



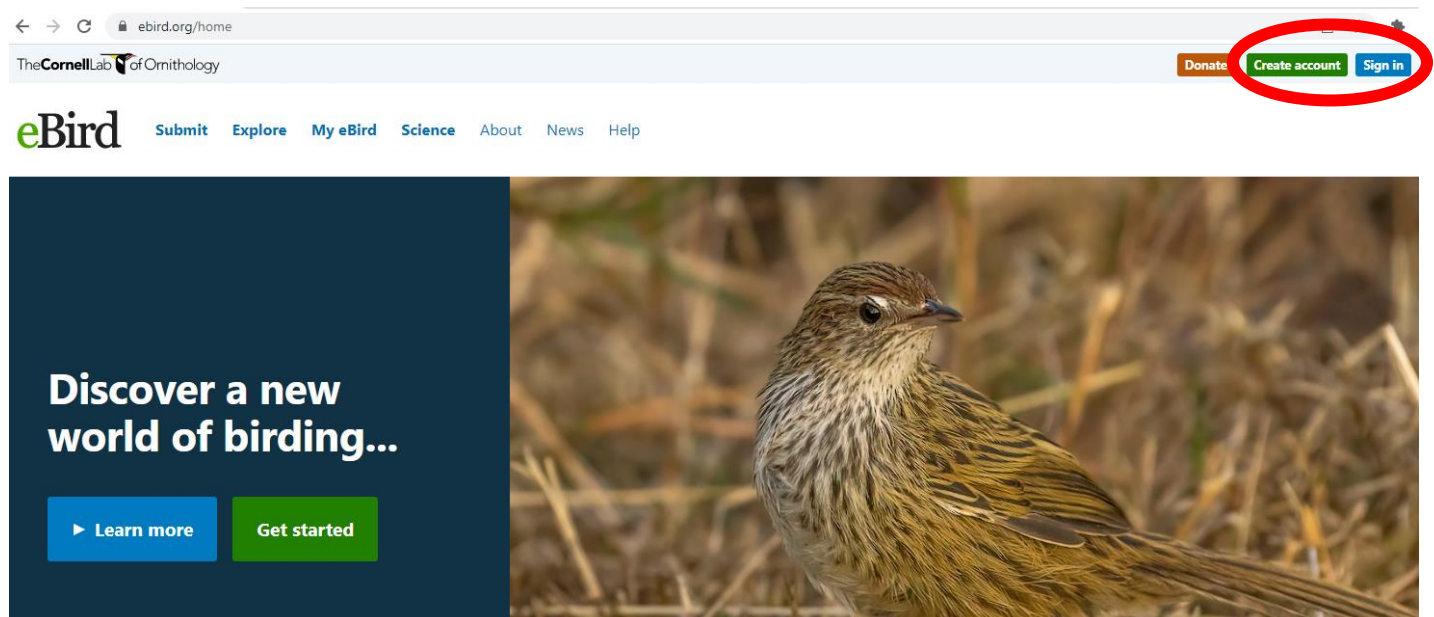
Step-by-step Instructions for Using eBird for the Nebraska Birding Bowl

To participate in the Nebraska Birding Bowl at least one member of a team must have an eBird account. This is a great way for teams to contribute data to this community science platform from the Cornell Lab of Ornithology.

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I. Getting Started: Create an eBird account

On the eBird homepage: <https://ebird.org/> , click on “Create account” if you do not already have a free account. If you do have an account click on “Sign in.”



II. Submit birding checklists

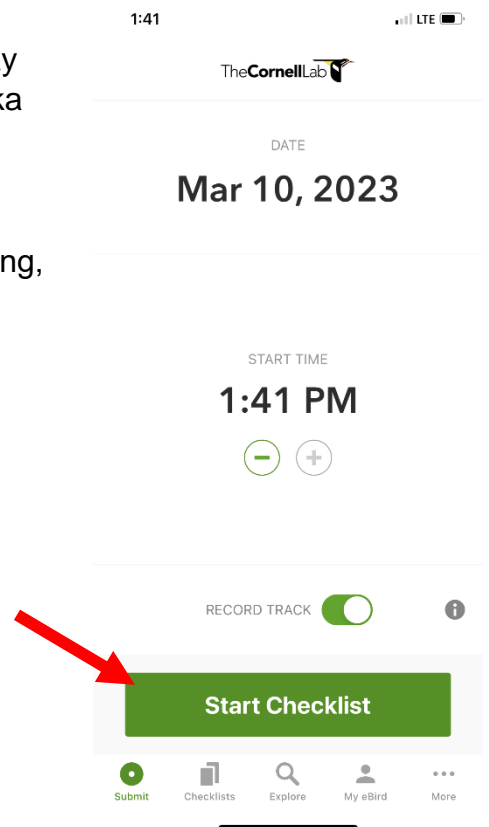
There are two ways to submit your bird observations with eBird: through the eBird website or with the free eBird mobile app. The mobile app is a convenient way to keep track of birds as you observe them in real time. **Only select one submission method: website or mobile app.**

Only one member of your team will submit an eBird checklist for a particular location and time (e.g., Platte River State Park from 7:00 – 11:00 am). They will share that checklist with others on their team. If you move to a new location (e.g., Schramm Park SRA 12:00 – 2:00 pm) then you will create a new checklist for that location even if it is in the same day.

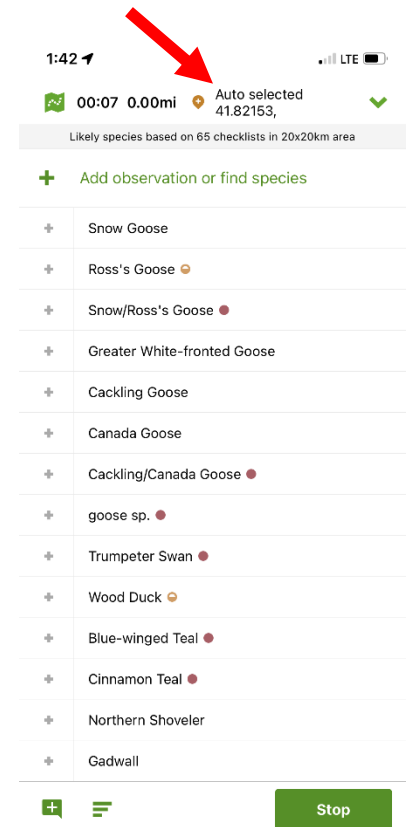
A. Mobile app:

Download the free mobile app and sign in to your account. You may also have to download the Nebraska pack, which includes Nebraska specific species.

