

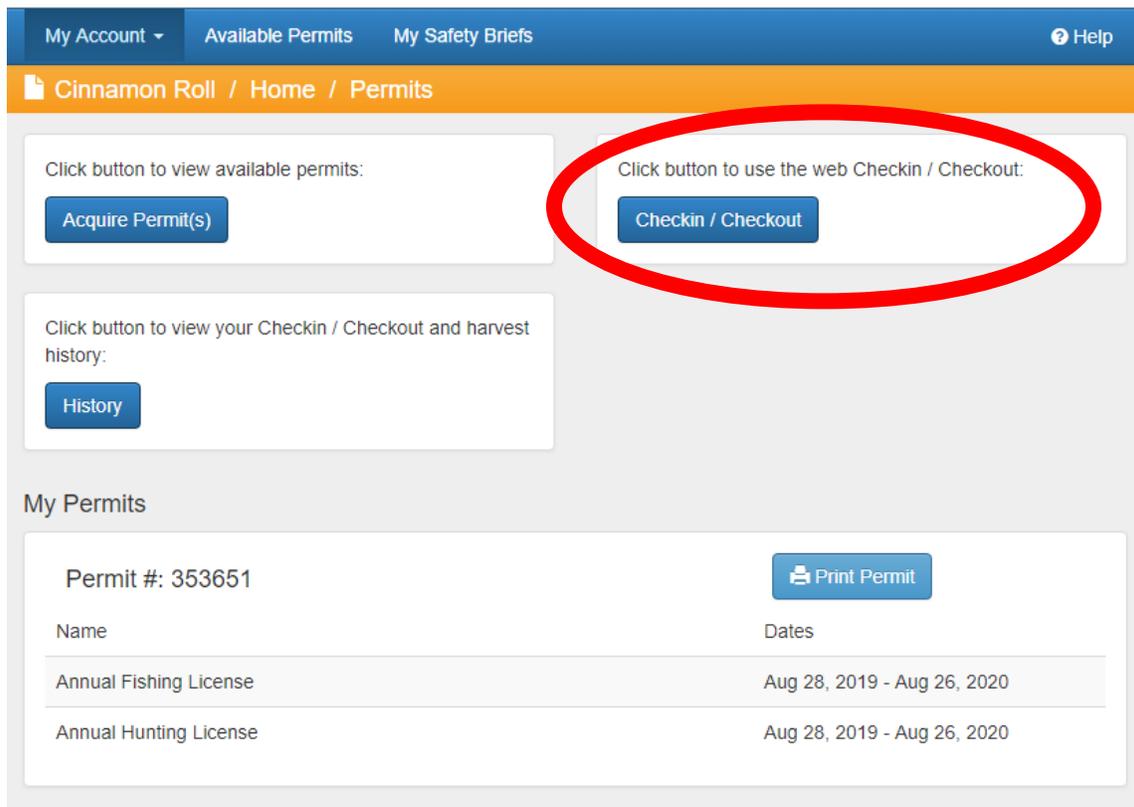
## Quantico iSportsman Checkin/Checkout Process User Guide

Welcome to Quantico iSportsman. Once you have acquired your permits you may now Check in and Check out of areas in iSportsman and enjoy your desired activity. Please see below for step-by-step instructions on how to check in and check out of an area for the same day or make a reservation for the following day.

After reading, if you still have questions, or are unsure of any of the procedures, please do not hesitate to contact us at 1-703-784-5523 or 703-784-5329 or stop by the Game Check Station at 27175 Telegraph Road, Quantico, VA, 22134.

### How to Check In and Check Out of an Area

**Step 1:** Login to your iSportsman account at <https://quantico.isportsman.net/login.aspx>. At the Home Page click on the **Checkin/ Checkout** button on the top right hand corner of the page.



The screenshot shows the user interface of the Quantico iSportsman website. At the top, there is a navigation bar with links for 'My Account', 'Available Permits', 'My Safety Briefs', and 'Help'. Below this is a breadcrumb trail: 'Cinnamon Roll / Home / Permits'. The main content area is divided into several sections. The first section contains two buttons: 'Acquire Permit(s)' and 'Checkin / Checkout'. The 'Checkin / Checkout' button is circled in red. The second section contains a 'History' button. The third section, titled 'My Permits', displays a table of permits with a 'Print Permit' button.

