Tables

The Value/Volume table that appears at the bottom of the Block, Stratum and plot screens displays the survey results in real time. The values are adjusted as strata, plots and pieces are created.



This information is presented to assist the surveyor by displaying the survey results. The values are based on the survey level being viewed. Values on the plot screen will report plot level results only, values at the stratum and block level report the weighted results at the appropriate level. It is important that the correct area, stumpage rate and benchmark zone are correctly entered. If not, the survey results will not be correct.

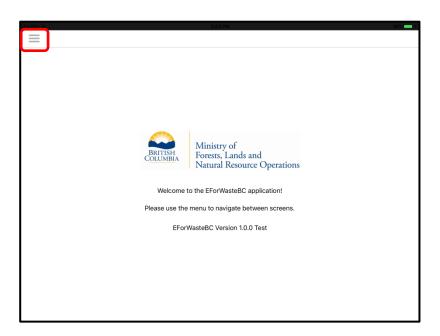
**Note:** The block and stratum volume and value summaries do not include data from prediction plots.

# 8. View Created (IFOR601)

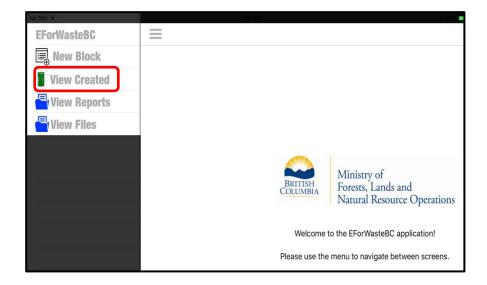
The View Created section of EForWasteBC is a listing of all existing blocks on the iPad. The Waste surveyor will use the View Created screen to view created blocks and access block data on the iPad.

To open the list of blocks created on your iPad:

1. Tap the EForWasteBC Menu button.

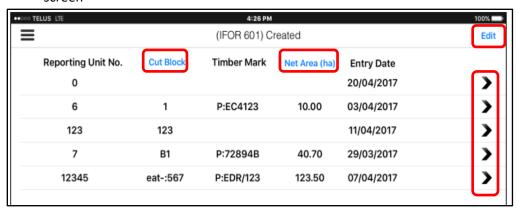


### 2. Tap View Created.

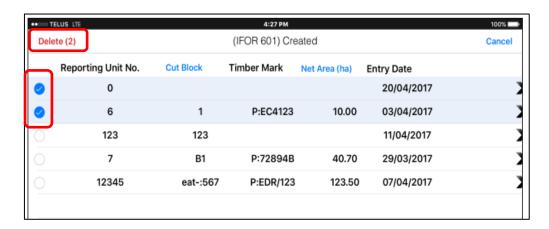


Functions available from the View Created screen are:

- Listing of the blocks on the iPad sorted by Cut block or Net Area(ha)
- Access a selected block by tapping on the > symbol located on the right side of the screen



- Deleting Blocks through the Edit icon in the top right of the screen
  - o Delete all blocks by selecting Delete All or,
  - Select blocks using radio button and tap Delete (2)



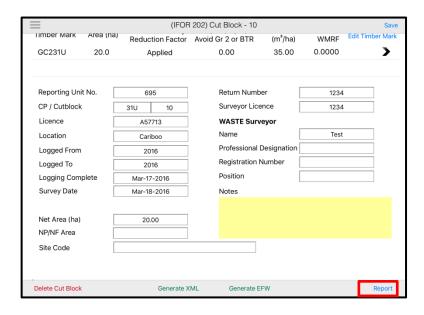
# 9. View Reports

EForWasteBC can generate four reports, Block Type Summary, FS702, Plot Tally, and Plot Prediction Reports. The reports have been presented and formatted similarly to the reports of the same names within the online waste system. The reports are designed to give the surveyor a summary of the waste survey information at the block level. Where ratio sampling is used the block level reports will generate information based on the measure plots only. Final waste billing values will be generated at the reporting unit level through another process. All reports can be viewed within EForWasteBC, emailed directly from EForWasteBC or exported directly to iBook's as a PDF. The generate reports option is available in many screens.

Note: The reports generated from EForWasteBC are an approximation of the waste billing information that will be generated from the online waste system. Where discrepancies are found, the online waste system will be considered the correct information.

