

Entering SWCD APW Into SWIMS Planner Module

The Planner Module in SWIMS allows you to categorize and track Projects and Initiatives by tying them to an overall Objective, as well as the time spent by staff.

By selecting “Planner” from the list of modules on the left, you are able to go to a screen where you add the SWCD’s Objectives one by one.

The screenshot displays the SWIMS web application interface. At the top, the user is logged in as 'CAmos (Logout)' for 'Coshocton (SWCD)' on 'February 27, 2015'. The main header shows 'SWIMS' and 'Objectives -' with the 'watershed the system' logo. The breadcrumb trail is 'Home > Planner > Add Objective'. A left-hand navigation menu lists various modules, with 'Planner' selected. The main content area has three tabs: 'Details', 'Indicators', and 'Projects'. The 'Details' tab is active, showing a form with the following fields: 'Name:' (text input), 'Goal:' (dropdown menu), 'Start Date:' (calendar icon), and 'End Date:' (calendar icon). Below these are two large text areas for 'Description:' and 'Measurable Results:'. At the bottom right, there are four buttons: 'Print', 'Ok', 'Cancel', and 'Apply'.

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The SWCD used for this demo has 4 Objectives that will be plugged into the module.

The screenshot displays the SWIMS Planner Module interface. At the top, it shows the user 'Amos (Logout)', the SWCD 'oshocton (SWCD)', and the date 'ebruary 27, 2015'. The main title is 'SWIMS' with the 'watershed the system' logo. The current view is 'Objectives - Pasture Management'. The interface has three tabs: 'Details', 'Indicators', and 'Projects'. The 'Details' tab is active, showing a form for an objective. The form fields are: Name: 'Pasture Management', Goal: (empty dropdown), Start Date: '01/01/2015', and End Date: '12/31/2015'. The Description field contains the text: 'Protect the soil by maintaining and improving the quality and quantity of forage for pasture'. The Measurable Results field contains two bullet points: 'Improve the distribution of grazing or rotational grazing by developing springs and seeps in pastures. Goal: 4 spring developments' and 'Reduce erosion in areas of pasture where concentrated feeding occurs. Goal: Install 2 Heavy Use Area Protection Pad'. A third bullet point is partially visible: 'Utilize the news media to inform public of pasture practices promoting the economic'. At the bottom right, there are buttons for 'Print', 'Ok', 'Cancel', and 'Apply'. A sidebar on the left contains a navigation menu with items like 'Information Center', 'operators', 'grants', 'planner', 'Objective Search', 'Add Objective', 'Help', 'operator Projects', 'nutrient Trading', 'initiatives', 'land Manager', 'timesheets', 'pollution', 'complaints', 'map', 'reporting', 'importing', 'user Preferences', and 'administrator'.

Information you will need to put into the system:

- Objective Name
- Goal will be SWCD Annual Plan of Work
- Description
- Any Measureable Results associated with the Objective

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Once an Objective is entered into the Planner Module, that Objective now shows up in the dropdown box and each Project or Initiative you want to categorize under that Objective is done by selecting from the list

Information Center
Cooperators
Grants
Planner
Cooperator Projects
[Project Search](#)
[Add Project](#)
[Help](#)
Nutrient Trading
Initiatives
Fund Manager
Timesheets
Pollution
Complaints
Map
Reporting
Importing
User Preferences
Administrator

Please Note: New BMPs/Activities will not be available in drop down lists until after the project has been saved.

Details | Indicators | Participants | **BMPs/Activities** | Inspections | Attachments | Comm Notes

Project Name: Wells_Nancy_EQIP07-Grazing-TSP

Project Number: 07EQIP Program Type: EQIP

Approval Date: Project Status: Open

Project Type: Pasture/Forage

Watershed Project:

Lifespan: Sensitivity:

Planned Start Date: 07/18/2007 Planned Completion Date:

Actual Start Date: 07/18/2007 Actual Completion Date:

Objective: Pasture Management

Fund	Amount Awarded	Amount Spent	Amount Not Spent

Description:



All Projects and Initiatives tied to an Objective, the show up in the Planner Module in the Projects tab.

CAmos ([Logout](#))
 Coshocton (SWCD)
 February 27, 2015

SWIMS

Objectives - Pasture Management



v4.2.24.1

Information Center
 Cooperators
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 Planner
[Objective Search](#)
[Add Objective](#)
[Help](#)
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 Nutrient Trading
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 Administrator

Project Name	Project Number	Project Type	Landowner Name	Edit Project
Wells_Don	2012swcd	Cooperator Project	Don Wells	
▶ Wells_Nancy_EQIP07-Grazing-TSP	07EQIP	Cooperator Project	Nancy L. Wells	
Derr_Garry_MWCD Fence	2014	Cooperator Project	Derr Farms - Garry Derr	
Foster-Winston-EQIP08-TSP	08EQIP	Cooperator Project	Winston Foster III	
Frye_David		Cooperator Project	David Frye	
Hillview Farm - EQIP08-TSP	08EQIP	Cooperator Project	Hillview Farms, Inc. - Larry D. Hobbs	
Locke-Karen-EQIP-TSP-Grazing	04EQIP	Cooperator Project	Karen Locke	
Moran_James_EQIP2011	745E34110LP	Cooperator Project	James A. Moran	
Patterson_Pat_EQIP2010	2010 Equip AQ HU	Cooperator Project	Patrick Patterson	
Peterson-Rick-Grazing-EQIP07-TSP	07EQIP	Cooperator Project	Rick Peterson	
Ringwalt_Ron_CRP_Fence-TSP	08CRP	Cooperator Project	Ron Ringwalt	
Rogers-Tim-EQIP08-TSP	08EQIP	Cooperator Project	Tim Rogers	
Sauerbrey-Wade-EQIP09-TSP	09EQIP	Cooperator Project	Wade H. Sauerbrey	
Shrimplin_Dan_EQIP07-TSP	07EQIP	Cooperator Project	Dan S. Shrimplin	
Shrimplin_Walter_EQIP07-TSP	07EQIP	Cooperator Project	Walter K. Shrimplin	
Stout-Rob-Fence-EQIP-TSP	06EQIP	Cooperator Project	Robert C. Stout	
Stout-Rob-Low Flow Inlet-EQIP-TSP	06EQIP	Cooperator Project	Robert C. Stout	
Stout-Rob-Pipeline-EQIP-TSP	06EQIP	Cooperator Project	Robert C. Stout	
Stout-Rob-Watering Facility-EQIP-TSP	06EQIP	Cooperator Project	Robert C. Stout	
Trego_Jay	2013	Cooperator Project	Jay B. Trego	
Virostko.Doug	SprDev.09	Cooperator Project	Dr. Douglas Virostko	

