

English Winter Bird Survey online data entry guide

On the '**My BTO**' page you will see a list of surveys. Please click on '**Breeding Bird Survey (BBS)**' which is where you will find **English Winter Bird Survey (WINBS)**. Click on '**Enter records**' located in the right hand box.

Entering Data

You should be greeted with the 'Data Home' page where you can enter or edit your data, view transect routes and view summary results of your records. Below this you will find your EWBS (and BBS squares if you take part in this survey) sites allocated to you. To begin entering your data click on '**Enter/Edit Data 2019**'

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BBS Online / Data Home

Data Home

Welcome to BBS Online! From here you can submit your survey data, view details of your squares and explore your historic records. If you have any questions about entering and viewing BBS/WBBS records, please see the [BBS Online instructions](#).

English Winter Bird Survey (WINBS) - Data Entry Now Open!
Data Entry and Route Mapping for the English Winter Bird Survey is now open. Your allocated squares are displayed in the data entry and mapping pages as survey **WINBS**.

Enter/Edit Data 2019 **View Route** **Your Data** **WINBS Survey Support Tools**

OBSERVER STATS - thank you
Total bird survey visits across BBS squares: 0
Total years contributing to BBS: 0

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All sites currently allocated to you

Route	Grid Ref	Site nickname	Last data entered	Survey	Regional Organiser
Map TG4708	Add			BBS	
Map TM1391	Add			BBS	
Map TG1202	busy square	Change	2018/19	WINBS	
Map TG1908	Add		2018/19	WINBS	
Map TG2307	Add			WINBS	

Your sites and transect sections (1-10) will be presented to you. Click on the relevant box to enter your transect data (marked with a yellow cross) that corresponds to your visit number and transect section. Once the data entry has been completed for each transect section this box will be marked with a green tick.

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Data Home / Data Entry

Data Entry - 2019 field season

The table below shows the sites you have been allocated to enter data for the 2019 field season. To enter data for a previous year, please fill in a set of paper forms for BBS or WBBS and send them to your Regional Organiser. To enter your **Wider Countryside Butterfly Survey** data, go to the [WCBS website](#).

Click on the [+](#) icons to enter data for the relevant transect section. If you have not surveyed a given section, leave it blank. Once you have entered your data a green tick will be shown for that transect visit. If you cannot see your site in the list below, contact your Regional Organiser (see [BBS Online homepage](#)) for assistance.

Survey	Grid	Map	Recce Data	Visit	Transect Sections										Colonies	
					1	2	3	4	5	6	7	8	9	10		
BBS	TG4708	Print Edit		Early Late	BBS Data entry is not yet open for the 2019 field season.											
BBS	TM1391	Print Edit		Early Late	BBS Data entry is not yet open for the 2019 field season.											
WINBS	TG1202 busy square	Print Edit		Visit 1												
				Visit 2												
				Visit 3												
				Visit 4												
				Visit 1												

Once you have selected your transect section you are then ready to start entering your data. You will be first asked if the transect section contains farmland. If yes, you can then tick which habitat features apply to that particular section (**NB: On subsequent visit entries the habitat section will default back to the previous survey visit's selected features. Only amend if there are habitat changes from the previous visit**). Also remember to complete the 'ground conditions' section.

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Data Home / Data Entry / Transect Recording Form

WINBS Recording Form - TG1202 (busy square), Transect Section 3, Visit 2, 2018/19

1. Visit details 08/02/2019 12:00 - 12:30, 11:00 - 11:30 Cloud: 2, Rain: 2, Wind: 2, Visibility: 3, Temperature: 3 [Edit Details](#)

2. Habitat details

Please Note: Previous habitat data has been filled in below from your Visit 1 this season (23/01/2019). Please check that these are still correct, and update any that have changed.

Does this transect section contain farmland habitat? ☒ Yes ☐ No


Please tick all of the habitat types in this transect section, viewable up to 500m.












Farmland habitat (tick all present)

Ploughed (bare earth in large clumps)	<input type="checkbox"/>	Other crop (e.g. Miscanthus grass)	<input type="checkbox"/>
Tilled (bare earth in fine clumps)	<input type="checkbox"/>	Green manure/fodder crop	<input type="checkbox"/>
Bare unplanted (e.g. Pig field)	<input type="checkbox"/>	Cereal stubble with green vegetation	<input type="checkbox"/>
Uncultivated/fallow (grassy and/or weedy)	<input type="checkbox"/>	Cereal stubble with no vegetation	<input type="checkbox"/>
Mature broad-leaved crop (e.g. sugar beet)	<input type="checkbox"/>	Other stubble (e.g. maize, rape, millet, beet)	<input checked="" type="checkbox"/>
Young broad-leaved crop (e.g. rape, beans)	<input type="checkbox"/>	Pasture - Grazed	<input type="checkbox"/>
Young cereal crop	<input checked="" type="checkbox"/>	Pasture - Ungrazed	<input type="checkbox"/>

You can now enter your bird data. Please enter as you recorded them and remember to assign to the correct distance band. Select the appropriate distance band in which you recorded your observation using the drop down box. **(NB: Detection type has been disabled for this survey).** Input the correct bird count for each observation made. Do not try to enter mammal data in this section.

