

Check-in/Checkout procedure for 2019 Turkey Season.

In order to hunt on Fort Jackson you must have an iSportsman Account and the appropriate permits. Please do this before continuing.

Terms to know:

Occupancy-The number of hunters that are allowed to check in to an area. The occupancy of all turkey hunt areas is 1. The reason is so no other hunters can check-in to an already occupied or reserved turkey hunt area. If you have a participant hunting with you it is up to you at check-in to check them in as a guest with permit number.

Participant-Another licensed hunter either Fort Jackson affiliated or sponsored member of the public that is hunting with you.

Guest-Non-licensed individual who is going with you to hunt but not participating (Just watching).

How to check what areas are open

1. Go to the homepage, ftjackson.isportsman.net.
2. Select "Areas" on the main menu.
3. The page that opens will have the area status for the current day. There are 5 columns: parent area, area, status, category and occupancy. The only columns hunters should be concerned with are the area, status and occupancy. The area column lists the hunt areas. The status column shows whether that area is open or closed for the current day and occupancy shows if a hunter has already checked-in to hunt that area(ex. 1 checked in (1max)). Hunters will be able to see the current day as well as the next day. In order to change the date use the date selection box and change to the next day. The list can also be queried by status and by the area name. So if a hunter wants to see just the open areas change the status selection box to open and only those areas that are open will show up. If a hunter just wants to know about a specific area just use the area selection box and select the area of interest.
4. It is important to note that when viewing the occupancy status for the following day it will show the current occupancy. So when making a reservation for the next day hunters should simply look to see what is open and disregard the occupancy.

How to make a reservation

1. Proceed to the homepage and select "Check-In/Out. Input your username and 4 digit pen or password.
2. Once signed in to the site there are 3 choices: check-in, reservation, and logout. Reservations for turkey hunting opens at 1215 and close at 2359. If it is within this time period select "reservation". The page will then show a list of activities, select "hunting", then select "turkey hunting". For reservations it is not critical to add any guests or participants, both of which can/will be added upon actual check-in.
3. At this point the areas that are open to turkey hunting will show up. If the area is red that means it has already been reserved by another hunter.
4. Select your area and confirm, then logout.
5. The area you selected will be reserved for the next day until 0900. If you have not checked-in to the area reserved by 0900 the reservation is canceled and the area is opened to other hunters. If you reserved an area and will not be hunting until the afternoon go ahead and check-in before 0900 in order to keep your area.
6. **REMEMBER:** Reservations will prevent you from checking in to an area. If you have already made a reservation the system will not allow you to check-in to hunt or fish for the remainder of the day. If you

want to continue to hunt, either check-in to the area you want to hunt the for the rest of the day before making your reservation, or you will have to cancel your reservation, check-in to the hunt area, then go back and make your reservation for the next day.

7. **IMPORTANT:** If you are unable to check-in or cancel your reservation by 0900 the system will cancel the reservation for you. In this case when you first log onto the site the reservation will still show up and will not allow you to check-in to an area. When this occurs just log out of the system and log back in and you should be able to check-in normally.

How to check in/out if no participants or reservation

1. Proceed to the homepage and select "Check-in/Out". Input your username and 4 digit pen or password.
2. Once logged into the site click the "Check-in" button. This will take you to a list of open activities. Click "Hunting" then "Turkey Hunting".
3. At this point an acknowledgment will show up on your screen telling hunters to please fill out the Turkey Hunting Participation Form upon checkout. Click "Accept".
4. Choose the turkey area that you would like to hunt. The next screen asks if you have any guests. You would click "No" to proceed.
5. The Checkout required acknowledgement will show up with the time in which all turkey hunters must be checked out by, click "I Accept". Confirm your check-in and then logout
6. Once you have completed your hunt, log into the site via the "Check-in/Out" button on the main menu.
7. Once logged in hit the checkout button.
8. This is the point all hunters should click the "**Yes**" button. We know it asks "Did you catch or collect any harvest", but we cannot change this wording so in order to get to the "Turkey Hunting Participation Survey" you must click yes. ****If you harvest a turkey, hunters must take said harvest to the Big Game Check station at Heise's Pond in order to properly check in their kill.**** After clicking the "yes" button there will be a button that says "Turkey Hunting Participation Form" click it and it will take you to a quick form that asks how many were in your party and if a there was a harvest. After completing the survey click the save button and on the next screen click the "I don't have any more harvest" button.
9. Lastly you will see the "how was your experience" feedback page. If you would like to leave comments please do. Then click "Next" and then "Confirm Checkout".

How to check in/out if you had a reservation

1. Proceed to the homepage and log in to the site.
2. The screen will show that you have a reservation for a hunt area.
3. There will be two options "check-in" or cancel your reservation. At this point hunters will not use the reservation check-in, but instead will cancel the reservation.
4. Once you cancel the reservation the normal check-in screen will appear and you will check-in to either the area you had reserved or another area.

How to check in/out with participants

1. Proceed to the homepage and log in to the site
2. Proceed though the check-in process all the way though to area selection. Once you have selected your turkey hunt area you will be asked if you have any Guests. At this point you will add your guest or guests.
3. Click "Yes". If your guest is a permitted affiliated hunter or a permitted participant then you will need to input their permit number and last initial and click "Add".

4. If your guest does not have a permit and is just going to sit with you while you hunt, or in other words is “Not Participating”, click the “Guest does not have a permit” button. Input the first name, last name, and date of birth and click “Add”.
5. If you have another guest or participant click “Add another Guest” button which will take you back to the guest addition page. When finished adding guests click “Done Adding Guests” button.
6. Confirm that you understand when the checkout time is by clicking the “I Accept” button and confirm your check-in.
7. After your hunt is over, log in to the site and click the “checkout” button.
8. This is the point all hunters should click the “Yes” button. We know it asks “Did you catch or collect any harvest”, but we cannot change this wording so in order to get to the “Turkey Hunting Participation Survey” you must click yes. ****If you harvest a turkey, hunters must take said harvest to the Big Game Check station at Heise’s Pond in order to properly check in their kill.**** After clicking the “yes” button there will be a button that says “Turkey Hunting Participation Form” click it and it will take you to a quick form that asks how many were in your party and if a there was a harvest. After completing the survey click the save button and on the next screen click the “I don’t have any more harvest” button.
9. Lastly you will see the “how was your experience” feedback page. If you would like to leave comments please do. Then click “Next” and then “Confirm Checkout”.
10. Now both the sponsor and the participant or checked out together.