Technology and Data Entry

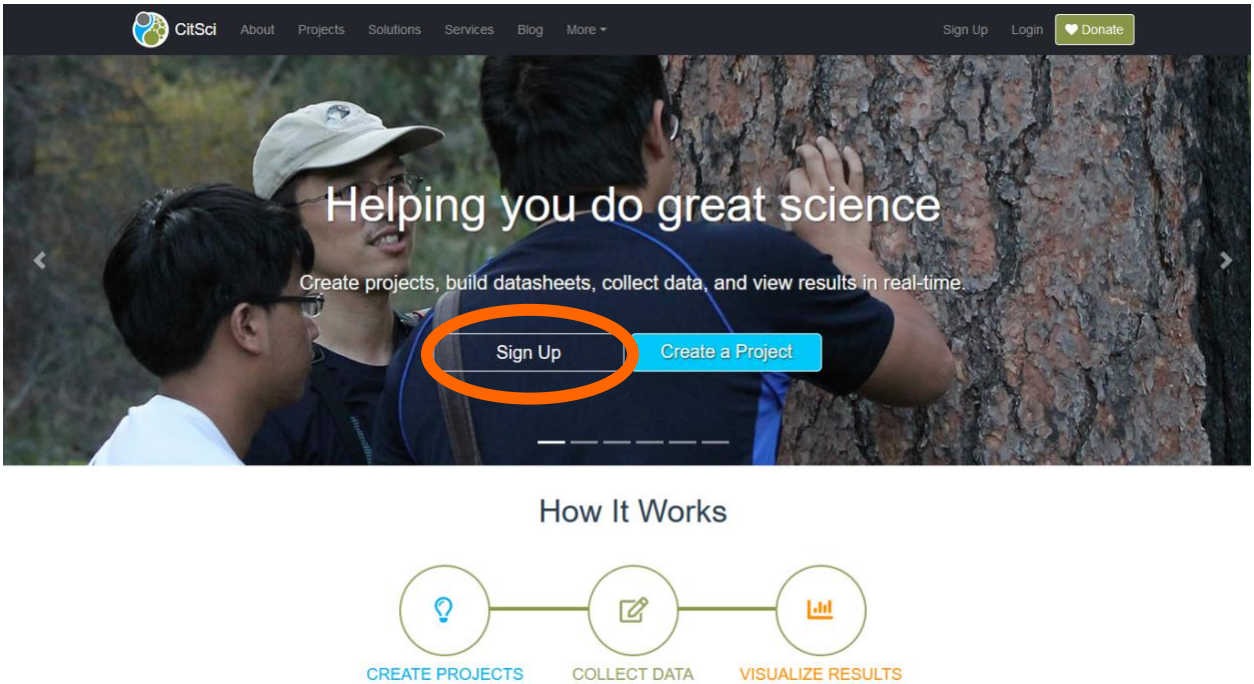
As a volunteer for Catch the Hatch you will use multiple forms of technology to collect and enter data so we can ensure excellent data quality and storage and avoid any accidental data loss. Above all, we ask you use and store a paper datasheet to enter data of your observations each day (the datasheet is provided in this manual and your packet). You may then transfer your hand-written data directly into the online datasheet on the citsci.org website or the My Watershed app that will upload your observation to our project website on citsci.org.

Below are: 1. Website registration instructions (must complete before and observation for either data entry option), 2. data entry instructions using the website after a site visit, and 3. data entry instructions using the My Watershed app (with Android screenshots, iOS are similar).

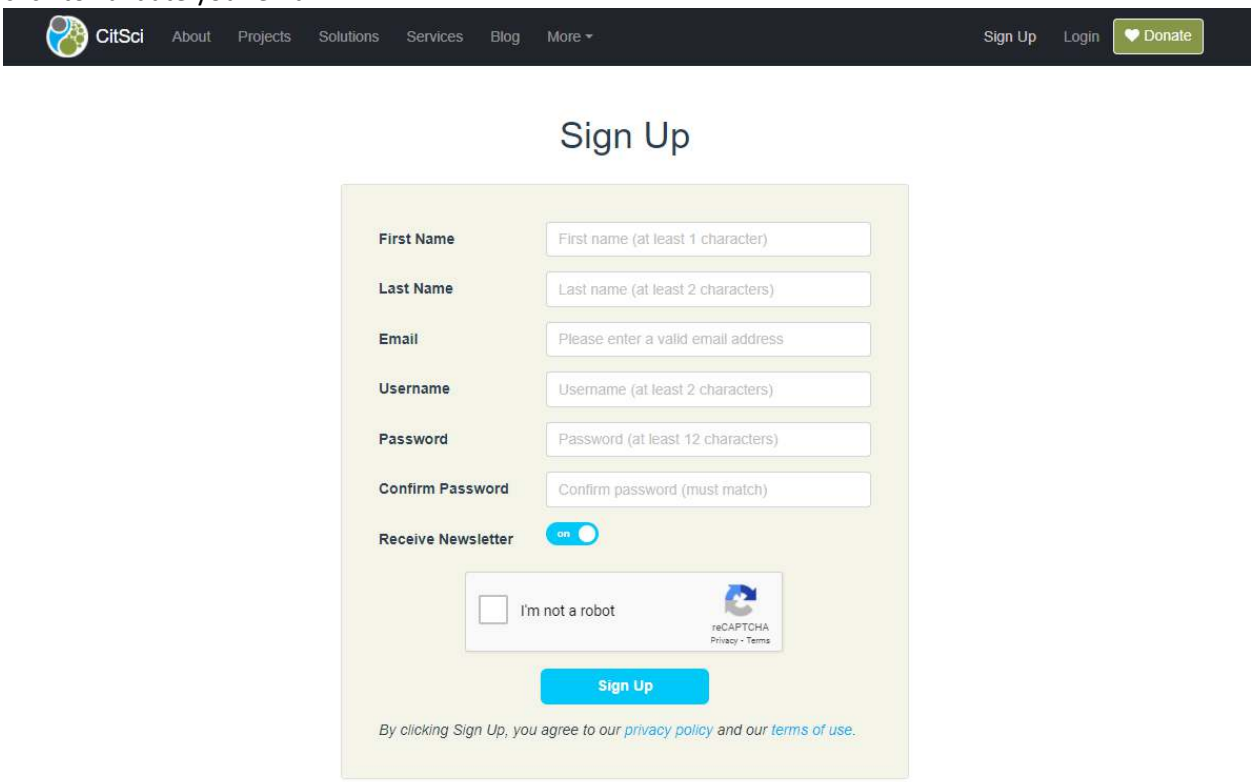
Website Registration on CitSci.org

Step 1: Before heading out to make observations, create your account on the website, CitSci.org.

Important 2021 Update: Citsci.org is undergoing a facelift! We anticipate a new website launch June 10-13, 2021. If you are a returning volunteer: you will be asked to create a new password once the launch is complete. If you are a new volunteer: we recommend waiting until AFTER the launch to create your account, otherwise you will also be asked to update your password after the update!

