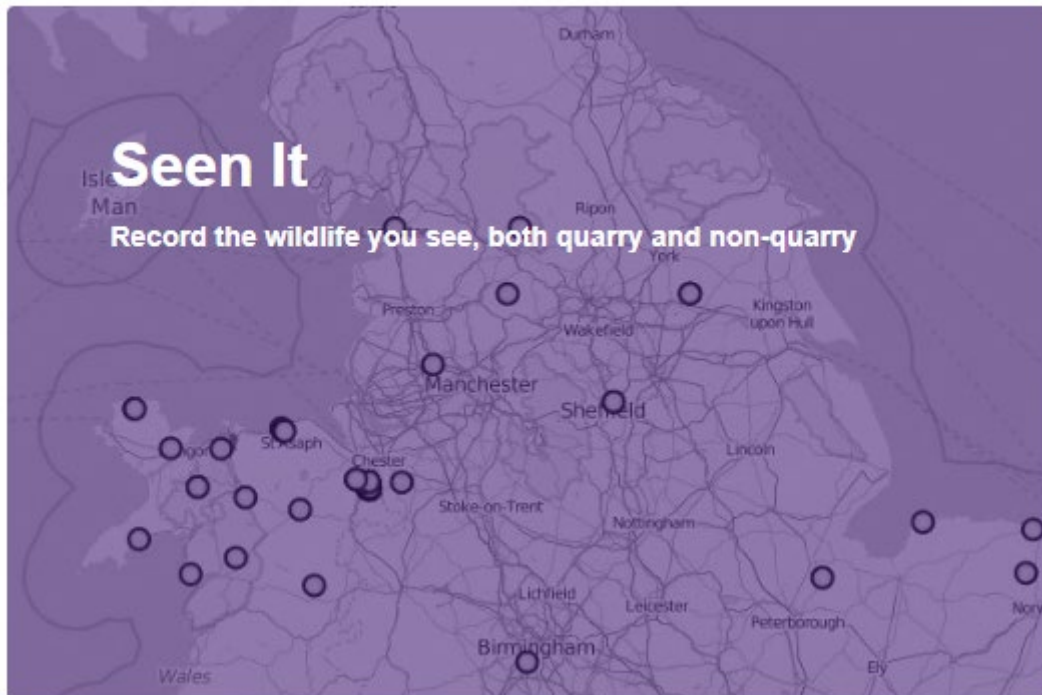


Green Shoots Mapping Guide

Seen It



The Seen It area allows you to record sightings of any UK species and create reports.

This guide covers when you click onto Seen It directly from the home page or the top menu.

When you create or edit a shoot in Map It, the last step of the process brings you to Seen It directly. We cover that in the Map It guide but in essence all it does is zoom the map into the area you have mapped and prompt you to provide detailed records for the key species on that shoot.

Seen It – Records or Reporting

Map It Seen It Custom Maps Bagged It Manage It Tutorials T & Cs Email Us Administration Ian Danby ▾

Seen It

1 ▾ Read more

2 Records

Add a new record or edit an existing one

3 Reporting

Create reports from your records for review, export and mapping

1. Each page has a *Read more* pane at the top. If you click on it the pane expands to give you an introduction to the page you are on.
2. *Records* is where you go to add or edit a wildlife record
3. *Reporting* allows you to filter them and see them in map window, list view or export them to Excel.