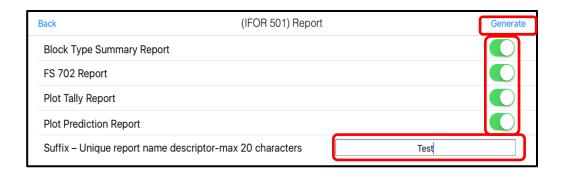
# 9.1. Generate Report

The user can generate a report from most of the EForWasteBC screens by tapping the Report button at the bottom right of the screen.

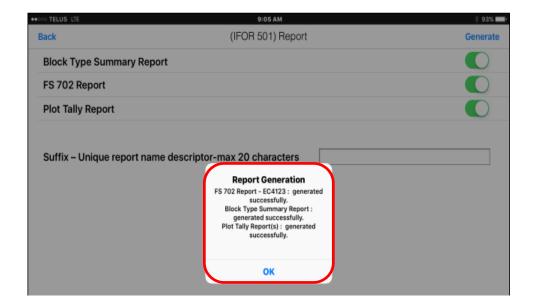


• From the Reports list, switch the toggle for each of the reports the user wishes to create. The toggle will turn green for each report to be generated.

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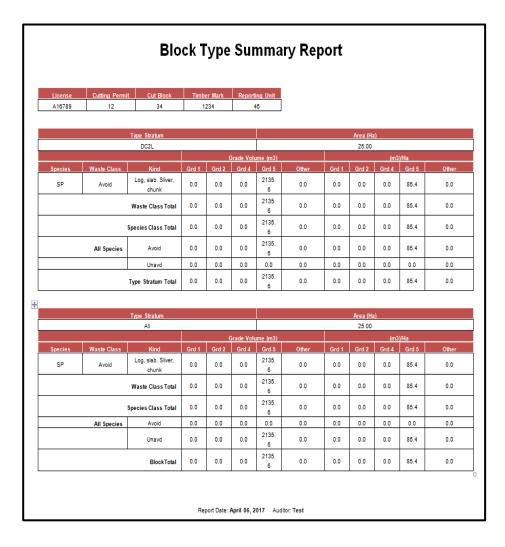


- The user has the ability to add a unique suffix to the report name to aid in identification of the report at a later date. The suffice is comprised of any unique description up to 20 characters. (I.E. 'Ver1-He', 'Ver2 CE' etc.)
- Tap Generate and a report confirmation will appear. Tap OK.



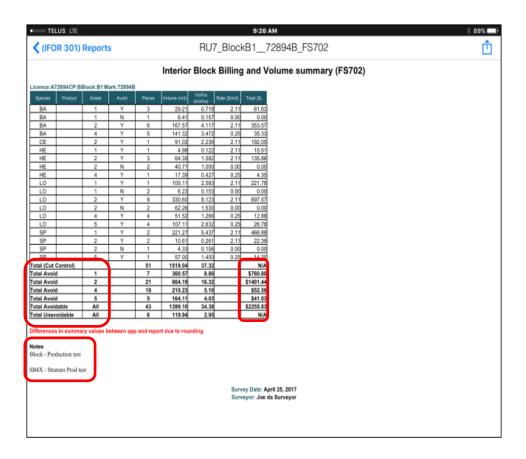
# 9.1.1. Block Type Summary Report

This report presents a summary of the block by stratum and block totals. The tables are presented to display the species and grades collected in the survey within each stratum. The report presents the information in Total cubic meters (m3) and by cubic meters per hectare (m3/ha).



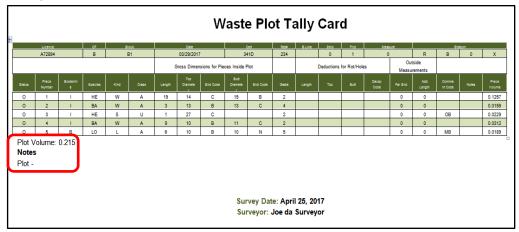
# **9.1.2.** FS702 Report:

This report shows the full volume and value summary by species, grade for the block. The report is a reproduction of the FS702 billing that would be produced for the block. The FS702 is produced on either a Coast or Interior template and also summarizes some other key attributes from the survey. Notes recorded on the Block Header or Stratum header are reproduced onto the report.