Name	Dates
Annual Fishing License	Aug 28, 2019 - Aug 26, 2020
Annual Hunting License	Aug 28, 2019 - Aug 26, 2020

**Step 2:** You will now have an option to either **Check In** to an area for the same day or **Make a Reservation** for the following day. This briefing will explain both processes.

## Welcome iSportsman Checkin / Checkout

Checkin

Make Reservation (not available at this time)

### Reservation Schedule

Active until Aug 01, 2039

[Su Mo Tu We Th Fr Sa] [Aug 20, 2019 - Aug 01, 2039 @ 23:59]

12:00 - 24:00

All other times

My Accounts

Logout

### Same Day Check In

**Step 1:** Select **Checkin** from the main page (highlighted in Dark Blue).

**Step 2:** Select the desired activity.

## iSportsman Checkin / Checkout

### Select Activity

Big Game Hunting (West of I-95)

Non-Tidal Fishing

Scouting (West of I-95)

Small Game Hunting (West of I-95)

Spring Turkey Hunting (West of I-95)

Tidal Fishing

Start Over

Cancel Checkin

**Step 3:** Once a desired activity has been selected you will be able to select the desired area you wish to check into for the day. Areas you can select may vary by activity and by day based on military training. Please note that for all hunting, each training area has a max occupancy rate. You can see how many spots remain in the desired area to check in.

**Step 4:** If you are recreating with other participants, you can now add them to your Check In process. Note that one individual can check in up to two other permit holders, you will need their **permit #** and **initials**. However, each person must check out individually.

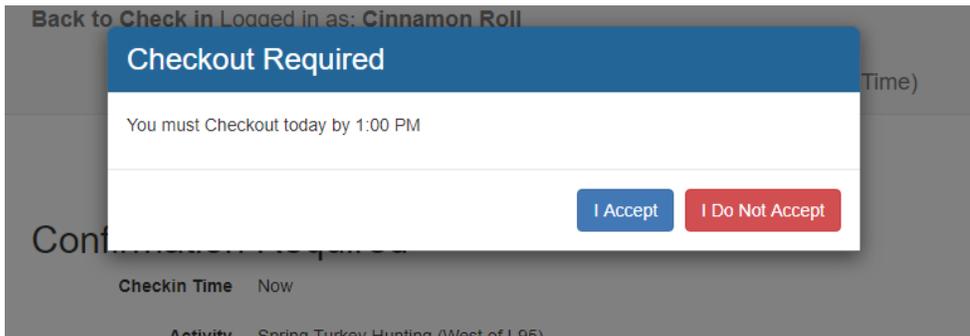
iSportsman Checkin / Checkout

Additional Participants

Are there any other Participants?

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**Step 5:** Accept the Checkout Requirement



**Step 6:** Please review and confirm that all fields are accurate. You may now select **Confirm Checkin**. **PLEASE NOTE** that you will not be checked into an area until you click **Confirm Checkin** so do not close out of the site until you have clicked this button!

