Guide to the online transect input system for butterfly monitoring - eBMS

This online system is to support the recording of butterfly transects. It can be used anywhere in the world, although is currently tailored to use within Europe (e.g. uses a European list of species). We recommend that you use national systems where a formal monitoring scheme is in place. For schemes in Europe, refer to the list here.

You can watch explanatory videos on the **BCE YouTube Channel** of the steps explained in this guide for better compression.

Quick Guide:

These are the simple steps to get you started with entering data on the new online system.

1. Register for an account.
2. Go to 'My Sites' to set up new transect routes, or review the details of existing ones.
3. Go to 'My Walks' to enter the data for your transect routes.
4. Go to 'My samples' to review everything submitted by you on the system and edit any record.
5. You can download everything on 'My downloads'
6. Go to 'Annual Report' to review your annual butterfly data, and to see what's been entered for other transects you shared.

Step-by-step instructions for the key parts of the system are detailed below. Key links to click are given in red text. Key areas of relevant web pages are highlighted through a red circle, e.g.

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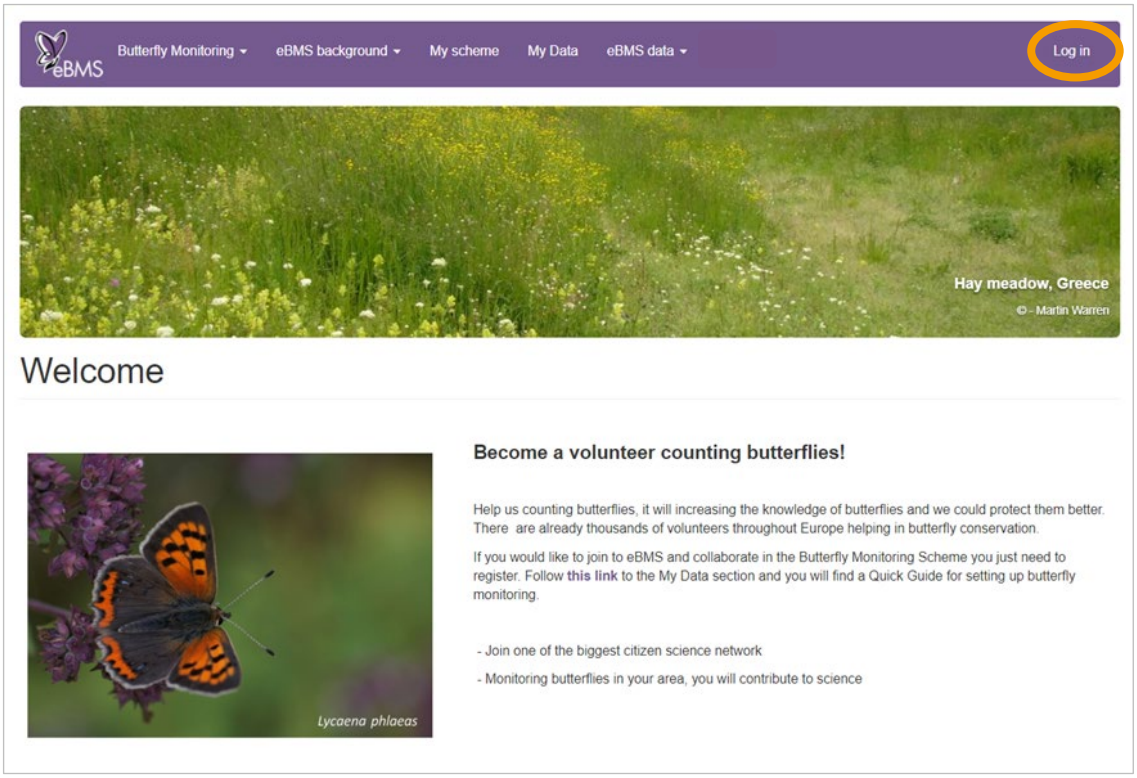
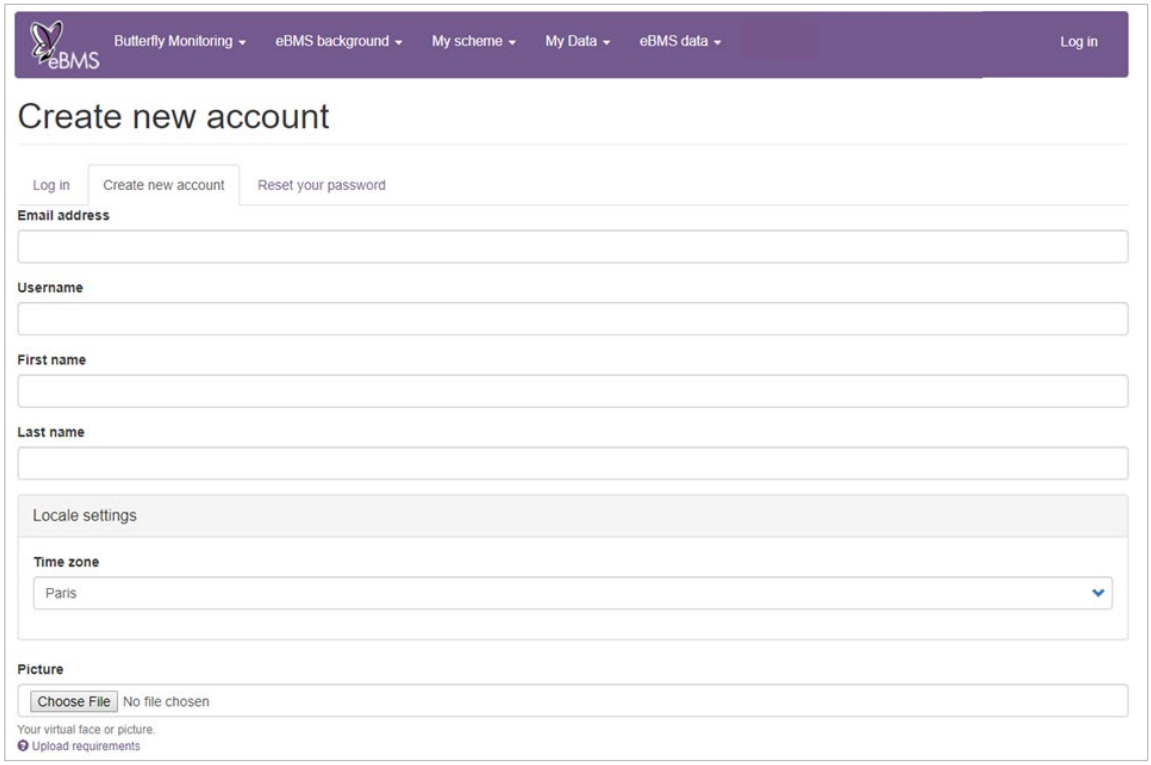
Setting up a new account

The account registration approach uses email verification to minimise risks for spam accounts.