# 9.1.3. Plot Tally Report:

The Plot Tally report presents all of the information collected within a waste plot. The report also summarizes the plot volume and reports any notes: collected by the surveyor.



# 9.1.4. Plot Prediction Report:

The Plot Prediction report summarizes the information collected on a Ratio Sampling Prediction Plot. The information will be exported from EForwasteBC and used later in the full compilation of the block and reporting unit results. Generation of the plot prediction report is only required on Ratio sampling projects.

|          |           |         |    |       |              |          |                  |                | Random    | Predicted | Predicted |                |
|----------|-----------|---------|----|-------|--------------|----------|------------------|----------------|-----------|-----------|-----------|----------------|
|          | Reporting |         |    |       | Stratum (IE. |          |                  |                | Selection | Green     | Dry       | All prediction |
| Surveyor | Unit      | License | СР | Block | SG2X)        | Plot No. | Time stamp       | GPS coordinate | indicator | Volume    | Volume    | attempts       |
| Test     | 45        | A16789  | 12 | 34    | DC2L         | 1        | 2017-04-05 15:54 | N/A            | NO        | 2         | 4         | New Plot Added |
| Test     | 45        | A16789  | 12 | 34    | DC2L         | 2        | 2017-04-05 15:54 | N/A            | YES       | 2         | 4         | New Plot Added |

# 9.2. View Reports

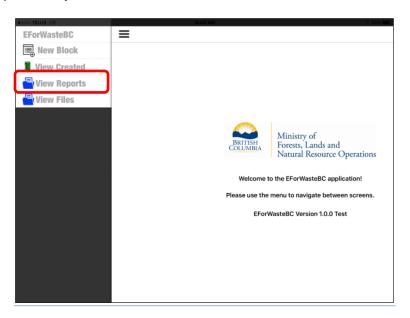
The user has the option to view the reports in several ways, within the EForWasteBC application, on iBook's as a PDF, email or via export to a PC where they can be viewed in rtf format or converted to a pdf document.

# 9.2.1. View reports in EForWasteBC

1. Tap the **EForWasteBC Menu** button.



### 2. Tap View Reports.



3. All available reports will be shown in the Reports list (IFOR 301).

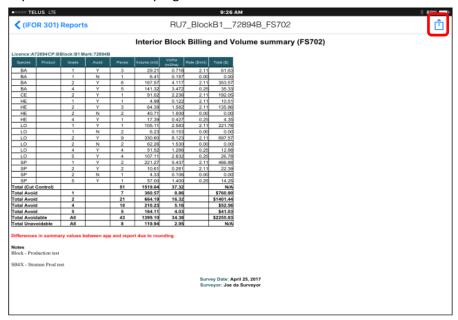


4. Tap a report to view the report in EForWasteBC.

**Note:** The report can be viewed within EForWasteBC however; the format and size may be difficult to read.

# 9.2.2. View reports in iBook

- 1. Open the report in EForWasteBC
- 2. Tap on the icon in the top right



3. Select 'Save PDF to iBook's'



- a. A message will appear 'Saving to iBook'
- b. IBook will open showing the report.
  - i. You can now view the report in full size with the ability to zoom in as needed

# 9.2.3. Transfer Reports to PC

Once reports have been created, they can be transferred to the surveyor's personal computer to edit, save, store, and share the reports. The reports can be transferred by emailing or by direct connection to the PC through iTunes.

The report files are saved as .rtf (Rich Text Format files) and can be opened using MS Word. MS Word allows all fields/text in the report to be edited and saved.

### 9.2.3.1. Email

To transfer a report(s) from the iPad to the computer through email:

a. In the View Reports menu select a report



b. Select the share upload icon and tap mail.

attachment.

- ii. Add your email address and any other recipients you wish to send the report to.
- iii. Add a subject name
- iv. Tap send and the report will be sent .rtf format
- v. Open the report from Microsoft Word
  - 1. The report can now be viewed, edited and saved as a word document.

