

Application Management System Training

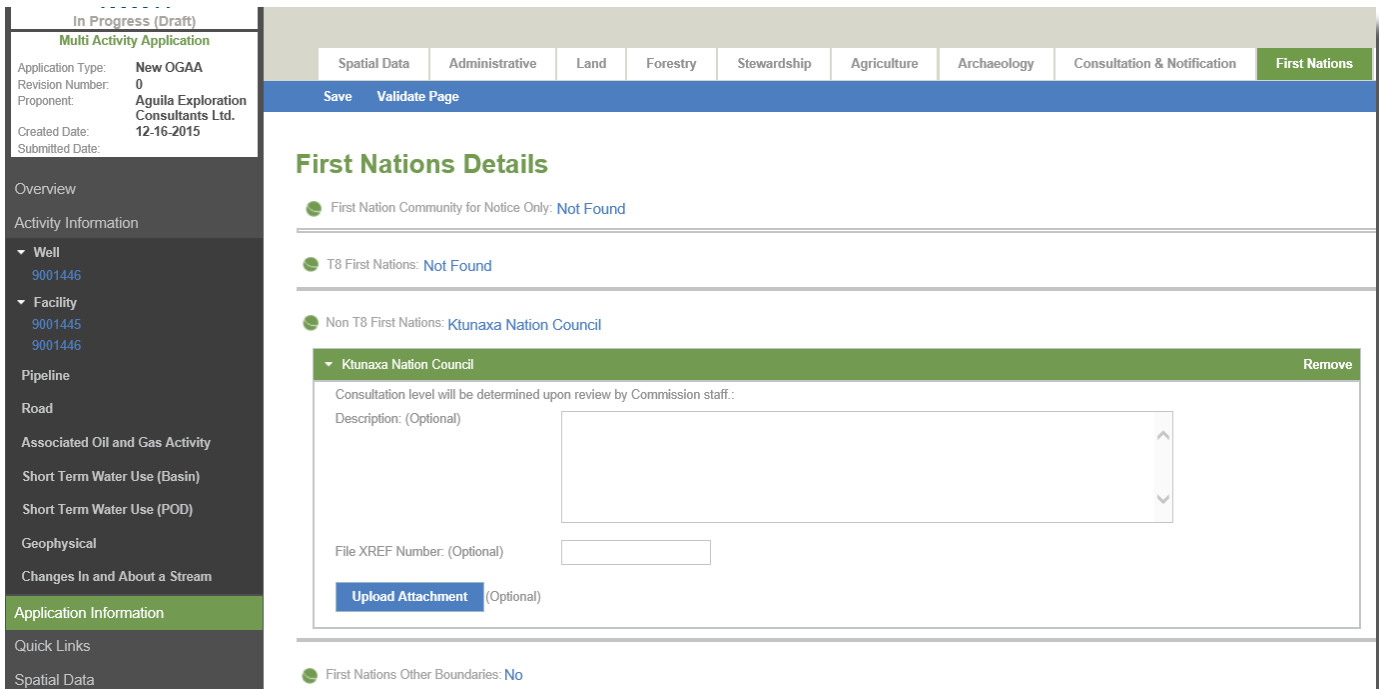
Completing First Nations Details

Application information in AMS is a combination of spatially driven data, technical data and administrative data entered into the system. Each application requires details which must be entered by the user. This guide will outline how to input First Nations details into AMS. **For more details see the relevant section in the Oil and Gas Activity Application Manual.**

PREREQUISITE: Users must have created an application and successfully uploaded spatial data.

Step 1. Find *Application Information* in the navigation panel

In the left hand menu of the Application panel, click *Application Information*. Once clicked, a horizontal tab menu will load indicating what details are required for the selected application.



Step 2. Click the *First Nations* tab and complete the details

Click on *First Nations* to load details. Once First Nations details are loaded, expand the panels to complete the fields for each identified First Nation community. Data can be validated at the end of each page to ensure data entered matches business rules. **Please ensure that data is saved before leaving the page.**

