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## VERMONT

### 9 Easy Steps for Submitting Bald Eagle Observations to eBird

You will need to register as an [eBird](http://ebird.org) user, if you do not already have an eBird account. Don't have an internet connection? Visit your local library. Most have free, high speed, internet

connections and computers for you to use.



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, it can be done very quickly. You can access all of the great eBird Help pages for even more information at

<http://help.ebird.org/>.

You can use these data entry procedures for:

- Winter Bald Eagle Survey
- Any other sightings of eagles

#### **Bald Eagle Survey Data Entry Steps**

**1. Go to eBird** - <http://ebird.org> from any computer connected to the internet or from your smartphone via the eBird app. 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 sighting was located, for example - Burlington, VT - and Click Enter.

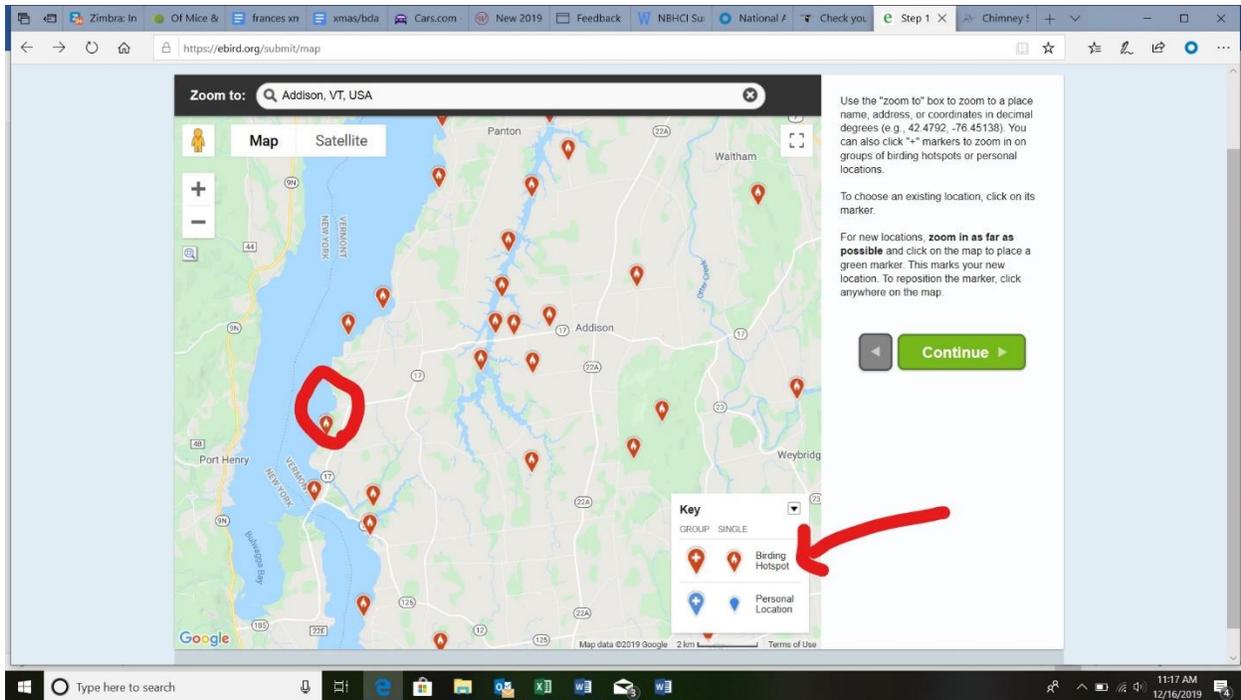
### **4. Find the area where you observed the eagle on the map.** You can do this in number of ways.

We suggest:

- a. Type in the town in which the street is located, for example, “Burlington, VT” in the Zoom to box at the top of the map.
- b. Use the zoom in tool or pan by clicking, holding and dragging the map around. Sometimes it helps to switch the view from simple map to satellite view (upper left corner) to see the area you surveyed.
- c. Find a “hotspot” on the map. If your sighting was in this hotspot, you can use that as your location and skip #5 below.

### **5. Choose the exact location of the sighting on the map.**

- a. Click on the location of the sighting. This will place a green icon in the location and open a box on the right column to enter a Location Name. You may call your location anything you’d like – Winooski River Mouth, Colchester. Any name that makes sense to you.
- b. Click the green **Continue** button.