Queries available once Initiatives and Projects have been tied to the Objectives are:

- Staff Time by Objective captured by Projects and Initiatives
- BMPs completed in Projects by Objective
- Initiative Events completed by Objective

Examples below:

Hours by Objective			
All staff as of Feb 13, 2015			
Objective Name	Time Code	Time Code Detail	SUM(Hours)
Conservation Education	Initiatives	2015 Newsletter and Mailing List	26.5
Conservation Education	Initiatives	2015 Technical Assistance with/out Project	22
Conservation Education	Initiatives	2015 Classroom Education	20.5
Conservation Education	Initiatives	2015 Farmers Breakfast	12.5
Conservation Education	Initiatives	2015 General Published Outreach	12.5
Conservation Education	Initiatives	2015 Civic Organizations Outreach	10.5
Conservation Education	Initiatives	2015 Ohio Dam Safety Training	7
Conservation Education	Initiatives	2015 Summer Supervisor School	5
Conservation Education	Initiatives	2015 Long Range Plan	4
Conservation Education	Initiatives	2015 Annual Plan of Work	3
Conservation Education	Initiatives	2015 Cover Crop Program	2
Conservation Education	Initiatives	2015 Ag Day Celebration	2
Conservation Education	Initiatives	2015 Rain Barrel Workshop	1.5
Conservation Education	Initiatives	2015 Coshocton County Leadership Program	1
Conservation Education	Initiatives	2015 Website	1
Conservation Education	Initiatives	2015 Coshocton Co. Career Center Open House	1
Conservation Education	Initiatives	2015 Facebook	0.5
		Totals	132.5
Forest Management	Initiatives	2015 Tree Seedling Sales	12
Improve Water Quality	Projects	Derr Farms Inc, Manure Storage	103.5
Improve Water Quality	Projects	Derr Farms Inc CNMP	32.5
Improve Water Quality	Projects	Tumblin Manure Storage	13
Improve Water Quality	Projects	WenMar Farms, CNMP	10
Improve Water Quality	Projects	Clary Garden I&E	10
Improve Water Quality	Initiatives	2015 Storm Water Management Plan	5
Improve Water Quality	Projects	Endsley_Summerfields_Drainage	4.5
Improve Water Quality	Projects	Gibbs, Jeff	3
		Totals	181.5

Conservation Education Summary

As of 2/13/2015

EVENT SUMMARY

Objective Name	Initiative Name	Event Date	# of Presentations / Activity	Attendees or Quantity
Conservation Education	2015 Technical Assistance with/out Project	1/6/2015	1	1
Conservation Education	2015 Civic Organizations Outreach	1/6/2015	1	21
Conservation Education	2015 Technical Assistance with/out Project	1/9/2015	1	1
Conservation Education	2015 Farmers Breakfast	1/13/2015	1	26
Conservation Education	2015 Civic Organizations Outreach	1/20/2015	1	15
Conservation Education	2015 Newsletter and Mailing List	1/29/2015	1	1913
Conservation Education	2015 Newsletter and Mailing List	1/29/2015	1	257
Conservation Education	2015 Classroom Education	2/4/2015	5	125
Conservation Education	2015 Classroom Education	2/6/2015	6	60
Conservation Education	2015 Farmers Breakfast	2/10/2015	1	51

Conservation Education Summary

As of 2/13/2015

TIMESHEET SUMMARY

Objective Name	Time Code	Time Code Detail	SUM(Hours)
Conservation Education	Initiatives	2015 Newsletter and Mailing List	26.5
Conservation Education	Initiatives	2015 Technical Assistance with/out Project	22
Conservation Education	Initiatives	2015 Classroom Education	20.5
Conservation Education	Initiatives	2015 Farmers Breakfast	12.5
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Conservation Education	Initiatives	2015 Coshocton County Leadership Program	1
Conservation Education	Initiatives	2015 Website	1
Conservation Education	Initiatives	2015 Coshocton Co. Career Center Open House	1
Conservation Education	Initiatives	2015 Facebook	0.5
		Totals	132.5

A few items of note that are essential to entering and retrieving good data.

1. Time can only be tied to an Objective through Projects or Initiatives. **Any time entered through Time Codes does not have the ability to be linked to the Objective at this time.** It is important that if you wish to capture administrative time in a manner that shows up in reports that it be done in a Project or Initiative.
2. Only one Objective can be linked for an individual Project or Initiative.
3. In order to be able to run timely reports for updates and status of the APW, items such as timesheets, BMP completion and Initiative Events need to be entered throughout the year as they happen, not at the end of the year.