

Select the Project Site, if it's not already the default.

Select Recreation button

Select Data Input Forms

Select the REC – ANNUAL UPDATE

Select Launch

** LEGEND HELP IS AVAILABLE USING THE "HELP" MENU OPTION **

Begin at the Switchboard. Select your Project, select the Recreation button, select Data Input Forms, then select the REC – ANNUAL UPDATE. Click the Launch button.

Action Edit Query Record Field Help Window

ANNUAL UPDATE

Project Site: PERRY LAKE KANSAS

Fiscal Year: <SELECT YEAR>

Annual Update

Do not click "Submit" until all steps below have been completed. Clicking this button will disable all steps on the Annual Update form. Contact ombil@usace.army.mil if this button has been clicked in error.

Submit

Step	Launch Form	Status	Progress	% Complete	Start Date	End Date
Step 1:	Project Site Update		<div style="width: 100%; height: 10px; background-color: #ccc;"></div>			
Step 2:	Project Site Areas Update		<div style="width: 100%; height: 10px; background-color: #ccc;"></div>			
Step 3:	Corps Managed Recreation Areas Update	<input type="checkbox"/> No Corps Managed Recreation Areas	<div style="width: 100%; height: 10px; background-color: #ccc;"></div>			
Step 4:	Interpretive Contacts Update	<input type="checkbox"/> No Interpretive Contacts	<div style="width: 100%; height: 10px; background-color: #ccc;"></div>			
Step 5:	Special Events Update	<input type="checkbox"/> No Special Events	<div style="width: 100%; height: 10px; background-color: #ccc;"></div>			
Step 6:	Facilities Update	<input type="checkbox"/> No Facilities	<div style="width: 100%; height: 10px; background-color: #ccc;"></div>			
Step 7:	Partnerships Update	<input type="checkbox"/> No Partnership Agreements	<div style="width: 100%; height: 10px; background-color: #ccc;"></div>			
Step 8:	Law Enforcement Update	<input type="checkbox"/> No Law Enforcement Agreements	<div style="width: 100%; height: 10px; background-color: #ccc;"></div>			
Step 9:	Leases/Licenses Update	<input type="checkbox"/> No Leases/Licenses Agreements	<div style="width: 100%; height: 10px; background-color: #ccc;"></div>			
Step 10:	Boat Ramp Update	Not Started	<div style="width: 100%; height: 10px; background-color: #ccc;"></div>			
Step 11:	Annual Project Data Update		<div style="width: 100%; height: 10px; background-color: #ccc;"></div>			

Version 38

Annual Update Wizard Home screen. Select Current FY. Previous FY data can be viewed within each individual Step (Wizard). Other year's data can be viewed using the reports available on the switchboard.

Project Site
PERRY LAKE KANSAS

Fiscal Year
2017

Annual Update

Do not click "Submit" until all steps below have been completed. Clicking this button will disable all steps on the Annual Update form. Contact ombilt@usace.army.mil if this button has been clicked in error.

Submit

Step	Launch Form	Status	Progress	% Complete	Start Date	End Date
Step 1:	Project Site Update	In Progress < 100%		66.66% Complete	01-JUN-2017	31-DEC-2017
Step 2:	Project Site Areas Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 3:	Corps Managed Recreation Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 4:	Interpretive Contacts Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 5:	Special Events Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 6:	Facilities Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 7:	Partnerships Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 8:	Law Enforcement Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 9:	Leases/Licenses Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 10:	Boat Ramp Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 11:	Annual Project Data Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017

