



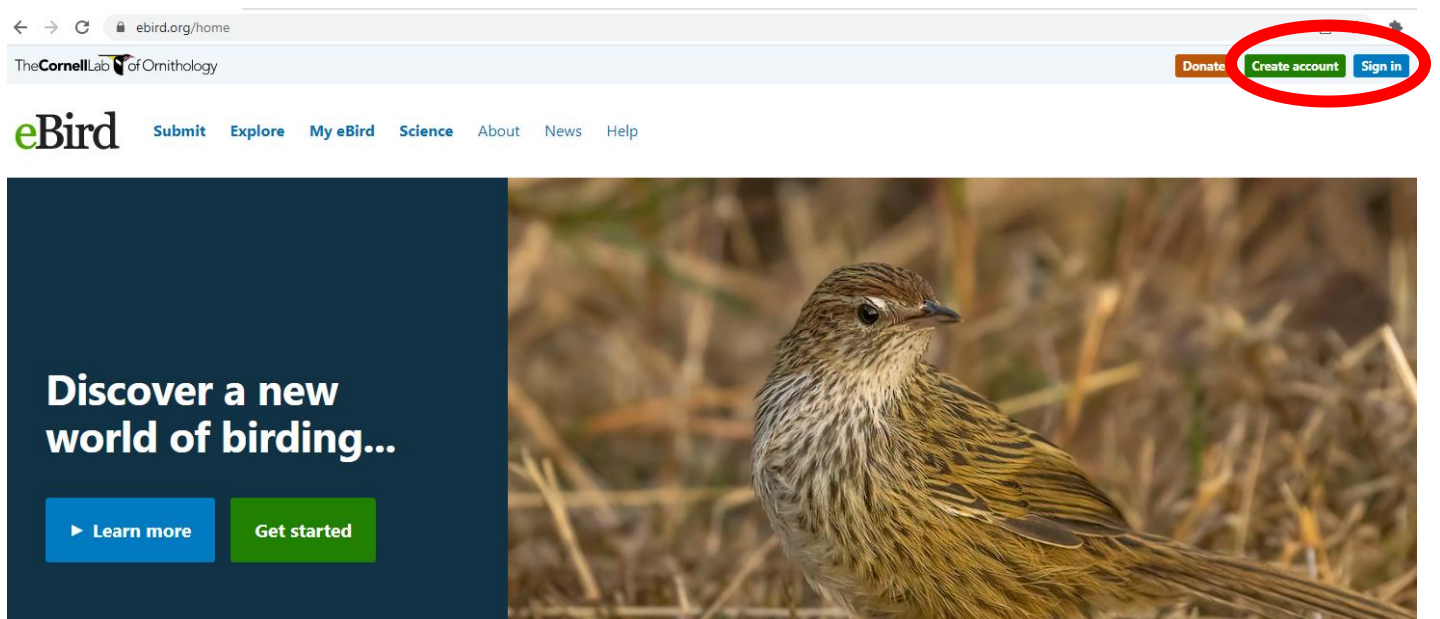
Step-by-step Instructions for Using eBird for the Nebraska Birding Bowl

To participate in the [Nebraska Birding Bowl](#), at least one team member 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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Submit bird observations using mobile app OR website	
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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. **Choose only one submission method: either the website or mobile app.**

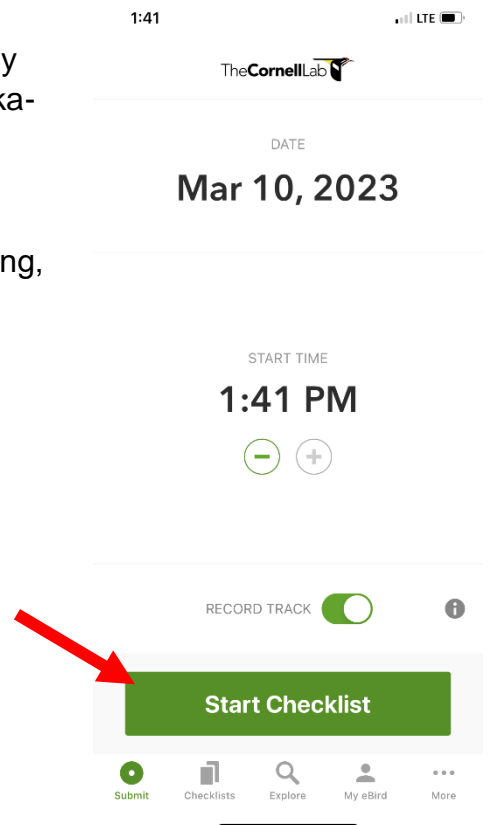
Only one person should submit an eBird checklist for each specific location and time (e.g., Platte River State Park from 7:00 to 11:00 am). They will share that checklist with others they are birding with. If you move to a new location (e.g., Schramm Park SRA 12:00 – 2:00 pm) then you will create a new checklist for that location even if it is in the same day.

Only add birds to your checklist that you can positively identify. It is ok to leave off birds if you are unsure what species it is. If you know it is a specific type of bird, you can add just the type (e.g., shorebird sp., sparrow sp.).

A. Mobile app:

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

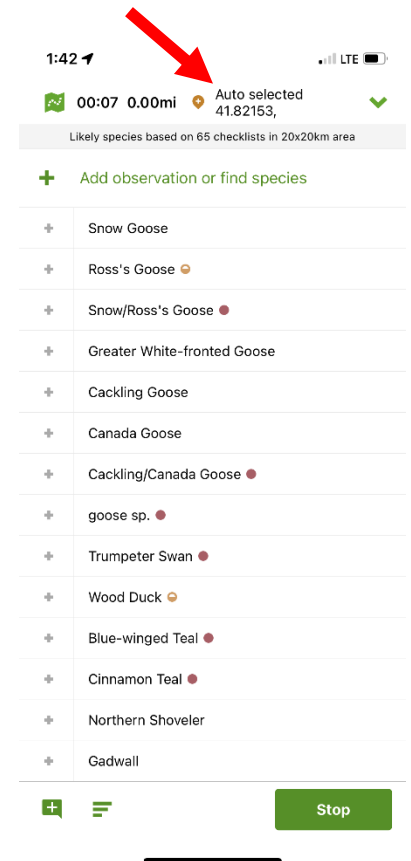
1. Click the green “Start Checklist” button. If the date or time is wrong, you can adjust those here.