1. Click the green “Start Checklist” button. If the date or time is wrong, you can adjust those here.

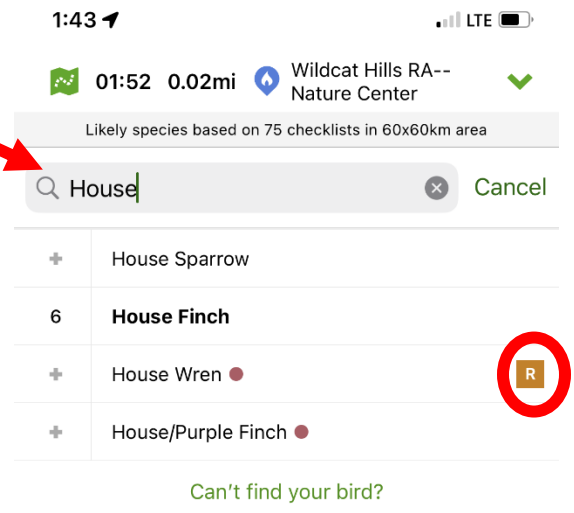


For example if this auto selected location is from your yard, you could name it “yard.”

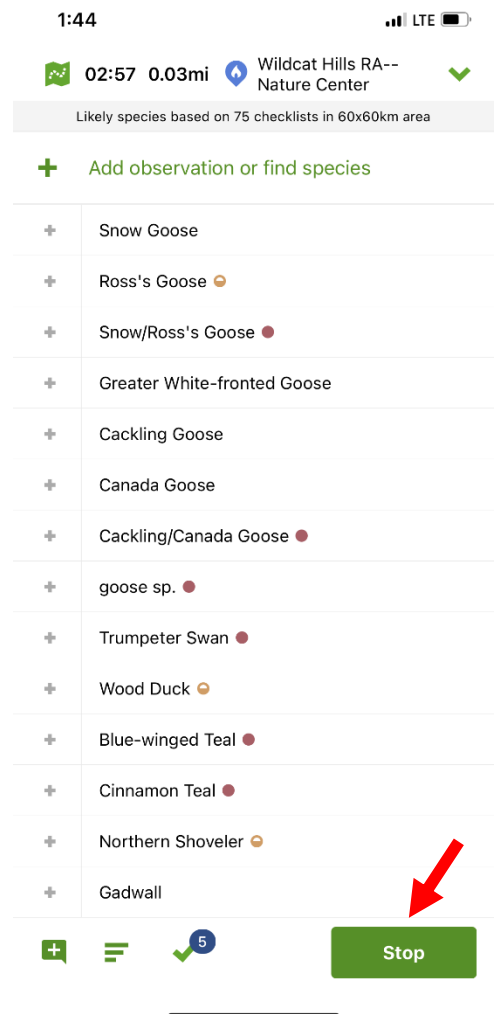


For example, you see six house finches, so type in the box house and all the birds it could be will show up.

If a bird is considered rare, an “R” in an orange box will appear next to its name, like the House Wren shown here. Rare birds require additional documentation such as a written description, photo or sound recording.



4. Once you are done birding and have entered in all the birds your team observed in this bird outing, click the green “Stop” button at the bottom.



5. a. Make sure the date and time are correct.

b. Check the location.

c. Choose if you were “Stationary” (stayed at a fixed location like watching from a window), “Traveling” (traveled a specific distance like walking a trail or driving a park loop), or “Incidental” (birding was not your primary purpose like saw a bird while driving).

d. Type in the number of observers. Once you type 2 or more observers, click “Share checklist with...” and type in your team members’ user names or emails and the category account which you are participating in:

NEBirdingBowl-fledgling
NEBirdingBowl-backyard
NEBirdingBowl-dabbling
NEBirdingBowl-competitive

e. Click “Yes” if this list includes all birds you were able to identify. If this was an incidental checklist, then it will automatically be No.

f. Add your **team name** in the Checklist Comments.

g. Check to see if all the birds you saw are on the list and the number of individuals is accurate.

h. Submit!

1:48

LTE

FRI 10 Mar 2023 01:42 PM

Wildcat Hills RA--Nature Center

STATIONARY

Observers

Minutes

Miles

2

6

Share checklist with...

Is this a complete checklist of the birds you were able to identify?