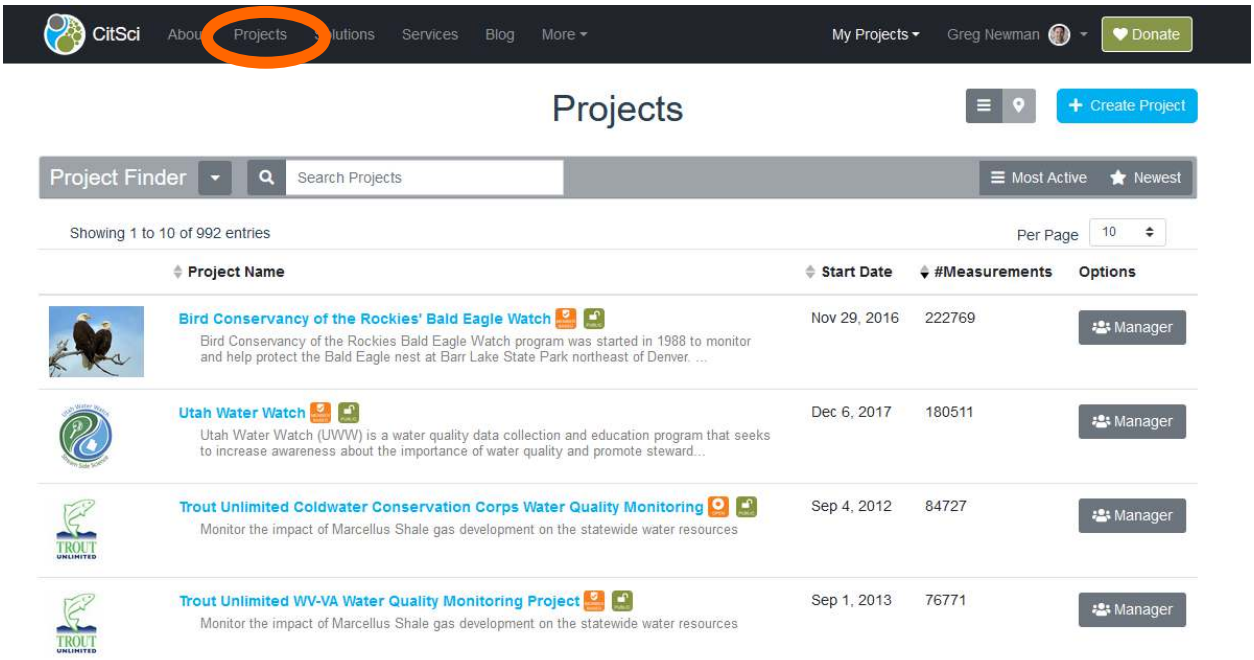


Fill out the registration information and click Submit. You will receive an email with a link that you must click to validate your email.

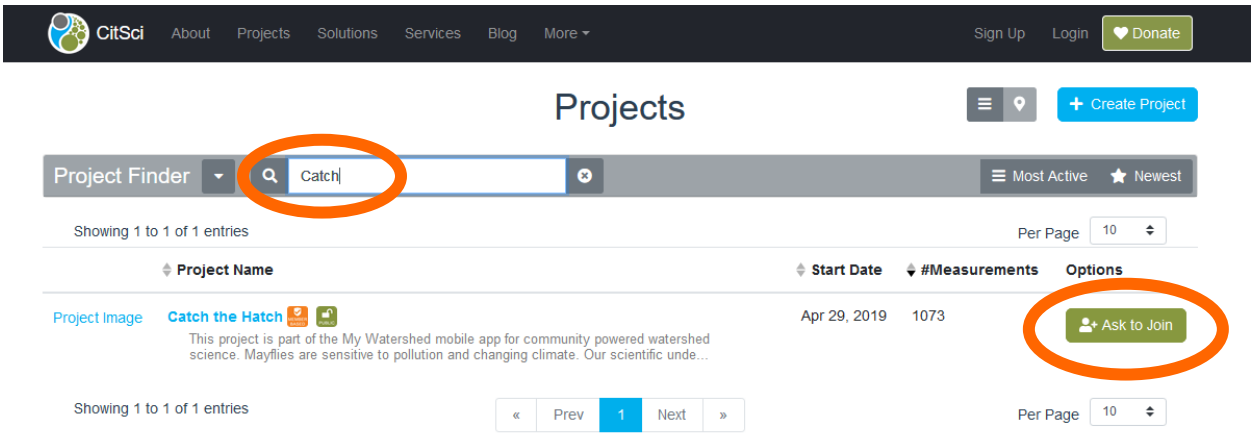


Step 2: Join the “Catch the Hatch” project

Once you’ve validated your email address and logged in, find the “Catch the Hatch” project by clicking on the “Projects” link in the navigation bar.

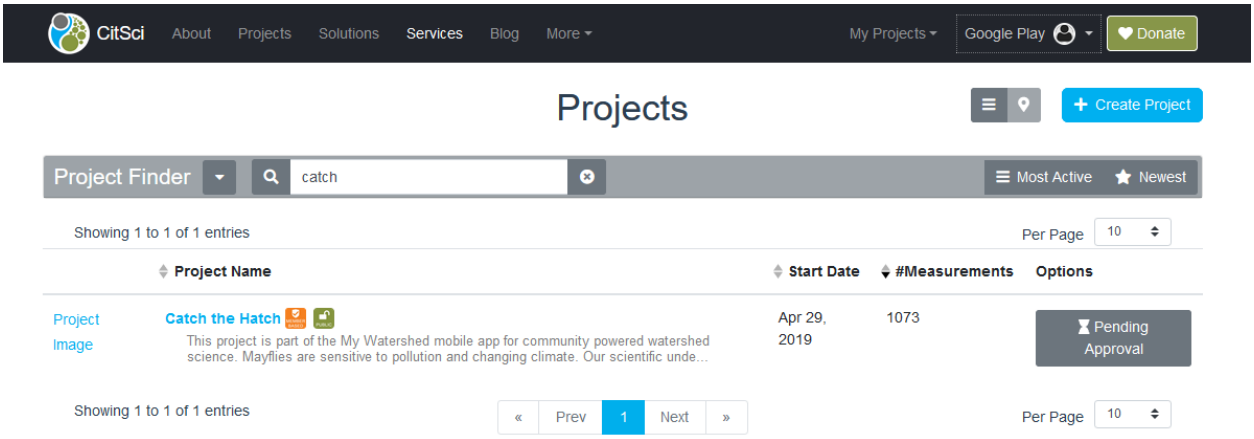


In the search bar, type in “Catch the Hatch”, then click the “Ask to Join”.



Your request to join will be submitted and the button will switch to say “Pending Approval.” An email will be sent to the project manager notifying them of your request. You will also receive an email entitled “Thank you for requesting to join the Catch the Hatch project”. Once the project manager

approves your request, you will receive an email notifying you that your request to join catch the Hatch has been approved.

