The STAR overview provides information on:
- what STAR is and aims to support
- how STAR is organised – the logic
- who is able to access and use STAR
- Basic guidance on using STAR.

The step by step information is presented as 'Quick Guides' with separate, further explanation of STAR fields and tools. The Program Manger will provide guidance for specific program requirements. For additional information, the STAR team can be contacted via email: starproject@depi.vic.gov.au

Overview

STAR – (acronym for Spatial, Temporal, Activity Recorder) is a web-based tool for planning, recording and reporting (plant and animal) management activities in terrestrial and aquatic environments.
The logic underpinning STAR is that investment is made via programs to protect (environmental, social and economic) assets from the impact of threats.

Program is the overarching entity in STAR and one or many projects can belong to a program. Activities are undertaken as part of a Project, each is mapped. Project areas may be divided into Zones as determined by environmental values, environmental threats, management intent, logistic or other considerations. Structures may be used as a part of management activities, zones and structures are also spatially represented. These associations are represented in illustration 1 below.
Illustration 1. STAR workflow
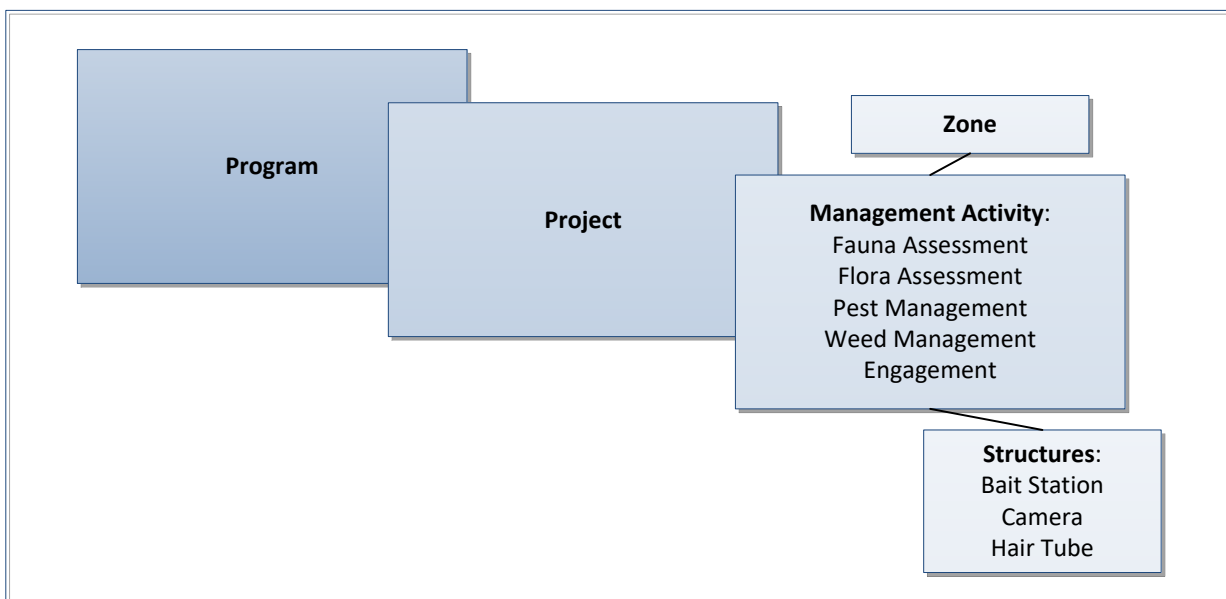
Access

To access STAR users are must be registered. A STAR User role is determined by the System Administrator and Program Permissions are assigned by the Program Manager.
The Program Manager requests access to STAR by emailing STAR.project@delwp.vic.gov.au

Registered Users are sent the web address and logging on instructions following assignment of their programs' User Role(s).

Internet browser requirements

DELWP users are advised to use Google Chrome or Fire Fox as the security levels set on the default internet Explorer 11 (iE11) impacts the mapping.
Parks Victoria iE11 security settings are different and users should be able to use iE11.

STAR User Roles

Registered STAR users are assigned a User Role determined by the highest level of permission they are likely to be assigned by any Program they are associated with in terms of program, project and activity delivery responsibilities.