2. You can change the location to a nearby birding spot by clicking on the “Auto selected...” location at the top.

If you are at a location with no nearby birding spots you can keep this as auto selected or name it something else.

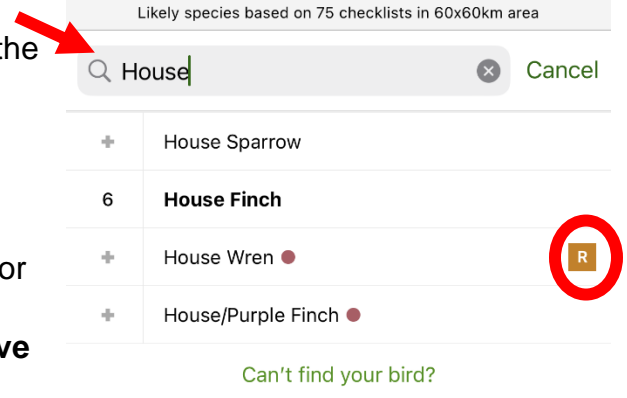
For example, if this auto-selected location is from your yard, you could name it “Yard.”



3. Now you can select the birds you are observing and type in the number of each species you see or hear.

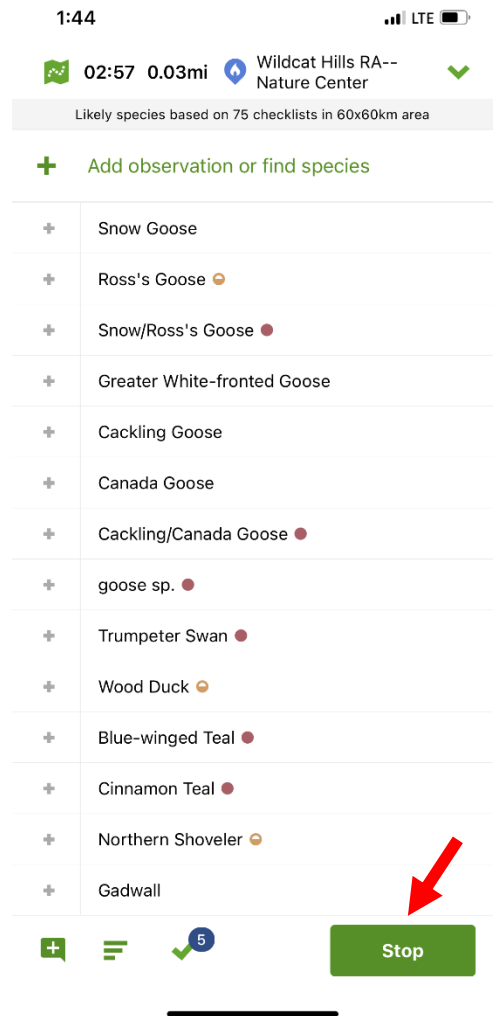
For example, you see six house finches, so type in the box house and all the birds it could be will show up.

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. **Please make sure before you submit any rare bird sighting that you are positive it is that species.** Refer to field guides, [All About Birds](#), etc. for tips on bird ids.



* Note: if you are using Merlin Bird ID app, always double check the bird that it gives you as a possible species you are observing matches the actual bird you are seeing or hearing. Sometimes the bird it suggests is not correct. Take photos and sound recordings that you can refer back to as you look through field guides and other resources to match the species id.

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.

1:48



b. Check the location.

a. FRI 10 Mar 2023 01:42 PM



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).

b. Wildcat Hills RA--Nature Center

c. STATIONARY ▾



Observers

Minutes

Miles

2



6



Share checklist with...

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

d.

Yes

No

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

e. ADD CHECKLIST COMMENTS

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

f. 5 Species



4

Wild Turkey

2

Black-capped Chickadee

1

Pygmy Nuthatch

6

House Finch

g. Submit!

g. <

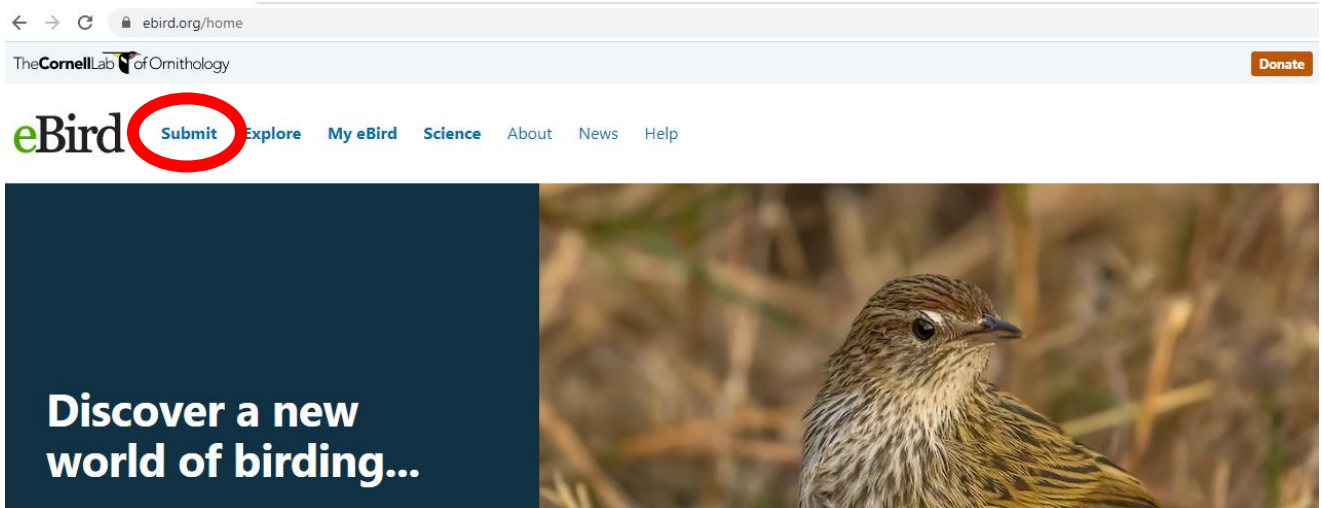
Submit

Note: Unlike previous years, there is **no need to share** each completed checklist with the corresponding category account. However, you **must still complete checklists** to include in your final **Trip Report**, which should be shared with nqpc.birdingbowl@nebraska.gov. (See Section V.)