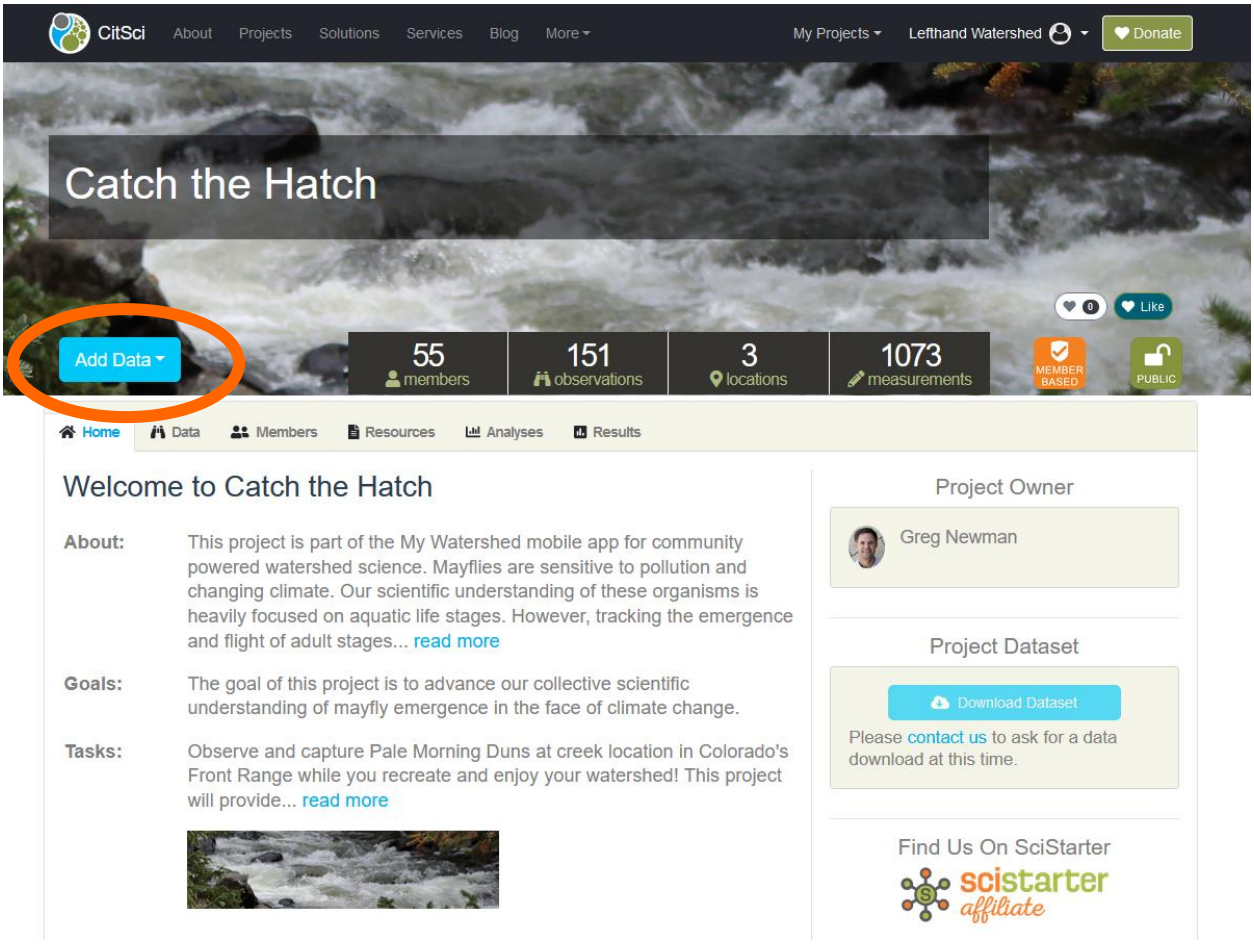


Data Entry Instructions for the Website

Make sure you have completed steps 1 & 2 from the Website Registration Instructions above before entering data with the website.

Step 1: Log in to the website, citsci.org, and go to the Catch the Hatch project page

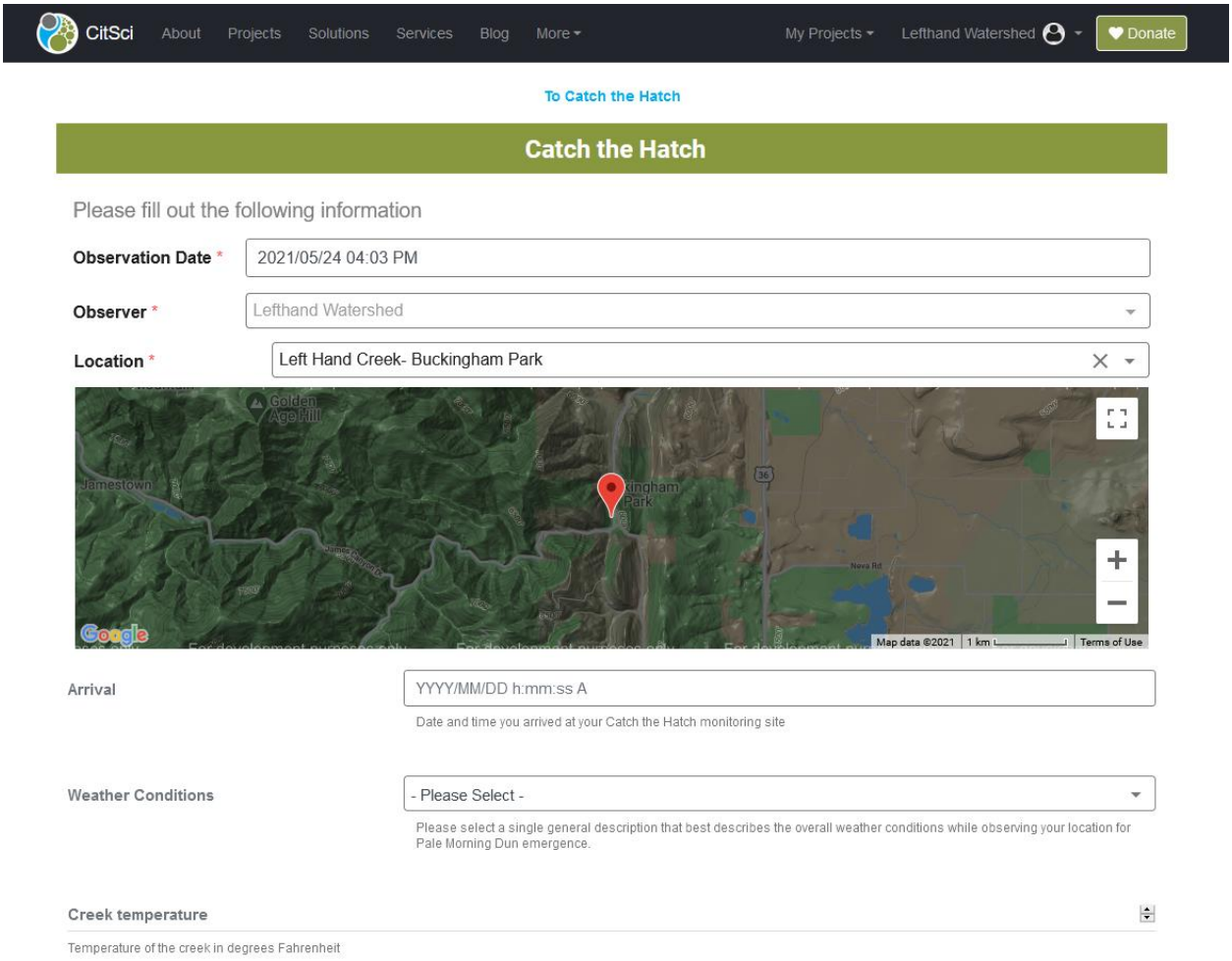
Navigate to https://citsci.org, and log in. Once logged in, click on the "My Projects" dropdown in the upper right corner of the website and select "Catch the Hatch". This will take you to the main project page seen below.