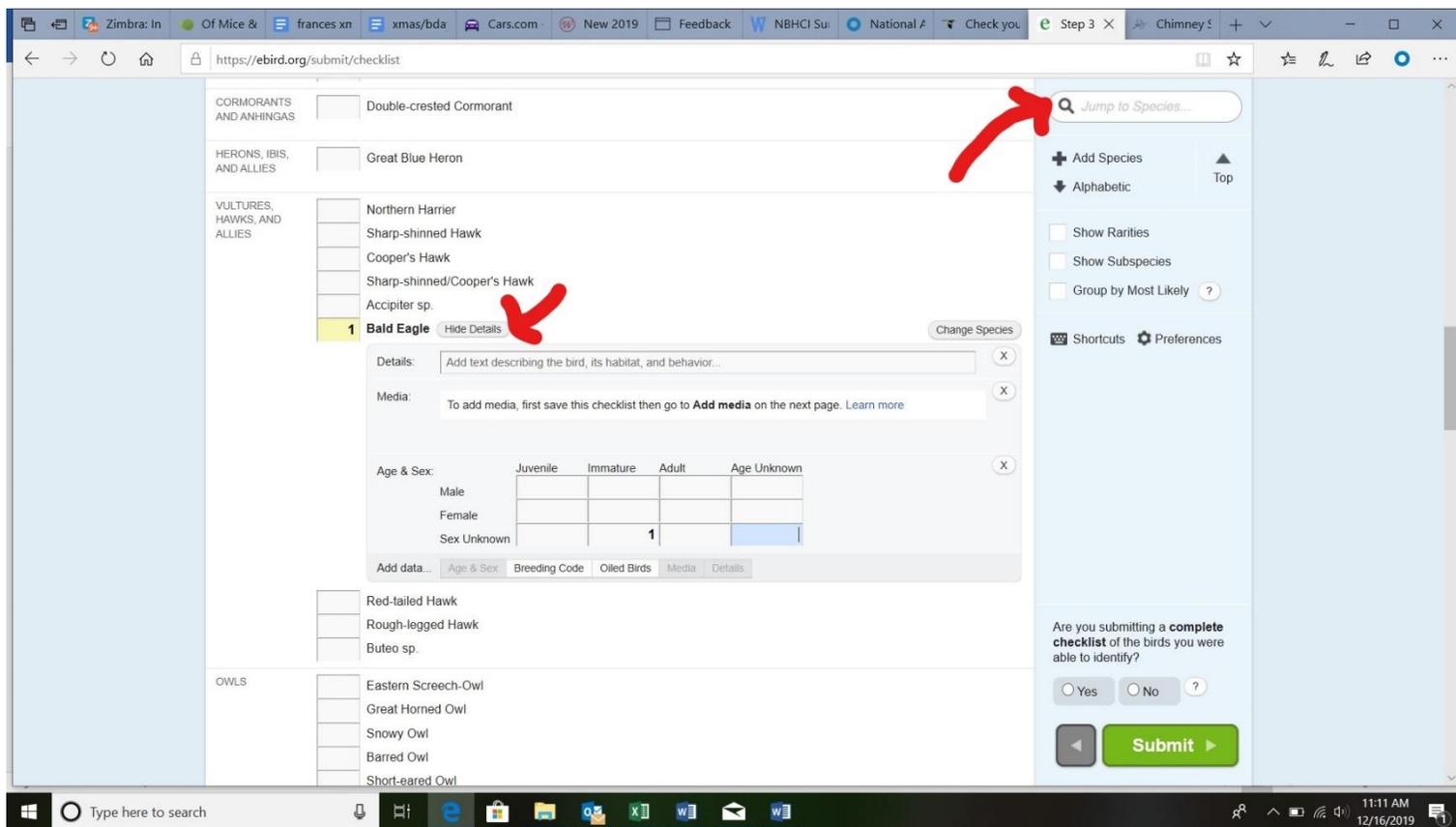


## 6. Date and Effort Information

- Find **Observation Type** and choose **Other** and select **Area**.
- Fill out **Date**, **Time Started**, **Duration of Survey**, **Acres** (approximate is fine), and **Comments**: add any important information here that applies to your observations – birds entering in and out of a chimney, condition of the chimney, etc.
- Click the green **Continue** button.

## 7. What did you see and/or hear?

Find **Jump to Species** on the upper right part of the screen and type “Bald Eagle” (or “Golden Eagle”) in the box on right side or scroll down to the section of the bird checklist to find it. Enter the total number of eagles.



**Details Box:** please add any notes. For example, “carrying nest material”, or anything about the observations that might be of interest.

**Media:** If you have photos, videos or sound recordings of songs of the birds taken during the survey, feel free to add them to your checklist.

**Age & Sex:** At the bottom of the details box, you can enter any information you may have on the age of the eagle(s): immature (mottled brown) or adult (white head and tail). You will likely put this in the “Sex Unknown” box.

**Breeding Code:** At the bottom of the details box, you can enter information to record any evidence of nesting, which you may not see. Select the button and then choose the best code if applicable to any evidence you observed, ie carrying nesting material.

**Repeat these steps above if you’d like to enter other bird species** on the checklists if you observed them. This step is not necessary! Entering just Eagle sightings is all we need for this purpose.

Answer the question above the submit button on the right column. Are you submitting a complete checklist? You are most likely going to answer NO here, which is completely fine. 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.

## 8. Review Your Data and “Share” Your Checklist with the Winter Bald Eagle Survey – This step is important!

- Review your data carefully for any mistakes.
- On the left column click on – Share w/ Others in Your Party. Type **BAEA\_WinterSurvey** in the “To:” box and click on Share Checklist button.

The screenshot shows the eBird website interface for a checklist. The checklist is titled "CHECKLIST S62366576" and is dated "Sun 15 Dec 2019 9:00 AM". The location is "Champlain Bridge / Chimney Point" in Addison County, Vermont, United States. The user is "Margaret Fowle". The checklist shows "1 Species observed" and "1 individual". The species is "Bald Eagle". The checklist is currently "Stationary" and "Incomplete". The "Share Checklist" section is highlighted with a red circle, and the "To:" field contains "BAEA\_WinterSurvey".

AGE & SEX:	Juvenile	Immature	Adult	Age Unknown
Male				
Female				
Sex Unknown			1	

## 9. Congratulations! You’ve helped us monitor and conserve Bald Eagles. 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.

\*\*\*\*\*Sharing your eBird checklist with the iPhone app is a little tricky. Here's what you need to do:

For number of observers, you have to put 2. Once you do that, "Share Checklist with.." pops up as an option. Click it and enter eBird username "**BAEA\_WinterSurvey**". If you birded alone, then the party count will be wrong, so you can go back online to edit it later.

Option #2 for sharing is to go online and share the eBird checklist on the webpage later. here's how:

1. go here - <https://ebird.org/vt/eBirdReports?cmd=subReport>
2. select the checklist you want to share by hitting share
3. on checklist's upper left corner find the share button
4. enter eBird username "**BAEA\_WinterSurvey**"
5. share the checklist by hitting green button ("share checklist")

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