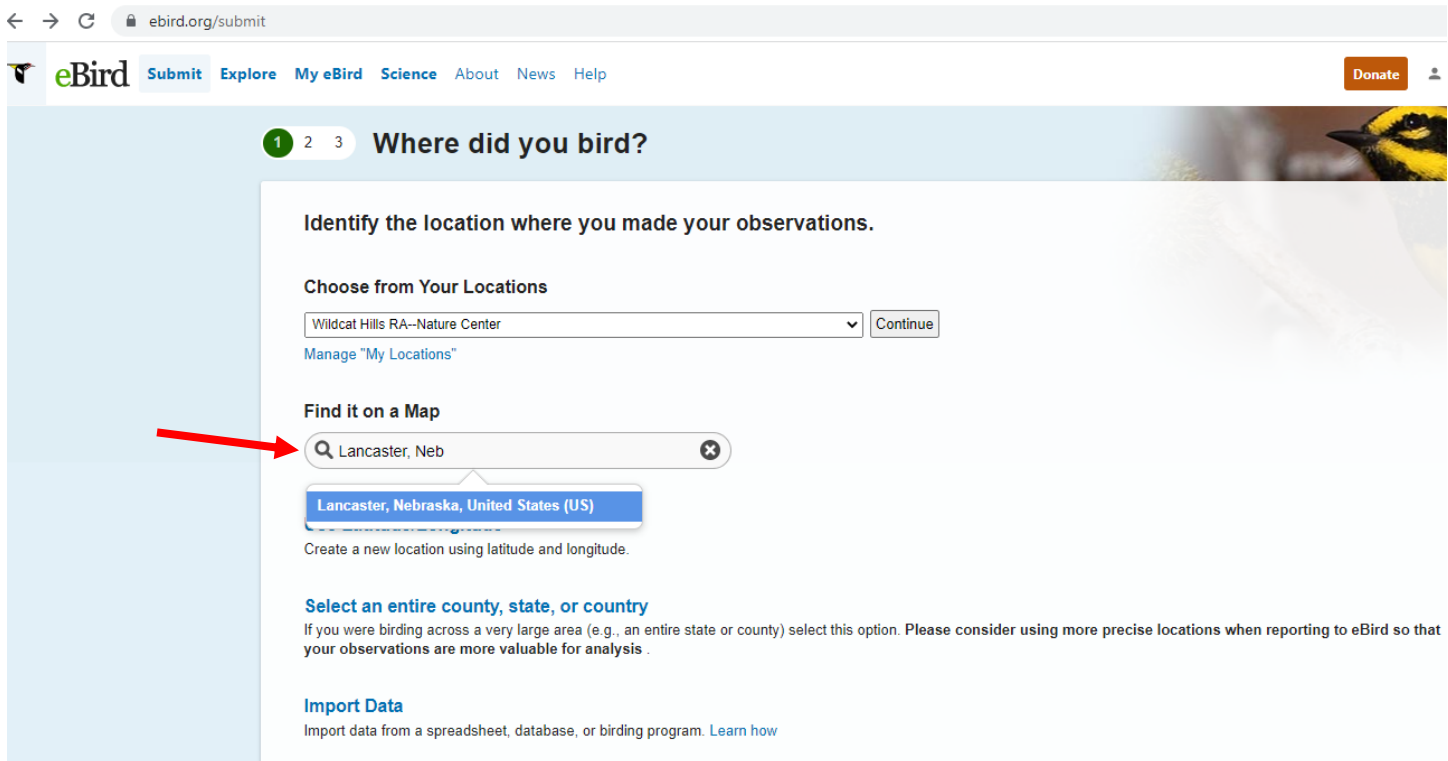
B. Submitting a checklist through the eBird website (<https://ebird.org/home>)

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 birded. You can also select a place you have already submitted an eBird checklists from under the “Your Locations”. If you select from “Your Locations” then you can skip step 3.



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, there is a search bar labeled "Zoom to:" with the placeholder text "Enter place name, address, or lat/long coordinates...". A red arrow points to this search bar. 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 Lincoln, Emerald, and Walton, and highways like I-80 and I-480. On the right side of the map, there is a panel with instructions and a "Continue" button. The "Continue" button is highlighted with a red circle. The panel also shows the "Chosen Location: Branched Oak SRA".

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

© Cornell Lab of Ornithology | Contact | FAQ

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](#) [Oliver](#)

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:

[Previous](#) [Continue](#)

5. Choose the birds you observed and how many individuals. You can type in the species on the left “Jump to Species.” Then click “yes” if this checklist included all the birds you were able to identify. Click Submit

The screenshot shows a web interface for a bird checklist. At the top, it says "What did you see or hear?" and "Branched Oak SRA, Lancaster County, Nebraska, US". Below this is a list of bird species with checkboxes and counts. On the right, there is a search bar labeled "Jump to Species...", a "Submit" button, and a question: "Are you submitting a complete checklist of the birds you were able to identify?". A red arrow points to the search bar, and another red arrow points to the "Yes" radio button.