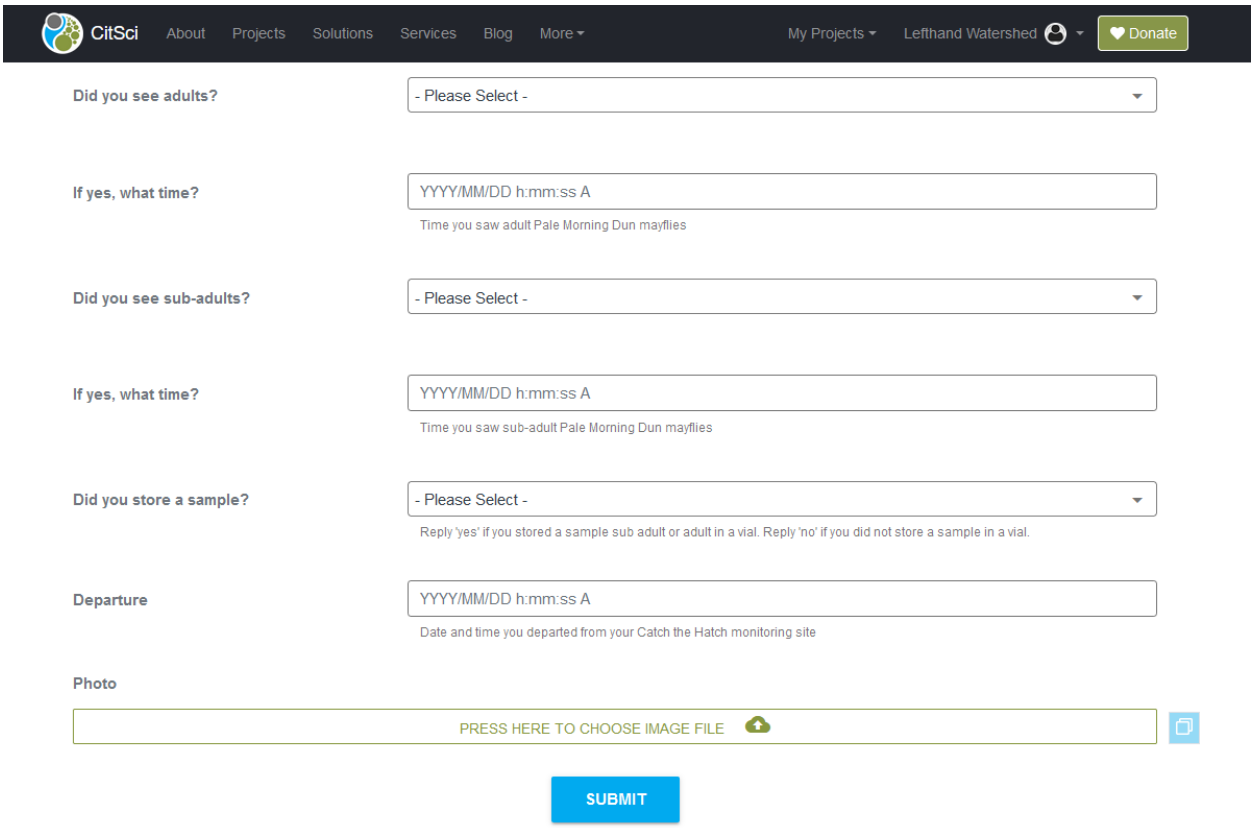


Step 3: Access the Catch the Hatch datasheet and enter data

Click on the “Add Data” button to go directly to the form to submit data. Enter the following data:

- Date of Observation: Date of observation, Recorder (should show your name).
- Location Information: select your observation location from drop down menu.
- Enter Arrival Time, Weather Conditions, Creek Temperature, Adult and Sub-Adult observations and times (if observed), whether you stored a PMD sample or not, and Departure Time.
- Photos: upload all observation photos including site photo and photos of captured adult or Sub-Adult PMDs.

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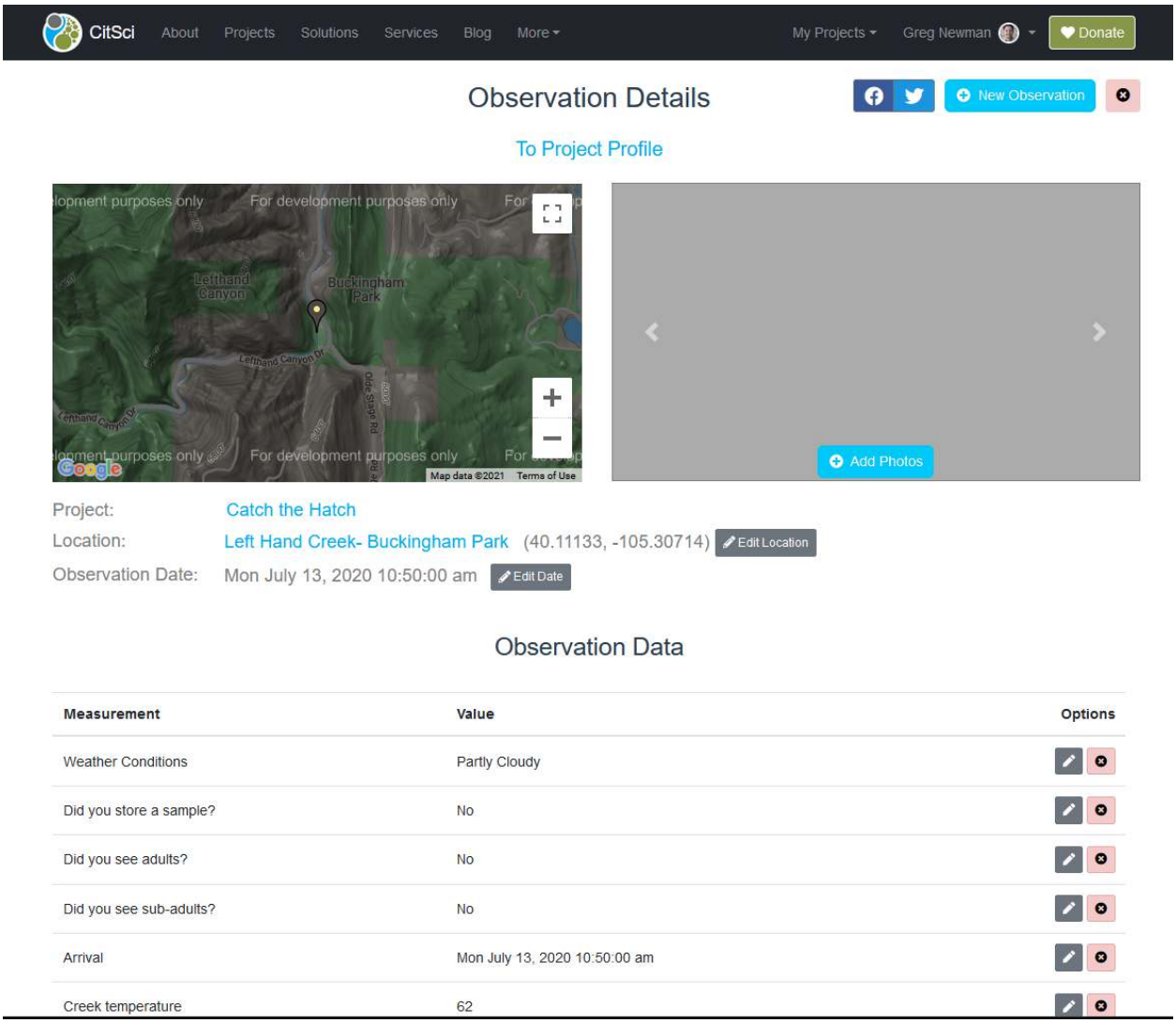
Did you see adults?
- Please Select -
If yes, what time?
YYYY/MM/DD h:mm:ss A
Time you saw adult Pale Morning Dun mayflies
Did you see sub-adults?
- Please Select -
If yes, what time?
YYYY/MM/DD h:mm:ss A
Time you saw sub-adult Pale Morning Dun mayflies
Did you store a sample?
- Please Select -
Reply 'yes' if you stored a sample sub adult or adult in a vial. Reply 'no' if you did not store a sample in a vial.
Departure
YYYY/MM/DD h:mm:ss A
Date and time you departed from your Catch the Hatch monitoring site
Photo
PRESS HERE TO CHOOSE IMAGE FILE
SUBMIT