### 9.2.3.2. ITunes

To transfer a report(s) from the iPad to the computer through direct transfer:

- a. Plug the iPad into computer using the iPad supplied USB cable.
- b. On your desktop computer, open iTunes (this may happen automatically)
- Click the iPad button on the top of the iTunes bar



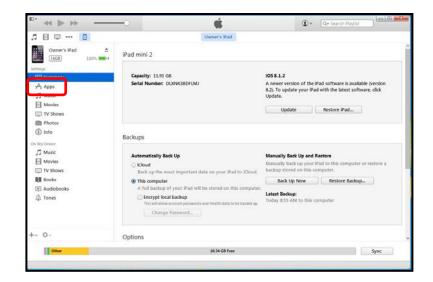
d. Under **Settings**, select **Apps** 

An

email message will be generated with the report

an

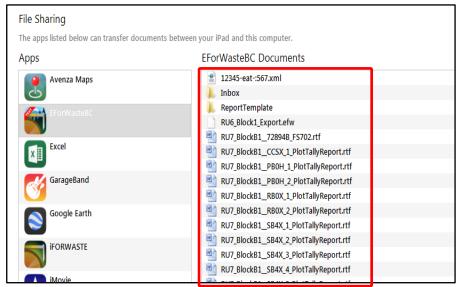
### EForWasteBC User Manual



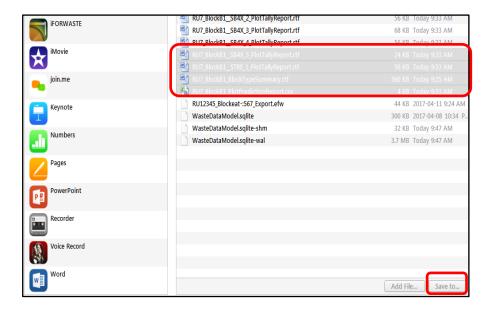
e. Scroll down to the bottom of the Apps screen to File Sharing section and click the **EForWasteBC** icon.



f. Once EForWasteBC icon is clicked, the **EForWasteBC Documents** section will be displayed.

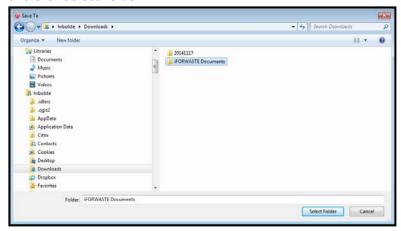


g. Select the report(s) to be transferred to the user's computer and click the Save To button.



Note: Users can select multiple reports by holding **Shift** and clicking multiple files in the EForWasteBC **Documents** section.

h. Navigate to the appropriate folder on the computer to save reports to and click Select Folder.



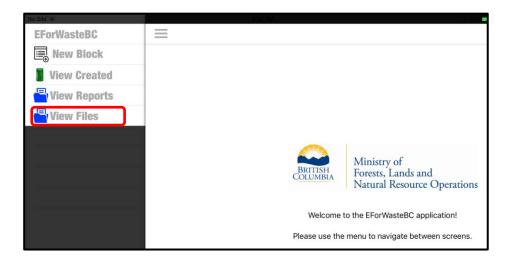
i. The Reports will be downloaded to the user's computer to the folder selected above.

## 10. View Files

The primary function of the View Files screen is to store, delete and transfer files that have been exported from a cut block or imported to the iPad. From the View Files screen the user can manage imported and exported files or email files to other people or places.

# 10.1. Storing files

When a block is exported either to an EFW or XML file a copy of the file is stored on the iPad. All stored files are listed on the View Files screen. A file can then be sent to another user via email.



# 10.2. Emailing files (IFOR701)

Both EFW and XML files can be emailed directly from EForWasteBC via the IFOR701 screen. To email a file

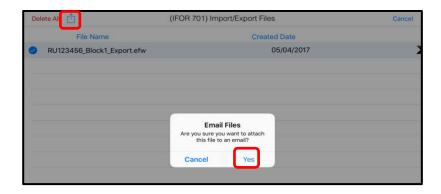
a. Select 'Edit' from the IFOR701 screen



b. Select the file(s) to be emailed by selecting the radio button to the left of the file.



c. Select the upload file icon and then select yes when prompted to attach the file to an email.



d. An email will be automatically generated with the file(s) attached.



- e. Address the email and tap 'Send'.
  - 2. The files will be sent via email to all addresses selected.

# 10.3. Importing files

Blocks can be imported into EForWasteBC in two ways, via email or iTunes. Blocks imported through email are opened directly from an email. Blocks imported via iTunes must be manually transferred and are stored on the View Files page then 'imported' into the View Created page.