No Corps Managed Recreation Areas

No Interpretive Contacts

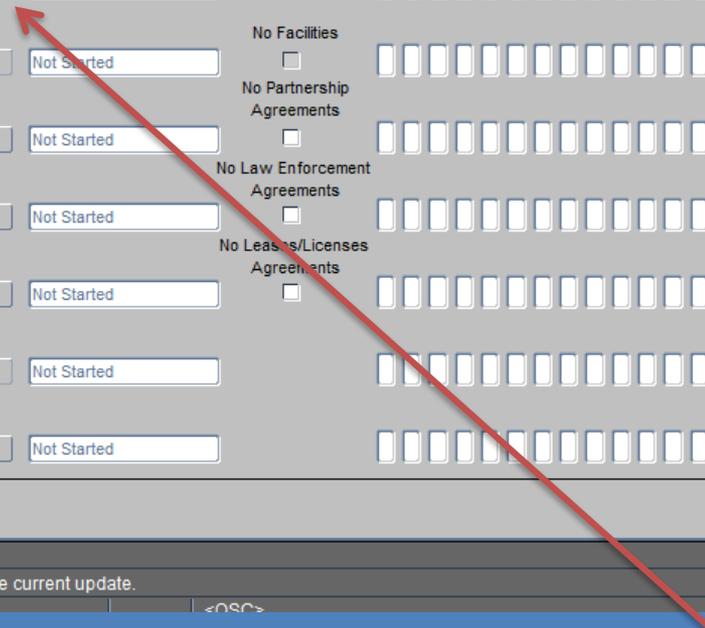
No Special Events

No Facilities

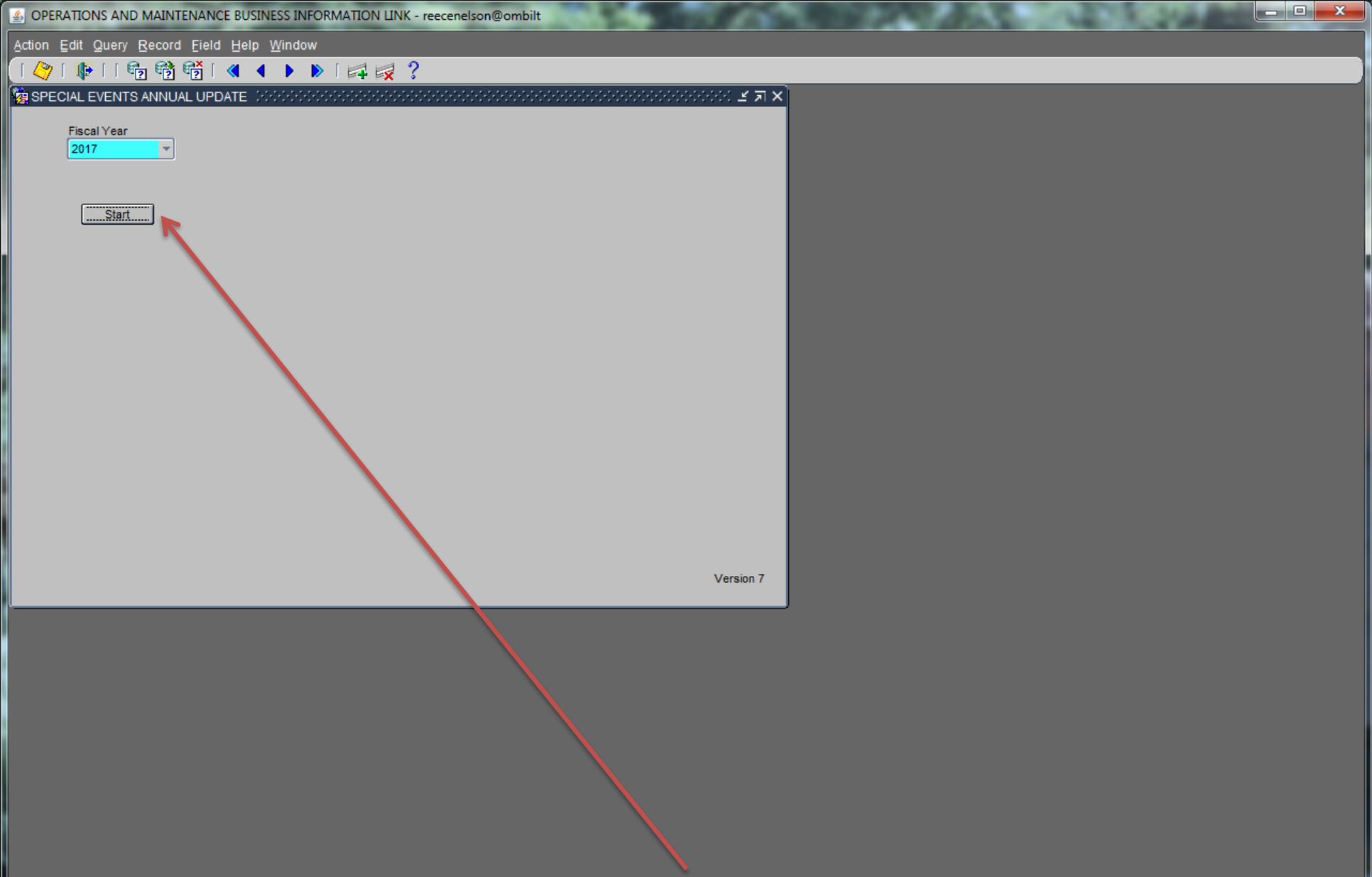
No Partnership Agreements

No Law Enforcement Agreements

No Leases/Licenses Agreements



From the Wizard Home screen, Click on the "Special Events Update" button to begin the update process.



Opening screen should default to current FY. You can look at other years that are available; however, you can only make changes to the update FY. Click "Start" to begin the update process.

SPECIAL EVENTS ANNUAL UPDATE

Fiscal Year

Start

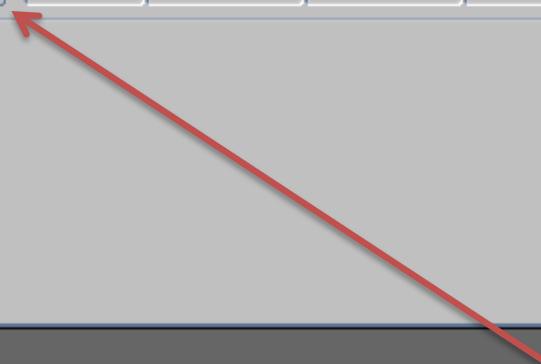
Special Event Location

Retrieve Records

FY 2016

FY 2017

Event Type		Event/ Activity	Events	Participants	Fees Collected	Events	Participants	Fees Collected
Fishing Tournaments	?	Activity						
Fishing Tournaments	?	Event						
Boat Regattas	?	Activity						
Boat Regattas	?	Event						
Festivals	?	Activity						
Festivals	?	Event						
Dramatic Presentations	?	Activity						



FINISH

Version 7

Beside each type of Event is a ? Mark. Click on it to see a description of each type of Event.