Go to http://www.butterfly-monitoring.net/mydata and click on '**Log in**' (top right of home page).



1. Enter a username, your email address and your proper name. Tick the Time Zone and the Country/scheme you are part of. Review the Terms of use for the site, and tick to agree to them. Enter the image code in the human verification. Then click on '**Create new account**'.



2. You will now receive an email indicating that your account has been registered.
3. This email will includes the following text:

> Thank you for registering at European Butterfly Monitoring. You may now log in by clicking this link or copying and pasting it to your browser:
>
> http://www.butterfly-monitoring.net/mydata/user/reset/17/1468321218/30vice-mLt67H11-Hxp5uw1zR-ltwOrEd20U0X7ETwc
>
> This link can only be used once to log in and will lead you to a page where you can set your password.
>
> After setting your password, you will be able to log in at http://www.butterfly-monitoring.net/mydata/user in the future using:
>
> username: Your username
> password: Your password

4. Click on the link provided in the email to confirm your registration, via validation of your email address.
5. Click on the '**Log in**' button on the confirmation web page.
6. Enter your password for the site on the next page, making sure you enter it twice as required. Select your preferred language and time zone. Then click on '**Save**'.

Your account is now ready to use

7. You can change your account details at any time by clicking on '**My Account**' in the top right corner of any web page on the site, then selecting the 'Edit' tab.

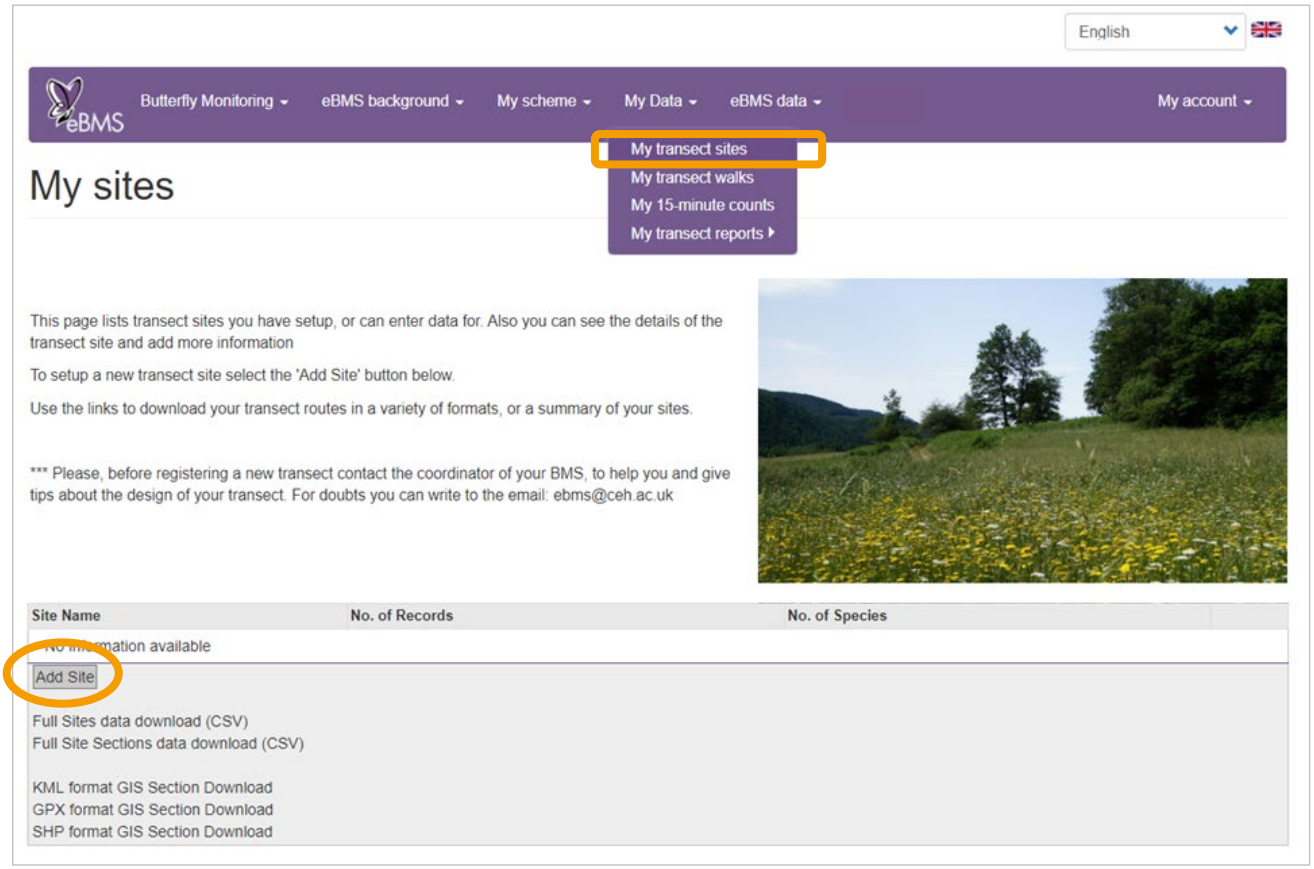
Linking an existing transect route to your account

1. If you record butterflies on an existing transect that you know to be in the system, it is important that you do not recreate the transect route. Please contact your coordinator or the site administrators via ebms@ceh.ac.uk to request access to enter data for this route.
2. Click on 'My Sites' to see a list of transect routes associated with your account.