Step 4: Review the observation data you've entered

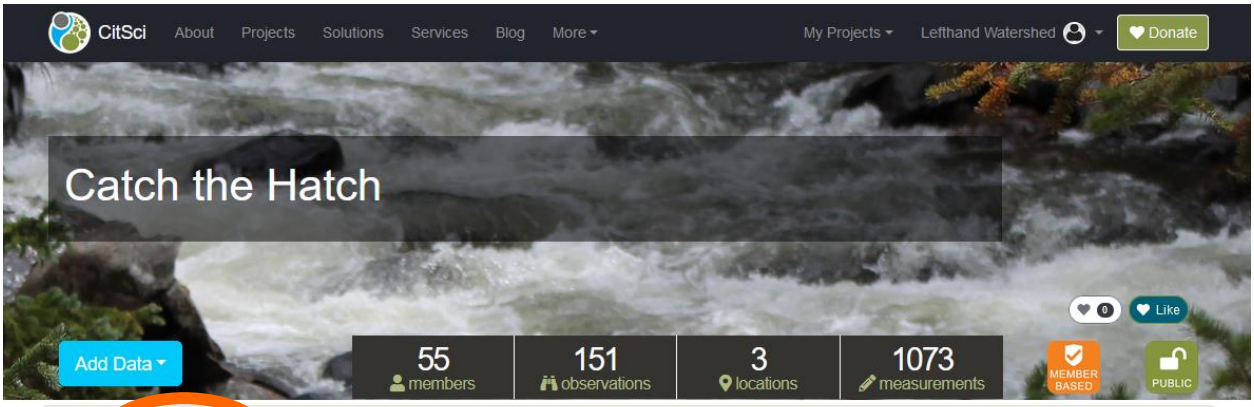
Check all entered data points. Then, click on the "Submit" button at the bottom of your datasheet. Once you submit and observation, you will be taken to the "Observation Details" page below, where you will have the ability to review or edit your submitted data.

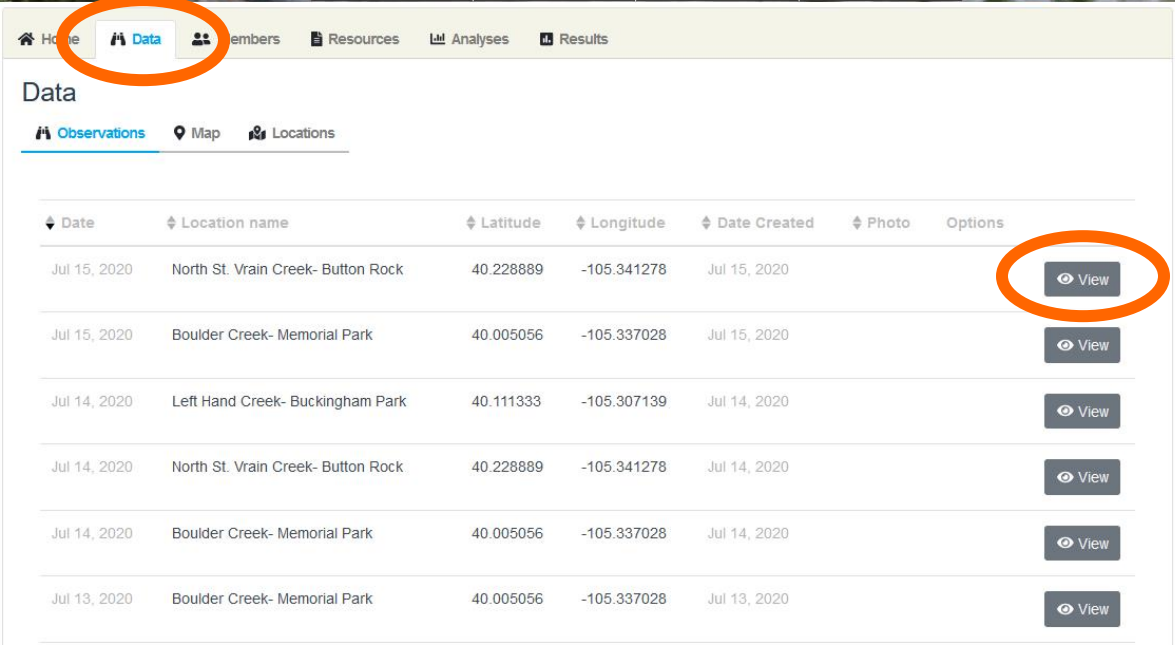


Step 5: View the project's main profile page on the website to confirm your data has been submitted properly or view all data submitted to the project

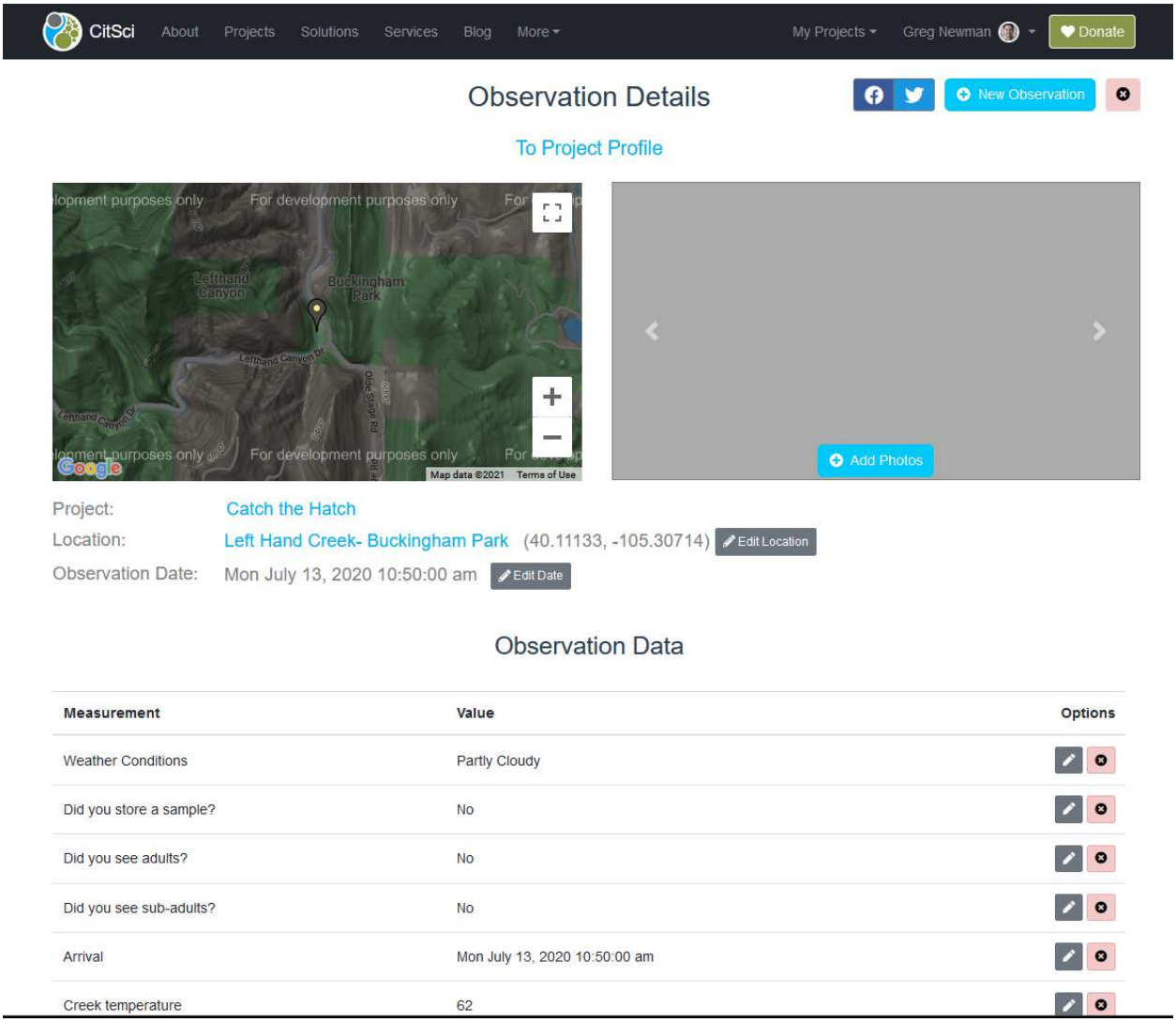
Navigate to "https://citsci.org", and log in. Once logged in, click on the "My Projects" dropdown in the upper right corner of the website and select "Catch the Hatch". This will take you to the main project page seen below.