SPECIAL EVENTS ANNUAL UPDATE

Fiscal Year
2017

Start

Special Event Location
PERRY LAKE KANSAS

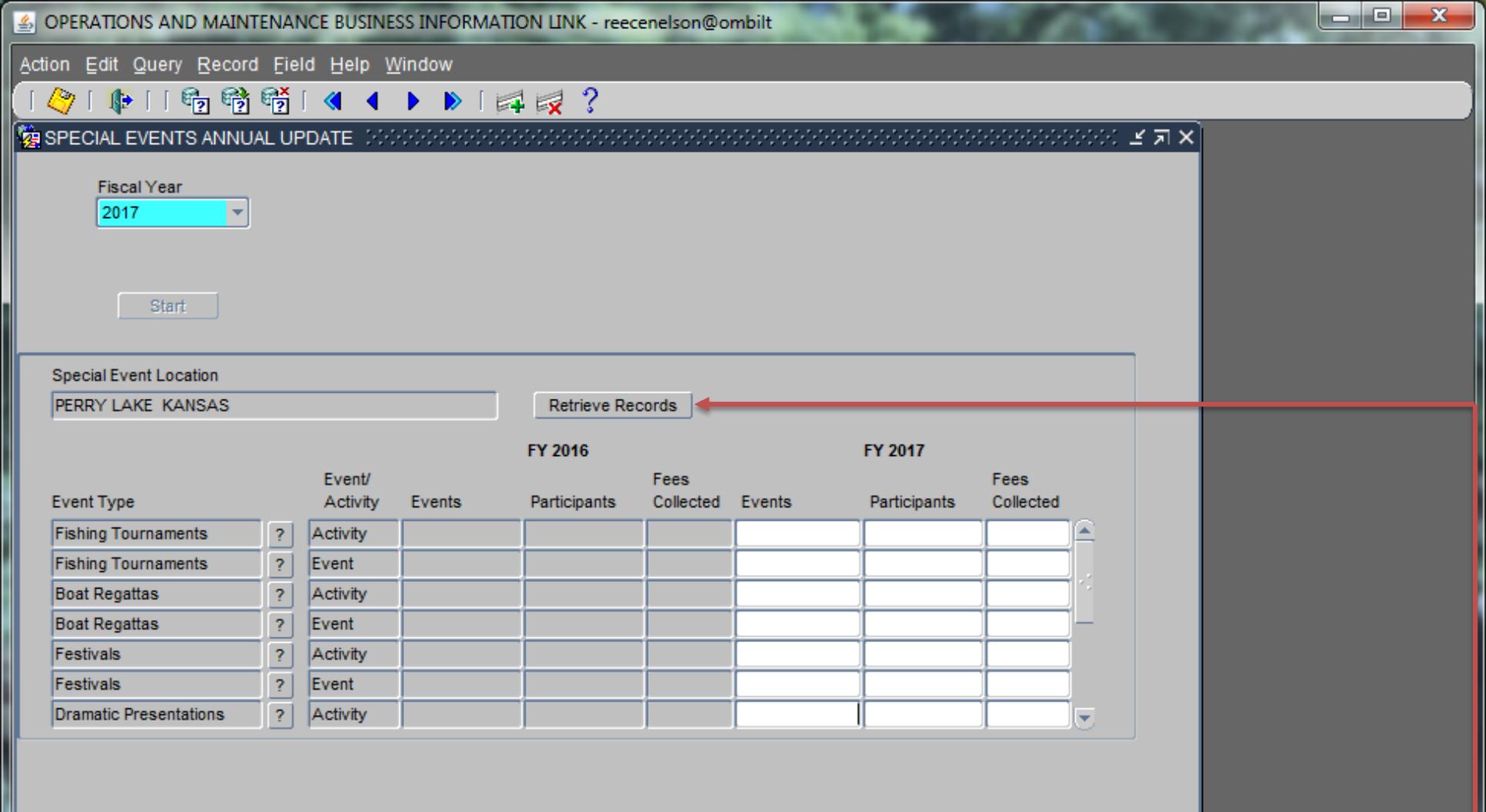
Retrieve Records

Event Type	Event/ Activity	FY 2016			FY 2017		
		Events	Participants	Fees Collected	Events	Participants	Fees Collected
Fishing Tournaments	Activity						
Fishing Tournaments	Event						
Boat Regattas	Activity						
Boat Regattas	Event						
Festivals	Activity						
Festivals	Event						
Dramatic Presentations	Activity						

FINISH

Version 7

Please note the scroll bar on the right side of the screen. There are more Event/Activity Types than will fit on one screen, so you must scroll down in order to complete the update process.



Special Events can be entered in OMBIL in two different ways. The original method is to enter each individual Event/Activity (throughout the year) as a separate record, which is described in the Recreation Data Update manual:

<https://ombil.usace.army.mil/systems/RefLinks/RecreationFiles/RECDataInput.pdf>. If you use this method, then all you have to do to complete this portion of the Annual Update is click on the “Retrieve Records” button.

Fiscal Year
2017

Start

Special Event Location
PERRY LAKE KANSAS Retrieve Records

Event Type	Event/ Activity	FY 2016			FY 2017		
		Events	Participants	Fees Collected	Events	Participants	Fees Collected
Fishing Tournaments	Activity				14	875,251	\$100
Fishing Tournaments	Event				0		
Boat Regattas	Activity				0		
Boat Regattas	Event				20	25,412	\$500
Festivals	Activity				0		
Festivals	Event				0		
Dramatic Presentations	Activity				0		

Scroll down to input the remainder of the Event Types and the associated data

FINISH

Version 7

You must have an entry for the number of Events, even if it is a zero, but the number of Participants and Fees Collected can be blank if there are no events. However, the number of Participants and Fees Collected cannot be blank if the number of events is greater than 0.
* NEW – No separate screen between For Profit/Not for Profit. Aggregate both groups into one row.