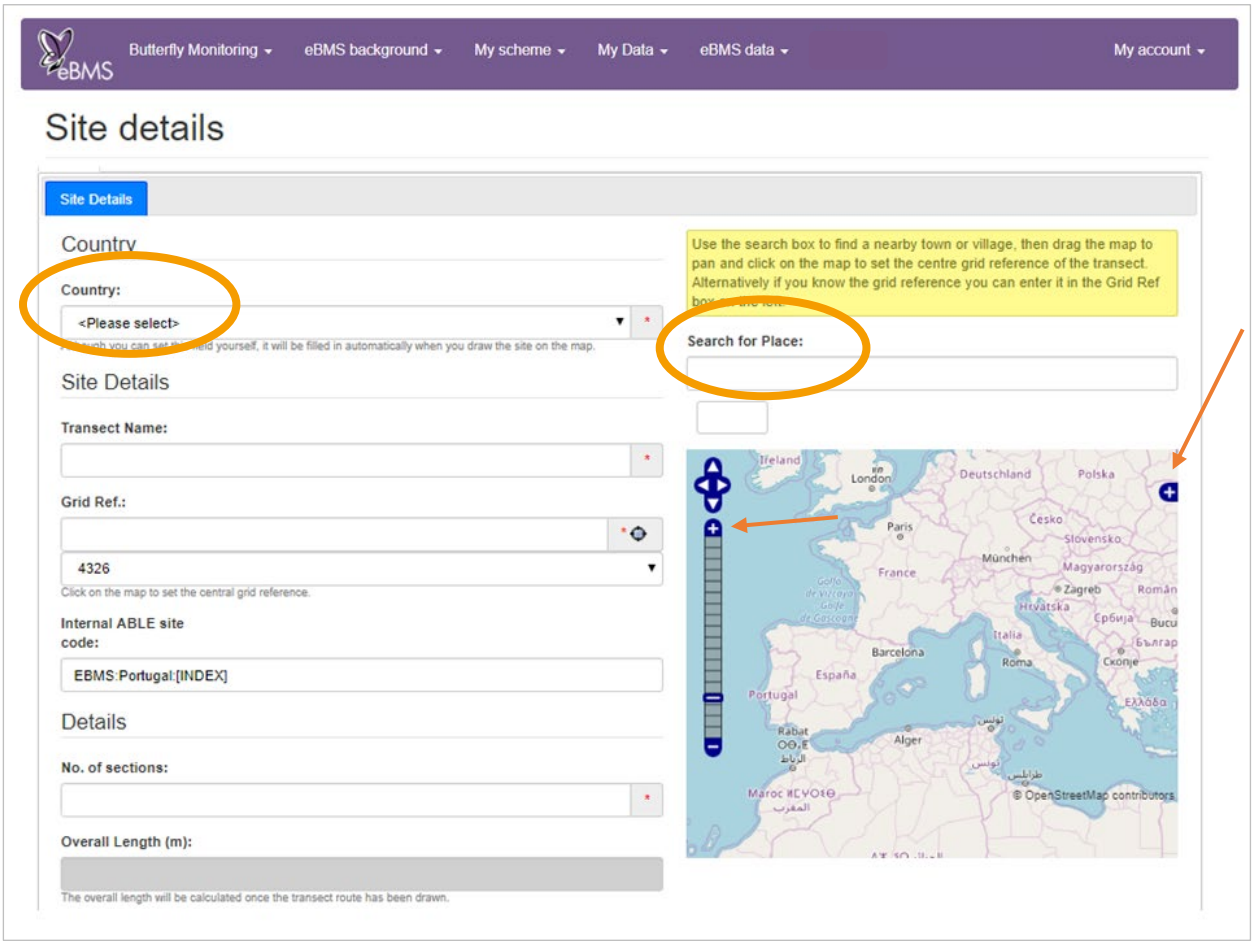
Setting up a new transect site

If you are setting up a new transect, you will need to enter details of the site and draw the transect route, so please have these details to hand before you start.

1. To create a new site, in the main menu go to My Data and click on **'My transect sites'** and then click on **'Add Site'**.



2. Select the Country in which you are setting up a transect. The list of countries excludes those for which an established Butterfly Monitoring Scheme exists, other than Luxembourg which use this system as its main transect input system. For other countries with an established monitoring scheme in Europe, refer to the list here.
3. Enter the Name of your transect
4. Tick in the Grid Ref.: field. You will need to locate the approximate centre point of your site on the map provided. To find your site on the map user the search facility or move around or zoom into the map using the tools provided. When you click on the map, the lat/lon for your transect centre will be automatically filled in.
5. A Site Code will automatically be assigned to your transect. You can change this value if required.
6. Enter the number of sections for your transect (between 1 and 16).
7. Enter the Width of your transect. Normally is 5 metres (2.5m in each side), if not there is the option 6 and 10 metres.
8. Enter as many other general site details are possible (these are not mandatory).
9. Once your transect route is created you can download it in a variety of GIS formats.

