

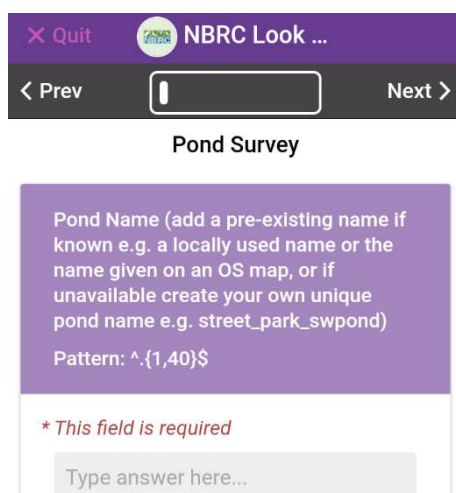



Look out for ...ponds Mobile Survey

Our Epicollect5 (Apple and Android) smartphone version of the pond paper survey form allows you to complete submit information directly from the site, allowing you to pin-point location using your mobile phone location tools and supply photographic evidence to support your submission. **You can view the paper form beforehand to know what information you may need to gather or you are welcome to use pen and paper instead to collect your survey information and email us the information. Our paper form replicates this mobile survey and can be use alongside or instead of the mobile form.**

Download epicollect5 (Apple and Android) from the app store to your phone.

Click "add project" to open the search box, type in 'NBRC Look out for...ponds' for our mobile survey and when on site select the survey form.



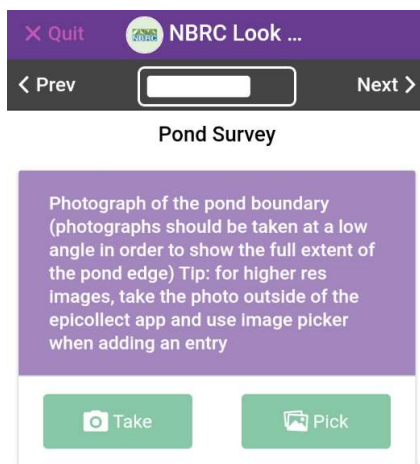
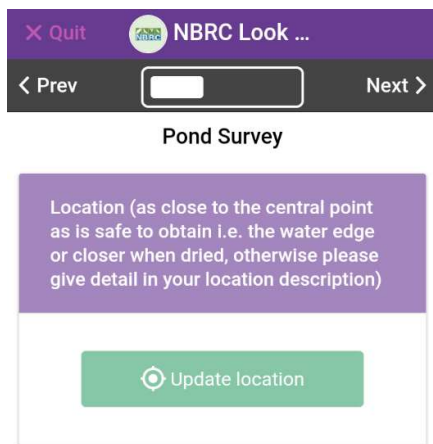
X Quit  NBRC Look ...
 < Prev Next >
Pond Survey
 Pond Name (add a pre-existing name if known e.g. a locally used name or the name given on an OS map, or if unavailable create your own unique pond name e.g. street_park_swpond)
 Pattern: ^.{1,40}\$
** This field is required*

Click to +add entry

Enter your answers (NB: some answers must be completed as shown in red, others are optional). For 'pond name', please supply the recognised name if known or create one related to the location if unknown.)

Your contact details are requested for follow up either in the app or via email and are treated the same as any biological record supplied to the NBRC as detailed in our privacy policy.





With this tool you can give us a GPS of your location by tapping 'update location' when at the pond site. Get as close to the pond centre when dry, or at a safe location from the water's edge. It is very helpful to also to take a point reading using a GPS unit or Qfield to assure accuracy. By using an app such as 'OS locate' you can include a grid reference easily – aiding us to be sure of your pond location. Please be as specific as possible in the location description (e.g. spratton country park, in woodland by path. This information will be vital at verification, where we will sense check your supplied GPS location matches with your supplied location information.

You can take photos for evidence. If in support of your pond boundary, take these to show the full pond edge, ideally at a low angle. For evidencing species finds, by taking the photo outside the app and selecting it with 'pick' you can supply a higher resolution image if needed.