# 10.3.1. Importing by email

- a. Cut Block files (.EFW) can be imported directly into EForWasteBC from emails.
  - i. Open the email containing an .EFW file on the iPad.
  - ii. Tap the file icon then select EForWasteBC from the sharing dropdown.



The file will be imported directly into EForWasteBC with two possible outcomes

1. A message advising the import was successful will be displayed

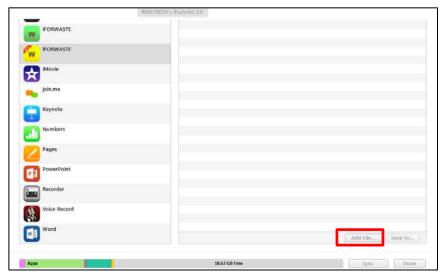


2. A message advising the import failed because the cut block already exists is displayed. If you still wish to import the file you will need to delete the original version and reattempt the import process.

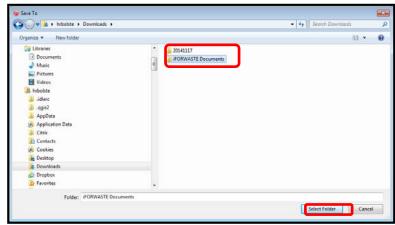


# 10.3.2. Importing through iTunes

- a. Connect the iPad to a computer and access the application files as instructed in section 9.2.3.2.
- b. In the **EForWasteBC** Documents section select the 'Add File Button'



c. Navigate to the appropriate folder on the computer containing the file to be imported and select the file.



d. The file will be transferred to the user's iPad and appear in the IFOR701 Screen.

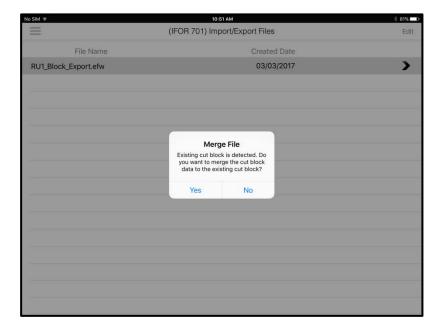
e. On the iPad, select the file. A window will appear asking if you want to import the selected file.



Select 'Yes' and the block will be downloaded into the 'View Downloaded' screen.

# 11. Merging Files

EForWasteBC allows the user to merge (combine) files created on different iPads. The merge feature will be triggered when the user imports cut block data from an email or an exported file in the "View Files "screen (IFOR 701). The application detects an existing cut block when the same Cut Block ID, Cutting Permit ID (CP), Reporting Unit number and License exists. A pop up window will appear asking the user if the imported data should be merged with another block.



The merge feature will only succeed if the following conditions exist.

- The Cut Block screen (IFOR 202), Stratum Screen (IFOR 203) and Timber Mark screen (IFOR 401) in both Cut Blocks is identical.
  - If any field on these screens contains different data the merge will fail.
    - o The application will show a list of mismatched field names.
  - If originating file contains data in a field and the same field in the imported file is blank the merge will be accepted.
    - o The data contained in the field will be maintained in the new dataset.
  - A stratum cannot contain duplicate plot numbers.
    - When a duplicate plot number exists the merge will fail and the application will show a list of duplicate plot numbers.

# 11.1. The Merging Process

The merge process allows two files, (original and import files) to be merged into a single file on the originating iPad. The merged file will contain the block header information (cut block screen- IFor202) and any unique strata and plot data contained within each file to be merged. Within a given stratum all unique plot numbers will be merged as well as all plot data.

- o Example:
  - iPad A
    - Reporting unit 123456
    - License A98765
    - Cutting Permit A1
    - Cut Block 1
      - o Stratum: SB2X
        - plots: 1, 3, 5, 10, 12
      - o Stratum PB0X
        - Plots 1,2,3,4
  - iPad B
    - Reporting Unit 123456
    - License A98765
    - Cutting Permit A1
    - Cut block 1
      - o Stratum: SB2X
        - Plots: 2, 4, 6, 7, 8, 9, 11
      - o Stratum: CCSX
        - Plot 1
  - Will become
    - iPad A
      - Reporting unit 123456
      - License A98765
      - Cut block 1
        - o Stratum: SB2X
          - plots: 1,2,3,4,5,6,7,8,9,10,11,12
        - o Stratum PB0X
          - Plots 1,2,3,4
        - o Stratum: CCSX
          - Plot 1

### **Caution:**

- Cut block Screen (Ifor202) fields: Return number, Surveyor License, Name,
  Designation, Number and Position in the imported file must be identical to the
  origination file or the imported file must contain blanks in these fields before a
  merge will succeed.
- Plot header information created within each iPad will be retained after a merge.
- Notes contained in each file will be appended to the originating file.
- It is recommended that the file containing the majority of information be used as the originating file.

