Daily Activity in ZIMS

Contact Species360 Support

Daily Activity is a dashboard that provides users with up-to-date information from across their institution in an easy to access, mobile-friendly way. The Dashboard has been designed to elevate the current ZIMS Daily Report to provide users with an interactive experience that gives more context to the information displayed.

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Managing access to Daily Activity
Daily Activity is automatically available in the following Species 360 template roles; Local Admin, Read Only and User. Functionality will need to be turned on in role management for Custom roles by Local Admins.

Notes on IP Restrictions and Advanced Access Management access:

- If a user has advanced access management access – Daily Activity option will not display in the Start > New Features menu
- IP restrictions are not currently enforced in the Daily Activity feature
- Single Session rules are not currently enforced in Daily Activity.

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Accessing Daily Activity

When logged into ZIMS through https://zims.species360.org, you can access Daily Activity from the ZIMS Start Menu under New Features when you have been granted permissions.

1. From the Start Menu in ZIMS, when you have permissions, you will see the…

2. New Features menu

3. Depending on your permissions, you will see links to open the mobile friendly features in
When you click Daily Activity, it will open as a new tab within your internet browser in the new sub-domain:

https://zims2.species360.org

When using the new features, you will see a new navigation menu option:
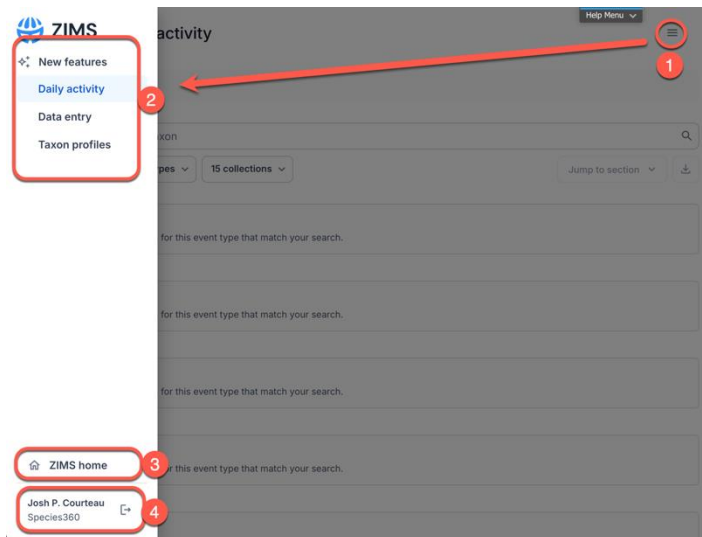
1. The menu at top right will open…

2. The side-bar navigation with options to switch to different tools.

3. Access to the traditional ZIMS desktop is available here.

4. Your current institution and the option to log-out is available here.

Your original ZIMS browser tab will remain open so navigation between the two is simple.

Note, if you log-out in Daily Activity,

It is also possible to directly access your institutions Daily Activity through this address: https://zims2.species360.org/daily-activity

If you do not have access, you will see the following:

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Using Daily Activity

The dashboard allows users to quickly filter and review recent records based on their needs. The dashboard works interactively, and the results will automatically change based on the filters you choose, without the need to run the report each time. Daily Activity is currently available for animal husbandry records and enclosure records. See below for more details.

Viewing Animal Records

1. Select Animal to view animal husbandry related records.

2. Filter by different scopes such as Taxon, Animal List, Enclosure or Staff.

3. Select a timeframe for the report – select a specific date or date range, or choose from one of the pre-defined date ranges such as today, yesterday, or last 30 days. Date frames must be less than 31 days.

4. Select and de-select record types you wish to review from the multi-select drop down list.

From this menu you can also choose whether to include provisional records.

5. Select which collections should be included.

6. Results will update live as the filters are adjusted. Hover over the column headings and click the ⋮ icon to customize the table. Click show details to see more information for each record.

7. Export your report to Excel by clicking the   button. Only information that matches the current filters will be exported.

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Viewing Enclosure Records

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Animal Enclosure ①

② Enclosure ∨ CKF 🔍   ③ 📅 Custom   ④ Record types ∨   Jump to section ∨

∨ **Notes & observations** 8 Records

⑤

∧ **Measurements** 5 Records   Hide all details Show all details

Enclosure	Event date ↑	⋮	Measurements		Recorded by / Observed by	
CKF Coastal Kelp Forest	20/Dec/2023		1 Measurement		Marc Duncan Marc Duncan	Show details
CKF Coastal Kelp Forest	21/Dec/2023		1 Measurement		Marc Duncan Marc Duncan	Hide details
	11:27 am		Water temperature	64.3 °F		
CKF Coastal Kelp Forest	22/Dec/2023		1 Measurement		Tyler Rankin Tyler Rankin	Show details
CKF Coastal Kelp Forest	23/Dec/2023		1 Measurement		Tyler Rankin Tyler Rankin	Show details
CKF Coastal Kelp Forest	24/Dec/2023		1 Measurement		Marc Duncan Marc Duncan	Show details

1. Select Enclosure to view enclosure related records.
2. Enter the enclosure name or enclosure list to narrow down the search to specific enclosures. To include all enclosures at your institution, this field can be left blank.
3. Select a timeframe for the report – select a specific date or date range, or choose from one of the pre-defined date ranges such as today, yesterday, or last 30 days. Date frames must be less than 31 days.
4. Select and de-select record types you wish to review from the multi-select drop down list.

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From this menu you can also choose whether to include provisional records.
5. Results will update live as the filters are adjusted. Hover over the column headings and click the ⋮ icon to customize the table. Click show details to see more information for each record.

Additional features, filters and record types will be added periodically.
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Logging Out and/or Changing Institutions

When you have loaded the Daily Activity, the current session is 'shared' with your ZIMS Desktop log-on. If you have a multi-institutional setup in ZIMS, you will only see the data from your current institution in the Daily Activity tool. You will need to use the Start>Switch Institution feature on the ZIMS desktop to change institution before reloading the Daily Activity to see your other collection data.

Note, logging off in Daily Activity will also close your ZIMS desktop session – any unsaved changes will be lost.

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