# BTO Garden BirdWatch
## Using GBW Online

Thank you for taking part in BTO's Garden BirdWatch! Here is a simple guide to get you started with entering your data online.

When you joined Garden BirdWatch online you will have set up a username and password; this will give you access to the online system. You can access the GBW online system by going to www.bto.org/my-bto and clicking on Garden BirdWatch, or bookmark the link at app.bto.org/gbw.

If you cannot remember your password, then please press the "Reset Password" button on the login page shown below. If you have any problems, please get in touch with your GBW Supporter Team who will be happy to help.

### Your 'GBW Data Home' page
Once you have logged in you will be presented with your GBW Data Home page, with the following options:
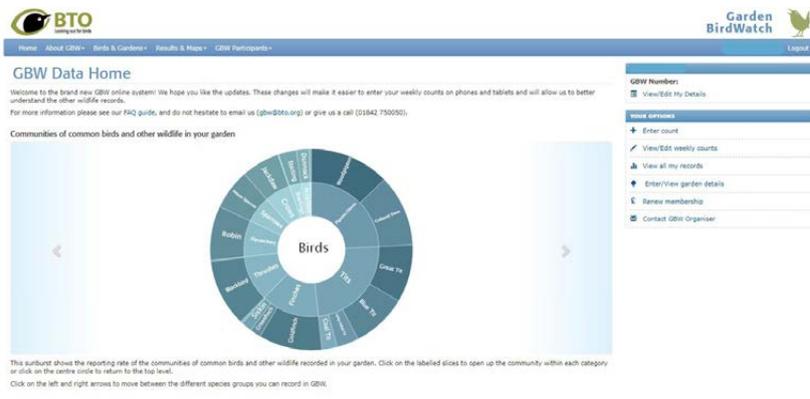


**View/Edit my details** Update your personal details and select your user preferences
**Enter count** Enter your weekly observations
**View/Edit weekly counts** Look back on previous weeks' counts and correct errors
**View all my records** Explore your data - compare your sightings by weeks and years
**Enter/View garden details** Tell us about your garden when you first login
**Renew Membership** A quick link to the renewal page
**Contact GBW Organiser** If you have any queries or comments about GBW

You will also see your personal sunburst. This shows the reporting rate of the communities of common birds and other wildlife recorded in your garden. Click on the labelled slices to open up the community within each category, or click on the centre circle to return to the top level. Click on the left and right arrows to move between the different species groups you can record in Garden BirdWatch.

### How to enter your counts
To start entering your observations click on **Enter Count**

Select the appropriate date for your week's count. Each Garden BirdWatch week starts on a Sunday. You will only be able to enter counts once the week has ended. For example, the earliest you could enter a count for the current week would be the following Sunday.

If you select a date that is in the future, or for which you have already entered observations, a warning message is displayed. Check that you have the right week and try again. ***Remember, you cannot enter counts for a given week until that week is finished.***

Enter the birds you have seen, either using the tick box to denote that a species was present, or enter a count of the maximum number of individuals seen at any one time within your garden recording area. You will find listed the species most commonly encountered in gardens nationally.

### 2. Your garden wildlife

#### ∨ Birds

Please tick 'Present' for any birds you saw and enter a count if known, or tick that you did not see any.

☐ I did **not** see any birds this week

| Species | Present | Count | Species | Present | Count | Species | Present | Count |
|---|---|---|---|---|---|---|---|---|
| Black-headed Gull | ☐ | | Great Tit | ☐ | | Reed Bunting | ☐ | |
| Blackbird | ☐ | | Green Woodpecker | ☐ | | Ring-necked Parakeet | ☐ | |
| Blackcap | ☐ | | Greenfinch | ☐ | | Robin | ☐ | |
| Blue Tit | ☐ | | Herring Gull | ☐ | | Rook | ☐ | |
| Brambling | ☐ | | House Martin | ☐ | | Siskin | ☐ | |
| Bullfinch | ☐ | | House Sparrow | ☐ | | Song Thrush | ☐ | |
| Carrion Crow | ☐ | | Jackdaw | ☐ | | Sparrowhawk | ☐ | |
| Chaffinch | ☐ | | Jay | ☐ | | Starling | ☐ | |
| Chiffchaff | ☐ | | Lesser Redpoll | ☐ | | Stock Dove | ☐ | |
| Coal Tit | ☐ | | Long-tailed Tit | ☐ | | Swallow | ☐ | |
| Collared Dove | ☐ | | Magpie | ☐ | | Tawny Owl | ☐ | |
| Dunnock | ☐ | | Marsh Tit | ☐ | | Tree Sparrow | ☐ | |
| Feral Pigeon | ☐ | | Mistle Thrush | ☐ | | Treecreeper | ☐ | |
| Fieldfare | ☐ | | Nuthatch | ☐ | | Woodpigeon | ☐ | |
| Goldcrest | ☐ | | Pheasant | ☐ | | Wren | ☐ | |
| Goldfinch | ☐ | | Pied/White Wagtail | ☐ | | Yellowhammer | ☐ | |
| Great Spotted Woodpecker | ☐ | | Redwing | ☐ | | | | |