Frequency	Species	Count	Action
	Snow Goose		
8	Canada Goose	8	Add Details
	Wood Duck		
2	Blue-winged Teal	2	Add Details
	Northern Shoveler		
	Gadwall		
5	Mallard	5	Add Details
	Lesser Scaup		
	Ruddy Duck		
	Northern Bobwhite		
	Wild Turkey		
	Ring-necked Pheasant		
	Pied-billed Grebe		
	Eared Grebe		
	Eurasian Collared-Dove		
1	Mourning Dove	1	Add Details
	American Coot		
	American Avocet		
	Semipalmated Plover		
2	Killdeer	2	Add Details
	Hudsonian Godwit		
	Stilt Sandpiper		
	Sanderling		
	Dunlin		
	Baird's Sandpiper		
	Least Sandpiper		
	White-rumped Sandpiper		

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)

<input type="checkbox"/>	Snow Goose	Change Species
<input checked="" type="checkbox"/>	8 Canada Goose Add Details	Change Species
<input type="checkbox"/>	Wood Duck	Change Species
<input checked="" type="checkbox"/>	2 Blue-winged Teal Add Details	Change Species
<input type="checkbox"/>	Northern Shoveler	Change Species
<input type="checkbox"/>	Gadwall	Change Species
<input checked="" type="checkbox"/>	5 Mallard Add Details	Change Species
<input type="checkbox"/>	Lesser Scaup	Change Species
<input type="checkbox"/>	Ruddy Duck	Change Species
<input type="checkbox"/>	Northern Bobwhite	Change Species
<input type="checkbox"/>	Wild Turkey	Change Species
<input type="checkbox"/>	Ring-necked Pheasant	Change Species
<input checked="" type="checkbox"/>	1 Pied-billed Grebe Add Details	Change Species

[Jump to Species...](#)

[+](#) Add Species
[↓](#) Alphabetic

Show Rarities
 Show Subspecies
 Group by Most Likely [?](#)

[Shortcuts](#) [Preferences](#)

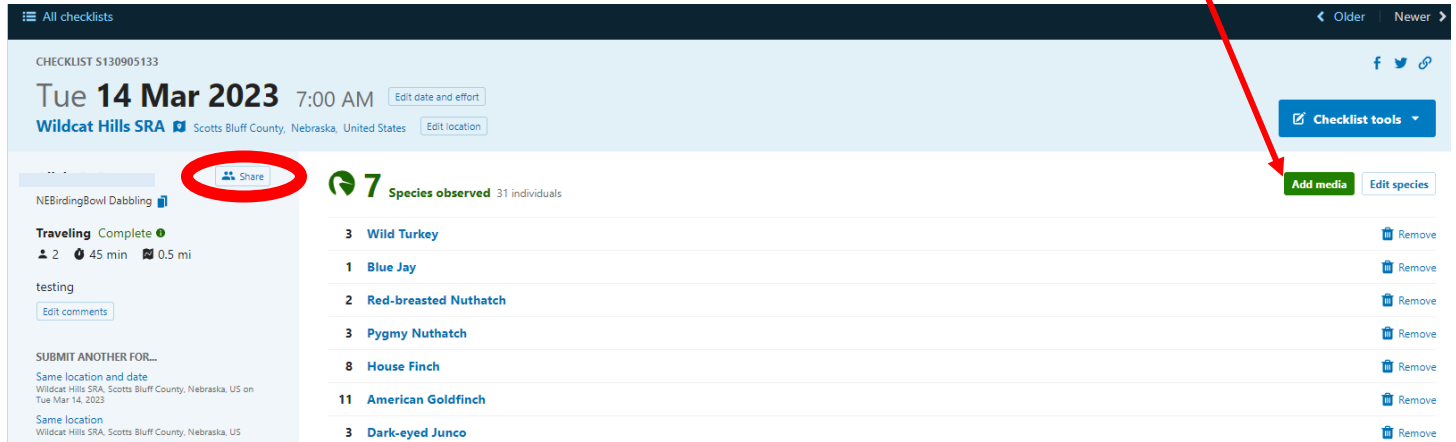
Are you submitting a complete checklist of the birds you were able to identify?
 Yes No [?](#)

[Submit](#)

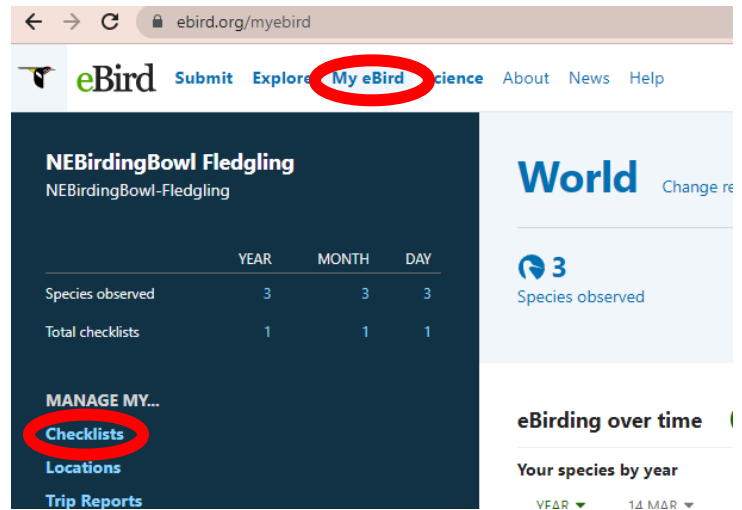
6. Share checklist with others on your team. Once you submit your data through the website, then you can share the checklist with others in your party by clicking the “Share” button on the left side of your screen by your name.

A popup box will show up where you can type in your team members’ emails or eBird usernames and click “Share Checklist”.

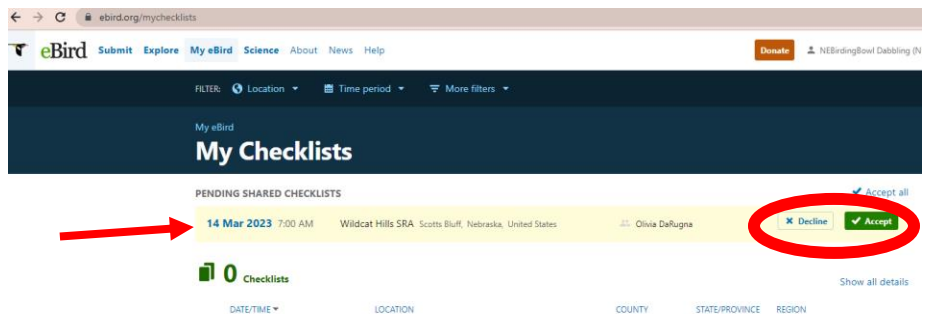
You can also add photos and sound recordings from here by clicking “Add media” green button on the right side of the screen.