For some questions you can select only one correct answer (e.g. date of pond creation) and

for others you can select multiple (e.g. invasive species presence). The full list of species are shown in the paper form. With a login, you can submit a whole list of species with increased detail recorded for a site subsequently on our website (please choose one method, do not duplicate records)

<https://northantsbrc.org.uk/record/Submit-a-list-of-sightings>. At the end of your form please click to 'save entry'. This can be edited later if you need to change any answers such as species ID after investigation (please do not change the GPS or date information). Ensure you reference the pond name used and date of your survey for any records associated with a supplied pond location.

Download our suggested identification guides on the main survey page to take in the field for help with species recording, and support at home with further investigation.

This process can be repeated for multiple sites.

When you are next wifi enabled remember to **click to 'upload entries'** this will sync all your completed survey's to the NBRC.



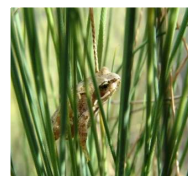
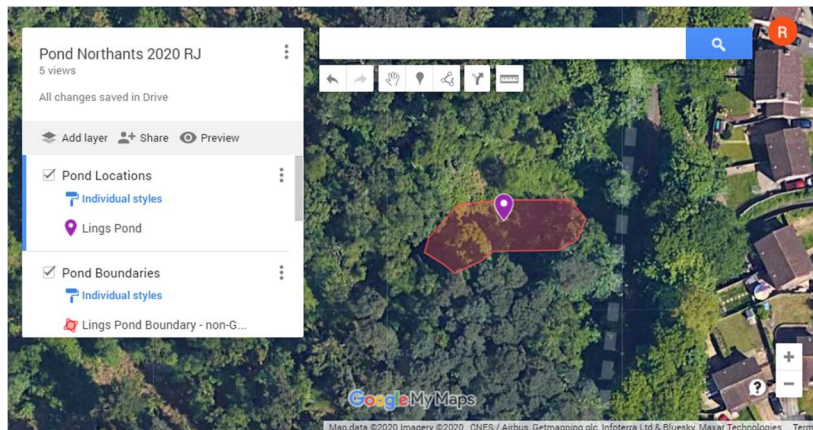
Collecting a GPS file of the pond centre and perimeter



Where you have a GPS unit you can create 'point' and 'track files' to show the exact pond boundary (where you can safely and legally access to walk around the pond – please complete the risk assessment) which can be sent with any supporting information (as above) to the NBRC.

A step-by-step guide for how to set up/ use a GPS unit for creating a track file:

1. Check your satellites: <https://www.youtube.com/watch?v=QPpZZr-8o5c>
2. At the start point, leave a marker on the ground and mark a waypoint 'a point' <https://www.youtube.com/watch?v=HCmWnXZVyZc>
3. Next in 'setup' turn your tracking to 'on, show on map' and set to record at the highest detail i.e. distance 0.01km
<https://www.youtube.com/watch?v=CQE1ZudTA9c>
4. Walk around your pond perimeter, it may help to add a waypoint or two as a check – noting down the names given to these waypoints on a paper map so you can match up later
5. When you get back to your initial marker, on the device save your 'current track' as the 'current date & pond name/location' and keep a record of this in your paper notes
6. Next agree to delete (i.e. clear) the 'current track' <https://www.youtube.com/watch?v=Y8f4OwYQdCI>
7. Lastly you will need to switch track recording off (or you use up all of your battery/storage) in 'setup' turn your tracking to 'off' <https://www.youtube.com/watch?v=CQE1ZudTA9c>
8. Annotate a paper map (OS is best) so this can corroborate the file
9. You can then download your file (.gpx) from the device and send to us with any supporting information by email to nbrc@northantsbrc.org.uk. You can and view yourself by importing into google MyMaps.



