NSW Pantry Blitz 2022

How to guide: App installation, trap set up & reporting

Thank you for registering for the NSW Pantry Blitz 2022.

This document includes instructions on how to set up your Trapper® MAX Glue Traps and how to make reports using MyPestGuide™ Reporter.

If you have selected to receive two traps, one for your pantry and one for where you store your pet food, you will have to submit two reports each time.

Please ensure your trap and initial reports are completed before the 14th of February 2022.

Downloading MyPestGuide™ Reporter

1. Open your relevant app store.

2. Type 'mypestguide reporter' in the search bar.

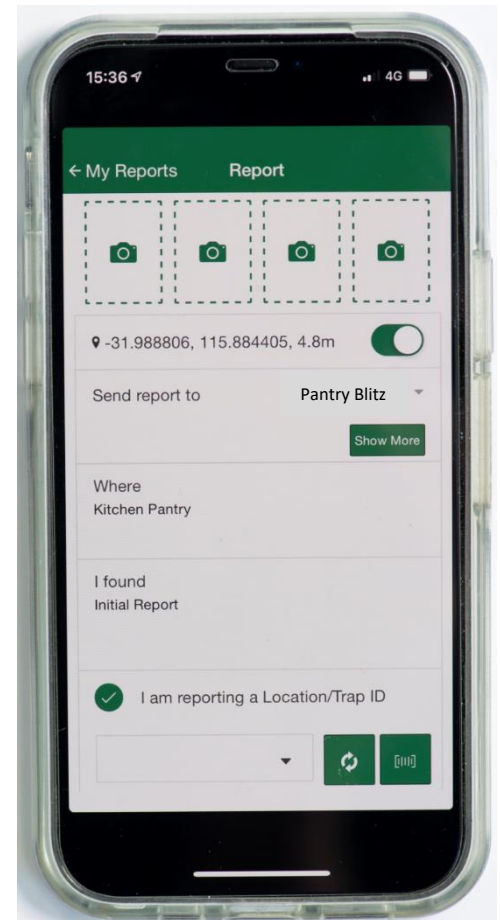3. Install the MyPestGuide™ Reporter onto your device.

Assembling Trapper® MAX Glue Trap and Initial Report

1. Fold trap along fold lines.

2. Remove plastic film by grasping card edge and pulling film off with one quick movement.

3. Open the lure packet with scissors. Remove the yellow lure using tweezers and place it next to the barcode on the sticky side of the trap (do not touch the glue strip, as it is super sticky). Press the lure down to ensure that it has stuck.

Baby oil and eucalyptus oil are good for removing any glue from your skin.

4. Open the MyPestGuide™ Reporter app and start your report by clicking on the (+) symbol in the top right-hand corner. Click the [Camera icon] to take a photo of the unfolded trap with the barcode next to the lure. Make sure the whole trap is visible.

5. Fill in the following details:
   - **Location** – ensure the location (GPS) button is on green.
   - **Send report to** – Select '*Pantry Blitz*' **NB**. Click '*Show More*' to see option.
     Note: there are many options listed alphabetically
   - **Where** – Type '*Kitchen Pantry*'
   - **I Found** – Type '*No Pests – Initial Report*'.

6. Click on '*I am reporting a Location/Trap ID*' and press the [||||] icon to scan the barcode.

7. With the glue strip facing up, grasp the labelled side of the trap and bring it together to make a three-dimensional rectangular-shape and slide tab into slit.

8. Place the trap inside and against a pantry wall. Position the trap about 10 to 30cm from the floor, away from damp or oily areas. Make sure the base is flat.

9. Take a close-up picture of the trap in place on the shelf. Take a photo of the pantry, with the pantry door open, showing the trap in position.

10. Press '*Continue*', enter your state (**NSW**), email and mobile phone details, and press '*Send*' to submit.
    Note: please use the same email address you registered with.

11. Tick if you agree to share your report.

12. Repeat steps 1-11 if you are putting a second trap near your pet food. In step 5 you would type '*Pet food storage*' in the where section.

13. Congratulations, you have now completed your initial report. The next one is due in one week (Please follow steps 1 to 6 on the next page).

Make a Report

1. Remove the trap from the pantry and unfold it.

2. Open the MyPestGuide™ Reporter, click the [Camera icon] to take a photo of the unfolded trap. Make sure the whole trap is visible. If you find any insect(s), take up to three more in focus photos at various angles.

3. Fill in the report details:

   - **Location** – ensure the location (GPS) button is on green.
   - **Send report to** – select '*NSW Pantry Blitz*'.
     NB. Click '*Show More*' to see option.
   - **Where** – type '*Kitchen Pantry*'.
   - **I Found** – type
     - *No*, if no pests were found.
     - *Yes*, with a clear description of any pests found.

   Note: Even if you do not find pests in your trap each week, please still take photos and report to us. Reporting the absence of pests is an important part of the Pantry Blitz 2022.

4. Click on '*I am reporting a Location/Trap*' and press the [|||||] icon to scan the barcode.

5. Press '*Continue*', check that *(NSW)* is selected and your email and mobile phone details are correct, press '*Send*' to submit.

6. Return the trap to the same place in the pantry after submitting the report.

7. Repeat steps 1-6 if you have a second trap where you store your pet food.

Please send in a report every week – for four weeks.

Tips for taking closeups of trapped insects on Smartphones:

1. **Keep your camera lens clean!** Clean your camera lens before photographing any trapped insects and make sure they are in focus.
2. **Focus!** When in camera mode, tab your phone screen to select the part of the image you would like to be in focus before hitting the shutter release button.
3. **Avoid using digital zoom, get closer instead!**
4. **Aim high!** Set the image resolution to as high as possible. You can crop later.

5. **Don't use camera flash!**

6. **Light from side of camera**! Or better if insects on trap put trap in bright natural light to take photo.

7. **Use the rear, not the front camera!** Generally, the rear camera provides better image quality.

8. **Consider third-party camera apps!** There are free apps available for both Android and iOS that enhance phone cameras. E.g. ProCaptureFree(Android), Camera+ Free (iOS).

For more information, visit: Biosecurity & food safety (nsw.gov.au) or contact:
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