

The National Fire Plan

fireplan.gov



National Fire Plan Operations and Reporting System

Exercise 2 – Create Project

Step 1: Click on the “New Project” link in the Administrative Tasks portlet.

Step 2: Enter your project name (e.g. Mill Creek + Student Number)

Step 3: Select a subunit or ranger district.

Step 4: Indicate if the project has local approval (i.e. Yes/No).

Step 5: Click the “Save” button.

Step 6: Enter the estimated duration of the project in years.

Step 7: Click on the “UseMap” link.

Step 8: Click on the “Get Location” button.

Step 9: Click on the “OK” button after reading the pop-up instructions.

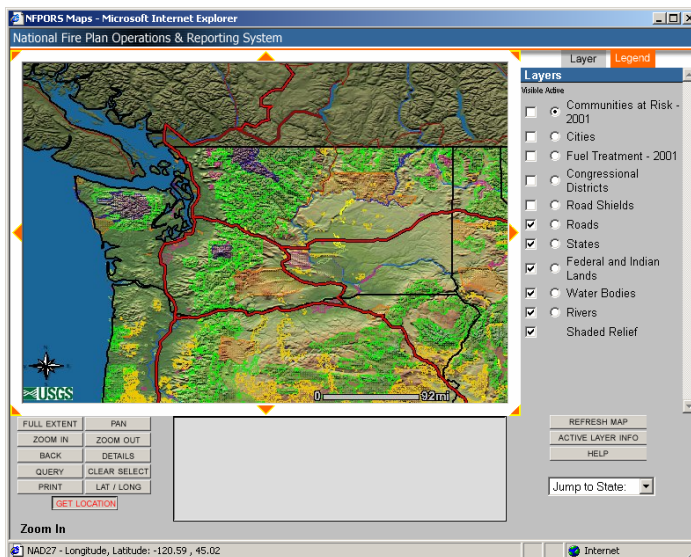
Step 10: Click anywhere you want within the State of Washington.

Step 11: Let the screen refresh and then click “OK” to the confirm location pop-up message.

This will return you to the NFPORS edit project page and enter the lat/lon for the location you identified above.

Step 12: Enter your project goal(s).

Step 13: Click the “Save” button.



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Part 2 – Identify Project Objectives

Step 1: Click on the “Select Objectives” link within the “Objectives” portlet.

Step 2: Select one or more objectives by clicking within the check boxes to the left of the objective statement.

Step 3: Click the “Save” button.

Part 3 – Identify Project Partners

Step 1: Click on the “Select Partners” link within the “Partners” portlet.

Step 2: Select one or more partner types by clicking within the check boxes to the left of the partner descriptions.

Step 3: Click the “Save” button.