Records
Add a new record or edit an existing one

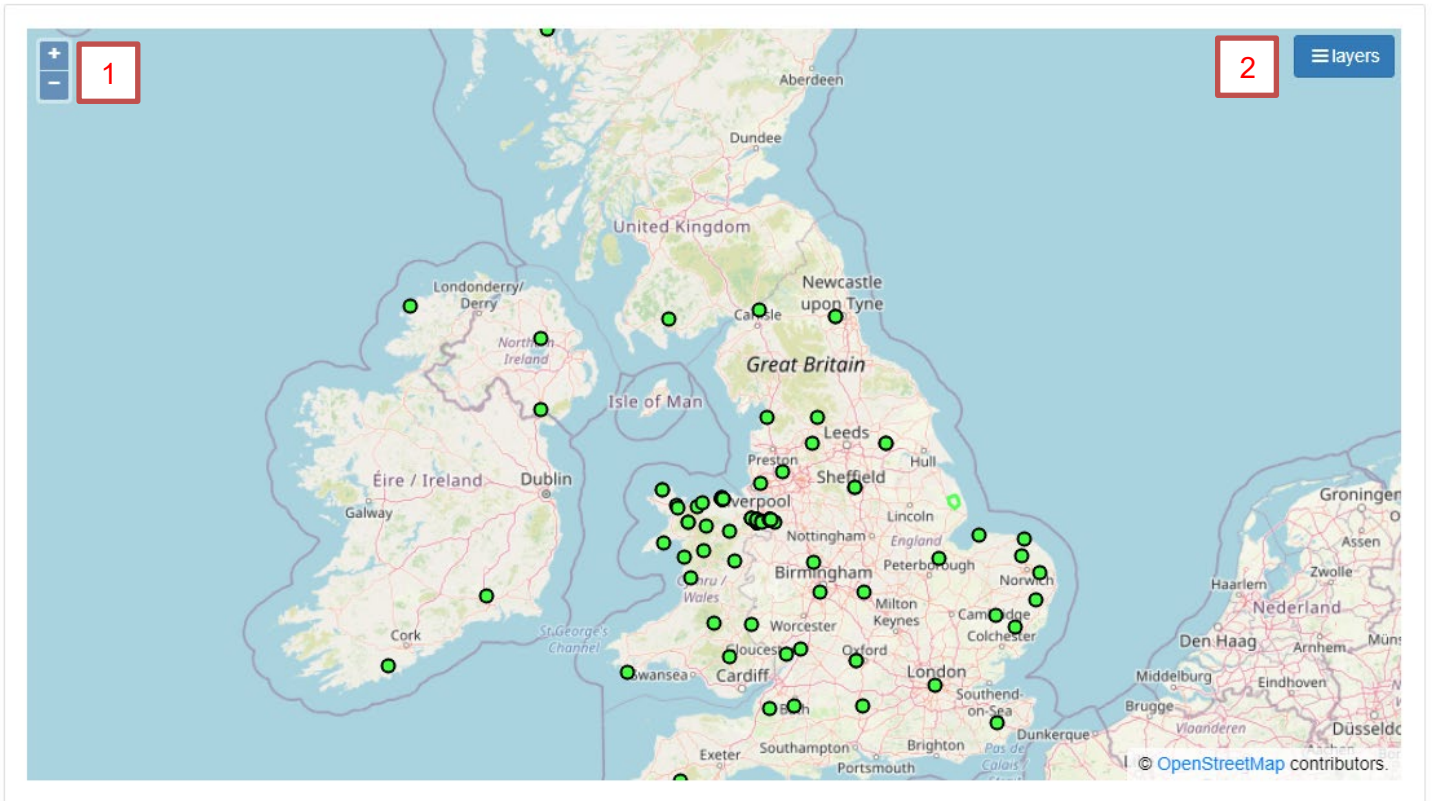
We are going to look first when you chose to add or edit a wildlife record.

PTO

Adding, editing or deleting records

Seen It - Records

▼ Read more



Your Species Records

3

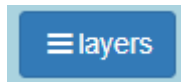
+ Add a new Species Record

Species	Date	Location	Recorder	Confidential
Hen Harrier (<i>Circus cyaneus</i>)	30/09/2021	SN8876847231		Delete Edit
Ring Ouzel (<i>Turdus torquatus</i>)	30/09/2021	TQ294805		Delete Edit
White-tailed Sea-eagle (<i>Haliaeetus albicilla</i>)	30/09/2021	NG455522		Delete Edit

4

1. Look to the top left and you can see a plus and minus control. These are your zoom controls with a click on the plus zooming the map in and a click on the minus zooming you out.
2. Look at the top right of the window and you'll notice a button called layers. This is a very powerful button which can change the background mapping, turn off/on your shooting areas and protected sites. We provide some details on the menu this button reveals over the page.
3. This button allows you to add a new record (we'll look at that page after we have looked at the layer menu on the next page)
4. This table shows you records already entered and gives you options to edit or delete them.

The Layers menu in detail



This button is common for all map windows across the site and it is a very useful feature.

The four buttons relate to shoots you might see mapped on the page. Unless you are a club member you'll only see My Shoots on the map (once you've added some!). The three others are for club members only