Click on the "Data" tab to view a list of all observations submitted to the project. You should see your observation at the top of the table (first row) because it will be the most recent observation submitted. Click the "View" button at right corresponding to your observation.





After clicking on the observation's "View" button, this will take you to the same "Observation Details" page you saw before, displaying the data you entered. Here, you will be able to view your observation on a map and have the ability to edit or delete any of the data you've entered.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Observation Details
New Observation
To Project Profile
For development purposes only
Lefthand Canyon
Buckingham Park
Lefthand Canyon Dr
Old Stage Rd
Map data ©2021
Terms of Use
Add Photos
Project:
Catch the Hatch
Location:
Left Hand Creek- Buckingham Park
(40.11133, -105.30714)
Edit Location
Observation Date:
Mon July 13, 2020 10:50:00 am
Edit Date
Observation Data
Measurement
Value
Options
Weather Conditions
Partly Cloudy
Did you store a sample?
No
Did you see adults?
No
Did you see sub-adults?
No
Arrival
Mon July 13, 2020 10:50:00 am
Creek temperature
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Data Entry Instructions for My Watershed app

Make sure you have completed steps 1 & 2 from the Website Registration Instructions above before entering data on the My Watershed app.

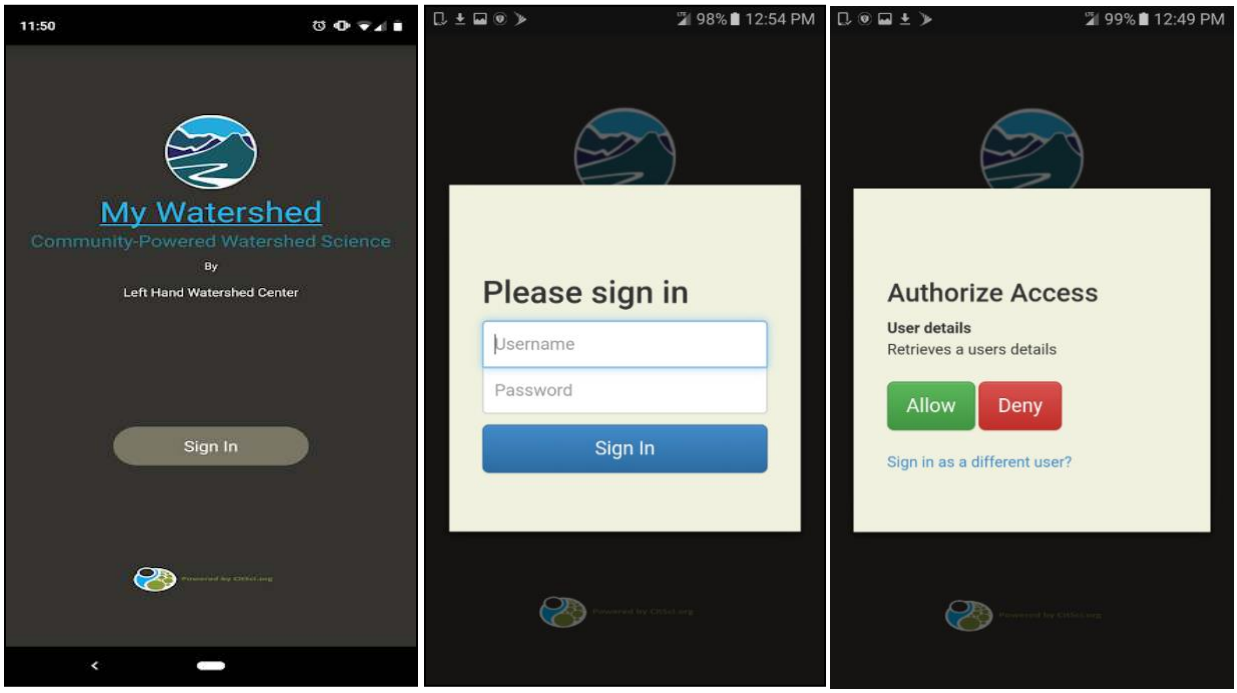
Due to some glitches (that are currently being worked on), please fill out a paper datasheet and store photos locally to your phone while in the field. Then, when you return to connectivity, you can upload data and photos to the app's datasheet.

Step 1: Download and install the My Watershed mobile app

Before heading to the field, search for and install the My Watershed mobile app from the Google Play or Apple app store.

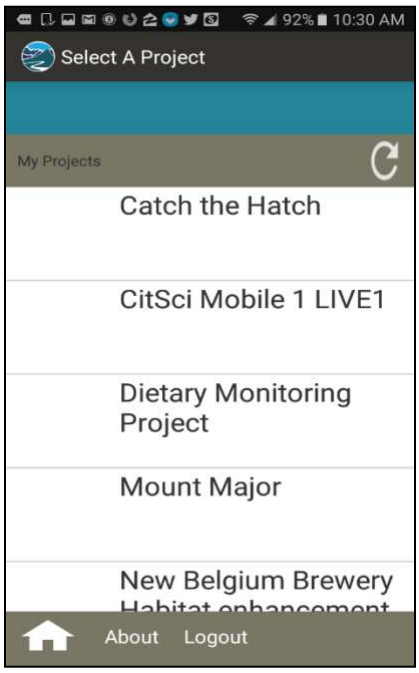
Step 2: Sign in to the app and let it automatically sync projects & datasheets

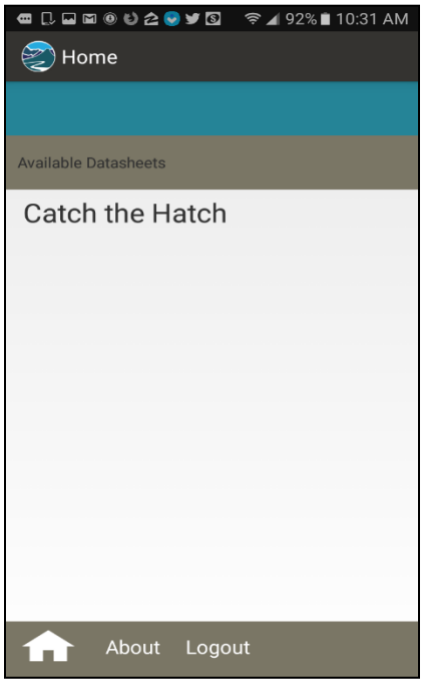
Use your registration credentials from citsci.org to log in. The app will ask you to "Authorize Access" - click "Allow".



You must always log in to the My Watershed app before use. If you fail to log in before uploading data, you may incur an upload error or be asked to log in before an observation upload.