3. Bird Species Records Detection Type is not recorded for WINBS

Please use the form below to enter your adult bird counts, as you recorded them in the field. The form automatically adds up any multiple counts of the same species when the data are submitted. The default number of rows shown below can be set in [My Details & Settings](#). The  box copies the species name down from the row above. The quickest method of data entry is to use the Tab button on your keyboard to move from one cell to the next, using the associated letters and numbers to populate the cells.

Row	Two letter code	Species Name	Distance Band	Detection Type	Count
1	B.	Blackbird	1: <25m	V, S or C	2
2	 R.	Robin	1: <25m	V, S or C	1
3	 Y.	Yellowhammer	1: <25m	V, S or C	15
4	 FF	Fieldfare	F: Flight only	V, S or C	25
5	 BZ	Buzzard	F: Flight only	V, S or C	1
6	 RL	Red-legged Partridge	3: >100m	V, S or C	9
7	 R.	Robin	1: <25m	V, S or C	1
8	 CB	Corn Bunting	1: <25m	V, S or C	5
9	 RB	Reed Bunting	1: <25m	V, S or C	12
10			1, 2, 3 or F	V, S or C	
11			1, 2, 3 or F	V, S or C	
12			1, 2, 3 or F	V, S or C	

If you recorded Brown Hare or other mammals on your transect you can enter them in a separate table. Only enter counts of live mammals and assign them to the correct distance band.

4. Mammal Records You looked out for mammals on this visit

Please enter any mammals seen in this transect on this visit. Please only enter counts for mammals actually seen (evidence/detection method C) - all other evidence/detection methods need no count. The default number of rows shown below can be set in [My Details & Settings](#).

Row	Species Name	Evidence/Detection Method	Distance Band	Count
1	Brown Hare	C: Count	3: >100m	2
2	Red Fox	C: Count	1: <25m	1
3		Select an option...	1, 2, 3	
4		Select an option...	1, 2, 3	
5		Select an option...	1, 2, 3	
6		Select an option...	1, 2, 3	

[+ Add another 2 rows](#)

[Submit Transect Section](#)

Once you have entered all your data for that transect section click **'Submit Transect Section'** in the bottom right-hand corner. This will save all your entries. You will now be presented with a summary table of your bird and mammal records. If you are happy with this then click **'Return to Data Entry'** at the bottom right-hand corner which will return you back to the original page containing your sites. Repeat process until all your transect sections are complete for that visit.

If you haven't already, please check that your WINBS transect map matches the route you took on your visit by going to [View/Edit Map](#).

Summary Ordering:

Bird Species Records

Bird Species	Detection Method	Distance Band				Validation Warning ⓘ View/Edit this Submission
		1: <25m	2: 25-100m	3: >100m	F: Flight only	
Blackbird	Not Recorded	2				
Robin	Not Recorded	2				
Yellowhammer	Not Recorded	15				
Fieldfare	Not Recorded				25	
Buzzard	Not Recorded				1	
Red-legged Partridge	Not Recorded			9		
Corn Bunting	Not Recorded	5				
Reed Bunting	Not Recorded	12				

Mammal Records

Mammal Species	Evidence/Detection Method	Count	Validation Warning ⓘ
Brown Hare	C: Count	>100m: 2	
Red Fox	C: Count	<25m: 1	

Viewing your transect map

To view, add or edit your transect routes click **'View Route'** on the Data Home screen.

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BBS Online / Data Home

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Enter / Edit Data
2019

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Support Tools

All sites currently allocated to you

Click on either 'View/Print' or 'Edit map' for the selected square.

NB: Make sure you select the options on the WINBS rows within the table rather than the options for your normal BBS square(s)

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Data Home / View Route

View Route

The table below shows the sites you have been allocated for the 2019 field season. From here you can add/edit your transect routes, add notes, and print survey maps.

English Winter Bird Survey (WINBS)
If you wish to record any route changes for English Winter Bird Survey squares, click on the 'Edit Map' button on the **WINBS rows** in the table below, rather than making changes to your normal BBS routes.

All sites currently allocated to you

Grid Ref	Site nickname	Survey	Region	Regional Organiser	
TG4708		BBS	Norfolk (Southeast)		View/Print Edit Map
TM1391		BBS	Norfolk (Southeast)		View/Print Edit Map
TG1202	busy square	WINBS	Norfolk (Southeast)		View/Print Edit Map
TG1908		WINBS	Norfolk (Southeast)		View/Print Edit Map
TG2307		WINBS	Norfolk (Southeast)		View/Print Edit Map

You have 5 allocated sites

Your map should now be displayed. There are a variety of tools to view or make changes to your map/transect routes (**NB: A warning message will be displayed that will make you aware of certain restrictions in place before making changes to your map/routes. Please read before you proceed**).