**Confirmation Required**

**Checkin Time** Now

**Activity** Spring Turkey Hunting (West of I-95)

**Specific Location** CAMP UPSHUR 3 (P10)

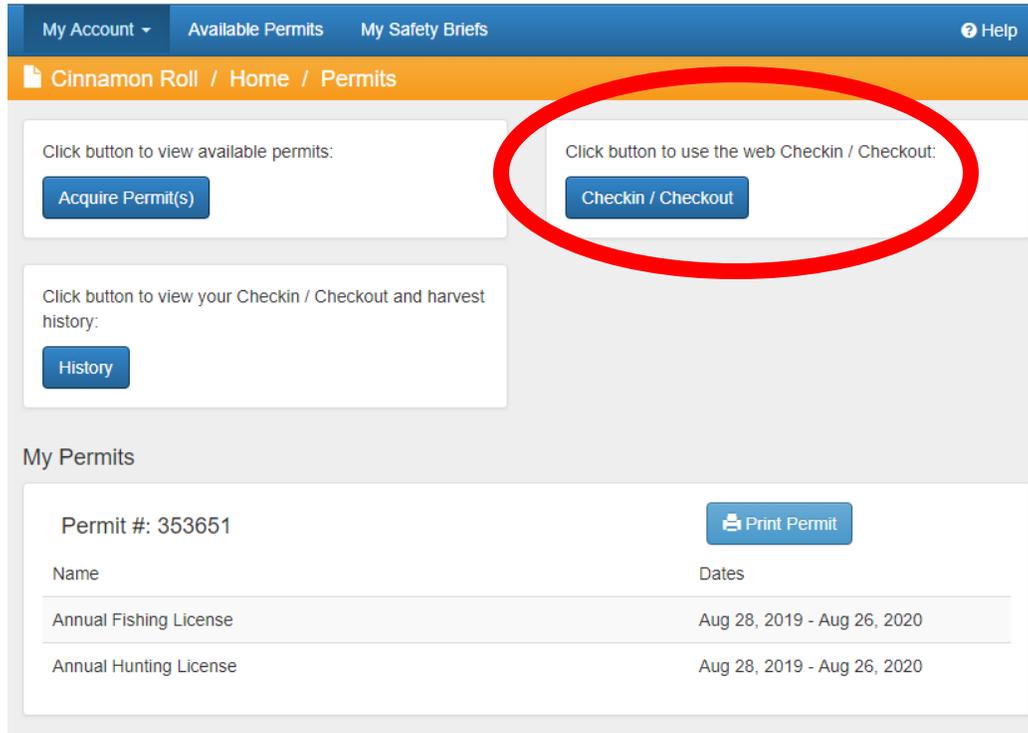
**Acknowledgments** Mainside Archery

Don't forget to Checkout before 08/28/2019 01:00 PM ⌚

Congratulations! You have successfully Checked In to recreate within Quantico. You are now able to go to your selected area.

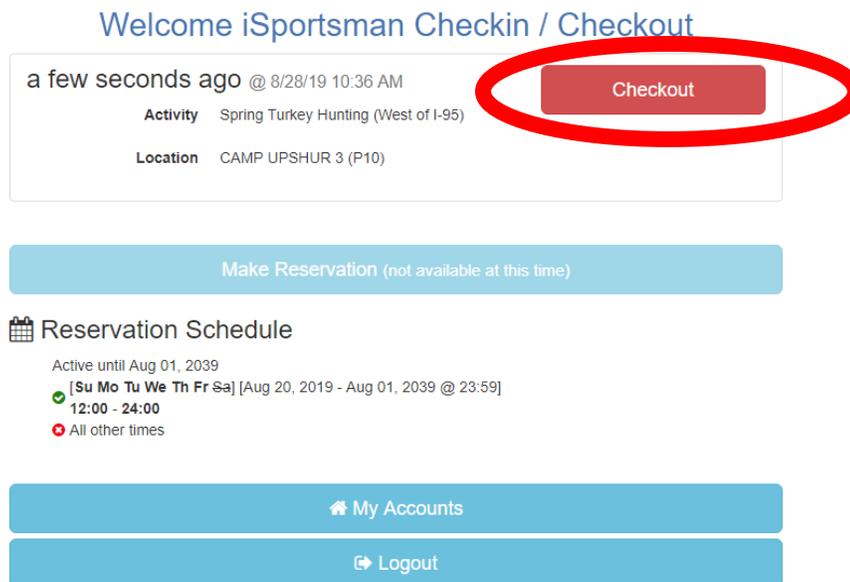
## Check Out Process

**Step 1:** Login in to your iSportsman account at <https://quantico.isportsman.net/login.aspx>. At the Home Page click on the **Checkin/ Checkout** button on the top right hand corner of the page.



The screenshot shows the user interface of the iSportsman website. At the top, there is a navigation bar with links for "My Account", "Available Permits", "My Safety Briefs", and "Help". Below this is a breadcrumb trail: "Cinnamon Roll / Home / Permits". The main content area is divided into several sections. The first section, titled "Click button to view available permits:", contains a blue button labeled "Acquire Permit(s)". The second section, titled "Click button to use the web Checkin / Checkout:", contains a blue button labeled "Checkin / Checkout", which is circled in red. The third section, titled "Click button to view your Checkin / Checkout and harvest history:", contains a blue button labeled "History". Below these sections is a "My Permits" section. It displays a table with two columns: "Name" and "Dates". The first row shows "Annual Fishing License" with dates "Aug 28, 2019 - Aug 26, 2020". The second row shows "Annual Hunting License" with dates "Aug 28, 2019 - Aug 26, 2020". A "Print Permit" button is located to the right of the table.