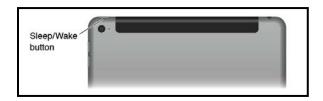
# **Appendix A: iPad Basics**

This section outlines general iPad practices for users who are new and unfamiliar with the general functions of an iPad.

# 1. Turning the iPad On and Off

### To turn on the iPad:

- 1. Find the Sleep/Wake button on the top right of your device.
- 2. Press and hold down the button for a few seconds. The device will turn on.



3. If a passcode has been set on the iPad, enter the passcode.



### To turn off the iPad:

- 1. Find the Sleep/Wake button on the top right of your device.
- 2. Press and hold down the button for a few seconds until a small slide bar appears across the top of the display.

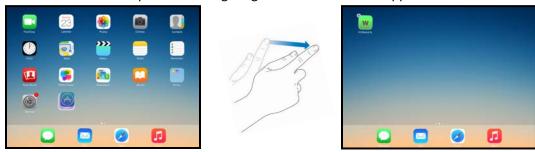


3. Drag the slider to power off the iPad.



## 2. Navigating between iPad Home Screens

The user can navigate between home screens by swiping to the side to move from screen to screen. This can be required for navigating to the EForWasteBC app.



# 3. Arranging Apps on the Home Screen

An iPad can display up to 11 home screens, allowing for plenty of room to organize apps that are loaded onto the iPad.

To move apps on a Home screen:

- 1. Tap and hold any app on that page. The app icons all jiggle.
- 2. Press, hold, and drag an app icon to another location on the screen to move it.
  - a. To move an app from one screen to another, while apps are jiggling, you can tap and drag an app to the left or right to move it to the next screen.
- 3. Tap the **Home** button to complete the app move (stops icons from jiggling).

## 3.1. Organizing Apps into Folders

iPad lets you organize apps into folders to sort common uses and functions.

To create an apps folder:

- 1. Tap and hold any app on that page. The app icons all jiggle.
- 2. Drag an app on top of another app.



3. The two apps get added to a single folder.



4. Change the name for the folder by tapping in the name field and typing the folder name to be used.



5. Tap anywhere outside of the bar to save the name and folder.



6. Tap the **Home** button to complete the app move (stops icons from jiggling).

## 3.2. Deleting Apps From iPad

When an app is no longer needed it can be deleted to save space on the iPad.

Note: Apps that come built into the iPad cannot be deleted.

To delete an app from the iPad:

- 1. Navigate to the app to be deleted. Tap and hold the app until all apps begin to jiggle.
- 2. Tap the **Delete** button (small x in the top left of the icon) for the app you want to delete.



- 3. In the confirmation dialog, tap **Delete** to proceed with the deletion.
- 4. A dialog asking to rate an app before deleting it appears. Either tap the **Rate** button to rate the app or **No Thanks** to opt out of the survey.

# 4. Unique Ipad settings for EForWasteBC

### 4.1. Passcode

- 4.1.1. The "Require Passcode" option allows the user to set the amount of time that passes by before the iPad asks for a passcode.
  - "Immediately" will request that you enter a passcode upon turning on the device or waking it up from sleep.
  - Otherwise, you can pick a time between 1 minute to 4 hours for the lock time. iPads typically use a default setting of 15 minutes.

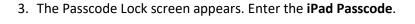
The user can use the following steps to set a password for the user's iPad.

1. From the iPad Home screen, tap Settings.



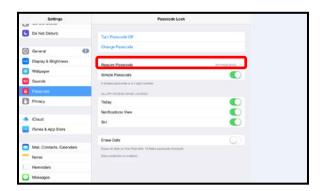
## 2. Tap Passcode.







