

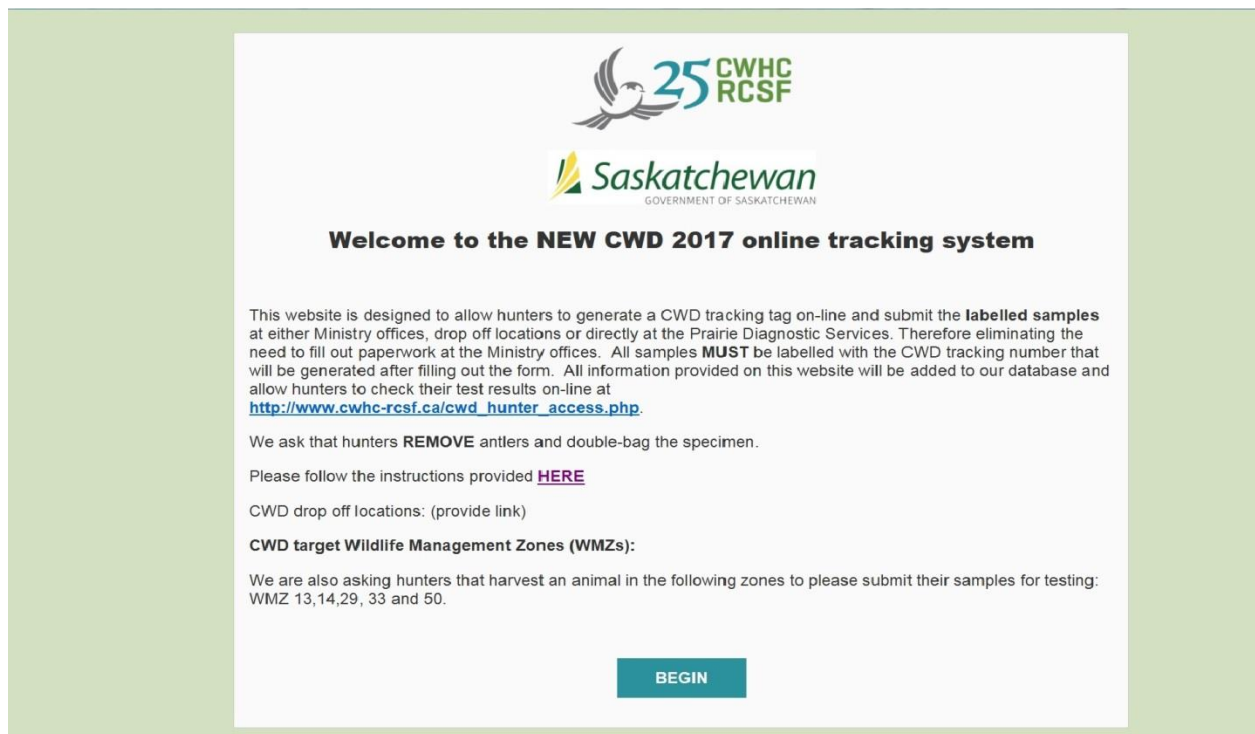
# CHRONIC WASTING DISEASE SURVEILLANCE 2017



## ONLINE SUBMISSION INSTRUCTIONS

Heads submitted for CWD testing during the 2017 hunting season will require hunters to go online to get a unique CWD tracking number using the new CWHC/GoS submission website: <http://cwdsk.ca>

This website can be accessed by hunters online using either a computer or a smart phone. The resulting tracking number will be required for hunters to check the status of their sample. Below is a tutorial for field office staff to prepare themselves for questions from hunters about the submission process.

1. After accessing the website the first screen provides information on the process, link to the results website and a list of priority areas for sampling. Click “begin” to start the submission



**Welcome to the NEW CWD 2017 online tracking system**

This website is designed to allow hunters to generate a CWD tracking tag on-line and submit the **labelled samples** at either Ministry offices, drop off locations or directly at the Prairie Diagnostic Services. Therefore eliminating the need to fill out paperwork at the Ministry offices. All samples **MUST** be labelled with the CWD tracking number that will be generated after filling out the form. All information provided on this website will be added to our database and allow hunters to check their test results on-line at [http://www.cwhc-rcsf.ca/cwd\\_hunter\\_access.php](http://www.cwhc-rcsf.ca/cwd_hunter_access.php).

We ask that hunters **REMOVE** antlers and double-bag the specimen.

Please follow the instructions provided [HERE](#)

CWD drop off locations: (provide link)

**CWD target Wildlife Management Zones (WMZs):**

We are also asking hunters that harvest an animal in the following zones to please submit their samples for testing: WMZ 13,14,29, 33 and 50.

**BEGIN**

process.

2. The second screen provides all the fields that hunter are asked to fill out in order to proceed. Note that some fields are mandatory. This screen is split into “your information”, “animal information” and “location”. To start hunters must fill out “your information”. This provides contact information that will follow a sample through the testing process and allow contact of hunters.