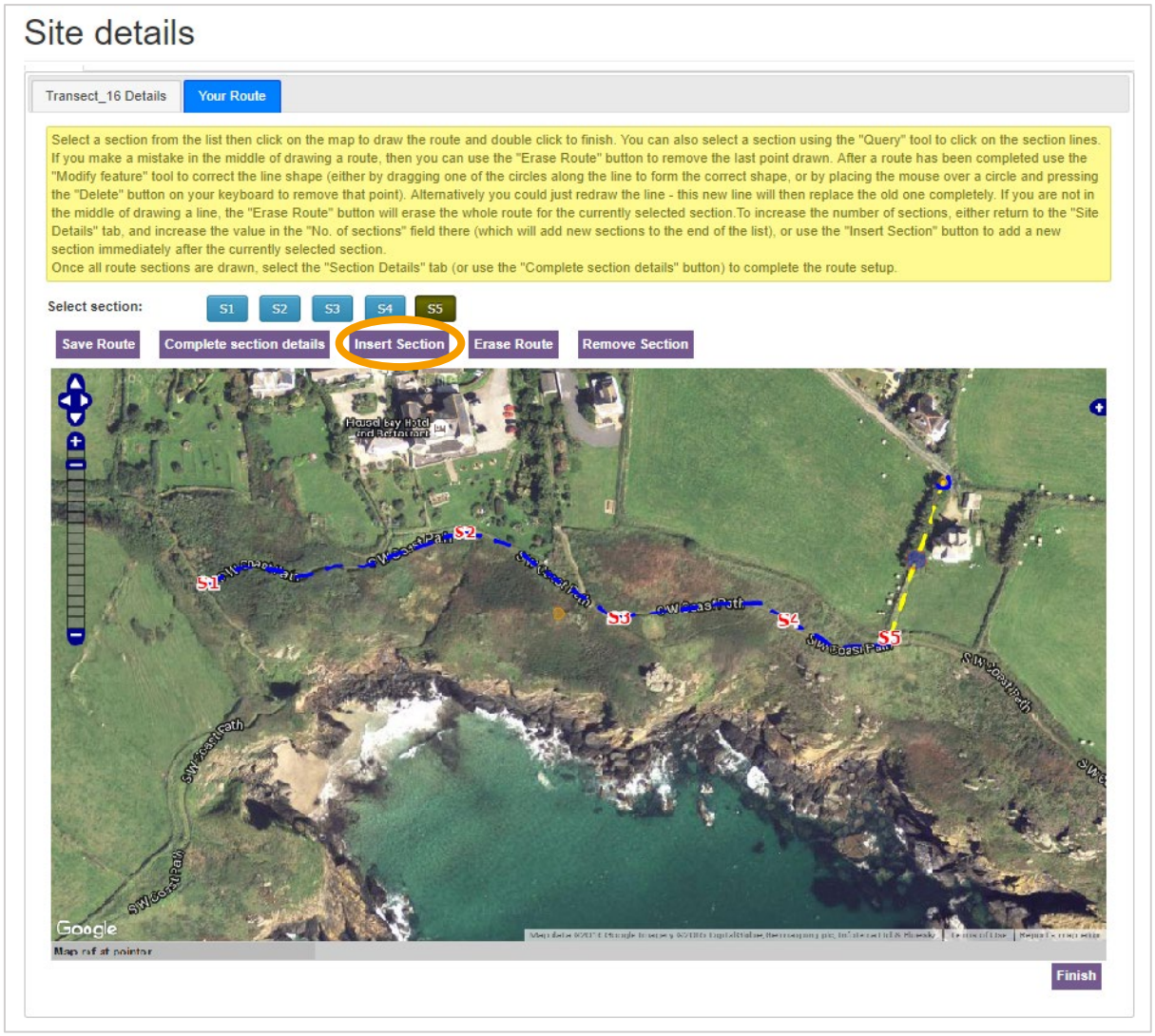


10. At the bottom, click on **'Save'**
11. Now you will need to draw the route of each section of your transect, as described below.

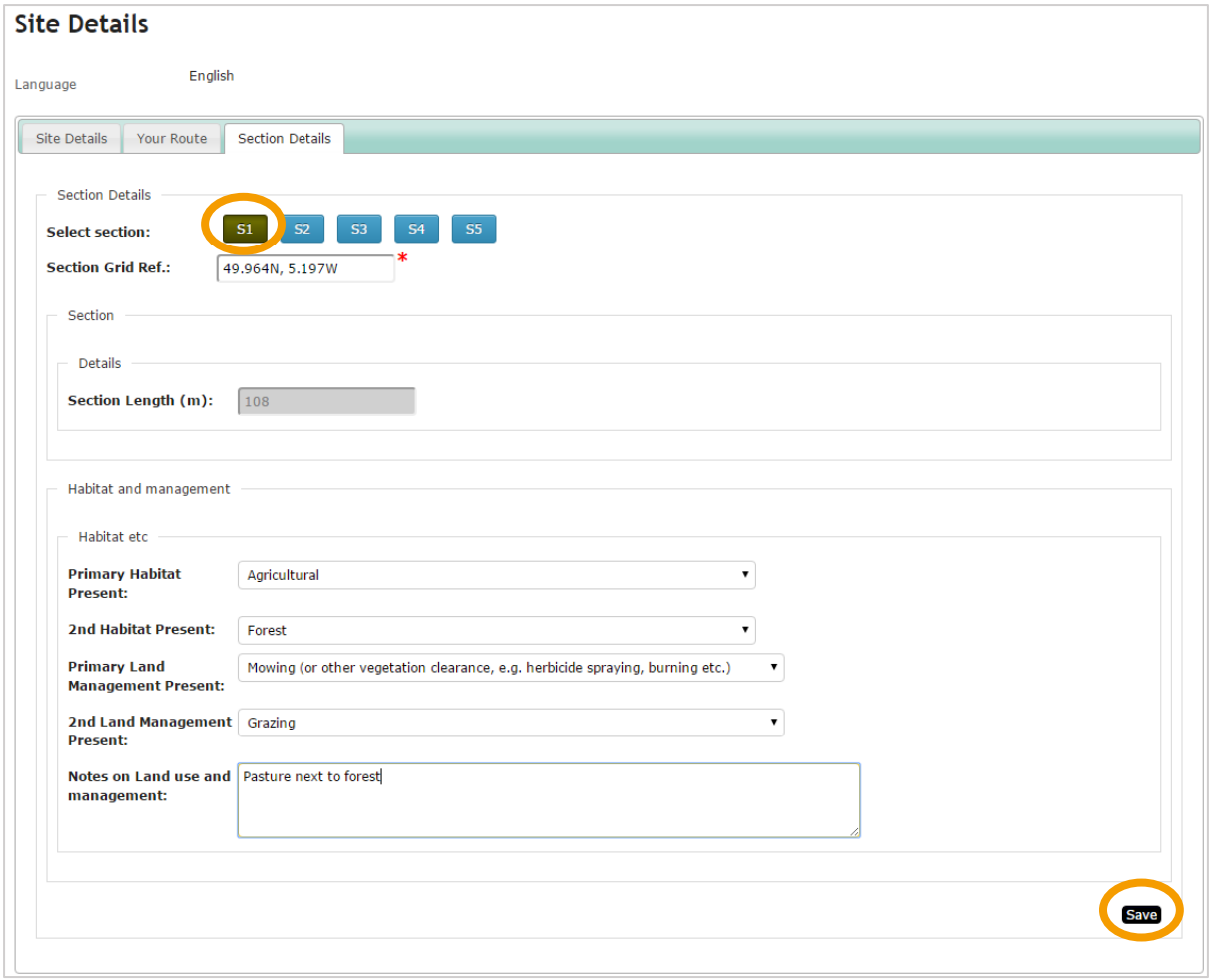
Drawing the transect route section-by-section

1. After you have saved your new site details, you should now be looking at the '**Your Route**' tab as shown below.
2. Make sure that the first section is highlighted ('**S1**') in order to draw and edit the route for that section.
3. Move the map around and zoom in or out so that you can see the area where you need to draw.