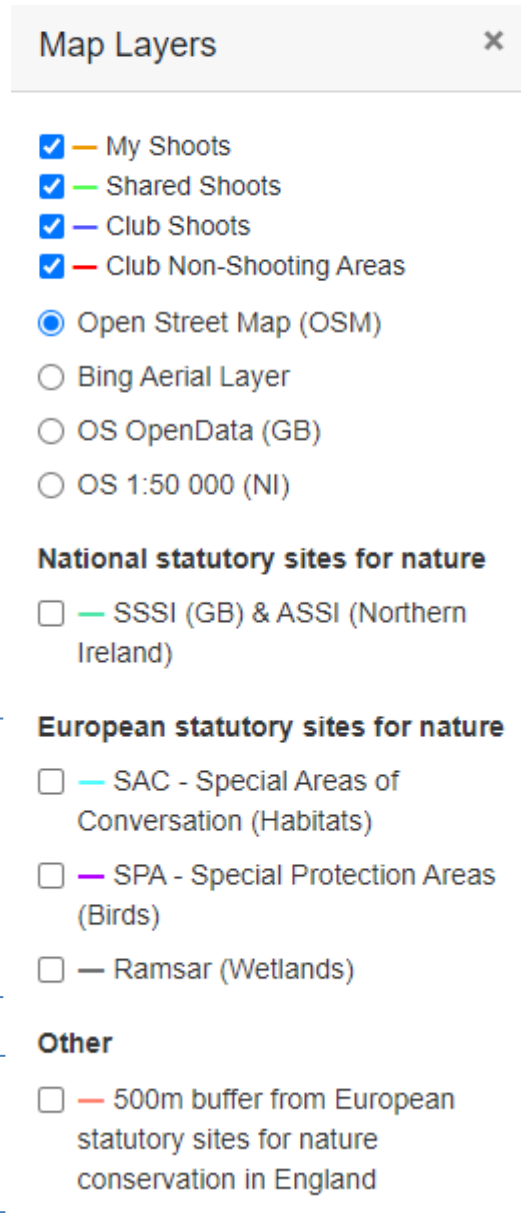
These are your options for the background mapping. Open street map is great for finding your general location. Bing Aerial is excellent for mapping with Ordnance survey maps providing another option

Checking this box brings up our nationally important designated wildlife sites. Sites of Special Scientific Interest in GB and Areas of Special Scientific Interest in Northern Ireland

These boxes bring up sites designated at International level for their importance for wildlife. SAC and SPAs are European designations. Ramsar are fully international designations.

Consent for shooting and its management are often required in both nationally and internationally important wildlife sites!

General Licence 43 ^(see note) must be followed for releasing game birds on or within 500m of SAC and SPA sites. This layer shows you exactly where that is.

A screenshot of the "Map Layers" panel. It has a title bar with "Map Layers" and a close button "x". The panel contains several sections of options, each with a colored line indicator and a checkbox. The first section has four checked items: "My Shoots" (orange), "Shared Shoots" (green), "Club Shoots" (blue), and "Club Non-Shooting Areas" (red). The second section has four unchecked items: "Open Street Map (OSM)" (blue), "Bing Aerial Layer" (grey), "OS OpenData (GB)" (grey), and "OS 1:50 000 (NI)" (grey). The third section is titled "National statutory sites for nature" and has one unchecked item: "SSSI (GB) & ASSI (Northern Ireland)" (green). The fourth section is titled "European statutory sites for nature" and has three unchecked items: "SAC - Special Areas of Conversation (Habitats)" (cyan), "SPA - Special Protection Areas (Birds)" (magenta), and "Ramsar (Wetlands)" (grey). The fifth section is titled "Other" and has one unchecked item: "500m buffer from European statutory sites for nature conservation in England" (red).

Note: You can read the details of GL43 at this link <https://www.gov.uk/government/publications/gamebirds-licence-to-release-common-pheasants-or-red-legged-partridges-on-european-sites-and-within-500m-of-their-boundary-gl43/gl43-licence-to-release-common-pheasants-or-red-legged-partridges-on-european-sites-and-within-500m-of-their-boundary>