Yes

No

ADD CHECKLIST COMMENTS

5 Species

4	Wild Turkey
2	Black-capped Chickadee
1	Pygmy Nuthatch
6	House Finch

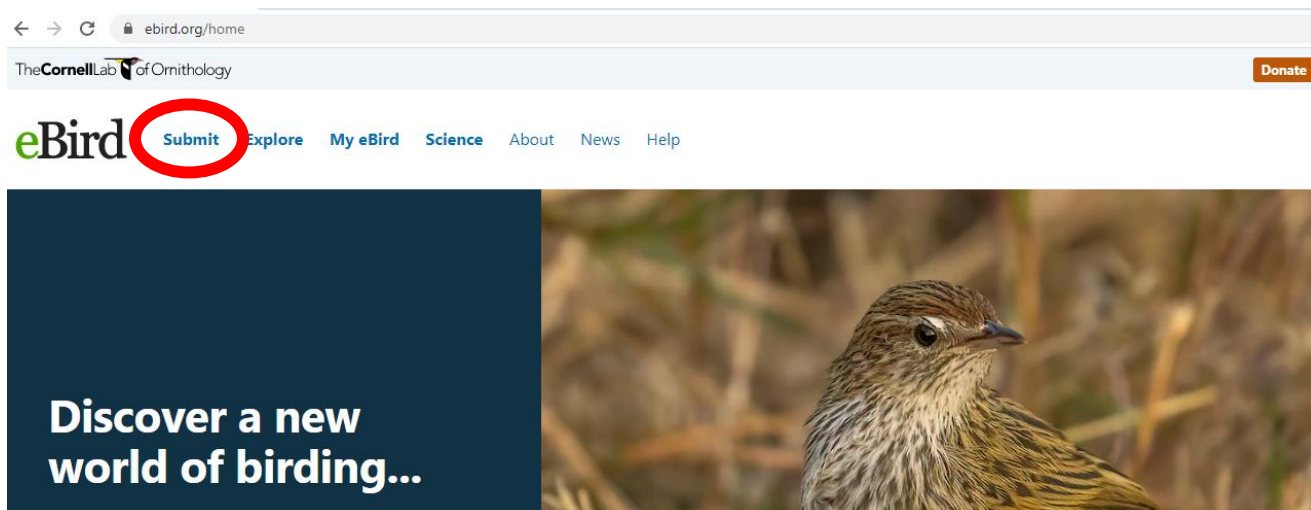
<

Submit

B. Submitting a checklist through the eBird website (<https://ebird.org/home>)

This section is for those who prefer to submit eBird Checklists through the website instead of the eBird mobile app. Only use one checklist submission method: website or mobile app.

1. Click on “Submit” at the top of the eBird homepage



2. Choose a location on the map by typing in the county where you banded. You can also select a place you have already submitted an eBird checklist from under the “Your Locations”. If you select from “Your Locations” then you can skip step 3.

A screenshot of the eBird submission page, specifically the 'Where did you bird?' section. The browser address bar shows 'ebird.org/submit'. The page has a light blue background. At the top, there are three numbered steps: 1 (highlighted in green), 2, and 3. The main heading is 'Where did you bird?'. Below this, there are three options for identifying the location: 1. 'Choose from Your Locations': A dropdown menu showing 'Wildcat Hills RA--Nature Center' with a 'Continue' button next to it. Below the dropdown is a link 'Manage "My Locations"'. 2. 'Find it on a Map': A search bar with 'Lancaster, Neb' entered. A red arrow points to this search bar. Below the search bar is a blue button labeled 'Lancaster, Nebraska, United States (US)'. Below this button is a link 'Create a new location using latitude and longitude.'. 3. 'Select an entire county, state, or country': A link with the text 'If you were birding across a very large area (e.g., an entire state or county) select this option. Please consider using more precise locations when reporting to eBird so that your observations are more valuable for analysis'. 4. 'Import Data': A link with the text 'Import data from a spreadsheet, database, or birding program. Learn how'.

3. After you type in and select the county, a map will pull up of the birding locations in that county. Select the location where you birded or type in the name or address in the “Zoom to” box. Once a location is selected (e.g., Branched Oak SRA), click the green “Continue” button on the right.

The screenshot shows the ebird.org/submit/map web interface. At the top, a search bar labeled "Zoom to:" with a magnifying glass icon and the placeholder text "Enter place name, address, or lat/long coordinates..." is highlighted by a red arrow. Below the search bar is a map of Lincoln, Nebraska, showing various birding locations marked with red and blue pins. The map includes labels for cities like Agnew, Davey, Raymond, Malcolm, W. Lawn, Emerald, Lincoln, Safford, Cheney, Walton, and Pleasant Dale. A "Key" box in the bottom right of the map area identifies red pins as "Birding Hotspot" and blue pins as "Personal Location". On the right side of the interface, there is a text box explaining the "zoom to" box and instructions for selecting locations. Below this, a yellow box displays "Chosen Location: Branched Oak SRA". At the bottom of this section, there are two buttons: a grey "Back" button and a green "Continue" button, which is circled in red.

Zoom to:

Map Satellite

Use the "zoom to" box to zoom to a place name, address, or coordinates in decimal degrees (e.g., 42.4792, -76.45138). You can also click "+" markers to zoom in on groups of birding hotspots or personal locations.

To choose an existing location, click on its marker.

For new locations, **zoom in as far as possible** and click on the map to place a green marker. This marks your new location. To reposition the marker, click anywhere on the map.

Chosen Location:
Branched Oak SRA

Continue

Key
GROUP SINGLE
Birding Hotspot
Personal Location

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Note: The most helpful location to select is a “Birding Hotspot” indicated on the map in red. If you did not bird at one of the hotspots, then select a “Personal Location” either a new location or one that you have already birded at and is marked on the map in blue.

4. Choose the date you observed the birds and the observation type. For the Birding Bowl, you should only select from Traveling, Stationary, or Incidental.

Then type in the remaining required information.

Type in your Team Name in the “Checklist Comments”.

Click Continue

→ ebird.org/submit/effort?locID=L325696

eBird [Submit](#) [Explore](#) [My eBird](#) [Science](#) [About](#) [News](#) [Help](#) [Donate](#) [Olin](#)

1 2 3 **Date and Effort** Branched Oak SRA, Lancaster County, Nebraska, US [Change](#)

* **Observation Date:** May 11 2022 [Calendar](#) * = Required

* **Observation Type:**

- ☒ **Traveling** You traveled a specific distance — walking a trail, driving a refuge loop, field birding. [More Info...](#)
- ☐ **Stationary** You stayed at a fixed location — watching from a window, hawkwatching, seawatching. [More Info...](#)
- ☐ **Historical** Birding was your [primary purpose](#), but you cannot estimate start time, duration, and distance; use Traveling or Stationary if you can estimate these. [More Info...](#)
- ☐ **Incidental** Birding was not your [primary purpose](#) — noting a bird while driving or gardening. [More Info...](#)
- ☐ **Other**

* **Start Time (24-hour):** 7 : 00 [Use 12-hour Clock](#)

* **Duration:** 1 hrs. 15 min.

* **Distance:** 0.5 miles

* **Party Size:** 2 Enter the total number of people in your birding party

Checklist Comments:

[Continue](#)

123

What did you see or hear?