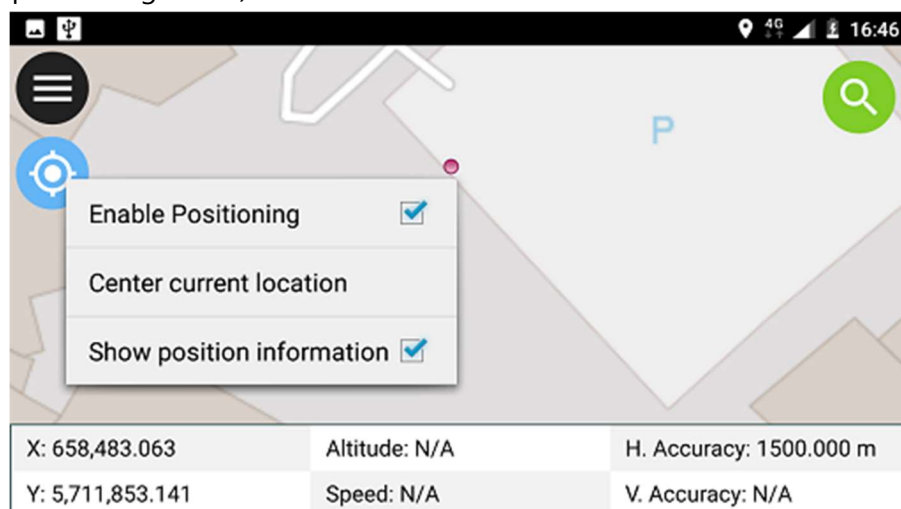



If you are confident in QGIS, you can request our pond project file for use in QField.

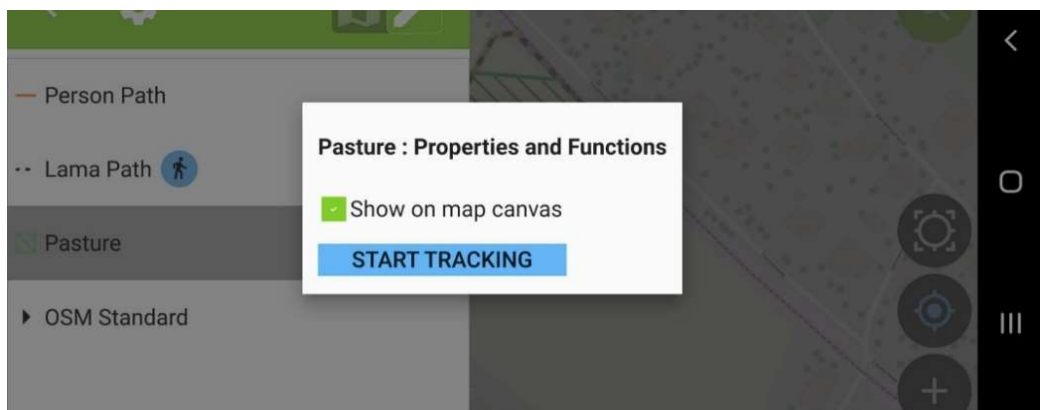
This is a **mobile-based** version of QGIS that works similarly to a GPS unit, using your phone location services and allowing you to create and view polygons in the field. If you would like to use this tool, please email us. Please submit with a supporting pond survey epicollect or paper form using the same unique name/ID (use the OS name if known). To ensure you work safely we suggest you complete our dynamic risk assessment for each site you survey and only proceed if safe to do so.

This app uses your phones' satellite positioning like a GPS unit, and viewable (as in MyMaps) and downloadable to QGIS. Please note it can take time (several minutes) to load the project.

1. Download QField to your phone. Plug your phone to your computer and copy our pond project files to your phone. Check you can open the supplied project within your 'local files' and get used to the interface. Any tests can be deleted before sending to us. **Referenced using the QField user guide** which is a great resource if you are using this for the first time
2. When you are happy, head out to your pond site, you are going to walk around (where it is safe and legal to do so) the outer edge of the pond creating a 'track'.
3. Enable GPS. A short press on the **GPS 'blue circle'** button will turn on the GPS and centre your screen to the current location once positioning information is available (a long press on the GPS button will show the positioning menu). It can take a minute or two to load.

