Logging onto CatchER

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Conditions

Functions in CatchER are only available for people nominated to the **Master** role.

Requirements

1. You must have activated your Fish Eye Account (logged onto Fish Eye using your User Id and password that was emailed to you as a registered user and you also need to have changed the temporary password supplied You will be prompted to do this the first time you log on).

Instructions

To open the CatchER application for the first time:

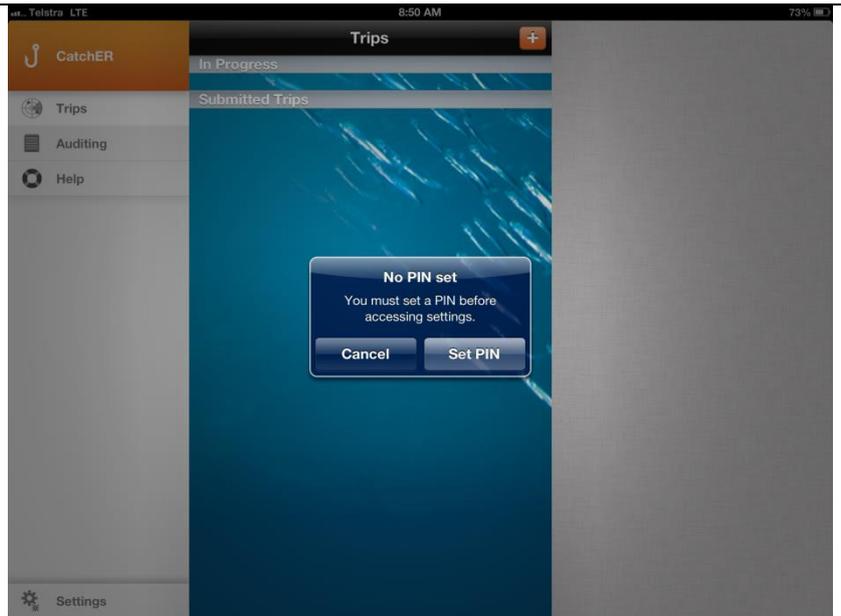|	
1. Touch the **CatchER** icon. *The Home screen for CatchER will display with a side menu of options available.*	

2. Select the **Settings** menu item at the bottom left corner of the screen. *The **No PIN set** message displays.* 3. Select the **Set PIN** button. *The **Set PIN** screen will display.*	
4. Enter a **PIN** number that is easy for you to remember. You can use any combination of characters (numbers, letters or symbols) on your keypad. 5. You will be asked to re-enter the **PIN** to confirm it. *The Home screen will display.*	

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6. Select the **Settings** menu item again. *The **Enter PIN** screen will display.* 7. Enter your **PIN** and the **Settings** screen will display. *The four digit PIN will be required whenever you update Settings in CatchER or submit a trip nomination. This PIN should be kept **confidential**.* *IMPORTANT: Your PIN is only known to you and there is no way to recover this PIN if lost. You will need to delete and reinstall the CatchER App if your PIN is lost.*	
8. Touch the **Login** button. *The **Fish Eye Online Services Login** screen displays to record your Fish Eye account details.*	
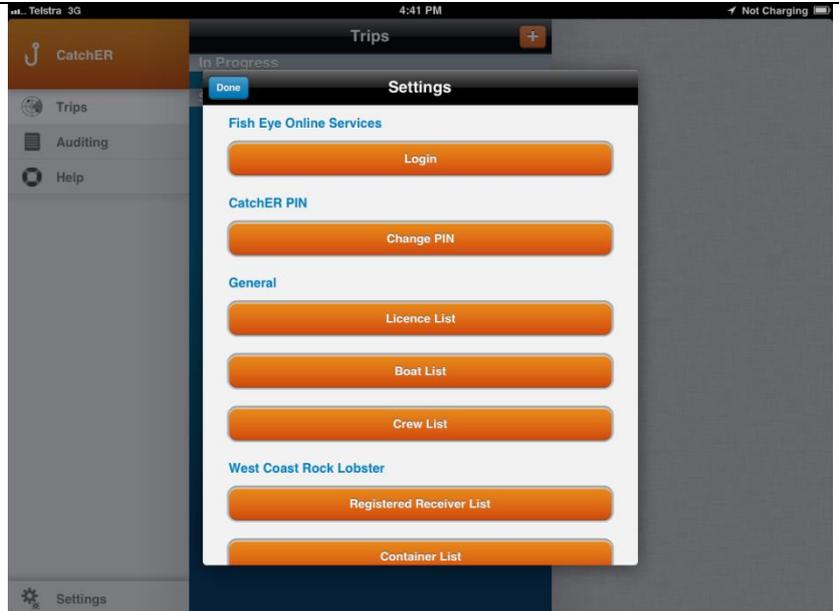
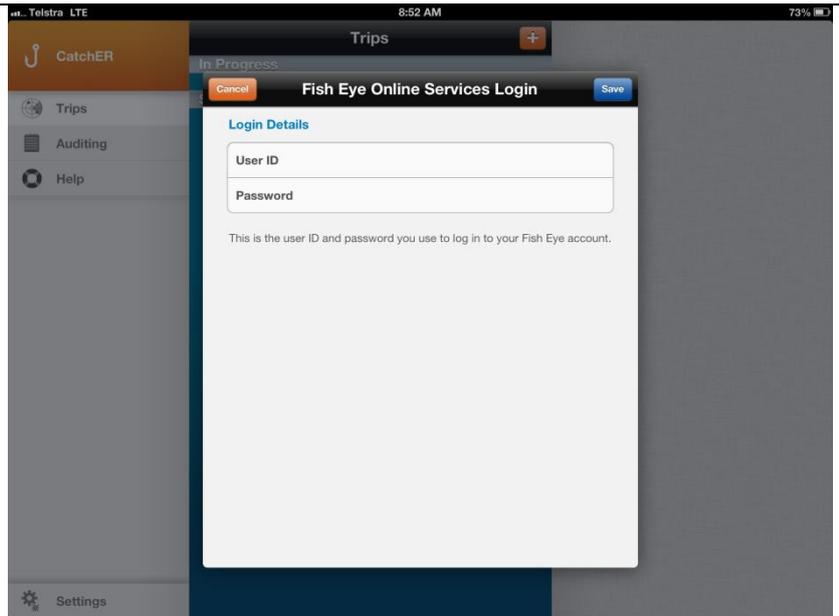|	
9. Touch the blank **User ID** field to display the keyboard. *NOTE: The email you received for activation of your account contains a 4 to 7 digit number as your **User ID**.* 10. Type your Fish Eye **User ID** in the **User ID** field. 11. Touch the blank **Password** field to display the keyboard. 12. Type your Fish Eye password in the **Password** field. *Note: This information will be used to verify electronic information submitted by you from CatchER, so it needs to be exactly the same as the details when you activated your Fish Eye account and confirmed your password.* 13. Touch the **Done** button to close the keyboard. 14. Touch the **Save** button to save the account details as displayed.	 See the '**Define Settings for CatchER**' for further details on setting up CatchER.

Fish Eye Helpline and Support

A dedicated Fish Eye and CatchER Helpline is in operation from 8.30am to 4.30pm, Monday to Friday. The Helpline will answer questions related to Fish Eye.

Email: Fisheye.Support@fish.wa.gov.au

Phone: 1300 550 763

Online Troubleshooting Guide for CatchER issues

An online troubleshooting guide is available on the Department of Fisheries website.

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