4. You need to use the line-drawing tool, which will show a small circle on the point of your cursor.
5. Click on the map at the start of your section, then draw the route by clicking on each corner or turning point until you get to the end of the section. **Double-click at the end of the section to finish** drawing the line.
6. When finished, the complete section should be shown as a yellow dashed line. Now click on "**Save route**" to save the section drawn and click the next section.
7. Continue until all the sections have been drawn. You can include new sections with the button "**Insert section**"

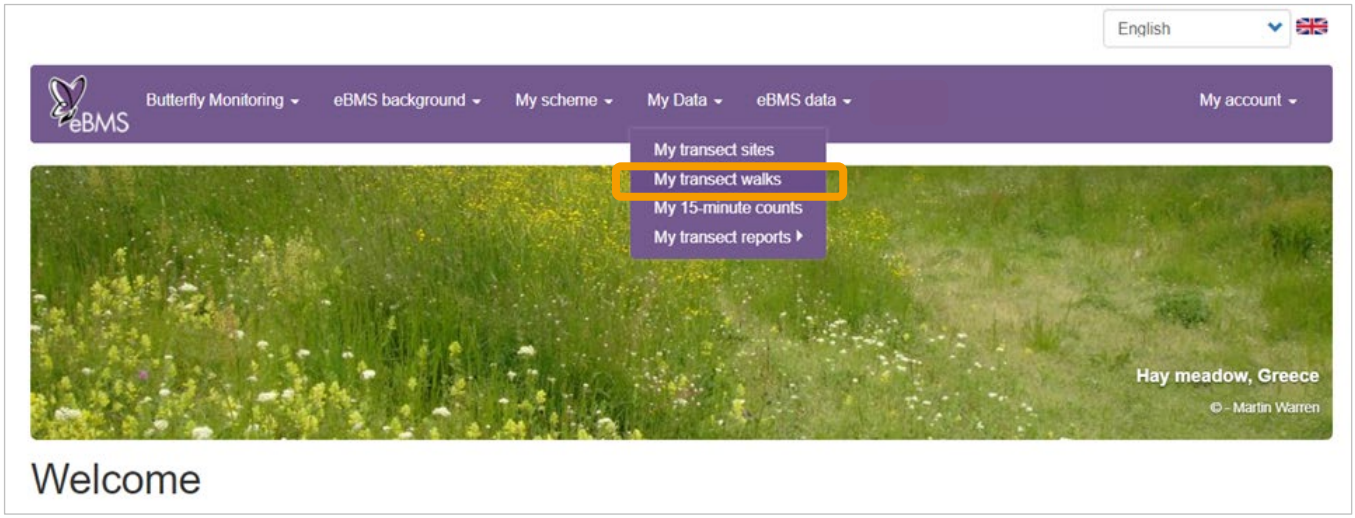


8. Drawing the route can be a challenge. So, if you are not happy with the result, there are several ways to make amendments. Firstly, make sure the relevant section is highlight by selecting the route section (e.g. S5).
9. The simplest option is to just redraw a new line over the top. When you double-click to finish, you will get a warning to confirm that it is ok to replace the existing section.
10. If you want to get the current line out of the way, you can click on the 'Erase Route', which should then remove the line for that section. If you have made a mistake mid-section, this button will also remove the latest node on the line.
11. If you just need to move one or two corner points, then you can use the **Modify tool**. Small blue circles will appear at each node on the line, and these can be dragged around into new positions. You can also add new nodes by dragging the mid-section of a line.
12. Once the sections are drawn, please click on the '**Complete section details**' button. Then click on the '**Section Details**' tab and enter as many details as you can about each section, saving as you go along.