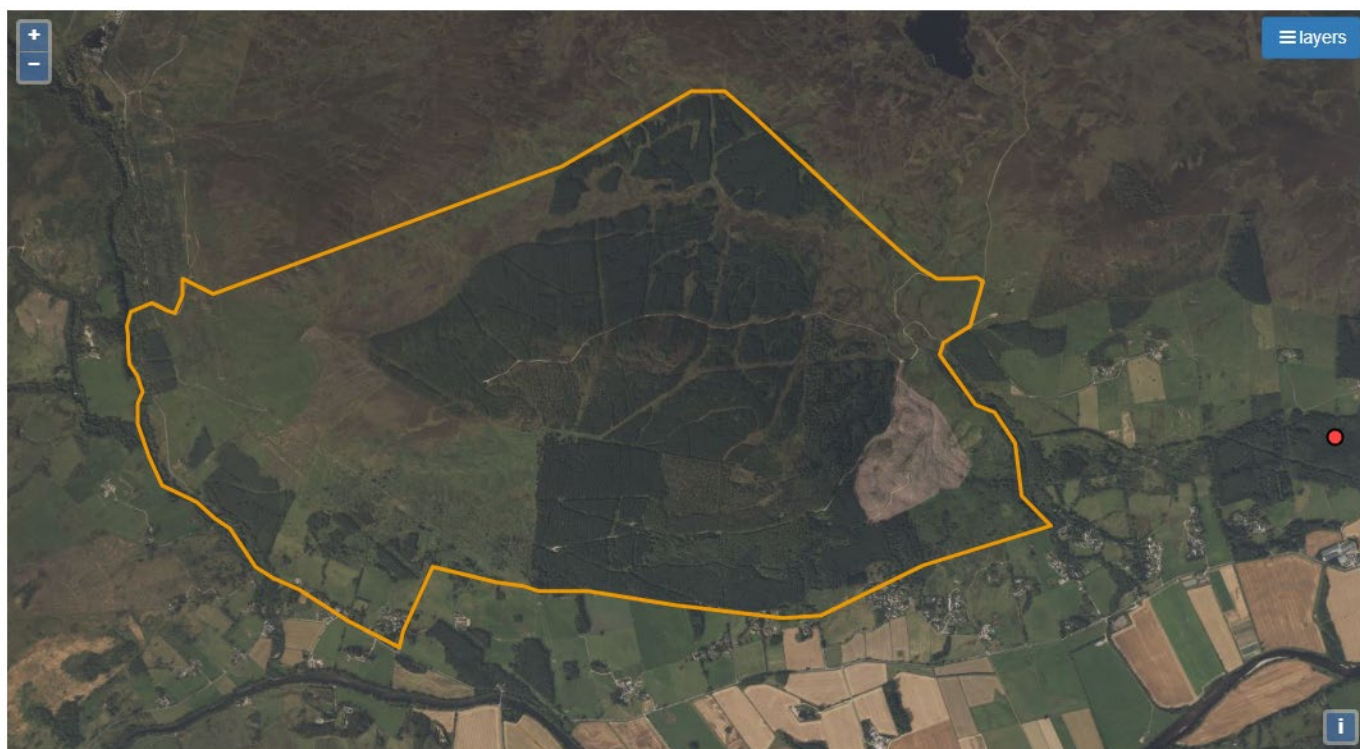
Adding in a new species record

[+ Add a new Species Record](#)

When you click on the *Add a new Species Record* button the details under the map changes so you can select the species and add the details.

Seen It - Records

▼ Read more



Selected species *required*

Grid reference *required - click on the map*

1 Start typing a species name or select a key species below ...

2 Key Species

- Woodcock
- Breeding Curlew
- Wigeon
- Grey Partridge
- Red Squirrel
- Dyer's Greenweed

3

4 Date *

5 Number seen * Status Detail

6 Recorder (if not you)

7 Comment ...

8 Confidential ?

Save and Close Save and create new Cancel

1. This box allows you to select species by typing in the name and then picking from the suggested list.
2. Alternatively, you can pick from suggested species in this box.
3. Move the map to where your sighting was and click to choose the location. The site puts the grid reference into the field for you. Just click again to update the location if needs be.
4. Every record needs a date! You can pick the date from the pop-up date picker.
5. Number seen is just, how many you saw. However, having an understanding of what is in the status and details field is useful as it might mean you choose to make separate records.

Status has the following options

Status

- Live
- Legally killed
- Found dead
- Suspect illegally killed

You might want to create separate records to reflect these options. Please note we do not intend for you to use this page as a shooting diary – that is what the bagged it section is for.

Details provides these options

Detail

- adults
- adult males
- adult females
- juveniles
- family group
- larvae
- pupae
- nests
- burrows
- droppings
- flowering
- brood
- exuviae
- chicks
- eggs
- clutch

Many people may find recording species by gender useful. For example, for a group of 10 stags together you could select adult males.

6. Recorder allows you to note if someone told you about the record
7. Comment is a free text box for you to add notes about the sighting.
8. Confidential means that you are making a record that must not be shared with conservation partners to improve conservation knowledge (and so demonstrate the value of shooting). The question mark provides full details from the terms and conditions on what this means in practice
9. *Save and Close* returns you to the map and list of records view. *Save and new record* keeps this page open so you can make another record.

Padlocks

These allow you to retain the same information in this field when you save and create a new record.



is the default and means whatever is in here is not retained for the next record.



clicking the padlock closed retains whatever you entered will be retained if you select *Save and create new*.

This can make it faster to enter information if you have several records for the same species, grid reference or date.

Reporting on your records

Reporting

Create reports from your records for review, export and mapping

Clicking on reporting opens this page.