Fiscal Year
2017

Start

Special Event Location

PERRY LAKE KANSAS

Retrieve Records

Event Type	Event/ Activity	FY 2016			FY 2017		
		Events	Participants	Fees Collected	Events	Participants	Fees Collected
Dramatic Presentations	Event				0		
Sporting Events	Activity				0		
Sporting Events	Event				12	5,800	\$500
Other Special Recreation Pr	Activity				0		
Other Special Recreation Pr	Event				0		
Geocaching	Activity				0		
Geocaching	Event				85	987,546	\$2,500

FINISH

Version 7

Once you have scrolled down to the last Event Type and made sure the numbers that were retrieved are correct and/or have manually entered the correct data, then Click on the "Finish" button.

SPECIAL EVENTS ANNUAL UPDATE

Fiscal Year: 2011

Start

Special Event Location: BARDWELL LAKE Retrieve Records

Not for Profit

Event Type	Event/Activity	Events
Dramatic Presentations	Activity	
Sporting Events	Event	
Sporting Events	Activity	
Other Special Recreation Pr	Event	
Other Special Recreation Pr	Activity	
Geocaching	Event	
Geocaching	Activity	

<<PREVIOUS FINISH

LAST RECORD



You are now exiting the Special Events Annual Update form.
You may re-enter and make changes at any time between 23-MAR-11 and 31-DEC-11.

OK

You will get a system generated message letting you know you are exiting the Special Events Annual Update and it will also give you the dates during which any additional corrections can be made. Click "OK".

Action Edit Query Record Field Help Window

Annual Update

Project Site: PERRY LAKE KANSAS
Fiscal Year: 2017

Do not click "Submit" until all steps below have been completed. Clicking this button will disable all steps on the Annual Update form. Contact ombilt@usace.army.mil if this button has been clicked in error.

Step	Launch Form	Status	Progress	% Complete	Start Date	End Date
Step 1:	Project Site Update	In Progress < 100%		66.66% Complete	01-JUN-2017	31-DEC-2017
Step 2:	Project Site Areas Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 3:	Corps Managed Recreation Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 4:	Interpretive Contacts Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 5:	Special Events Update	Completed		100.00% Complete	01-JUN-2017	31-DEC-2017
Step 6:	Facilities Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 7:	Partnerships Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 8:	Law Enforcement Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 9:	Leases/Licenses Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 10:	Boat Ramp Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017
Step 11:	Annual Project Data Update	Not Started		.00% Complete	01-JUN-2017	31-DEC-2017

Version 38

You will be returned to the Annual Update Wizard home screen. Status has updated to 100%. If any data is missing, the completion Status would be less than 100%, go back and make corrections in order to complete the data update process. At this point, you can proceed to any of the other Steps or Exit if you are ready to quit the Annual Update.

Action Edit Query Record Field Help Window



OMBIL SWITCHBOARD

HAT
MILFORD LAKE KANSAS PROFILE

DIVISION
NORTHWESTERN DIVISION

DISTRICT
KANSAS CITY

PROJECT SITE
PERRY LAKE KANSAS

PROJECT SITE AREA
ADMINISTRATION/ VISITOR CENTER

FACILITY
ADMINISTRATION AREA OVERLOOK

**** LEGEND HELP IS AVAILABLE USING THE "HELP" MENU OPTION ****

Business Function

- COMMON
- ENVIRONMENTAL COMPLIANCE
- FLOOD RISK MANAGEMENT
- HYDROPOWER
- RECREATION
- ENVIRONMENT - STEWARDSHIP
- NAVIGATION
- WATER SUPPLY

Available Forms & Reports

Data Input Forms Reports

REC - ANNUAL UPDATE

Launch

Refresh

Help

V1

When you exit the Annual Update, you will be returned to the Switchboard where you can exit the system, select another function or return to the Annual Update.