

10 Easy Steps for Submitting Grassland Bird Observations to eBird

To get started, you will need to register as an eBird user, if you do not already have an eBird account. Don't have an internet connection? Visit your local library. Most have computers with high speed internet connections available to use free of charge.



Follow the directions below for data entry. The first time will take a little longer as you navigate through the process, but after a few entries, you will quickly get the hang of it. You can access all of the great eBird Help pages for even more information at <http://help.ebird.org/>.

You can also see how to do these 10 steps by watching a short video tutorial that walks you through the process on an actual computer screen. Check out the 8-minute long video to see how it is done at: <https://youtu.be/QtHwooM4CSc>.

Grassland Bird Survey Data Entry

PLEASE FOLLOW THESE STEPS EVEN IF YOU DID NOT SEE GRASSLAND BIRDS.

ZERO COUNTS ARE IMPORTANT TOO!

1. Go to eBird: <http://ebird.org> or one of the eBird state portals:

- Vermont eBird: <http://ebird.org/content/vt>
- New Hampshire eBird: <http://ebird.org/content/nh>

If you do not have an eBird account, click on Register as a new user. Otherwise, log in with your username and password.

2. Click on the menu tab at the top – Submit.

3. Identify the location where you made your observations.

If you have used the location before, you can use the dropdown box under “Choose from Your Locations.” If this is your first visit to the location, use **Find it on a Map** and enter the county in the box where the field was located, for example - Windsor, VT - and click **Enter**.

4. Find the field you surveyed on the map.

You can do this in number of ways. We suggest:

- a) Type in the town in which the field is located, for example, “Woodstock, VT” to the right of the **Google icon** at the top of the map. Then hit Enter on your keyboard.
- b) Use the zoom-in tool or pan by clicking, holding and dragging the map around. It helps to switch the view from simple map to satellite view (upper left corner) to see the field you surveyed.

1 2 3 **Where did you bird?**

Zoom to:

Map Satellite

+

-

Map Data 500 m Terms of Use Report a map error

Use the "zoom to" box to zoom to a place name, address, or coordinates in decimal degrees (e.g., 42.4792, -76.45138). You can also click "+" markers to zoom in on groups of birding hotspots or personal locations.

To choose an existing location, click on its marker.

For new locations, **zoom in as far as possible** and click on the map to place a green marker. This marks your new location. To reposition the marker, click anywhere on the map.

Enter Location Name

Windsor County, Vermont, US

Suggest as a Birding HotSpot?

Key

GROUP	SINGLE	
		Birding Hotspot
		Personal Location

Continue

5. Choose the exact location of the field on the map.

- Click on the middle of the field that you surveyed. This will place a green icon in the field and open a box on the right column to **Enter a Location Name**. You may call your location anything you'd like - Smith Field - North or Big Farm - South Field. Any name that makes sense to you.
- Click the green **Continue** button.

6. Date and Effort Information

- Choose **Other** and select **Area** for Observation Type.
- Fill out **Date**, **Time Started**, **Duration of Survey**, and the **Acres*** that you surveyed.

*If you don't know the acreage of the field, you can measure it in Google Maps by right clicking and selecting *Measure Distance*. Then click around the edge of your field to create a polygon. It will give you the area in ft². Multiply by 43,560 to give you acres, and report the field area in acres. You only have to measure this one time and then you will know what the amount is each time you survey. If you did not survey the entire field, please adjust the acreage accordingly.

- c) **Comments:** add any important information here that applies to the general field conditions, especially details about WHEN THE FIELD WAS LAST CUT.
- d) Click the green **Continue** button.

1 2 3 **Date and Effort** Hartland Hill - Lincoln St Farm Field, Windsor County, ... [Change](#)

* **Observation Date:** Jun 10 2018 * = Required

* **Observation Type:**

- Traveling You traveled a specific distance — walking a trail, driving a refuge loop, field birding. [▶ More Info...](#)
- Stationary You stayed at a fixed location — watching from a window, hawkwatching, seawatching. [▶ More Info...](#)
- Historical Birding was your *primary purpose*, but you cannot estimate start time, duration, and distance; use Traveling or Stationary if you can estimate these. [▶ More Info...](#)
- Incidental Birding was not your *primary purpose* — noting a bird while driving or gardening. [▶ More Info...](#)
- Other Observations made from a specified area and duration, often when covering the same ground repeatedly. Examples include a thorough survey of your yard or local park.

* **Start Time (AM/PM):** 8 : 00 AM [Use 24-hour Clock](#)

* **Duration:** 1 hrs. 0 min.

* **Area:** 10 acres

* **Party Size:** 2 Enter the total number of people in your birding party

Comments: Light winds, clear skies.

[◀](#) [Continue ▶](#)

7. What did you see and hear?

Type “Bobolink” in the **Jump to Species** (or any species you need to find) box on right side or scroll down to the section of the bird checklist to find it. Enter the total number of Bobolinks (e.g., 3 males + 1 female = 4 total). IF YOU OBSERVED NO BOBOLINKS (or any other species you are actively searching for), PLEASE PUT A ZERO IN THE COUNT BOX.