▼ Read more

1 Narrow your results

Selected species
Start typing a species name

Start date
[Calendar icon]

End date
[Calendar icon]

Status
[Dropdown menu]

Detail
[Dropdown menu]

Recorder if not you

Confidential

Limit the list to records in the map view

Clear Search

Export to Excel

2

Map List

1. The options on the left allows you to filter what records you want to see.
2. The map window has another tab called *List* and clicking it provides the same results but in table form (shown below). Clicking *Map* returns to the map view.

Map List

Species	Date	Location	Abundance	Confidential
Hen Harrier (<i>Circus cyaneus</i>)	30/09/2021	SN8876847231	2	Delete Edit
Ring Ouzel (<i>Turdus torquatus</i>)	30/09/2021	TQ294805	45	Delete Edit
White-tailed Sea-eagle (<i>Haliaeetus albicilla</i>)	30/09/2021	NG455522	2	Delete Edit

Below is an example of applying some filters to the records

▼ Read more

Narrow your results

Selected species
Woodcock (*Scolopax rusticola*)

Start date
05/01/2018

End date
20/02/2022

Status
▼

Detail
▼

Recorder if not you
 Confidential
 Limit the list to records in the map view

Clear Search Export to Excel

Map List

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1. The example shows where a species has been selected and a date range. This means only woodcock records within those dates will be selected. Woodcock records outside of those dates will not. The key concept here is that all the filters you choose are additive – so all must be true for a record to be selected.
2. *Search* is what you select to run the filter. *Clear* resets the filters. *Export to Excel* downloads the selected records to your computer.

Don't forget you can see your selected records in table form by clicking on *List*.

Selecting records from areas of the UK

▼ Read more

1 Narrow your results

Selected species

Woodcock (*Scolopax rusticola*)

Start date

05/01/2018

End date

20/02/2022

Status

Detail

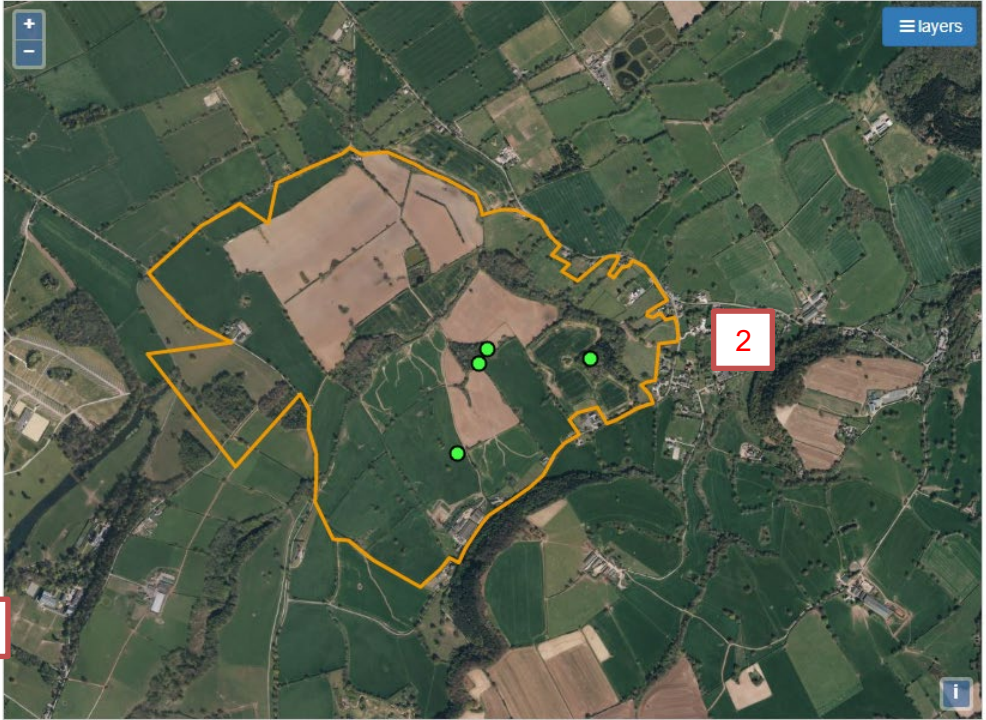
Recorder if not you

Confidential

3 Limit the list to records in the map view

4 Clear Search Export to Excel

Map List



layers

Some people will not want to see all their UK records in the *List* tab or in the Excel download. To cater for that we created the box to limit the selection to just what is in the map view.

1. You can set up filters or not as you wish. If you choose not to then you'll get all the species you have entered returned in the search
2. Zoom the map into where you are interested in
3. Check the *Limit the list to records in the map view* box
4. Press search

You now will have only species within that map view in the *List* tab.

Thanks for reading the guide. Any queries then please email us at GSM@basc.org.uk