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.



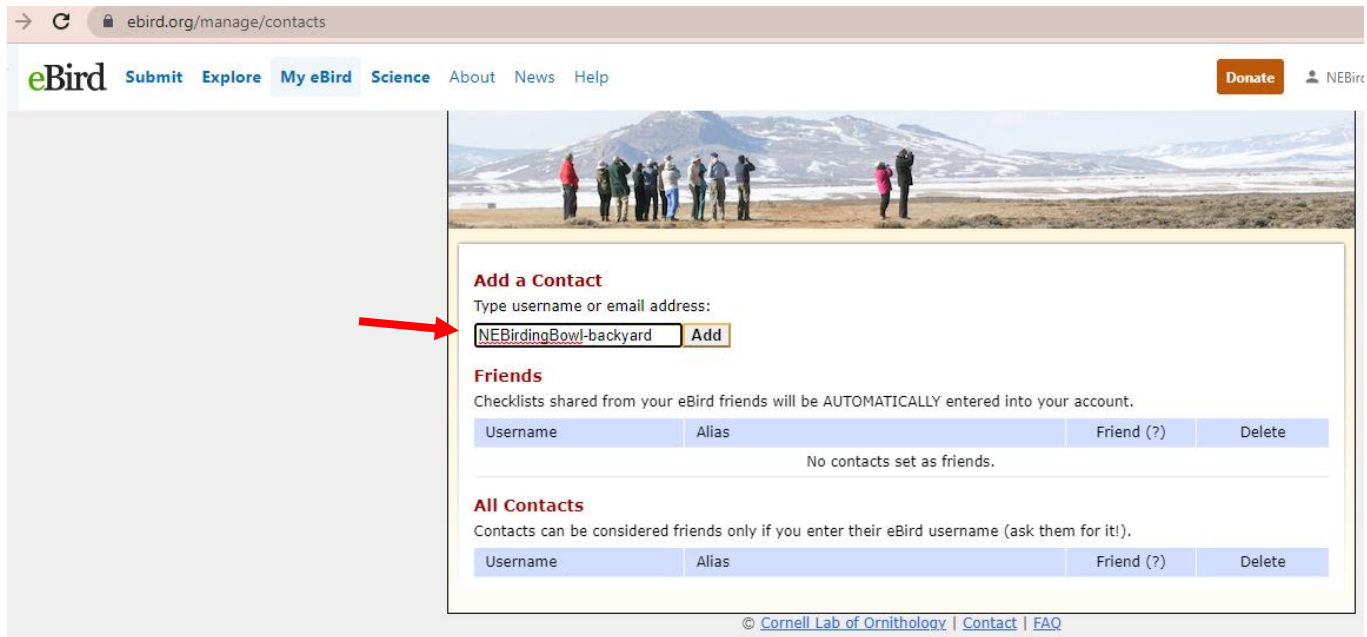
To look at the checklist details click on the checklist’s date in blue, bold text.

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 then click “Add.”

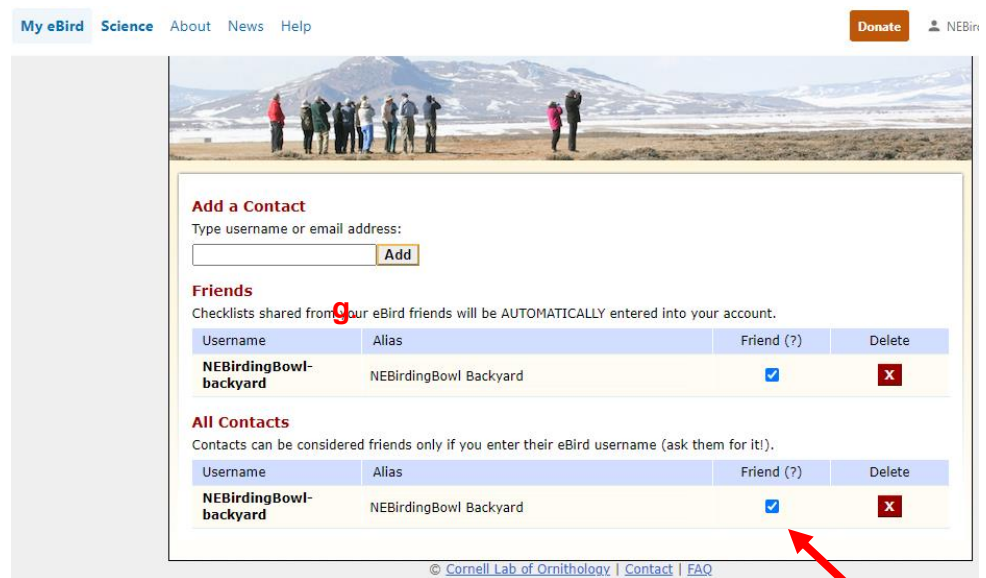


Then click the box “Friend.”

Note if you do not see their account pull up then check the spelling or try their email instead.

Note: Unlike previous years, there is **no need to share** each completed checklist with the corresponding category account. However, you **must still complete checklists** to include in your final **Trip Report**, which should be shared with ngpc.birdingbowl@nebraska.gov.

(See Section V.)