Step 3: Select “Catch the Hatch” project from the project list and “Catch the Hatch” datasheet from the datasheet list





Step 4: Select “Catch the Hatch” datasheet, upload data and photos, save the observation, and submit/upload it to the website.

Once you’ve selected your project and datasheet on the mobile app home screen, click on the “Add Observation” button to take you to the datasheet. You will see 3 tabs on the datasheet labeled “Main”, “Species”, and “Site Data”. NOTE: you will not be entering any data in the “Species” tab.

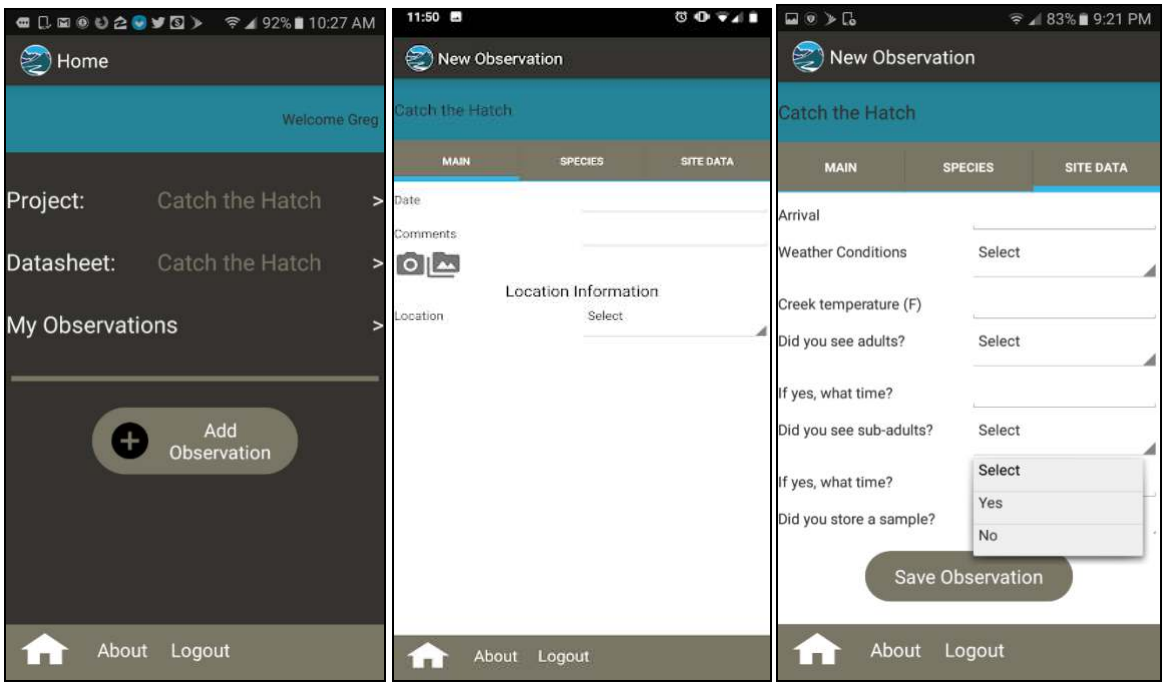
Under the “Main” tab, you will need to fill out the following data:

- Date of observation
- Comments (if applicable)
- Photo: upload site photo(s) and a photo of sampled PMDs in your net or vial (if applicable)
- Location Information: select your observation location from drop down menu

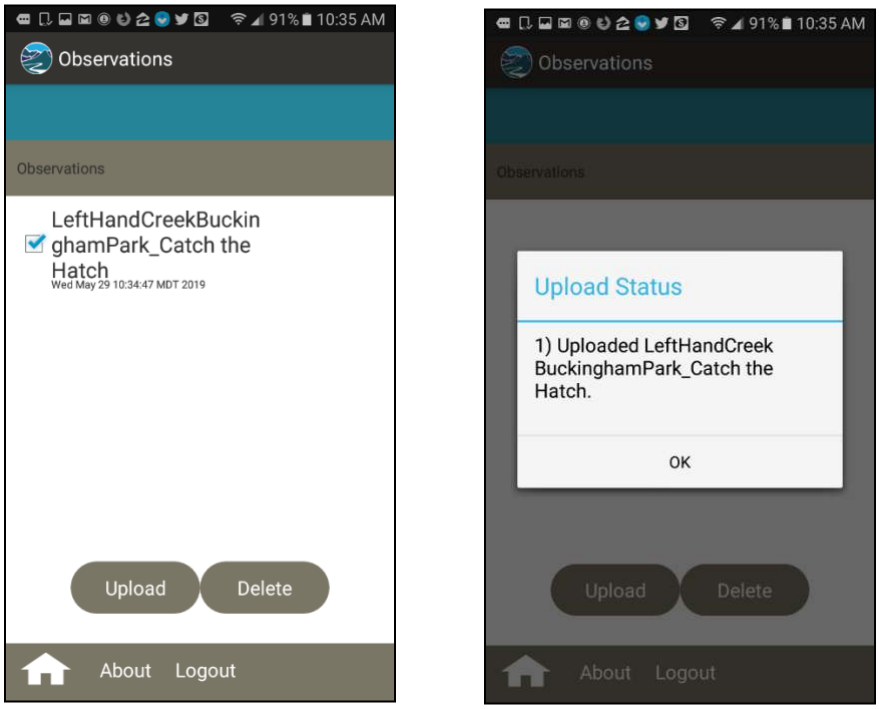
Under the “Site Data” tab you will fill out the following data:

- Arrival Time, Weather Conditions, Creek Temperature, Adult and Sub-Adult observations and times (if observed), whether you stored a PMD sample or not, and Departure Time

Once all data are filled out and all photos are uploaded, click the “Save Observation” button. Clicking this button will save the observation to your phone, but will not yet submit the observation to the website.



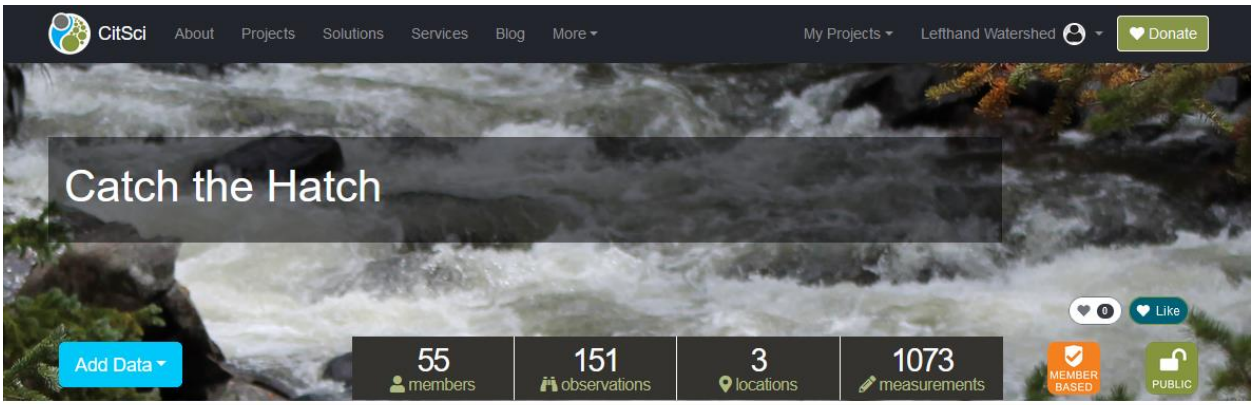
After you save your observations you will return to the "Catch the Hatch project page. You may then click on "My Observations", highlight the observation you would like up upload to the website, click upload (on iOS, please upload one at a time).