WINBS Transect Mapping - TF7310

View/Print Map Map Settings

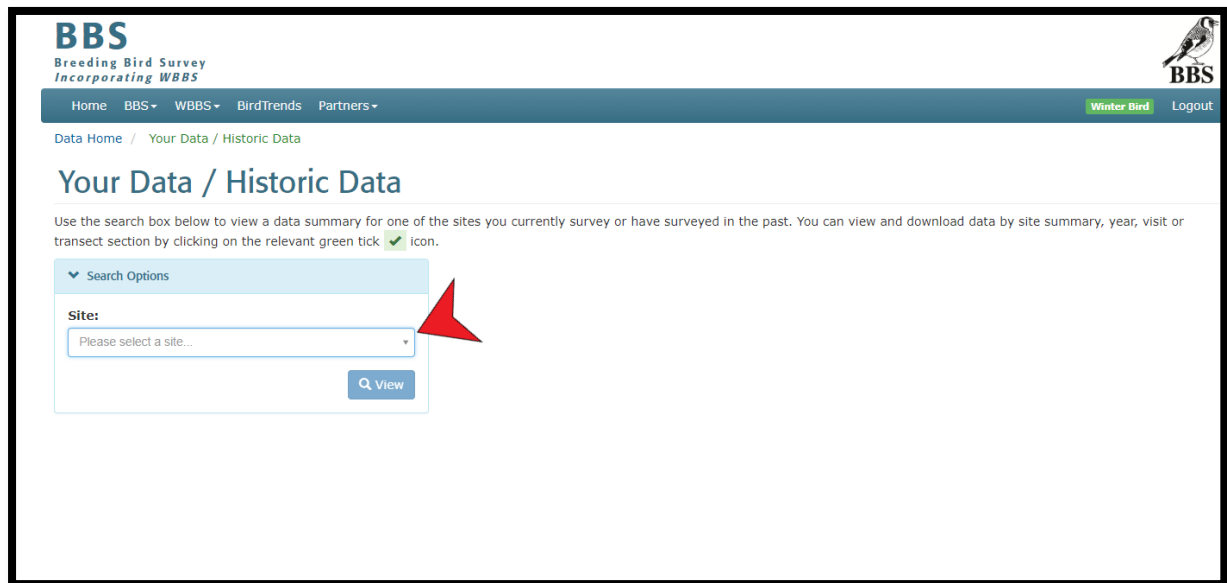
Satellite Map OS Map 25m 100m Site Name/Notes Map Help Clear Routes Cancel Edit Save Changes

Mapping Options
Click on a transect section to add comments or modify the route.

Reviewing you data

To view your previous/historical records return to the 'Data Home' screen and click on '**Your Data/Historic Data**'

Select your square from the drop down menu and click '**View**'. Select which survey data you wish to view.




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Data Home / Your Data / Historic Data

Your Data / Historic Data

Use the search box below to view a data summary for one of the sites you currently survey or have surveyed in the past. You can view and download data by site summary, year, visit or transect section by clicking on the relevant green tick  icon.

▼ Search Options

Site:

Please select a site...

View

Editing your records

If you made a mistake or missed inputting a record then you can make any necessary changes before the online data entry period closes. From the 'Data Home' screen click on '**Enter/Edit Data 2019**' as you did when you first entered your data.

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Enter/Edit Data 2019

View Route

Your Data

WINBS Survey Support Tools

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OBSERVER STATS - thank you

Total bird survey visits across BBS squares: 0

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Map	TM1391	Add		BBS	
Map	TG1202	busy square Change	2018/19	WINBS	
Map	TG1908	Add	2018/19	WINBS	
Map	TG2307	Add		WINBS	

Click on yellow box **'Edit Transect Section Data'** in the top right-hand corner. This will display your data for that section where you can make the necessary changes. Remember to save your edits before leaving. Alternatively, you can delete all the entries for that transect section by clicking on the red box opposite **'Delete Transect Section Data'**

WINBS Recording Form

TG1202 (busy square), Transect Section 4, Visit 2, 2018/19

Delete Transect Section Data

Edit Transect Section Data

1. Visit details 08/02/2019 12:00 - 12:30, 11:00 - 11:30 Cloud: 2, Rain: 2, Wind: 2, Visibility: 3, Temperature: 3

2. Habitat details

Does this transect section contain farmland habitat? ☒ Yes ☐ No

Please tick all of the habitat types in this transect section, viewable up to 500m.

Farmland habitat (tick all present)

Ploughed (bare earth in large clumps)	<input type="checkbox"/>	Other crop (e.g. Miscanthus grass)	<input type="checkbox"/>
Tilled (bare earth in fine clumps)	<input type="checkbox"/>	Green manure/fodder crop	<input type="checkbox"/>
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Mature broad-leaved crop (e.g. sugar beet)	<input type="checkbox"/>	Other stubble (e.g. maize, rape, millet, beet)	<input type="checkbox"/>
Young broad-leaved crop (e.g. rape, beans)	<input type="checkbox"/>	Pasture - Grazed	<input type="checkbox"/>
Young cereal crop	<input checked="" type="checkbox"/>	Pasture - Ungrazed	<input type="checkbox"/>

Hopefully this has covered every scenario you might come across when using the EWBS online data entry system. However, if you have any problems please contact us: winterbirds@bto.org