All registered users can view all Program level information and most project and activity data however, some access restrictions apply in line with privacy legislation and data security needs.
As well as the Administrator there are four User Role levels of 'permission' within STAR: Program Manager, Project Manager, Field Worker, and External Field Worker, (External Field Worker will be a person engaged by an agency). Users can add and edit information aligned to their user role within the program they are associated with.

Within STAR the 'Program Manager' user role permission is assigned to a person(s) responsible for an investment program. The Program Manager can add or edit information to projects and activities within their program and is responsible for assigning their program's Project Manager User Role permissions. They may also assign additional Program Manager permissions to their own Program.

The Project Manager User Role permission has access to edit and/or add project and activity data within their assigned project(s). They are responsible for managing (i.e. adding, editing and quality assurance of) project and activity data, and for assigning Field Worker and External Field Worker User Roles within their project(s). They may also assign additional Project Manager permissions to their own project.
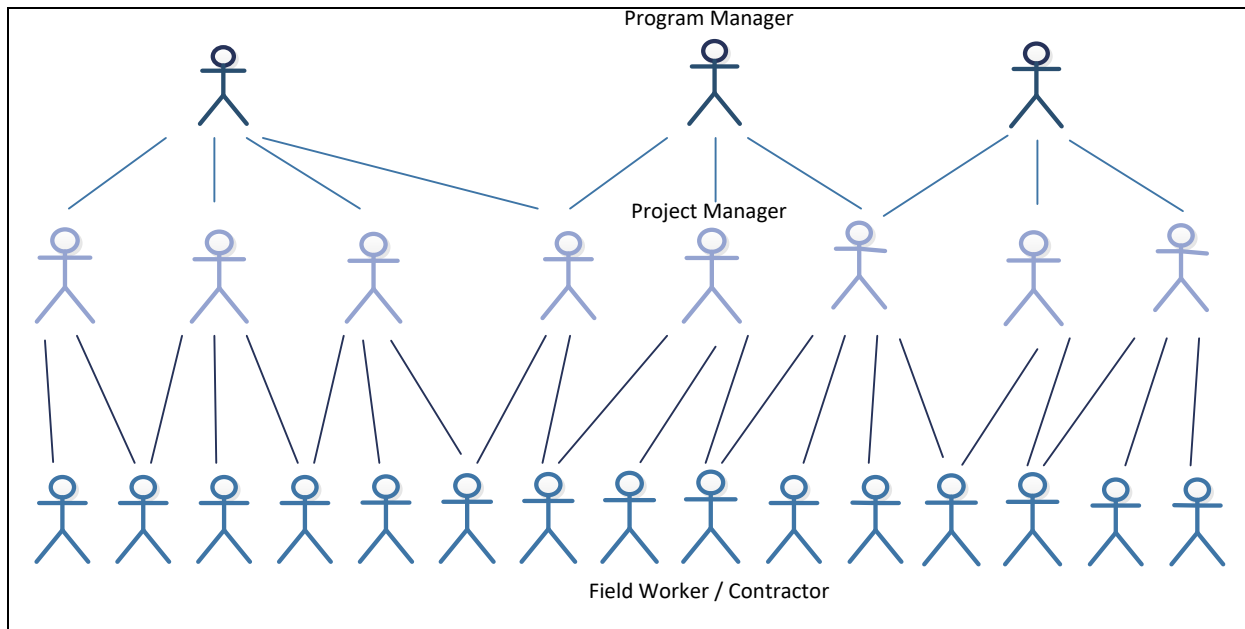
The Field Worker and External Field Worker User Roles are responsible for adding and editing data for the activities they are responsible in the projects they are aligned with. They may also assign additional Field Worker or External Field Worker permissions to their own activities.

Illustration 2 STAR User Roles and Security below illustrates that a person may have multiple User Roles so be responsible for:

- more than one program
- multiple projects within a program
- projects in multiple programs
- activities in multiple projects in multiple programs

The Administrator provides user access to STAR according to the most senior User Role a person is likely to undertake as determined by the Business/Investment Program(s) they are associated with. While the Administrator provides access to the system the Program Manager(s) are responsible for assigning permissions providing access to Project Manager Users associated with their program.

Project Managers are responsible for assigning permissions and providing access to Field Worker and External Field Worker User Roles.

Accessibility

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