4. Tap Require Passcode.

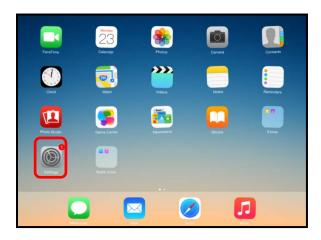


5. Select the desired length (recommended option is 1 hour).



### 4.2 Font Size

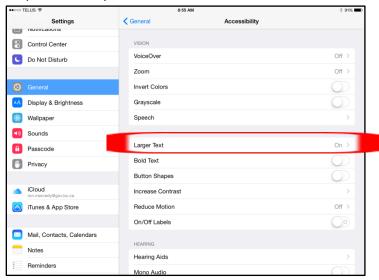
- 4.2.1 The default iPad font size needs to be reduced to allow some of the screens to display correctly.
  - 4.2.1.1 The user can use the following steps to set a password for the user's iPad.
    - 1. From the iPad Home screen, tap Settings.



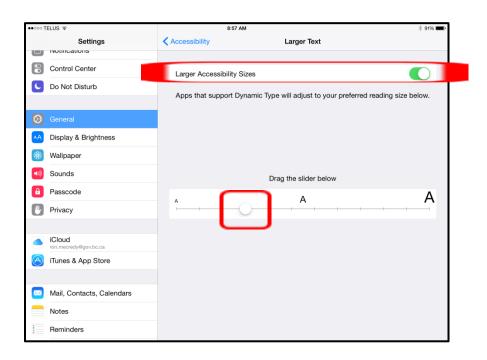
## 2. Tap **General**



### 3. Tap Accessibility



- 4. Tap 'Larger Text'
  - 4.2 Set 'Larger Accessibility Sizes' to On
  - 4.3 Set Scroll bar to 3rd setting point



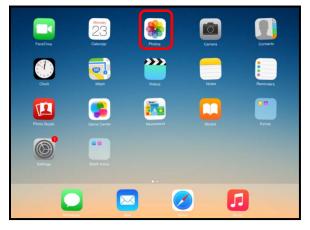
# **5. Taking Screenshots**

To take a screenshot on your iPad:

1. Locate the Home and Sleep/Wake buttons. The Home button is located directly below your iPad's display. The Sleep/Wake button on the top right of your device.



- 2. Simultaneously press the Home button and Sleep/Wake button when viewing the screen you want to capture. The iPad will flash if done correctly.
- 3. Once screen is captured, photos will automatically be saved in the **Photos** app. The screen shot can then be transferred to a desktop computer or emailed if the iPad has that capability.



4. Navigate to Photos app to view captured screenshot.

# 6. Closing an Application

Tapping the home button will minimize the current application the user is using and open the Home Screen. This will not close the application properly and it will still be open in the background.

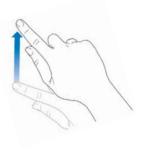
To close an application:

1. Double click the home button to open the multitasking screen.



2. Press and hold the application window to be closed and swipe to the top of the screen.





### 7. User Guide

The Apple iPad user Guide contains all general information for the iPad including:

- An overview of iPad buttons and screens
- Common iPad functions
- Customizing the iPad
- General iPad help

The User Guide for the iPad 4 Mini can be found at the following location: <a href="https://manuals.info.apple.com/MANUALS/1000/MA1595/en">https://manuals.info.apple.com/MANUALS/1000/MA1595/en</a> US/ipad user guide.pdf

### 8. Protective Case

Care and Maintenance for the a protective case can be found on the 'Survivor' website: <a href="http://griffintechnology.com/support/survivor">http://griffintechnology.com/support/survivor</a>)

To clean the a protective case:

- 1. Remove the iPad from the protective case
  - i. Be sure to use a flat and stable surface when removing iPad from protective case.
  - ii. Unclip screen protector from plastic shell, starting at the top of the iPad.
  - iii. Place both hands on both sides of the top left corner of the case. Use your thumbs to press out and down on the case until you hear a click. Work your way around, repeating this motion on the other corners of the case. When pressing down on the third corner, the iPad will come out of the hard plastic shell.
- 2. To clean the protective case it is suggested to us a clean, lint free cloth with warm water. Avoid applying corroding cleaning products such as alcohol and chemical based cleaners.
- 3. Be sure to allow protective case to completely air dry before putting the iPad back into the case.