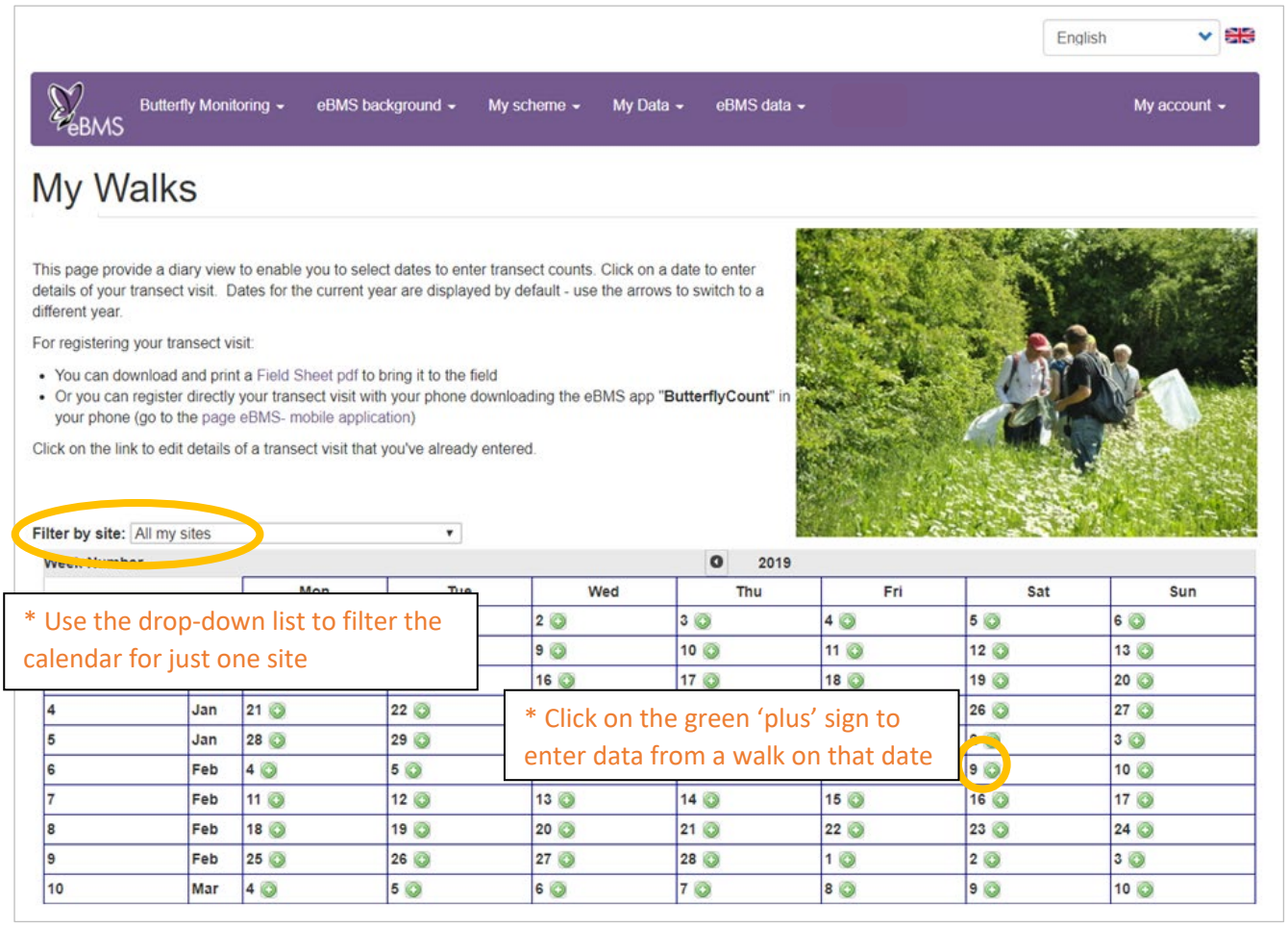

Site Details
Language
English
Site Details
Your Route
Section Details
Section Details
Select section:
S1
S2
S3
S4
S5
Section Grid Ref.:
49.964N, 5.197W
Section
Details
Section Length (m):
108
Habitat and management
Habitat etc
Primary Habitat Present:
Agricultural
2nd Habitat Present:
Forest
Primary Land Management Present:
Mowing (or other vegetation clearance, e.g. herbicide spraying, burning etc.)
2nd Land Management Present:
Grazing
Notes on Land use and management:
Pasture next to forest
Save

Entering the results of a transect walk

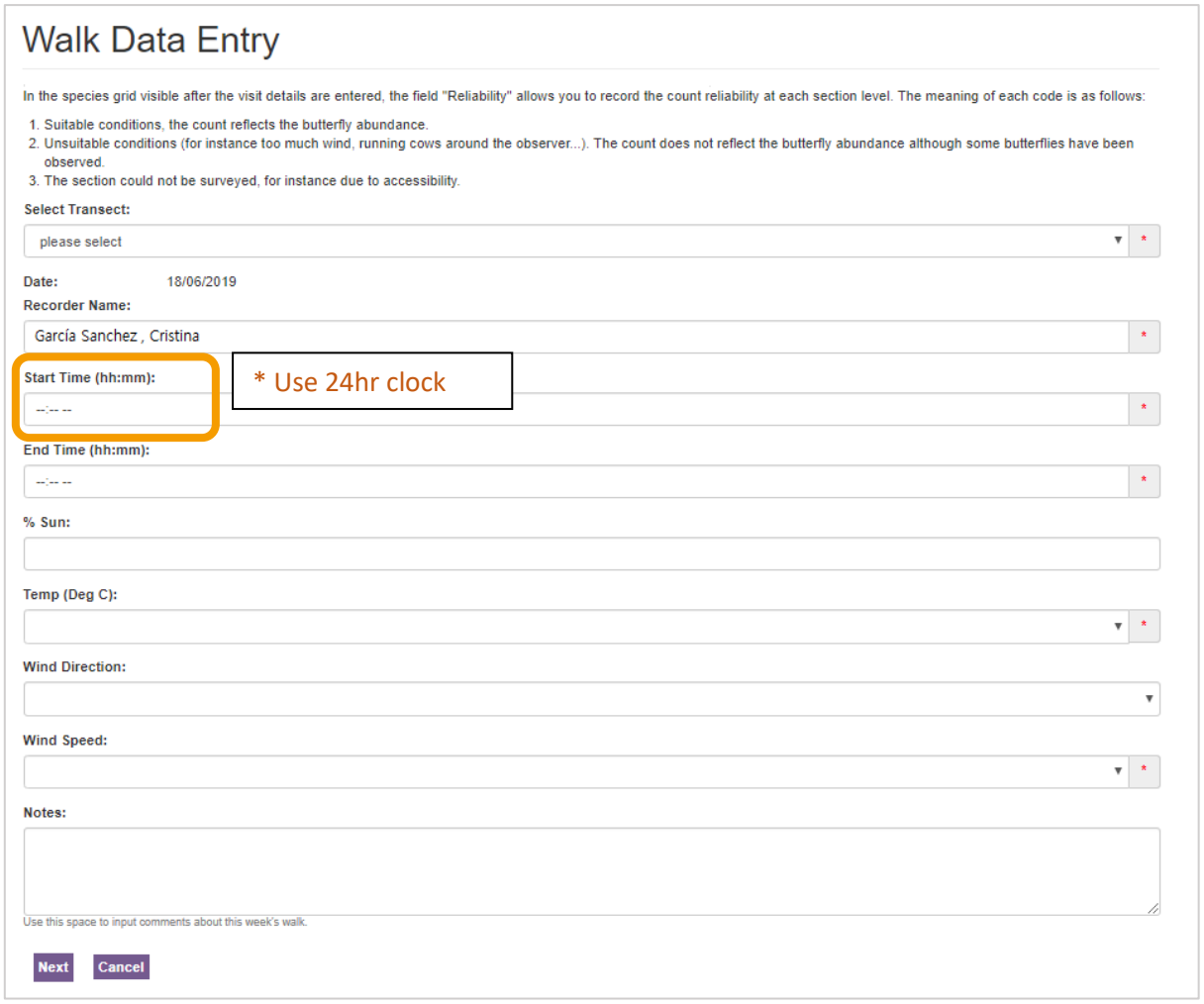
1. In the main menu go to “My Data” and click on “My transect Walks” to see a calendar, showing all the walks that you have entered so far.



2. “**My Walks**” page will appear and you'll see the calendar that shows all the counts you've entered so far.