Branches Oak SRA, Lancaster County, Nebraska, USChange

Wed May 11, 2022 7:00 AMChange

GROUPS BASED ON 113 COMPLETE CHECKLISTS FOR BRANCHED OAK SRA

FREQUENT (10% OR MORE)

Snow Goose

Change Species

8

Canada Goose

Add Details

Change Species

Wood Duck

2

Blue-winged Teal

Add Details

Change Species

Northern Shoveler

Gadwall

5

Mallard

Add Details

Change Species

Lesser Scaup

Ruddy Duck

Northern Bobwhite

Wild Turkey

Ring-necked Pheasant

Pied-billed Grebe

Eared Grebe

Eurasian Collared-Dove

1

Mourning Dove

Add Details

Change Species

American Coot

American Avocet

Semipalmated Plover

2

Killdeer

Add Details

Change Species

Hudsonian Godwit

Stilt Sandpiper

Sanderling

Dunlin

Baird's Sandpiper

Least Sandpiper

White-rumped Sandpiper

Jump to Species...

+ Add Species

↓ Alphabetic

☐ Show Rarities

☐ Show Subspecies

☒ Group by Most Likely ?

Shortcuts

Preferences

Are you submitting a **complete checklist** of the birds you were able to identify?

☒ Yes

☐ No

?

◀

Submit ▶

Note: If you observed a bird that is considered rare it will appear as “Need Details” and additional documentation is required. Add a description of the bird in the details box. Then click on the green “Complete” box. You can also add photos or sound recordings of the bird after you submit the checklist.

ebird.org/ebird/submit/checklist

1 2 3 **What did you see or hear?** Branched Oak SRA, Lancaster County, Nebraska, US [Change](#)
Wed May 11, 2022 7:00 AM [Change](#)

GROUPS BASED ON 113 COMPLETE CHECKLISTS FOR BRANCHED OAK SRA

Please fix the items below

Need Details 1 Eastern Whip-poor-will **RARE** [Change Species](#)

Details: Heard the distinct whip-poor-will call in the wooded trail area on the south side of the lake. The sound recording of the bird will be uploaded today. [X](#)

Media: To add media, first save this checklist then go to [Add media](#) on the next page. [Learn more](#) [X](#)

Add data... [Age & Sex](#) [Breeding Code](#) [Oiled Birds](#) [Media](#) [Details](#)

This bird is rare for this date & location: please add comments, check 'Complete', and add any photos or sounds after submitting and saving the checklist. [Why?](#) [Complete](#)

FREQUENT (10% OR MORE)

	Snow Goose	Change Species
8	Canada Goose Add Details	Change Species
	Wood Duck	
2	Blue-winged Teal Add Details	Change Species
	Northern Shoveler	
	Gadwall	
5	Mallard Add Details	Change Species
	Lesser Scaup	
	Ruddy Duck	
	Northern Bobwhite	
	Wild Turkey	
	Ring-necked Pheasant	
1	Pied-billed Grebe Add Details	Change Species

[+ Add Species](#)
[↓ Alphabetic](#)
☐ Show Rarities
☐ Show Subspecies
☒ Group by Most Likely [?](#)
[Shortcuts](#) [Preferences](#)

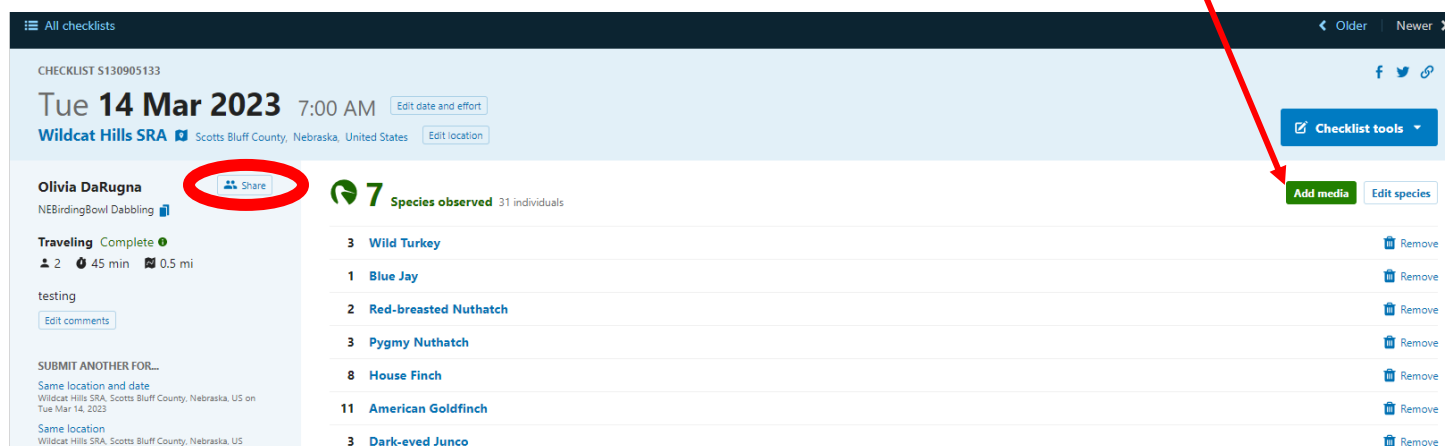
Are you submitting a complete checklist of the birds you were able to identify?
☒ Yes ☐ No [?](#)

[Submit](#)

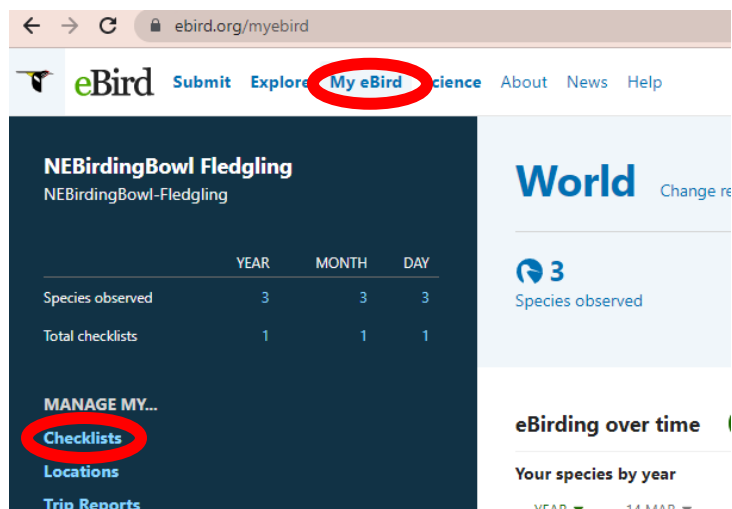
6. Share checklist with others on your team and the birding bowl account. Once you submit your data through the website, then you can share the checklist with others in your party by clicking the “Share” button on the left side of your screen by your name.

