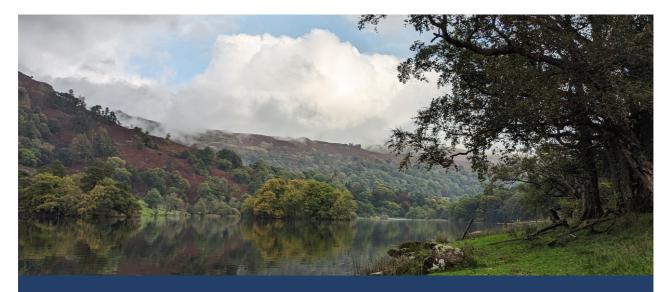
PRIORITY HABITATS

FRESHWATER NATURALNESS UPLOADING LAKE SURVEYS

A step-by-step guide of how to upload lake surveys to the cartographer mobile app.



Further guidance can be found online: priorityhabitats.org





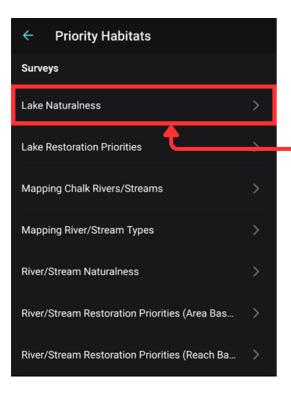
Accessing the Cartographer App

You can download the cartographer app onto any handheld device that supports the software e.g., android phone, iphone, tablets, etc. Surveys completed on the PC are identical in content.

You can then login with your cartographer account. If you do not have an account but have attended a training day, please contact priorityhabitats@fba.org.uk or fill out the form on our website.

You can save your survey in **draft** form and come back to it whenever you like. You can use both the PC and mobile applications to complete the same survey; they are saved to your account across devices. Please change the format to **complete** when you've finished surveying.

Surveys can be completed in offline mode in areas of low/no signal, but must be uploaded as 'complete' if you plan on logging out of the app (closing the app should not effect this).

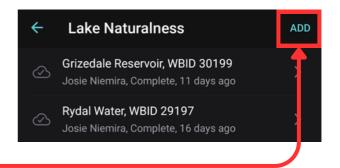


Completing a lake survey

Step 1:

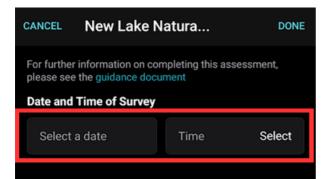
Open your cartographer app and access the Priority Habitats workspace. You may have access to a number of projects depending on your organisation, but for now we are interested in opening 'Lake Naturalness'.

Click on the text/arrow to open up the surveys. You will see a list of previously completed surveys.



Step 2:

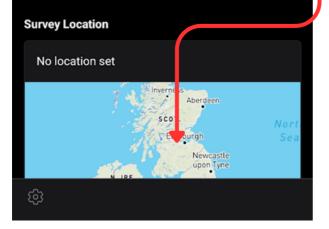
To upload a new survey, click 'ADD' in the top right-hand corner.



Survey/Lake Location

Select the location where you made your observations by clicking on the map or entering a 10-digit NGR or GPS coordinate. The nearest lake will automatically be highlighted.

If the lake you visited is not a known water body on the map (it doesn't have a blue outline) it won't be outlined on the map. We still want to know about the lake, though, so fill in the "Custom Lake Name" field instead.



Step 4:

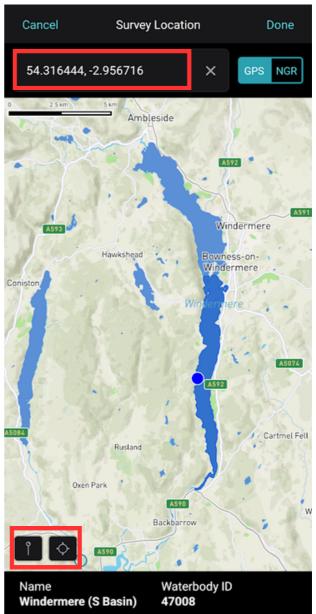
Select your lake by clicking on on the map. The lake will become bold and your specific location represented by the blue dot. Try and click as close to your survey point as possible.

You can use the location finder in the bottom left-hand corner or enter a GPS/NGR location to find where you are.

Step 3:

To start your newly created survey, please enter the date and time that your are surveying as this is relevant to the types of naturalness features you may see.

Click on the map to open up the lake selection tool.



Step 5:

Complete the naturalness categories.

Enter your naturalness value of 1-5.