**25 CWHC RCSF**  
**Saskatchewan**  
**CWD SASKATCHEWAN - SUBMISSION**

\* Required fields are marked with an asterisk

**YOUR INFORMATION**

\* First name(s)   
\* Surname(s)   
Street address   
Town/City   
Province   
\* Phone number   
\* Email address

**ANIMAL INFORMATION**

Date animal was shot   
HAL Number   
\* Species   
\* Sex  Female  Male  Unknown  
Healthy?  Yes  No  Unknown

**LOCATION**

\* WM Zone   
Legal Land Description   
Quarter, Section, Township, Range, E/W, Meridian  
Location description   
Coordinates (decimal degrees)    
Coordinates (deg. min. sec) Lat:     
Long:     
Search for place    
Drag the marker to indicate the location where the animal was shot

- The next section to fill out is “animal information”. This information provides the specifics about the individual animal harvested.

**25 CWHC RCSF**  
**Saskatchewan**  
GOVERNMENT OF SASKATCHEWAN  
**CWD SASKATCHEWAN - SUBMISSION**

\* Required fields are marked with an asterisk

**YOUR INFORMATION**

\* First name(s)   
\* Surname(s)   
Street address   
Town/City   
Province   
\* Phone number   
\* Email address

**ANIMAL INFORMATION**

Date animal was shot   
HAL Number   
\* Species   
\* Sex  Female  Male  Unknown  
Healthy?  Yes  No  Unknown

**LOCATION**

\* WM Zone   
Legal Land Description   
Quarter, Section, Township, Range, E/W, Meridian  
Location description   
Coordinates (decimal degrees) Latitude  Longitude   
Coordinates (deg. min. sec) Lat. Deg  Min  Sec   
Long Deg  Min  Sec   
Search for place    
Drag the marker to indicate the location where the animal was shot

4. Hunters are encouraged to fill out all fields provided to assist in better tracking of samples and the disease itself, however, required fields include name, either phone number or email, species and sex of animal harvested.

The image shows a web form titled "CWD SASKATCHEWAN - SUBMISSION" with logos for "25 CWHC RCSF" and "Saskatchewan GOVERNMENT OF SASKATCHEWAN". A note states: "\* Required fields are marked with an asterisk".

**YOUR INFORMATION**

- \* First name(s): John
- \* Surname(s): Doe
- Street address: 333 Main Street
- Town/City: Regina
- Province: Saskatchewan
- \* Phone number: 306-999-9999
- \* Email address: john.doe@gov.sk.ca

**ANIMAL INFORMATION**

- Date animal was shot: 2017-09-5
- HAL Number: [empty]
- \* Species: Please select
- \* Sex:  Female  Male  Unknown
- Healthy?  Yes  No  Unknown

**LOCATION**

- \* WM Zone: [empty]
- Legal Land Description: [empty]
- Location description: [empty]
- Coordinates (decimal degrees): Latitude [empty] Longitude [empty]
- Coordinates (deg. min. sec): Lat: [empty] Deg [empty] Min [empty] Sec [empty]; Long: [empty] Deg [empty] Min [empty] Sec [empty]
- Search for place: [empty] Town/City/Lake etc. **FIND**

Drag the marker to indicate the location where the animal was shot

5. The next section to fill out is “location”. Hunters must provide the WMZ where an animal was harvested at a minimum, but there are many other options for providing location information. Hunters can provide legal land description, GPS coordinates, they can search for the closest town by name and/or can drag and drop the pin on the map provided. Additionally, hunters can provide any notes they might have about the animal harvested in the “history” section.

HAL Number

\* Species

\* Sex  Female  Male  Unknown

Healthy?  Yes  No  Unknown

**LOCATION**

\* WM Zone

Legal Land Description

Quarter, Section, Township, Range, E/W, Meridian

Location description

Coordinates (decimal degrees)

Coordinates (deg, min, sec) Lat:  Deg  Min  Sec

Long:  Deg  Min  Sec

Search for place

Drag the marker to indicate the location where the animal was shot

**HISTORY**

Please tell us about any interesting or unusual environmental conditions or observations regarding the animal that you may have noted

I'm not a robot

- After filling in all required fields, hunters must click the “I’m not a robot” box near the bottom of the page. This will generate a small picture based quiz to verify that it is indeed an individual making the submission. Often hunters will be asked to click all the boxes that contain a sign or click all boxes that contain pictures of doors or similar.

The image shows a web form for reporting an animal. The form includes fields for HAL Number, Species, Sex, and Healthy status. The LOCATION section contains fields for WM Zone, Legal Land Description (with sub-fields for Quarter, Section, Township, Range, EW, Meridian), Location description, and Coordinates (Latitude, Longitude, and Deg/Min/Sec for both Lat and Long). A search for place field is also present. Below the form is a map with a red pin indicating a location. At the bottom, a CAPTCHA titled "I'm not a robot" is displayed, featuring a grid of images with a red box highlighting a specific image of a door. The CAPTCHA text asks the user to "Select all images that match the label" and "door".

7. After successful completion of the quiz, hunters must click the “generate CWD tracking number” button at the bottom of the page. If any fields have been missed, an error message will appear and hunters will need to return to those fields and fill in the information before they can proceed. Upon successful completion of the submission form, a tracking number receipt will appear on the final page. This contains all the information that was just submitted and the individual CWD tracking number that is located prominently at the top of the page. This number must be affixed to the sample and will need to be retained by the hunter for use in tracking the results of their sample.



8. The entire process should not take hunters 1 - 2 minutes to complete and no further data is required to be submitted to field office staff for tracking. Note that the individual CWD tracking number must be retained by the hunter to obtain results and that it must be clearly and accurately written on a tag that will accompany the sample through the process. Failure to complete entire of these steps may result in the inability for proper tracking of a sample and providing results.