Then a popup box will show up where you can type in your team members’ emails or eBird usernames and click “Share Checklist”. You must share your checklists with the corresponding category account (NEBirdingBowl-Fledgling, NEBirdingBowl-Backyard, NEBirdingBowl-Dabbling, or NEBirdingBowl-Competitive).

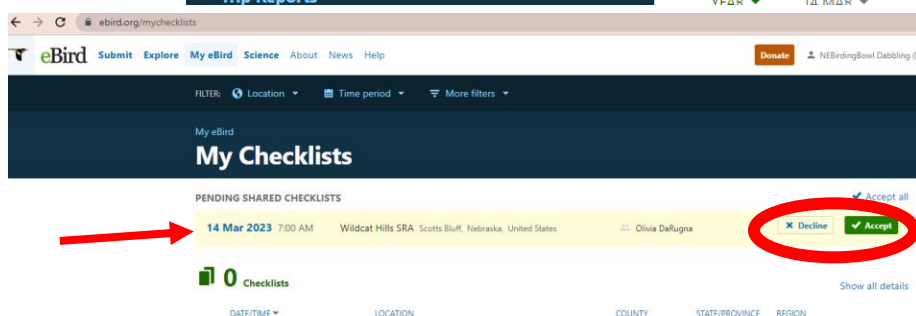
You can also add photos and sound recordings from here by clicking “Add media” green button on the right side of the screen.



7. Your teammate or the category account may have to accept your shared checklist. To accept a shared checklist click on “My eBird” then “Checklists” on the left side of the screen.



The next screen should show any checklists shared with you that you can accept.



To look at the checklist details click on the checklist’s date in blue, bold text.

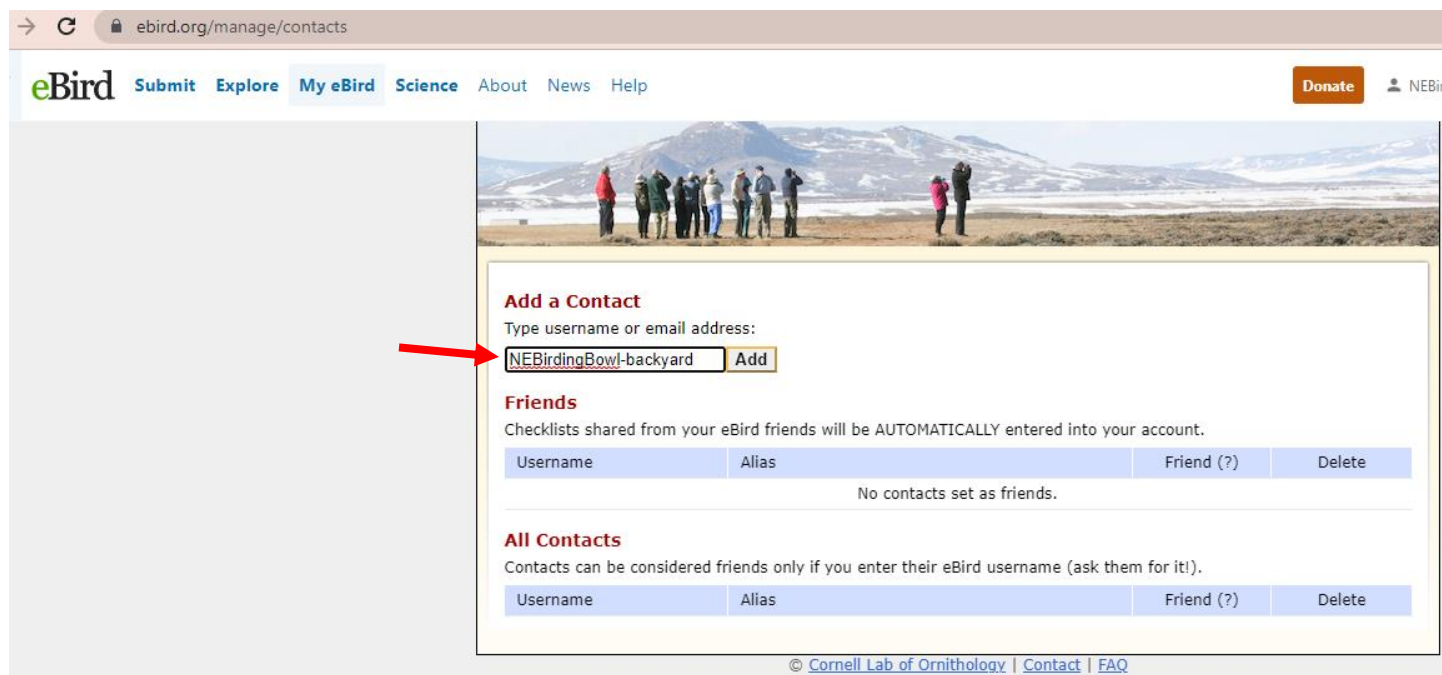
III. Optional: Add your teammates and the category accounts to your contacts.

The benefit is their shared checklists are automatically added to your account, so you can skip step 7.

A. Go to “My eBird” and under “MANAGE MY...” on the left side of the screen Click on “Contacts.”

B. A webpage will pop up like this one. Type in the eBird username or emails of your teammates and the username for the category you are competing in and then click “Add.”

NEBirdingBowl-fledgling, NEBirdingBowl-backyard, NEBirdingBowl-dabbling, or
NEBirdingBowl-competitive



→ ebird.org/manage/contacts

eBird Submit Explore My eBird Science About News Help Donate NEBird

Add a Contact
Type username or email address:
NEBirdingBowl-backyard Add

Friends
Checklists shared from your eBird friends will be AUTOMATICALLY entered into your account.