Cancel	Select a Value	
Select an option below		
Type to filter the option	ns	×
(Blank)		
1 (high)		\bigcirc
2		\bigcirc
3		\bigcirc
4		\bigcirc
5 (very low)		0

Enter your confidence class.

Cancel	Select a Value		
Select an option below			
Type to filter the option	าร	×	←
(Blank)		\bigcirc	
High		\bigcirc	
Moderate		\bigcirc	
Low		0	

Assess your lake sub-categories using the 1-5 scale. Your overall score for each category should match that of the most unnatural sub-category, You are not required to assess all sub-

categories in a section, but this may impact your overall confidence score.

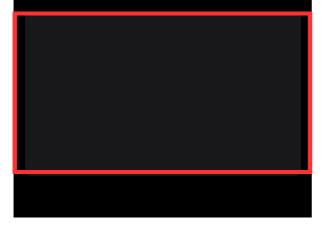
CANCEL	New Lake Na	atura	DONE
Physic	al Naturaln	ess	
naturalnes are in you See the gu each cate	Choose the class that most closely reflects the naturalness of the site. Describe how confident you are in your assessment of each category. See the <u>guidance document</u> for detailed guidance on each category and option. Record any <i>other</i> options in the notes field below.		
Naturalne	ess Class		
Select a	a value		Select
Confidence	ce Class		
Select a	a value		Select
		-	
	Condition ent Sub-Category		
Select a			Select
Riparian L Assessme	Land ent Sub-Category		
Select a	a value		Select
Lake Mor Assessme	phology ent Sub-Category		
Select a	a value		Select

Repeat these steps for Hydrological, Chemical, and Biological categories (and their related sub-categories).

CANCEL New Lake Natura... DONE

Notes

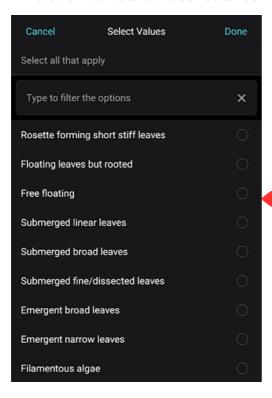
Provide a general description of the site in relation to each naturalness component, drawing attention to any particular features of interest or impacts of concern.



Step 8:

Record any plant functional groups you may have spotted while observing the marginal and aquatic zones.

This is not a requirement but helps to indicate the health of the vegetation in relation to naturalness features.



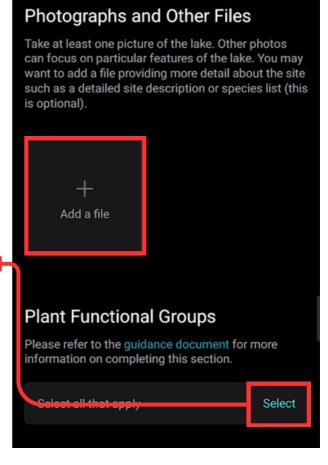
Step 6:

Use the notes section to provide any extra information about the site. This can be anything you spot on the day or any background knowledge you may have about the site e.g., land use, historical changes, etc.

Step 7:

Upload photos of the site. Take as many as you can that cover the general features of the site, any information signs that tell you about the location, and any specific features that contribute to naturalness.

You can either upload a photo from your library or take a photo within the app after clicking 'Add a file',



Step 10:

Record any species of interest that you see in the area. If you see a species that you think is important but isn't included in these lists, please include it in your notes section.

Record any habitat features using the specific categories below.

CANCEL	New Lake Natura	. DONE		
Please re informati	at Features fer to the guidance docum on on completing this sec			
	a value	Select		
Shoreline	Shoreline with fringing marginal emergent vegetati			
Select	a value	Select		
Riparian	Riparian zone (up to 10m from bank)			
Select	a value	Select		
Number	Number of ditches flowing into the lake			

Step 11:

Submit your survey by clicking 'DONE' in the top right-hand corner. This will bring up a new options menu.

Species of Interest

If you happen to see any of the species below please tick the appropriate box. Please refer to the guidance document for more information about recording rare and threatened species, and use iRecord to make sure important sightings are captured in national species inventories.

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Select all that apply	Select
Birds	
Select all that apply	Select
Fish	
Select all that apply	Select
Save Changes	
Save as Draft	
Save as Complete (Current)	
Save as Approved	
Save for Review	
Save as Rejected	
Cancel	

You can use this menu at any time to save an incomplete survey in 'draft' form. If you have completed your survey, please submit it as 'Complete'. This will display your survey on the priority habitat maps.

Thank you for taking the time to read this guide. If you have any questions please contact your volunteer coordinator of the organisation you attended the training day for, or alternatively contact priorityhabitats@fba.org.uk.