If you cannot find the species you have seen listed, as it is less commonly seen in gardens, you can still enter these in the boxes below. Begin typing the name to select from the options available.

Please add counts for any rarer birds you saw (start typing the species into the species field then select from the list). Enter a count, or leave blank to signal just that the species was present but you did not record a count.

| Species | Count | Species | Count |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Then tell us if you looked for other wildlife in your garden by selecting either 'Yes', 'No' or 'I didn't look' for each group. If the answer is 'Yes', click on the relevant dropdown(s) to provide details.

| | | |
|---|---|---|
| ∨ Butterflies | Were Butterflies present in your garden? | Yes **No** I didn't look |
| › Dragonflies | Were Dragonflies present in your garden? | Yes No **I didn't look** |
| ∨ Mammals | Were Mammals present in your garden? | Yes **No** I didn't look |
| › Reptiles/Amphibians | Were Reptiles/Amphibians present in your garden? | Yes No **I didn't look** |
| ∨ Other Insects | Were Other Insects present in your garden? | Yes **No** I didn't look |

All the species lists are maintained by BTO, and if you find that the species you wish to enter is not available, please let us know and we will determine whether it can be recorded or not. Please note, we do not record every species, as some are difficult to identify or are recorded by other organisations. For example, we only record one species of moth (Hummingbird Hawkmoth).

If you don't want to record other wildlife or particular groups, you can avoid answering this question each time by changing your default answer in User Preferences (see page 4).

## Tell us about the health of your garden wildlife

Please tell us if you have seen any diseased or dead birds or other wildlife during the week. If you do, please consider taking the time to record more detail about these observations where prompted. These will be automatically submitted for you to the Garden Wildlife Health project website.

*Garden Wildlife Health (GWH) is a collaborative project between the Zoological Society of London (ZSL), BTO, Froglife and the Royal Society for the Protection of Birds (RSPB) which aims to monitor the health of, and identify disease threats to, British wildlife.*

| ⌄ Health | | Were sick or dead wildlife present in your garden? | Yes | No | I didn't look |
|---|---|---|---|---|---|

I did **not** see any disease/mortality incidents this week ☐

If you saw any individuals showing the following symptoms, tick any relevant boxes (you can tick more than one), or indicate that you did not see any. Click Here for a description of the different symptoms (PDF, new window).

| | | | |
|---|---|---|---|
| Sick or diseased bird(s) | ☑ | Dead bird(s) | ☐ |
| Sick or diseased amphibian(s) | ☐ | Dead amphibian(s) | ☐ |
| Sick or diseased reptile(s) | ☐ | Dead reptile(s) | ☐ |
| Sick or diseased mammal(s) | ☐ | Dead mammal(s) | ☐ |
| Bird(s) killed by hitting window | ☐ | Bird(s) with growths on leg | ☐ |
| Bird(s) with plumage abnormality | ☐ | Bird(s) looking fluffed up and lethargic | ☐ |
| Bird(s) with tick | ☐ | Bird(s) with growth on head/body | ☐ |
| Bird(s) having difficulty swallowing | ☐ | Bird(s) killed by cat | ☐ |
| Bird killed by Sparrowhawk | ☐ | Amphibian(s) killed by cat | ☐ |
| Reptile(s) killed by cat | ☐ | Mammal(s) killed by cat | ☐ |
| Fox with mange | ☐ | | |

**4. Garden Wildlife Health submission** (optional)

As you recorded information on diseased or dead wildlife in your garden, please consider taking the time to record more detail about these observations in this section, which will be automatically submitted for you to the Garden Wildlife Health project website.