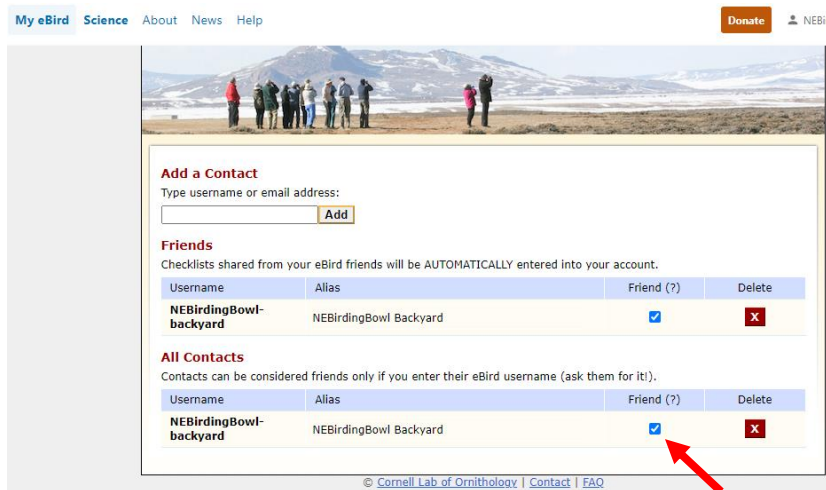
Username	Alias	Friend (?)	Delete
No contacts set as friends.			

All Contacts
Contacts can be considered friends only if you enter their eBird username (ask them for it!).

Username	Alias	Friend (?)	Delete
----------	-------	------------	--------

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Then click the box “Friend.” Note if you do not see their account pull up then check the spelling or try their email instead.



My eBird Science About News Help Donate NEBird

Add a Contact
Type username or email address:
 Add

Friends
Checklists shared from your eBird friends will be AUTOMATICALLY entered into your account.

Username	Alias	Friend (?)	Delete
NEBirdingBowl-backyard	NEBirdingBowl Backyard	<input checked="" type="checkbox"/>	X

All Contacts
Contacts can be considered friends only if you enter their eBird username (ask them for it!).

Username	Alias	Friend (?)	Delete
NEBirdingBowl-backyard	NEBirdingBowl Backyard	<input checked="" type="checkbox"/>	X

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The following instructions are for after your team submits their last checklist for the Nebraska Birding Bowl. For instructions on how to use eBird to submit checklists, see the “Instructions for Using eBird for the Nebraska Birding Bowl” document.

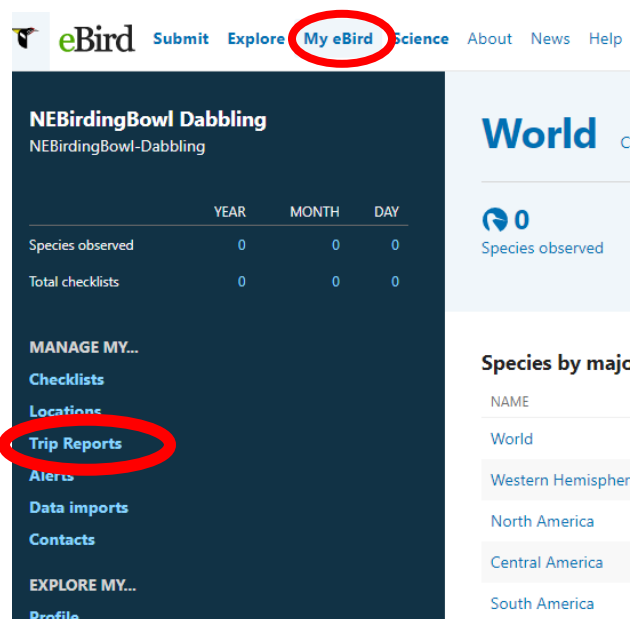
IV. Creating a Trip Report

After your team submits their **last checklist** for the Nebraska Birding Bowl, only **one team member will compile an eBird Trip Report** that includes all of their team’s checklists for the Birding Bowl. The Trip Reports for your team are **due by June 6** for a chance at prizes.

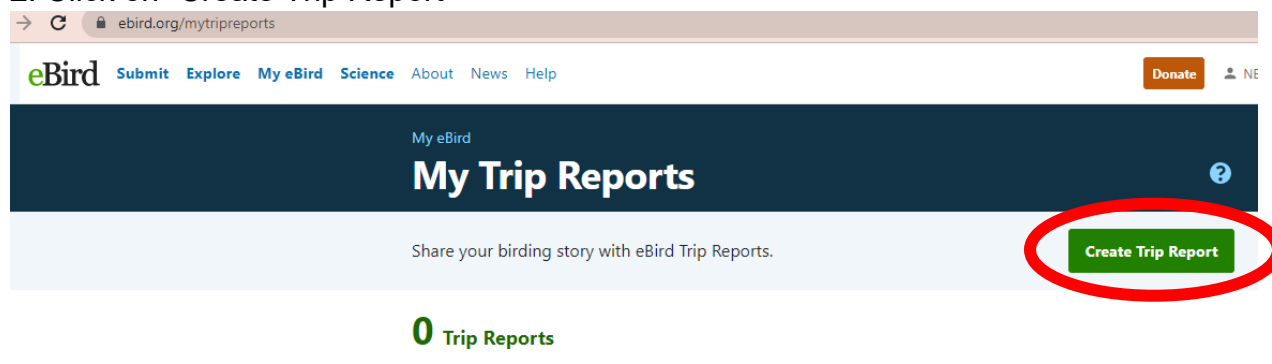
* If you are participating on more than one team, you must have a different Trip Report for each team.

Note: the Fledgling Flock category will not create a trip report for their one submitted checklist.

1. Go to “My eBird” at the top of the screen. Then click on “Trip Reports” under the “MANAGE MY...” section on the left side.



