

## How to add a sighting to the Taranaki Mounga tōutōuwai/robin project in NatureWatch NZ

Follow these simple steps to record a robin sighting

- 1. For your first sighting, click Make a toutouwai/robin sighting on the Taranaki Mounga website or go to [www.naturewatch.org.nz](http://www.naturewatch.org.nz)**

### You need to sign-up to Naturewatch to make a sighting

Use one of the following options:

- Create a username and password. You will receive an email with a link to activate your account.
- Sign in with your Google, Yahoo, Flickr, Facebook, or Twitter account.

Once you sign in, click on **Dashboard**, then **Profile**, and then **Edit Account Settings**.

In your Profile, set your time zone (Pacific) and select your options for sharing your observations. The default setting is a general Creative Commons license, meaning that others can use but not sell your information and photos (recommended).

You can add some profile information about yourself and you can set links to accounts such as Google and Flickr so you can sign in with them in future. Any way you choose, NatureWatch NZ will remember your settings when you go to sign in from then on.

- 2. Then you need to join the Taranaki Mounga tōutōuwai/robin project**

Go to the project page on the NatureWatch NZ website

<http://naturewatch.org.nz/projects/taranaki-mounga-toutouwai-robin-project>

At the top right of the screen look for the 'Join Project' link. Click the 'Terms & Rules' link first and if you agree, then join the project.

The project gives you some Settings options which control the level of privacy for adding your observations to the project. The 2<sup>nd</sup> button down (in green) allows all project members to see your observations (recommended for this project) - but you can also keep them private or viewable by just the project curators.

- 3. Start recording your tōutōuwai/robin sightings**

Follow these steps:

On the project page click **Add Observations**.

If you have a photo, upload it first (**Add media**, right side of screen). Click on **Choose files** to upload from your hard drive, memory card or camera. You can also load up a sound file. You can choose pictures already loaded into Picasa, Facebook, or Flickr albums too. If your camera is geo-referenced and tagged then time and place fields will automatically fill in.

For all other photos, or if you don't have one, follow these steps:

In **Where were you**, zoom in on the project map. You can pop it open in full screen and choose from either "map" or "satellite" view. Click as near as you can to where you saw the robin to place the marker. Adjust the Accuracy Circle to reflect how precise your location is.

\* if you used a GPS in the field enter the coordinates in the places provided and the marker will automatically go to that spot.

In **What did you see**, left side of screen, enter 'Toutouwai' and then select North Island Robin from the drop-down list.

In **When did you see it**, enter the date of the observation. You can use text (e.g. June 20, 2011), yyyy-mm-dd, or the clickable calendar. You can also add the time eg.  
*2017-04-17 16:00:00*

In **Description**, make any notes about the day, where you were, what you were doing etc

Lastly, add info into the '**Fields for Taranaki Mounga tōutōuwai/robin project**' boxes at the bottom of the page. Fill in as many as you can. This info will help us keep track of individual birds and new chicks to monitor the success of the project!

Click **Save observation** or **Save and add another**.

Congratulations you're done. After you've loaded your first observation you'll find it much quicker the next time around!

#### **Here's some useful links:**

Video guide that shows uploading from Flickr accounts as an example is here: <http://vimeo.com/33439165>

Video guide that shows uploading photos in a batch, using Facebook as an example: <http://vimeo.com/33437610>