**If you have photos you would like to submit with your record, please go directly to the Garden Wildlife Health project website and submit your record there.** This can be done at any time, so you can finish your Garden BirdWatch submission before doing this.

Record details for the Garden Wildlife Health project? Yes No

**GWH** Garden Wildlife Health

## Food provision

Please tell us if you have provided any food or water in your garden and if so, what. You do not have to put any food out to take part in Garden BirdWatch.

| ⌄ Food | | Did you provide any food or water in your garden this week? | Yes | No |
|---|---|---|---|---|

Please tick the box of any food or water you provided in your garden (you can tick more than one), or tick that you did not provide any. Click Here for a description of the different food categories.

I did **not** provide any food or water in my garden this week ☐

| | | | |
|---|---|---|---|
| Peanuts | ☑ | Black Sunflower seeds | ☐ |
| Sunflower hearts | ☑ | Live foods (including dried mealworms) | ☐ |
| Fats | ☐ | Scraps | ☐ |
| Seed mix | ☐ | Water | ☑ |
| Nyger | ☐ | Fruit | ☐ |
| Other | ☐ | Food put out for Badger, Fox or Pine Marten | ☐ |
| Food put out for a Hedgehog | ☐ | | |

## Submitting your observations

Once you have entered all the week's details, you can add any notes in the comments box. This is not routinely reviewed and is for your use only (making this a bit like an online notebook). Then click 'Submit Count'. This will upload everything to the database. Please note, it will only submit your count if all bars for garden wildlife, health and food are GREEN or GREY.

**3. Weekly comment** (optional)

You may record here any comments you have about this week's observations (**800 character limit**). These comments are for your own use and are not routinely reviewed; if you have questions for the GBW team that require a response please contact us directly.

> Enter comments here...

Our software will check your records, highlighting any counts that are unusual (because of quantity, location or time of year). We do this to help you spot typing errors. For example, if you enter 11 Green Woodpeckers when you only meant to enter one, the system will report back that '11' is a rather high count for this species, and will provide the opportunity for you to make a correction. If you are happy that the figure you entered is correct, even if flagged by the system, then you can disregard the message and accept the figure.

You will then see a summary screen. If you notice any errors click on View/Edit this count to make corrections. Otherwise, you can either enter more counts or return to the GBW Data Home page.



## Setting your user preferences

From the GBW Data Home page click on View/Edit my details. User Preferences will be visible. Here you can choose how you want your species lists presented. For the order species are listed, choose either alphabetically or taxonomically. For the direction species are listed, choose either horizontal or vertical. If you are usually using a tablet or mobile phone to enter counts, you may find it more useful to have the list direction set to vertical.

You can also decide which other wildlife groups you do or don't want to regularly look for. You can change these default settings at any time.



## Need more help? Get in touch

If you have any problems, queries or comments please get in touch with your GBW Supporter Team:

Email: gbw@bto.org

# BTO Garden BirdWatch
## Frequently asked questions

### How often should I enter my counts?

We would like you to enter your counts regularly, ideally weekly. This allows us to incorporate your records into the analyses that happen each night, producing the latest figures in our results pages the next day.

### I made a mistake in one of my count weeks, how can I correct this?

Go to View/Edit count on the GBW Data Home page. Select the week you wish to correct. If it is within the editable period you will have the option to edit or delete the count. To edit, click the yellow button and make the necessary corrections, including changing the week the count is for.



Once finished, click to save changes. Alternatively, you can delete the whole week's count by clicking the red button. You will be asked for confirmation before doing so. There is a limit to how far back you can go to correct data. This is to prevent any problems in the interpretation of historical data and to increase the speed of our overnight programs.

### How can I update my email address?

Email gbw@bto.org with your old and new details or login to My BTO at www.bto.org/my-bto; select 'Edit Account' and save your new email address.

### Do I need to do anything if I move house?

Yes, please contact us at gbw@bto.org or speak to your supporter team on 01842 750050 to provide your new address details. This is really important, as you will need a new site number so your sightings are recorded against the correct address. You will still be able to see the records from your old address but you will not be able to record against them or make any changes.

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**Email: gbw@bto.org phone: 01842 750050**

**Website: www.bto.org/gbw**

**Twitter: @BTO_GBW**

**Facebook: @gardenbirdwatch**