2. Click on “Create Trip Report”



3.
 - a. The name of the Trip Report must include your team name (e.g., Nuts for Nuthatches).
 - b. Select the date range you birded for the competition. The dates should only include days from May 1-31, 2023.
 - c. Choose a visibility, any option works. I usually select Link-only.
 - d. Click the green “Create Trip Report” at the bottom right.

Create Trip Report

Name

Name of Trip Report

Birding Bowl 2023 - Nuts for Nuthatches

Maximum length of 256 characters

Dates

Start date	Start time	End date	End time
1 May 2023	12:00 AM	31 May 2023	11:59 PM

Maximum duration of 31 days

Visibility

☐ Limited

The Trip Report is visible only to you and the people you invite to join. To view the Trip Report, you must be logged in to your eBird account.

☒ **Link-only**

The Trip Report will not appear on any future outputs on public eBird pages or in search results, and the Trip Report is visible to anyone who visits the link.

☐ Public

The Trip Report may appear on public eBird pages (regions, hotspots, your profile) and in search results.

Cancel

Create Trip Report

4. This step is very important. Only select the checklists that are for your **Nebraska Birding Bowl team** (i.e., when you were birding with your entire team and only in Nebraska). This page will show all checklists you submitted for the entire date range you selected. **You must unselect any checklists that are not for your Birding Bowl team** (e.g., birding in a different state, birding without your teammates).

For example, if you are participating in the Backyard Birder category then only select the checklists from your yard. If you are participating in the Dabbling or Competitive Birder category then only select the checklists where you were birding with your entire team in Nebraska.

After carefully selecting the appropriate checklists, click “Save and view Trip Report.”

If you are unsure if a checklist should be included, you can click on the checklist (bold, blue date) and the details of that checklist will pull up including the comment notes where you wrote your team name.

Birding Bowl 2023 - Nuts for Nuthatches

1 – 31 May 2022 (31 days) [Link-only](#)

Manage checklists

Add and remove checklists to select the checklists included in your view of this Trip Report. New checklists during this time period will be automatically added unless removed individually.

Personal dates

60 Checklists
All checklists ☐

30 May 2022 10:16 Wildcat Hills RA--Nature Center, Scotts Bluff, Nebraska, US	<input checked="" type="checkbox"/>
29 May 2022 10:43 Buffalo Creek WMA, Scotts Bluff, Nebraska, US	<input checked="" type="checkbox"/>
29 May 2022 07:12 Lone Spruce Yard List, Scotts Bluff, Nebraska, US	<input type="checkbox"/>
28 May 2022 16:18 Lone Spruce Yard List, Scotts Bluff, Nebraska, US	<input type="checkbox"/>
28 May 2022 11:18 Hwy 29 Historical Marker, Sioux, Nebraska, US	<input checked="" type="checkbox"/>
28 May 2022 10:55 Pants Butte Rd, Harrison US-NE 42.73550, -103.81106, Sioux, Nebraska, US	<input checked="" type="checkbox"/>

Back

Save and view Trip Report

5. On the Trip Report you just created, click the “Edit” button on the left side.
- Click “Edit narrative” and type in your team name and names of team members.
 - Click “Add people” and then type in the user names or emails of your team members and the competition category account. If you do not share your trip report with the competition account, then your team will not qualify for the prizes.
 - If you need to add or remove a checklist from your team’s Trip Report, click on the “Manage checklists.”

Birding Bowl 2023 - Nuts for Nuthatches
1 – 31 May 2022 (31 days) Link-only

Nebraska, United States
Banner | Scotts Bluff | Sioux

Olivia DaRugna

Share Edit

Edit name/dates/visibility
Manage checklists
Add people
Edit narrative
Add comment
Delete Trip Report

Google

121
Species observed
+1 other taxa

3
Checklists

LIFERS 5 ?

Species observed

33 Canada Goose

6. Double check your Trip Report is shared and includes all of your team's checklists for the Nebraska Birding Bowl. You are done!

The Trip Report will show:

- Trip Report details (name, dates, counties your team birded in for the competition, names of team members you share the report with, narrative)
- total species your team observed for the Birding Bowl
- total checklists
- any photos your team added to checklists
- List of all species observed and the total checklists that included that species.
- Click "Show all details" to see the date and location where your team observed each species.

a

Birding Bowl 2023 - Nuts for Nuthatches

1 – 31 May 2022 (31 days) Link-only

Nebraska, United States
Banner | Scotts Bluff | Sioux

Olivia DaRugna

Share Edit

Nuts for Nuthatches
Team members: Olivia DaRugna, Jane Doe, John Smith
[Edit narrative](#)

b 121 Species observed
+1 other taxa

c 31 Checklists

d 6 Species with photos

e Species observed

f Show all details

33	Canada Goose	5
4	Wood Duck	3
22	Blue-winged Teal	3
8	Gadwall	1
23	Mallard	6
14	Green-winged Teal	1

You are done!