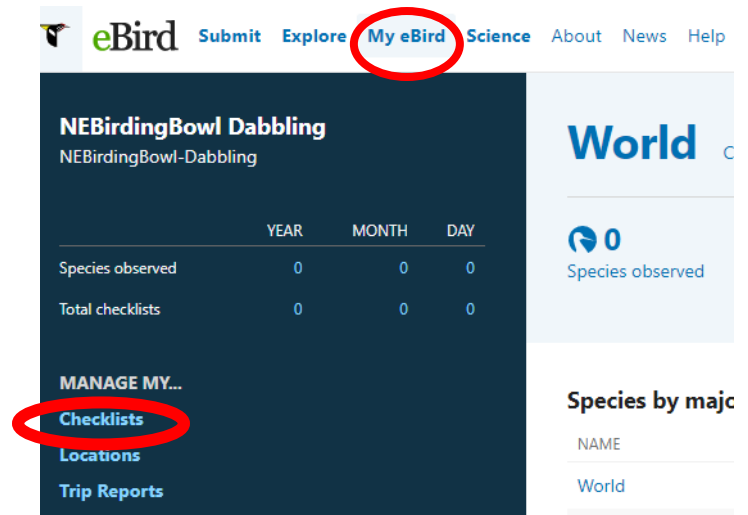


IV. Edit Checklists

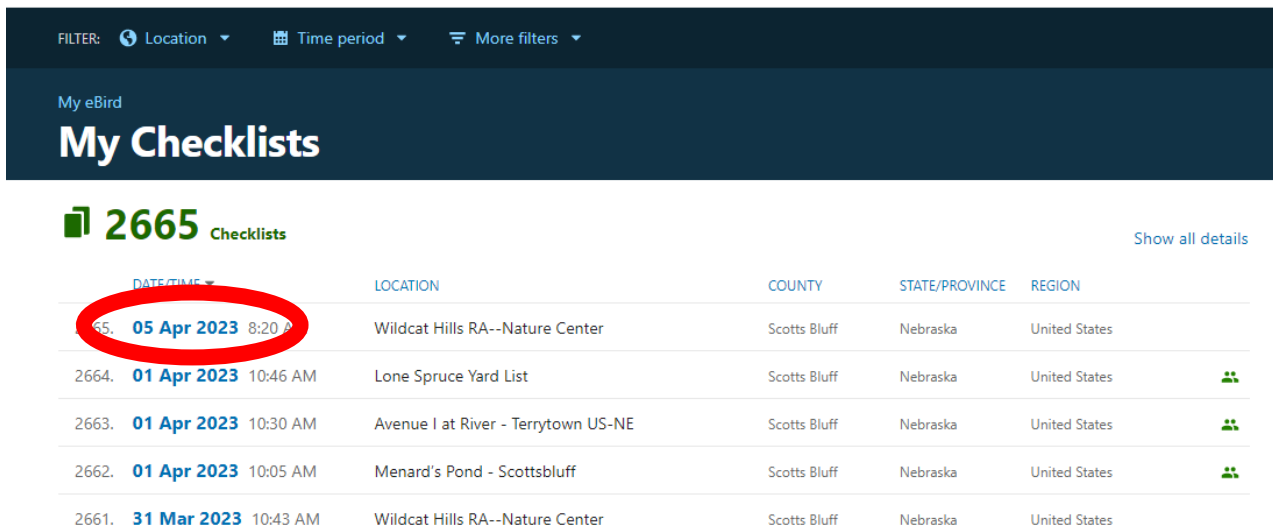
If you forgot to add something to your checklist or need to make changes to a checklist, this is how you will make those edits. Changes may include: add media (pictures, sounds recordings), add your team name, share checklists with teammates or the birding bowl account, add or remove species, etc.

1. Go to www.eBird.org and sign in to your account. Then click on “My eBird” at the top of the screen.

2. Click on “Checklists” on the left side of the screen.



3. Find the checklist you want to edit and click on the blue bold date.



4. You can see all the checklist details and edit and add things here.

- A. Share checklist
- B. Add team name(s) and other checklist comments.
- C. Add photos or sound recordings.
- D. Add Species
- E. Remove species

The screenshot shows an eBird checklist page for 'Wed 5 Apr 2023 8:20 AM' at 'Wildcat Hills RA--Nature Center'. The checklist is 'Stationary Complete' and lists 6 species observed. Annotations are as follows:

- A:** A red circle around the 'Share' button in the top left.
- B:** A red circle around the 'Edit comments' button below the checklist title.
- C:** A red circle around the 'Add media' button in the top right.
- D:** A red circle around the 'Edit species' button in the top right.
- E:** A large red oval around the 'Remove' buttons for each species in the list.

Count	Species	Remove
2	Eurasian Collared-Dove *	Remove
2	Black-capped Chickadee	Remove
45	House Finch	Remove
75	American Goldfinch	Remove
1	American Tree Sparrow	Remove
11	Dark-eyed Junco	Remove
3	Dark-eyed Junco (Slate-colored)	Remove
4	Dark-eyed Junco (Oregon)	Remove
2	Dark-eyed Junco (Pink-sided)	Remove
2	Dark-eyed Junco (White-winged)	Remove



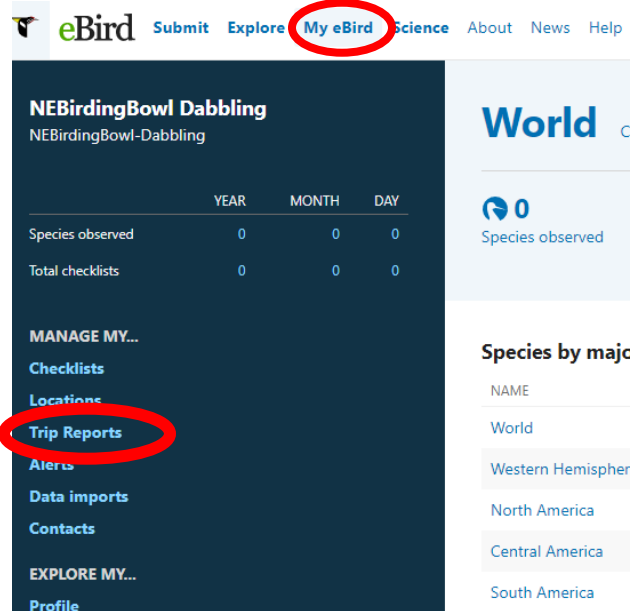
The following instructions are for after your team submits their last checklist for the Nebraska Birding Bowl. For instructions on how to use eBird to submit checklists, see the “Instructions for Using eBird for the Nebraska Birding Bowl” document.