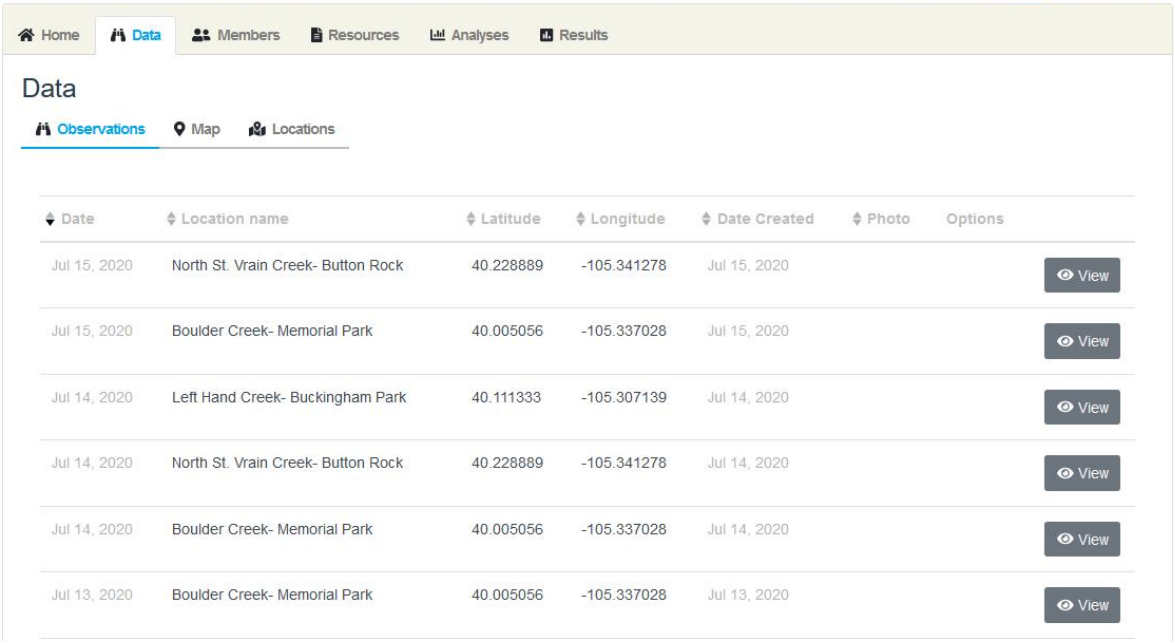


Step 5: View the project's profile page on the website to confirm your data has been submitted properly or view all data submitted to the project

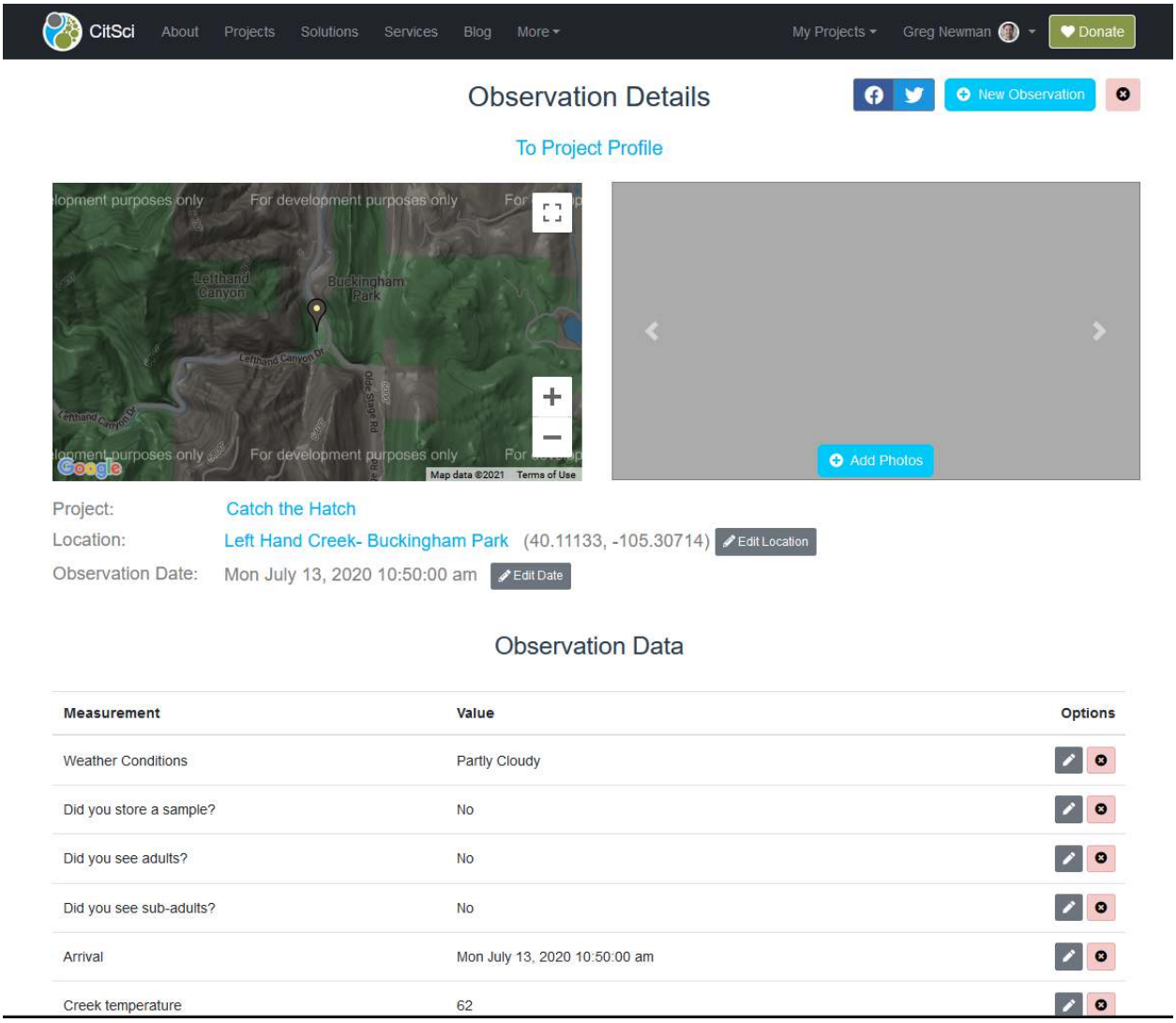
Navigate to https://citsci.org, and log in. Once logged in, click on the "My Projects" dropdown in the upper right corner of the website and select "Catch the Hatch". This will take you to the main project page seen below.

Click on the "View Data" tab to view a list of all observations submitted to the project. Then click the "View" button corresponding to your observation.





After clicking on the observation's "View" button, this will take you to the "Observation Details" page, displaying the data you entered. Here, you will be able to view your observation on a map and have the ability to edit or delete any of the data you've entered.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To Project Profile
For development purposes only
Lefthand Canyon
Buckingham Park
Lefthand Canyon Dr
Old Stage Rd
Map data ©2021
Terms of Use
Add Photos
Project:
Catch the Hatch
Location:
Left Hand Creek- Buckingham Park
(40.11133, -105.30714)
Edit Location
Observation Date:
Mon July 13, 2020 10:50:00 am
Edit Date
Observation Data
Measurement
Value
Options
Weather Conditions
Partly Cloudy
Did you store a sample?
No
Did you see adults?
No
Did you see sub-adults?
No
Arrival
Mon July 13, 2020 10:50:00 am
Creek temperature
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