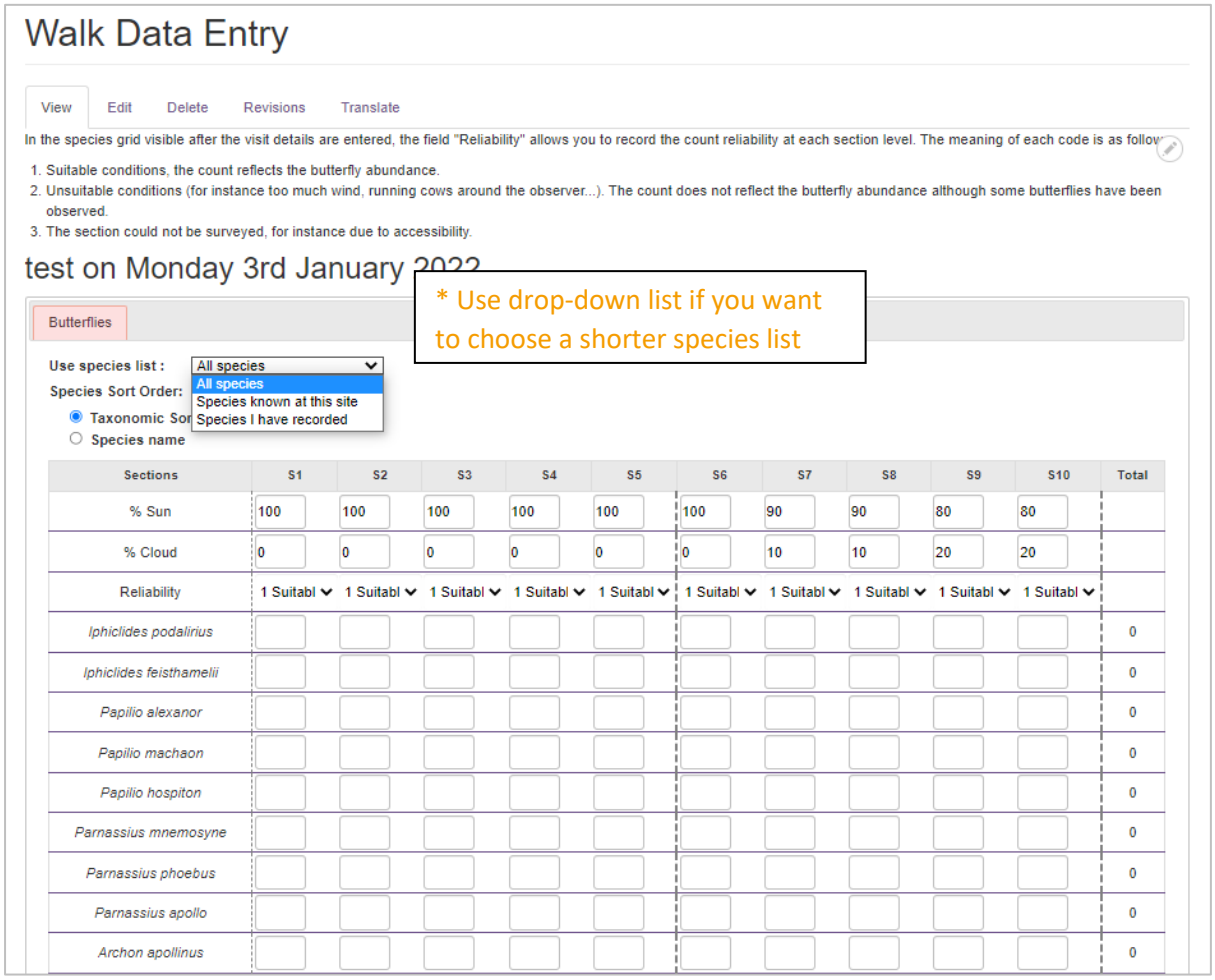


3. If you walk several different sites, you can use the drop-down list to only show walks from one site.
4. Locate the date of your walk, click on the green 'plus' sign to create the new walk, and you will be presented with the '**Walk Data Entry**' screen.
5. Make sure the right transect site is selected. Check the recorder name and edit if needed. Enter the start and finish times, temperature and wind information.
6. If you enter a value for the % sun on this screen, it will fill in this value for all sections. Alternatively, individual %sun values for each section can be entered on the next screen.
7. Remember to write in the Notes tab any change happened in the transect.

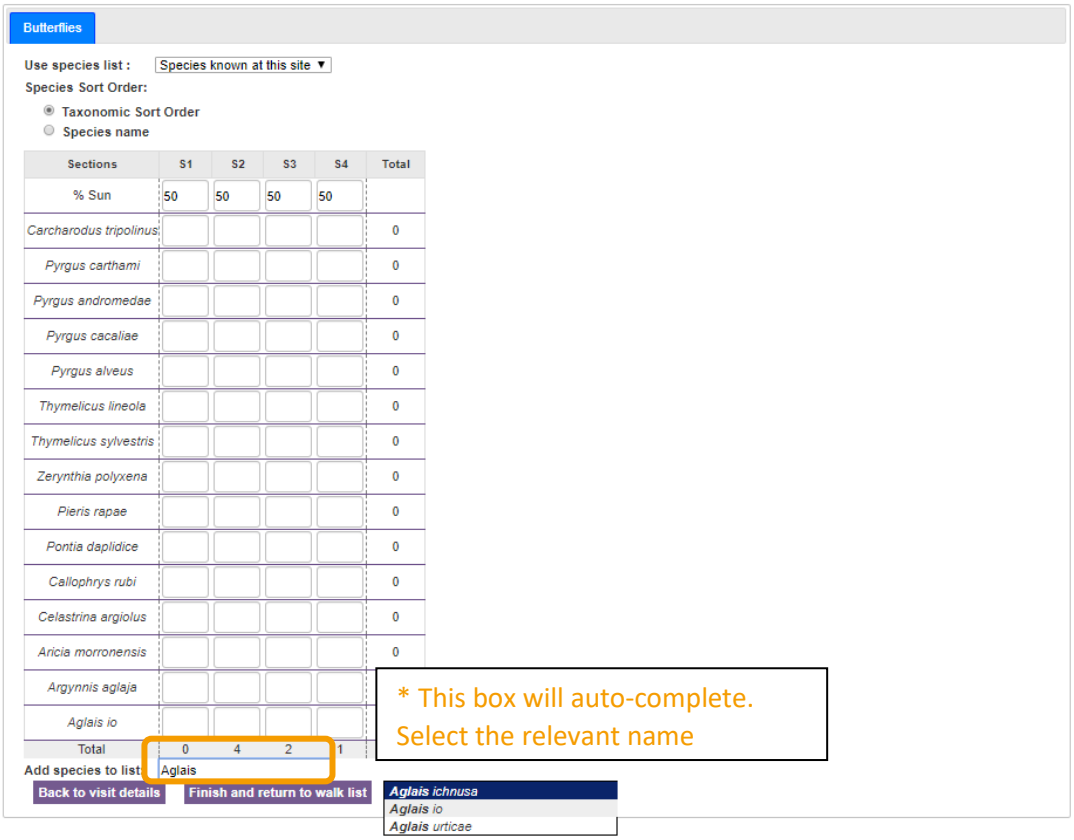


8. Once all the basic walk information has been entered, click on '**Next**'.

9. On the butterfly data entry screen, the default table shows the whole European species list in taxonomic order. You can choose alternative lists using the drop-down list. However, the first time entering a visit to the transect, it will appear the whole list by default. After selection a specific list, in the second time entering a visit, you will see only the species saw before in your transect.
   You can edit the preference species list to show on your account profile.



