

Tracking and Reporting Actions for the Conservation of Species

TRACS Working Group Identifies Priorities

The TRACS Working Group met January 13-14 at the Rocky Mountain Arsenal National Wildlife Refuge in Commerce City, Colorado to identify system backlog priorities and to develop a roadmap for TRACS implementation. The Working Group first reviewed 100 stories in the existing backlog, added 51 of their own, then prioritized 25 items as recommendations to the TRACS Development Team. The top five priorities were:

1. *Addressing the data entry workload and developing a strategy for states to take over responsibility for data entry;*
2. *Adding the ability to edit a submitted project or performance report;*
3. *Establishing a single path for creating objectives including species and habitats (instead of need/threat and purpose/target options);*
4. *Communicating minimum system requirements for all project and actions, and alerting users if those requirements have not been met;*
5. *Sending a notification when a user is affected by a workflow event, such as submission of a performance report.*



The Working Group also submitted 17 “road map” recommendations for TRACS going forward:

- *Assess each states level of engagement with TRACS and the obstacles to full adoption;*
- *Develop state-specific strategies to address obstacles e.g. Immersion days, BMP's, custom training, etc.;*
- *Determine a “hand-off” date for each state based upon the ability to address obstacles to adoption;*
- *Identify a “not later than” date by which data entry becomes each states responsibility;*
- *Expand and target training for WSFR grants managers;*
- *Define performance expectations regarding the effective communication and implementation of TRACS ;*
- *Develop a national TRACS BMP, FAQ's, etc. that establishes a clear foundation for implementation;*
- *Develop a set of Standardized Objectives;*
- *Identify minimum data requirements and implement “roll-up” reporting functionality;*
- *Develop a system “validation profile” to quickly and easily identify mandatory fields;*
- *Identify, segment, and prioritize the categories of data waiting for WSFR to enter into TRACS;*
- *Identify the minimum data requirements for each segment of un-entered data;*
- *Establish a “range rider” program or similar effort to assist with getting backlogged data into TRACS;*
- *Develop a proposal to direct resources to assist Regional staff with un-entered legacy data;*
- *Propose agency “details” allowing staff from other WSFR or state programs to work on backlog issues;*
- *Develop an interim strategy for collecting action level data from CMS states;*
- *Modify TRACS Workflow to accommodate entry of CMS project information.*

Recommendations have been submitted to Dan Hogan, Program & Accomplishment Reporting Branch Chief to present to WSFR program Assistant Director Hannibal Bolton. Based on feedback received, Dan will incorporate the 25 backlog priorities into the TRACS Sprint planning process. Next steps for the Working Group will be to begin work on an implementation plan to address the 17 Road Map recommendations.



TRACS Version 1.9 Released

On January 12, 2015, the TRACS development team released TRACS version 1.9. The release included several new features targeted to enhancing the use-ability of the system. New features include:

- An improved and re-organized Feature Frame menu;
- New options to edit or replace a shape;
- An option to expand a project shape to include the action area or crop the project area to fit all actions;
- An update to the “Geo-picker” (Select Existing Boundary) that includes additional State-specific layers such as Game Management Units. Future releases will include additional updates to expand the list as more layers are received from the states;
- An update to the map server so that larger, more complex shape files can be more easily and quickly uploaded to the system.

All of the features are available in both the Training and Production environments. You can find more detailed information regarding Release 1.9 features at:

<https://tracs.fws.gov/wiki/display/SYSNEWS/TRACS+Release+1.9>

Region 1 Training a Success

It was “BYOP” - as in “Bring Your Own Project” - January 12-20 when TRACS trainer Yonah Cohen held 3 two-day classroom training sessions in Honolulu, Hawaii. The training was hosted by WSFR Region 1 staff Ruth Utzurum and Flinn Curren. The three sessions had 35 attendees representing 7 different



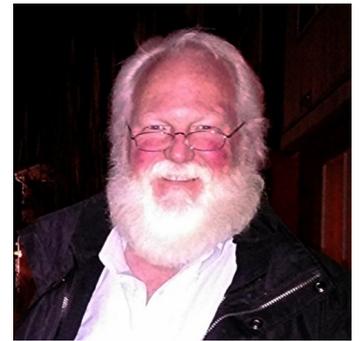
Yonah Cohen

agencies or divisions from Hawaii, Guam and the Commonwealth of the Northern Mariana Islands. The training focused on the steps to enter a project into TRACS from start to finish, with a combination of guided demo and practice exercises including project entry into the training environment. Follow up VILT Workshops for Guam, Samoa, and the Commonwealth of the Northern Mariana Islands will be taking place through February 13, 2015.

For the most current information on TRACS visit us at <https://tracs.fws.gov/wiki>

TRACS Training Team Complete

Welcome to Cal Cooley, the newest member of the TRACS training team! Cal has over 30 years experience as a training professional in both the public and private sectors working for groups as diverse as: Microsoft, Disney, AT&T, NASA, the CIA and the Naval Research Lab. Cal spent the past 9 years with the Department of Defense as a regional training manager for healthcare training in Washington, D.C. and Germany. “I believe in not only using technology to make the students learning experience richer but to also *leverage* technology options to support innovative cognitive approaches to learning.”



Cal Cooley

Cal says his training philosophy is to give students what they need (Just Enough), when they need it (Just In Time). “Training needs to be flexible, accessible anytime, anywhere on any computer. Finally, it has to be interesting.” Cal’s mission is to empower students to be their own “Knowledge Managers”.

VILT Training: To maximize convenience and flexibility, TRACS is creating a modular curriculum that can be delivered in a live or virtual classroom or as self-directed training when information is needed right away. Starting in March, a new training schedule will offer both basic and advanced skills training and mentoring every week. All classes will be delivered using Virtual Instructor-Led Training format:

Tuesdays: 8 hour “TRACS Basic Course”
Wednesdays: 4 hour “Advanced Skills Course” (AM)
 4 hour “Advanced Skills Mentoring/ Roundtable” (PM)
Thursdays: 4 hour “Basic Skills Mentoring/ Roundtable” (AM)

On-Site Training: The next on-site training will be held in Denver on March 17-18. You may register online at: <https://tracs.fws.gov/wiki/display/TTR/TRACS+Training+Registration>