Boat Builder BARD Worksheet for Different Way Approach in Boat Builder Episode 4
Polson Enterprises   7 August 2020

1. Create a Combined Table as shown in our BARD Combined Table video, BARD Episode 3.

<table>
<tr><td>**BARD YEAR SEARCHED**

_____</td></tr>
</table>

Boat Builder Episode Part 4

2. Copy the Combined Table query above and name the copy MyCompany3 where you replace MyCompany with your company's actual name.

3. Open MyCompany3 query and use the Design View query tool to set the Boat Manufacturer criteria to   Like "*MyCompanyName*"   where MyCompanyName is replaced with your company's actual name.   Then set the criteria for the next row down (the "or" criteria) of the HIN column to   Like "*MyMIC*" where MyMIC is replaced by your company's Manufacturers Identification Code (MIC).

4. Save the query
5. Run the query

6. Review the boat manufacture, boat model, and Hull ID Number columns for the records the query selected to make sure you actually want the records it selected. Queries will often select some spurious records that just happened to match your query or belonged to some previous boat builder. Write down the BARD ID number of any records that were spuriously / mistakenly selected by the query.

7. Export your findings as a spreadsheet.
8. Delete the spurious accidents you identified in **step 6** from the spreadsheet.
9. Save the spreadsheet.

    In some instances, just getting to here will find over three fourths of your accidents that are reported in Public BARD.

10. Open the MyCompany3 query. Open the Design Query tool. Change the current OR query to an AND query with   **Not Like "*MyCompanyName*"** in the criteria line of the Boat Manufacturer column and   **Not Like "*MyMIC*"** on the same criteria line under the HIN column where MyCompanyName is replaced by the name of your company and MyMIC is replaced by your company's MIC code. Be sure to delete the text we had earlier on the OR line in the HIN column. Now we are searching for all accidents EXCEPT those we started out looking for. Save the query and run it. This query should find thousands of accidents.

    Now we run the same steps we ran on Boat Builder Episode Part 3. They just go much faster because there are fewer hits. Most of your accidents have probably already been extracted from the data.

<table>
<tr><td>**This worksheet is NOT professional advice. Its purpose is to encourage boat builders to develop their own BARD worksheet if they desire to do so.**</td></tr>
</table>

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11. Identify variants (misspellings) of your company name using slide 2 Variants of Boat Builder Name. List them below. **Note -** also list your MIC code, MyMIC below as a possible variant.

_____   _____   _____

_____   _____   _____

12. Alphabetize the Boat Manufacturer column of MyCompany2 query and search it for variants of your company name identified in **step #11** above as well as for your MIC code, MyMIC.. If you find a record with one of the variants of your boat builder name or MyMIC in the Boat Manufacturer column, review the record to see if it is really your boat or not. It it is, AND it does not have MyMIC as the prefix in its HIN column, record the BARD ID number below.

_____   _____   _____

_____   _____   _____

13. Identify one or two dominant model names in your product line that still have many boats in circulation AND possible variants of those names, especially one word/two word type variants such as Tracker's "BassTracker" and "Bass Tracker"

_____   _____   _____

_____   _____   _____

14. Use the A to Z tool to alphabetize the Boat Manufacturers column of MyCompany2 query and search it for each of the dominant model names and variants identified in **step #13** above. If one is found, AND MyMIC is not the prefix in the HIN column review the accident to see if it looks like your boat or not. If it does, list the BARD ID number below.

_____   _____   _____

_____   _____   _____

15. Use the A to Z tool to alphabetize the Boat Model column of MyCompany2 query and search it for MyCompanyName AND for each of the dominant model names and variants in **step #13** above. If one is found, AND MyCompanyName is not in the Boat Manufacturer column OR MyMIC is not the prefix in the HIN column review the accident to see if it looks like one of your boats. If it does, list the BARD ID number below.

_____ _____ _____

_____ _____ _____

16. Use the A to Z tool to alphabetize the Boat Name column of MyCompany2 query and search it for MyCompanyName AND for each of the dominant model names and variants in **step #13** above. If one is found, AND MyCompanyName is not in the Boat Manufacturer column OR MyMIC is not the prefix in the HIN column, review the accident to see if it looks like your boat. I it does, list the BARD ID number below.

_____ _____ _____

_____ _____ _____

17. Use the A to Z tool to alphabetize the BARD ID column of MyCompany2 query. Click on the header of the Redacted Narrative column. Use the Find tool to search the redacted narrative column for MyCompanyName. Set the criteria to search the Current Field (Redacted Narrative), to Match "Any Part of Field", leave Match Case unselected, and allow the system to automatically determine the status of "Search Fields as Formatted"

If you do find MyCompanyName mentioned in a redacted narrative make sure it refers to your boat company and not to some geographical place (town, city, county, lake, river, etc) the name of an individual boat or something else. If it refers to your company, see if that record has MyCompanyName in the Boat Manufacturer column OR MyMIC as a prefix in the Hull ID Number column OR was found earlier during your variant searches. If this record was not found earlier, record the BARD ID number below.

Mentions of boat company names in the redacted narrative is often associated with records in which more than one vessel was involved in the accident. Our Boat Builder Episode Part 3 video demonstrates a technique to look through them more quickly than one at a time.

_____ _____ _____

_____ _____ _____

18. Verify the BARD numbers recorded in **steps #12,#14,#15,#16,#17** above are in fact your accidents and they are not already on the spreadsheet created in **Boat Builder Episode 1 step #9**. If they are really your accidents and they have not yet been recorded on the spreadsheet, add their BARD ID numbers near the bottom of the spreadsheet.

The End