8. Record Sexes of birds Observed. THIS IS NOT POSSIBLE ON THE EBIRD APP. IF YOU USE THE APP YOU WILL NEED TO GO INTO YOUR CHECKLIST ON A COMPUTER AND ADD THE SEXES. Click on the box – **Show Details**. Add the number of each sex that you observed. If you know the ages of the birds you surveyed, enter them in the proper boxes too. You may observe juveniles or adults. “Immature” doesn’t apply for the species you’ll be recording.

CARDINALS, GROSBEAKS, AND ALLIES
 Scarlet Tanager *Piranga olivacea*
 Northern Cardinal *Cardinalis cardinalis*
 Rose-breasted Grosbeak *Pheucticus ludovicianus*
 Indigo Bunting *Passerina cyanea*

BLACKBIRDS
6 Bobolink *Dolichonyx oryzivorus* Hide Details Change Species

Details:

Media: Upload up to 10 files (JPG, PNG, GIF, MP3, WAV, or M4A). Max size: 10mb for images, 250mb for audio.

Drop Files Here... or

Age & Sex:	Juvenile	Immature	Adult	Age Unknown
Male				5
Female				1
Sex Unknown				

Add data... Age & Sex Breeding Code Oiled Birds Media Details

Jump to Species...
 + Add Species ▲ Top
 ↓ Alphabetic
 Show Rarities
 Show Subspecies
 Group by Most Likely ?
🗝 Shortcuts ⚙ Preferences

Details Box: Please add here the evidence of breeding you saw for this species, and the number of times you saw it. Your options for breeding evidence are:

- Nest with eggs = NE
- Nest with Young = NY
- Carrying Nest Material = CN
- Carrying Food = CF
- Carrying Fecal Sac = CS

Then add how many times you saw it (with different birds) in parentheses after each code. For example: “NE (2), CN (2)” Means you found two Bobolink nests with eggs and you saw two different Bobolinks carrying nest material.

Please add any other notes. For example, “All birds found in SE corner,” or anything about the observations that might be of interest.

Media: If you have photos of the birds taken during the survey, feel free to add them to your checklist.

Breeding Code: This is for recording evidence of nesting. Select the button and then choose the highest code (closest to top of the list) that you observed.

Repeat these steps above when you Enter other bird species on the checklists if you observed them.

Answer the question above the submit button on the right column.

Are you submitting a complete checklist? Unless you know how to identify all the bird species (not just grassland birds) by sight and sound, and reported them all, you are most likely going to answer **NO** here. Only answer yes if you recorded ALL birds you observed. If you saw bird species and did not count them, you can record their presence by placing an X in the count box rather than a number. **Hit the green Submit button.**

9. Review Your Data and “Share” Your Checklist

- Review your data carefully for any mistakes.
- On the right column click on – **Share w/ Others in Your Party**. Enter “grasslandbirds” in the “To:” box and click on **Share Checklist button**.

Checklist S44991846
◀ Older All Checklists Newer ▶

Your checklist has been submitted! Please review it carefully and make any necessary changes.

Location Hewitts Corners field, Windsor County, Vermont, US [\(Map\)](#) Edit Location

Date and Effort Sat Jun 10, 2017 8:00 AM Edit Date and Effort

Protocol: Area
 Party Size: 2
 Duration: 1 hour(s)
 Area: 10.0 ac
 Observers: [Kent McFarland](#)
 Comments: Light winds, clear skies.

Species 1 species total Edit Species List Review List

6 **Bobolink** *Dolichonyx oryzivorus* Remove Species Review

Age & Sex	Juvenile	Immature	Adult	Age Unknown
Male				5
Female				1
Sex Unknown				

Breeding Code NE Nest with Eggs (Confirmed)

Edit Species List Review List

Print

Download

Email Yourself

Delete

Share w/ Others in Your Party

Send link via: [f](#) [t](#)

Submit another for...

Same location and date
 Hewitts Corners field, Windsor County, Vermont, US on Sat Jun 10, 2017

Same location
 Hewitts Corners field, Windsor County, Vermont, US

Same area and date
 Another location near Hewitts Corners field, Windsor County, Vermont, US on Sat Jun 10, 2017

Same area
 Another location near Hewitts Corners field, Windsor County, Vermont, US

Same date
 Sat Jun 10, 2017

Different location and date

Hide from eBird Output ?

Change Portal

Are you submitting a **complete checklist** of the birds you were able to identify? Edit Answer

No

10. Congratulations! You've helped us monitor and conserve grassland birds. Thank you!

This seems like a lot of steps the first time, but this should only take you about 10 minutes or less to complete, even faster once you get the hang of it.

If you've enjoyed reporting your grassland bird surveys, please consider entering all of your bird sightings from anywhere, anytime on eBird.