V. Creating a Trip Report

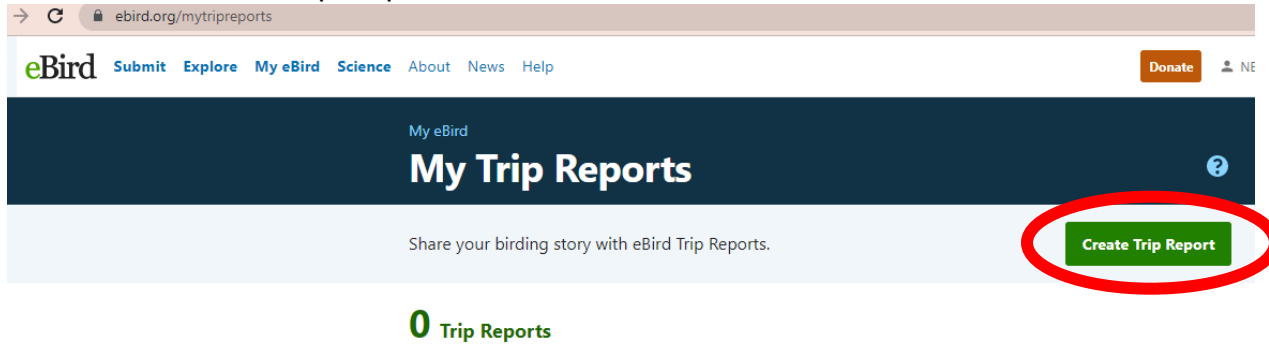
After your team submits their **last checklist** for the Nebraska Birding Bowl, only **one team member will compile an eBird Trip Report** that includes all of their team’s checklists for the Birding Bowl. The Trip Reports for your team are **due by June 6** for a chance at prizes.

Note: The Fledgling Flock category does not need to create a Trip Report.

1. Go to “My eBird” at the top of the screen. Then click on “Trip Reports” under the “Manage My...” section on the left-hand 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, 2024.
- 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

Maximum length of 256 characters

Dates

Start date	Start time	End date	End time
<input type="text" value="1 May 2023"/>	<input type="text" value="12:00 AM"/>	<input type="text" value="31 May 2023"/>	<input type="text" value="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.

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:

- Backyard Birder category: only select the checklists from your yard in May.
- Dabbling or Competitive Birder category: 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, 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.