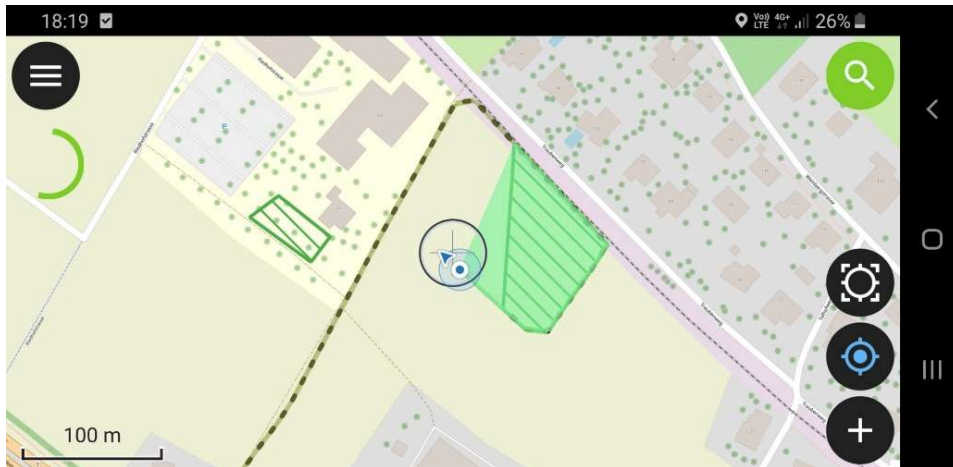


4. You may wish to simply provide the pond center location, to do this, select the Pond_Point layer select the **'pencil' edit** mode. Navigate the crosshair in the center of the screen to the desired location and click the + button at the lower right of the screen to confirm the creation of a new point feature. 
5. A simple form will then appear which will ask for basic information (date, location, grid ref and your name). Only select the checkbox for recorder name (as this will autofill for other surveys). For a grid reference you can check using [www.https://gridreferencefinder.com/](https://gridreferencefinder.com/) or an app such as OS locate). NB: you can edit this table later by clicking on the created shape
6. To digitise the pond start at a point of the outer edge of the pond (note this may not be the current water level, check surrounding vegetation to ensure you will capture the maximum pond area). Select Pond_Boundary and select the **'pencil' edit** mode.
7. Place a marker on the ground and start your tracking session by a long press on the layer (in our project it will be Pond_Boundary) and by selecting **start tracking**. Set up tracking intervals as time - 1(s) (one second) with no maximum distance. Click 'tick' to save.



8. Walk around the pond edge at a slow steady pace, particularly at corners. The tracked feature is saved on every vertex. While the tracking session is active the layer is still editable, but the tracked feature can't be edited or deleted until the tracking session is stopped over the legend again.
9. When you get back to the start point (your marker on the ground) go back to the layer and a long select should bring up the option to **stop tracking**.
10. This will bring up the attribute table to complete (date, location, grid ref and your name). For location add enough detail so that we can match and verify the GPS provided map, including a grid reference ideally (check using [www.https://gridreferencefinder.com/](https://gridreferencefinder.com/) or an app such as OS locate). Only select the checkbox for recorder name (as this will autofill for other surveys). NB: you can edit this later by clicking on the created shape





11. Check the accuracy of the shapes created (possible errors can be caused where the GPS jumps). You can edit the feature and attribute table at this point or to delete and redo the feature identify it first and tap the trash icon.
12. When you have completed and are happy with of all information gained (you can complete this process for multiple ponds) it can be saved in your project file.
13. To submit back to the NBRC you will need to copy the project files from your device to your computer and email the files to us at the NBRC for verification, validation and incorporation in our new pond layer.

If possible, please supply with completed paper or uploaded mobile epicollect pond condition forms.