10. If you are using a short list, but have seen a new species, you can add this species to your list by typing its name in the box below the data grid. This box will auto-complete when you start typing a name (as shown below). Select the relevant species when it appears and it will be added to the bottom of your list.



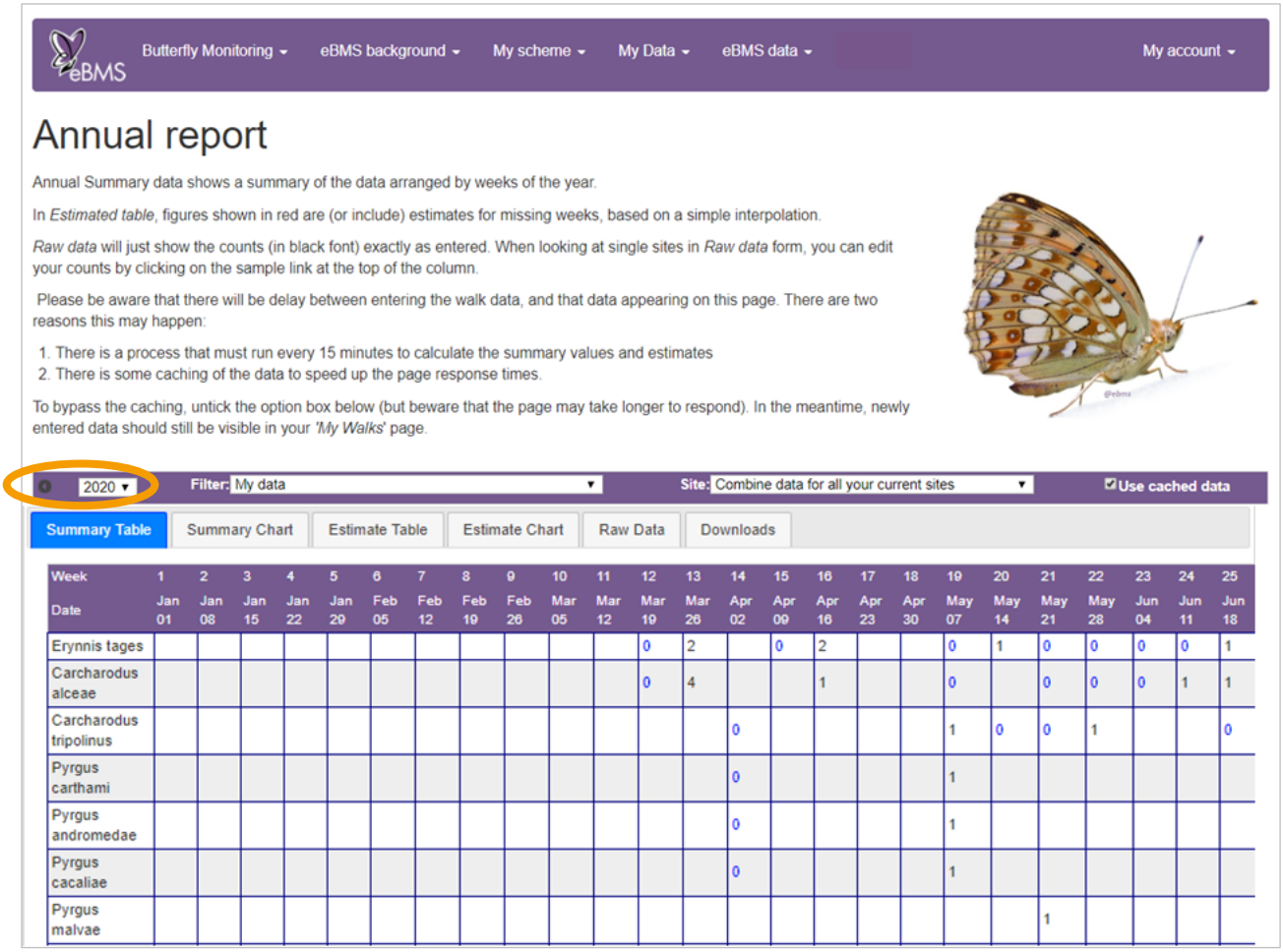
11. Check/enter the % sun (at the top of the data table) figures for each section.
12. Enter the butterfly counts for **each species/section**. The data are saved as you go.
13. Once you have entered all your data, click on '**Finish and return to walk list**'

Reviewing the data from your transects

Please note that data just entered into the system does not appear immediately within the annual summary. There are two reasons this may happen:

1) there is a process that must run every 15 minutes to calculate the summary values and estimates, and 2) there is some caching (storing of calculated summaries) of the data to speed up the page response times. To bypass the caching, untick the option box below (but beware that the page may take longer to respond). In the meantime, newly entered data should still be visible in your 'My Walks' page.

1. In the main menu go to My Data -> Reporting and click on the **'Annual Report'** tab to show a summary of the transect data. Initially you will see all data for the current year from all sites that you have linked to your account. However, there are several options for looking at other summaries or other years.



2. You can **change the year** by clicking on the black arrows (top left)
3. You can choose to view everyone's data in the system, or just your own, by using the 'Filter by recorder'
4. You can choose to view all sites, or individual sites linked to your account, by using 'Filter by site'
5. You can use the tabs to view raw data or summary data or include simple estimates for missing weeks. You can also choose to display the information as a chart.

6. The best way to check through your own data is to select your site from the drop down list and view ‘raw data’. In this mode, if you spot a mistake that needs to be corrected, you can go directly through to the Data Entry screen for an individual walk by clicking on the date at the top of the column.
7. You can download your data in a variety of formats via the Downloads tab.

Parnassius apollo
By Chris van Swaay