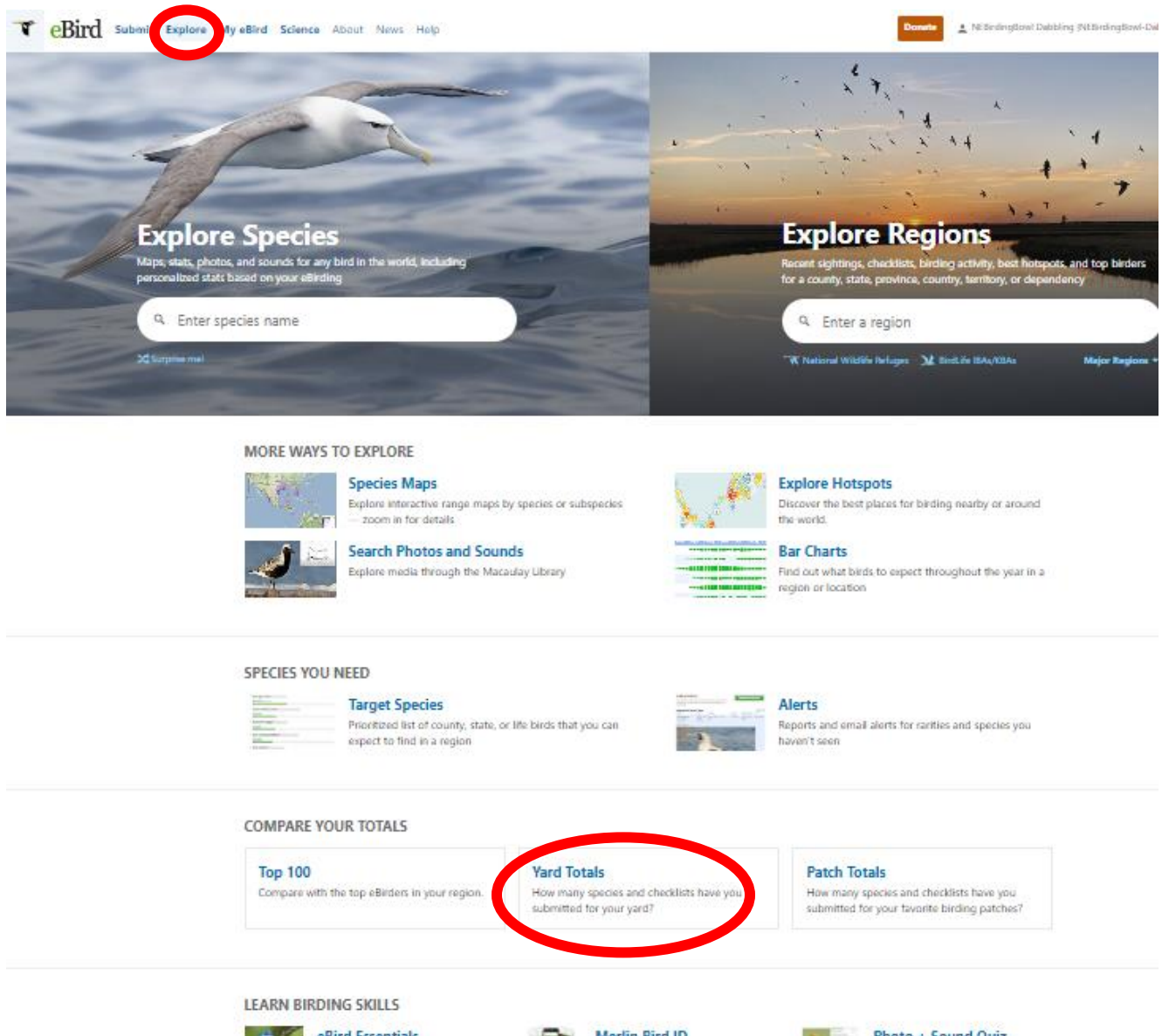
We will announce the winners in June.

This section is optional.

V. Creating a Yard Location

Creating a yard location is a fun way to organize and track the birds in your yard for the Birding Bowl and beyond. This is especially helpful for any teams participating in the Backyard Birder category.

1. Submit an eBird checklist from your yard. Take note of the location (e.g., auto selected GPS points, or name the location yard) of this checklist. See page 3, step 2.
2. Click on “Explore” at the top of the home screen. Then click on “Yard Totals.”



eBird Submit **Explore** My eBird Science About News Help Donate NE Birding Bowl Dabbling (NE Birding Bowl-Dab)

Explore Species

Maps, stats, photos, and sounds for any bird in the world, including personalized stats based on your eBirding

[Suriname mal](#)

Explore Regions

Recent sightings, checklists, birding activity, best hotspots, and top birders for a county, state, province, country, territory, or dependency

[National Wildlife Refuges](#) [BirdLife USA/USAs](#) [Major Regions](#)

MORE WAYS TO EXPLORE

Species Maps
Explore interactive range maps by species or subspecies — zoom in for details

Search Photos and Sounds
Explore media through the Macaulay Library

Explore Hotspots
Discover the best places for birding nearby or around the world.

Bar Charts
Find out what birds to expect throughout the year in a region or location

SPECIES YOU NEED

Target Species
Prioritized list of county, state, or life birds that you can expect to find in a region

Alerts
Reports and email alerts for rarities and species you haven't seen

COMPARE YOUR TOTALS

Top 100
Compare with the top eBirders in your region.

Yard Totals
How many species and checklists have you submitted for your yard?

Patch Totals
How many species and checklists have you submitted for your favorite birding patches?

LEARN BIRDING SKILLS

[eBird Essentials](#) [Merlin Bird ID](#) [Photo + Sound Quiz](#)

3. Click the green button “+ Add a Yard.”

[Explore](#)

Yard Totals

Updated ~13 hr(s) ago.

My Yards UNITED STATES

+ Add a Yard

You have not added any yards for the selected region.

4. Create a name for your yard.
Choose the location of the checklist you created from your yard (e.g., Auto selected..., yard).
Then click Save Yard.

Your Yard Location is complete!

[Explore](#) > [Yard Totals](#)


Add a Yard

Yard name

The Bird Yard

Locations

Currently in your Yard

Yardy List (SJB/OAD), US-NE 

Add from My Locations

Save Yard

Cancel

Now, whenever you submit a checklist from your yard, eBird will track it and show you the total species you have observed from your yard.



[Explore](#)







Yard Totals


Updated 59 min ago.

My Yards NEBRASKA

+ Add a Yard


[The Bird Yard](#) US-NE LATEST CHECKLIST: Aug 30, 2020  

	COMPLETE CHECKLISTS (RANK)	SPECIES OBSERVED (RANK)	LAST SPECIES ADDED
Life	 0 (134)	 3 (131)	Aug 30, 2020: European Starling, Loggerhead Shrike, Swainson's Hawk
Year	 0	 0	
Month	 0	 0	

 Bar charts

You can also see who is leading in yard lists.


Yard leaders NEBRASKA 2023

 Time period

Life





Year

Month

 Ranked by

Complete checklists

Species

	COMPLETE CHECKLISTS	SPECIES OBSERVED	LAST SPECIES ADDED
1. Joel Jorgensen Green Bowl, US-Nebraska	 4	 40	Mar 5, 2023: Turkey Vulture
2. Phil Swanson Green Bowl, US-Nebraska	 10	 34	Mar 5, 2023: Ring-billed Gull