

RESULTS Quick Reference Card 1

RESULTS

Reporting Silviculture Updates and Land Status Tracking System

Navigating RESULTS

Accessing RESULTS

RESULTS can be accessed by any computer that meets MOF Standards and is connected to the Internet.

You can access RESULTS by going to: <http://www.for.gov.bc.ca/his/results>. Providing you have been granted RESULTS security access, select 'RESULTS Application' to launch the RESULTS application. RESULTS will automatically recognize users based on their MoF USERID or BceID.

Understanding Security

Ministry and other government staff must have a valid IDIR account and Licensees must have a valid BceID in order to apply for access to the specific security roles in RESULTS. Once you know what you will be doing in RESULTS, obtaining the correct role is done by completing the 'Application Access form for ESF and RESULTS' and is also found at the above web site.

Security level	Authorised Function	User Groups
ESF BROWSER/	Authority to review all ESF submissions	Licensees/Government
ESF SUBMITTER	Authority to review and submit ESF submissions.(Licensees must also have RESULTS UPDATE to upload RESULTS data, or RESULTS DECLARATION to upload milestone declarations).	Licensees/Government
RESULTS VIEW ONLY	Authority group allows General Inquiry mode.	Licensees/Government
RESULTS REPORTING	Authority group allows General Inquiry mode with access to Reporting.	Licensees/Government
RESULTS UPDATE	Authority group allows General Inquiry, Reporting, and Data Update mode. This role is made for MoF staff creating changes to existing RESULTS information, creating and submitting standard proposals, and submitting standard unit amendments.	Licensees/Government
RESULTS DECLARATION	Authority group allows General Inquiry, Reporting, Data Update, and Milestone Declaration mode. Role is made for MoF that require all the previous roles as well as those required to declare milestone obligations met.	Licensees/Government
RESULTS APPROVAL	Authority group allows General Inquiry, Reporting, Data Update, and Milestone Declaration mode. Role made for district managers, or their designates who can approve/reject proposed standards and opening amendment requests.	Government

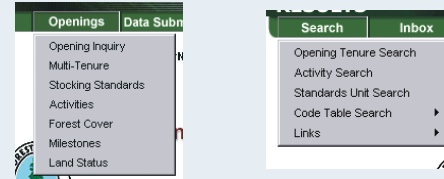
Using Tabs to find your way around!

RESULTS has a series of tabs in the top navigation bar. Each tab represents a separate function in RESULTS. When you click a tab, you are offered a series of choices. It's helpful to think of these tabs as

offering you a series of forms to choose from. When you select one of the choices from the drop-list, the corresponding form will display.



Integration is a fundamental concept of RESULTS. By using searches and drop-down menus, users may easily navigate to all the RESULTS components. Note that users will still require authority to access applications linked to RESULTS like SPAR and FTA.

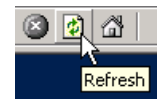


Getting Web Savvy!

If you have not worked much with web applications the following tips will improve your web savvyness and allow you to use RESULTS with ease:



* To access RESULTS, you need to go through your Web Browser and enter the URL. To save you time and typing you should add RESULTS to your "favorites" the first time you use it.



* You should always start a fresh browser session before using RESULTS. - hit the refresh button before you start your new session.

* Always complete each task before leaving your workstation unattended in case you lose your Internet connection. RESULTS will time-out after 30 minutes of inactivity, you will be re-directed to the RESULTS Homepage and any unsaved data will be lost.

* RESULTS will sometimes take a few moments to process tasks, but the cursor will not change to the hourglass when the application is thinking. Instead, the spinning globe in the top right of the browser indicates when the application is still thinking.

* Use the navigation tabs in RESULTS to move around NOT the browser buttons at the top of the page.

* Use the Tab key to move from field to field. Don't use your Enter key instead of your Tab key as this may submit a form rather than moving you between fields.



* Use the delete button carefully. In a web-based application, you will not receive a prompt to continue if you use the delete button. Therefore, once you click delete, your information will be deleted without a warning. You cannot use the back button to restore your information.

Contact Information

If you are having technical difficulties, or have business related questions regarding application, tutorial, on-line help or documentation please contact: The Business Application Support Center through:

Email FORHISP.APPHELP@gems5.gov.bc.ca
Phone 250-387-8888

They are available Monday - Friday, 8:00 - 4:30 except over the lunch hour (12:00 - 1:00)