**Step 2:** Select Checkout on the Checkin/ Checkout page.



The screenshot shows the "Welcome iSportsman Checkin / Checkout" page. At the top, there is a blue header with the text "Welcome iSportsman Checkin / Checkout". Below this is a card displaying reservation details. The card includes the text "a few seconds ago @ 8/28/19 10:36 AM". The "Activity" is "Spring Turkey Hunting (West of I-95)" and the "Location" is "CAMP UPSHUR 3 (P10)". A red button labeled "Checkout" is circled in red. Below the card is a blue button labeled "Make Reservation (not available at this time)". Below this is a "Reservation Schedule" section. It includes the text "Active until Aug 01, 2039" and a calendar icon. The schedule is shown as "[Su Mo Tu We Th Fr Sa] [Aug 20, 2019 - Aug 01, 2039 @ 23:59]" with a green checkmark next to "Su" and "12:00 - 24:00". Below the schedule is a red button labeled "All other times". At the bottom of the page, there are two blue buttons: "My Accounts" and "Logout".

**Step 3: Select Game Harvest;** please select if you have harvested game during your trip. Note that even if you did not hunt or fish (if you were an observer) please select **No Game Harvested**.

If you **have not harvested** anything, please follow the screen prompt to confirm checkout.

If you **have harvested** something while recreating, please follow these next step:

**Step 1:** Select the type of game or fish that was harvested during your trip. Please note that if you have harvested White-tailed Deer, Turkey, Waterfowl, and/or Black Bear you must present your game at the Game Check Station prior to leaving the installation for data collection. Failure to do so will result in loss of hunting privileges aboard MCBQ.

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**iSportsman Checkin / Checkout**

If game or fish were harvested, please select the appropriate game button below or the "Show Other Harvest" button. If none was taken, please select the "NoHarvestForm" button.

Black Bear

Turkey

White-tailed Deer

Show Other Harvest  
Click to show more harvest

I don't have any more harvest

Start Over      Cancel Checkout

**Step 2:** Complete the harvest form to the best of your ability. Note that some questions are required and some are not. Game Check Station personnel will add the data into the "not required" fields when you bring the game into the Game Check Station.

**Step 3:** When completing the harvest form, ensure to add all quantities for each species harvested. When finished select **I don't have any more harvest**.

**Step 4:** Once finished please confirm that all fields completed are accurate. You may now select **Confirm Checkout** to complete the checkout process. **Please note** that you must click **Confirm Checkout** in order to be recorded as checked out of your area. Failure to checkout before the designated time will result in an automatic hold on your license. The hold on your license will result in the inability to make reservations and check into an area for recreating.

iSportsman Checkin / Checkout

Confirmation Required

Checkin Time 08/28/2019 10:42 AM

Activity Big Game Hunting (West of I-95)

Specific Location TA10A

Game White-tailed Deer  
QuanticQuantity: 1  
QuanticTimespent: 2

Acknowledgements Deer, Turkey and Bear Harvest

Confirm Checkout

Cancel

Congratulations! You have successfully Checked Out from Quantico.

## Making A Reservation

Reservations for the following day are only for hunting and scouting. Reservation availability times are based on your customer category. Active duty and their dependents can make reservations at noon, military identification card holders (retirees etc) and Quantico civilian employees can make reservations at 1215, all other civilians can make reservations at 1230.

**Step 1:** Select **Make Reservation** from the main Checkin/ Checkout page (highlighted in light blue)

Welcome iSportsman Checkin / Checkout

Make Reservation

My Accounts

Logout

**Step 2:** Select your desired activity.

Select Activity

Archery/Scouting (East of I-95 & Camp Upshur) Spots Remaining: 66
Big Game Hunting (West of I-95)
Scouting (West of I-95)
Small Game Hunting (West of I-95)
Spring Turkey Hunting/Scouting (West of I-95)

[Start Over](#) [Cancel Reservation](#)

**Step 3:** Once a desired activity has been selected you will be able to select the desired area you wish to make a reservation for. What areas can be selected change between activities and daily per military training. Please note that for all hunting on base each training area has a max occupancy rate. You can see how many spots remain in the desired area to check in.

**Step 4:** Please review and confirm that all fields are accurate. You may now select **Confirm Reservation**.

## Confirmation Required

**Reservation Time** Now

**Activity** Big Game Hunting (West of I-95)

**Specific Location** TA10A

[Confirm Reservation](#)

[Cancel](#)

Congratulations! You have successfully made a reservation to hunt or scout at Quantico for the following day.

**Important!** You must still check in to your assigned area the day of your reservation. You can check in between 4am and 5:59am the day you made the reservation for. At 6am all reservations expire and are open to check in.