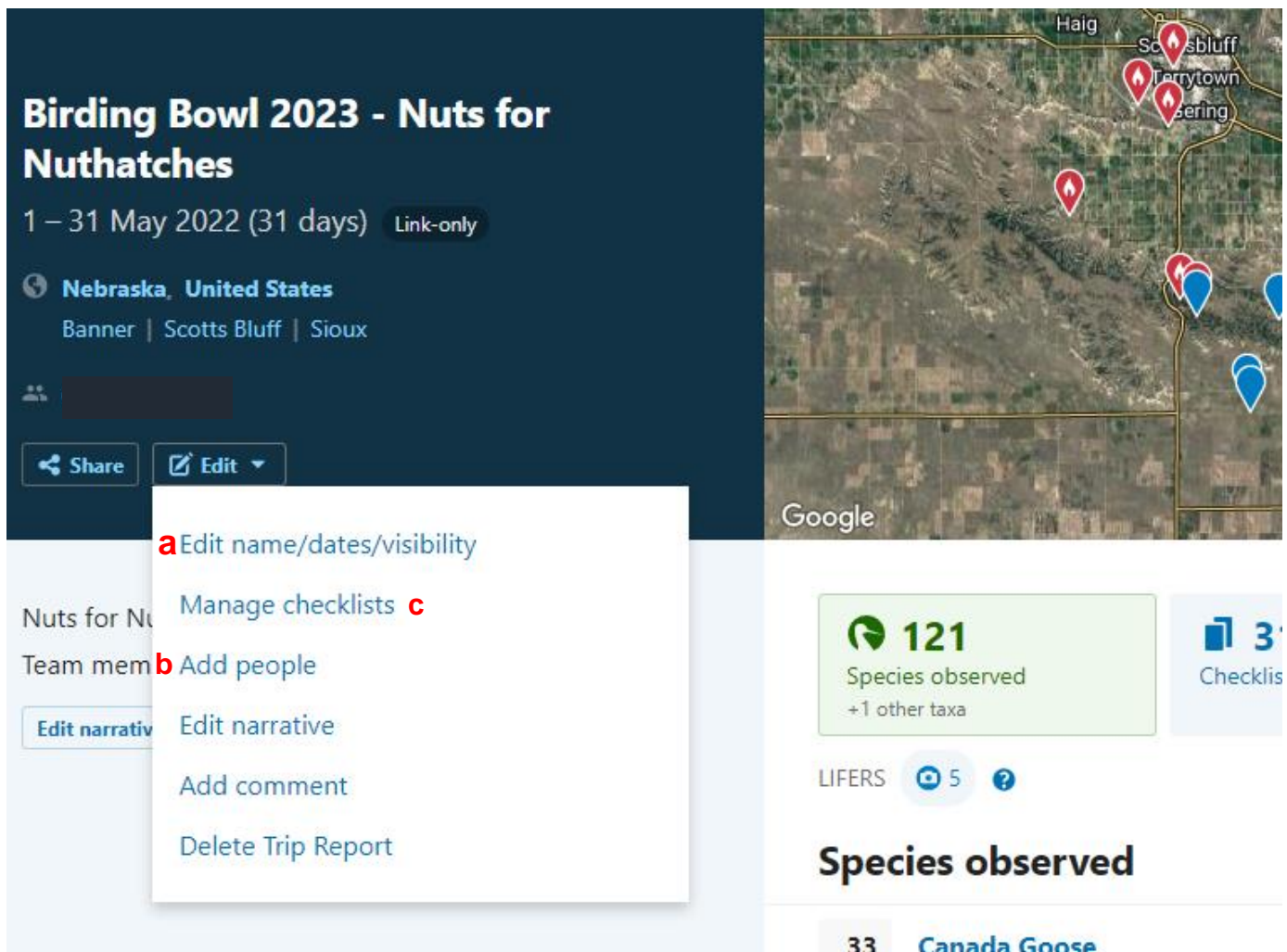
▼ **Personal dates**

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"/>

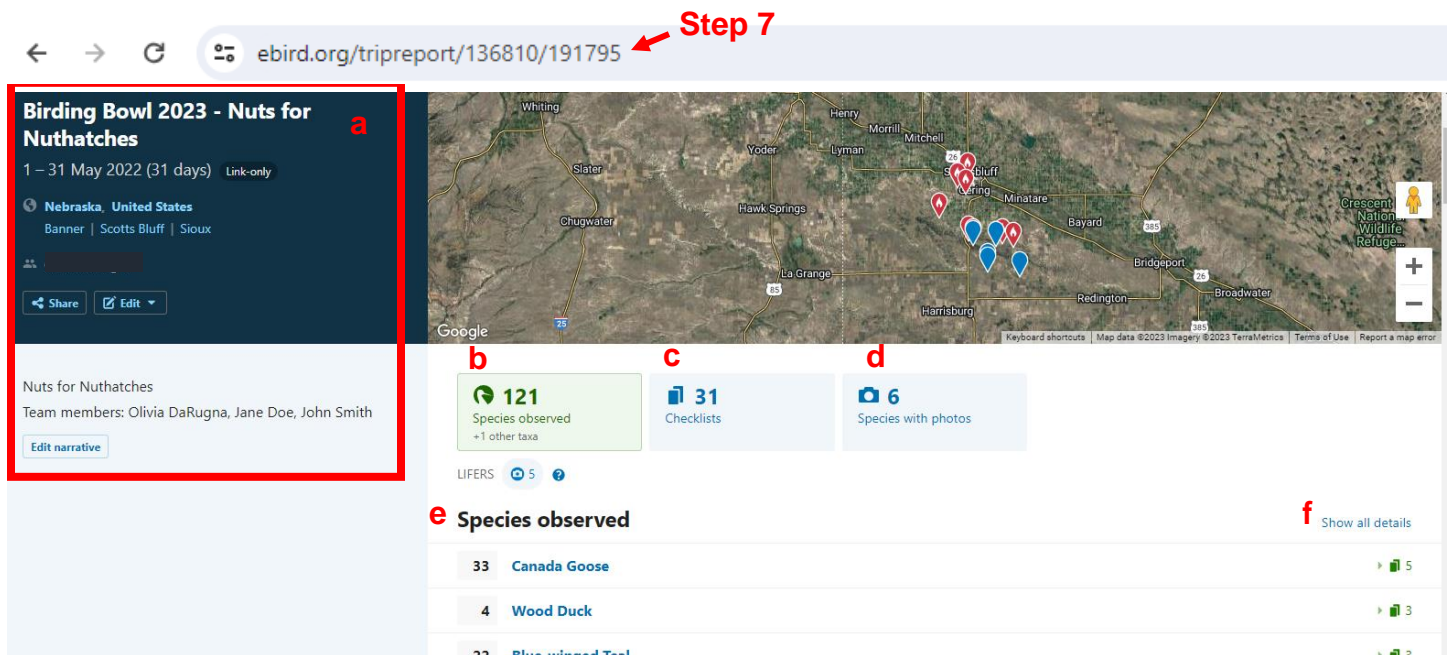
[Back](#)[Save and view Trip Report](#)

5. On the Trip Report you just created, click the “Edit” button on the left side.
 - a. Click “Edit narrative” and type in your team name and names of team members.
 - b. Optional share with your team members: “Add people” and then type in the user names or emails of your team members.
 - c. If you need to add or remove a checklist from your team’s Trip Report, click on the “Manage checklists.”



6. Double check your Trip Report is shared and includes all of your team’s checklists for the Nebraska Birding Bowl. The Trip Report will show:

- a. Trip Report details (name, dates, counties your team birded in for the competition, names of team members you share the report with, narrative)
- b. Total species your team observed for the Birding Bowl
- c. Total checklists
- d. Any photos your team added to checklists
- e. List of all species observed and the total checklists that included that species.
- f. Click “Show all details” to see the date and location where your team observed each species.

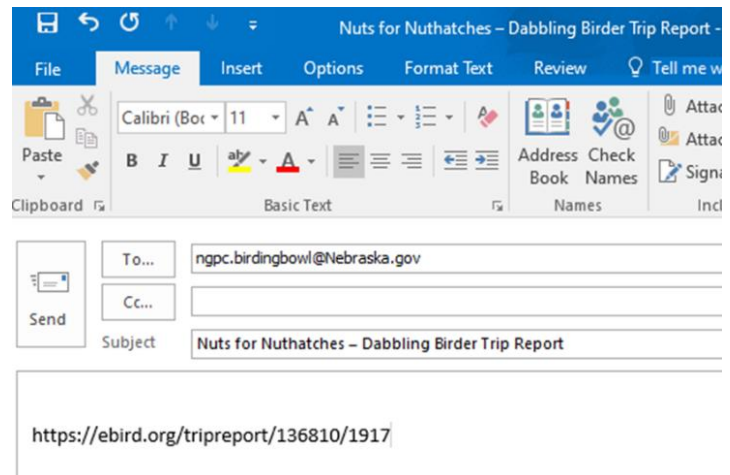


7. Email the url link to your Trip Report to ngpc.birdingbowl@nebraska.gov with the subject line: [Team Name] – [Category] Trip Report.

If you do not share your trip report, then your team will not qualify for the prizes.

Congratulations, you’re done!

We will announce the winners in June.



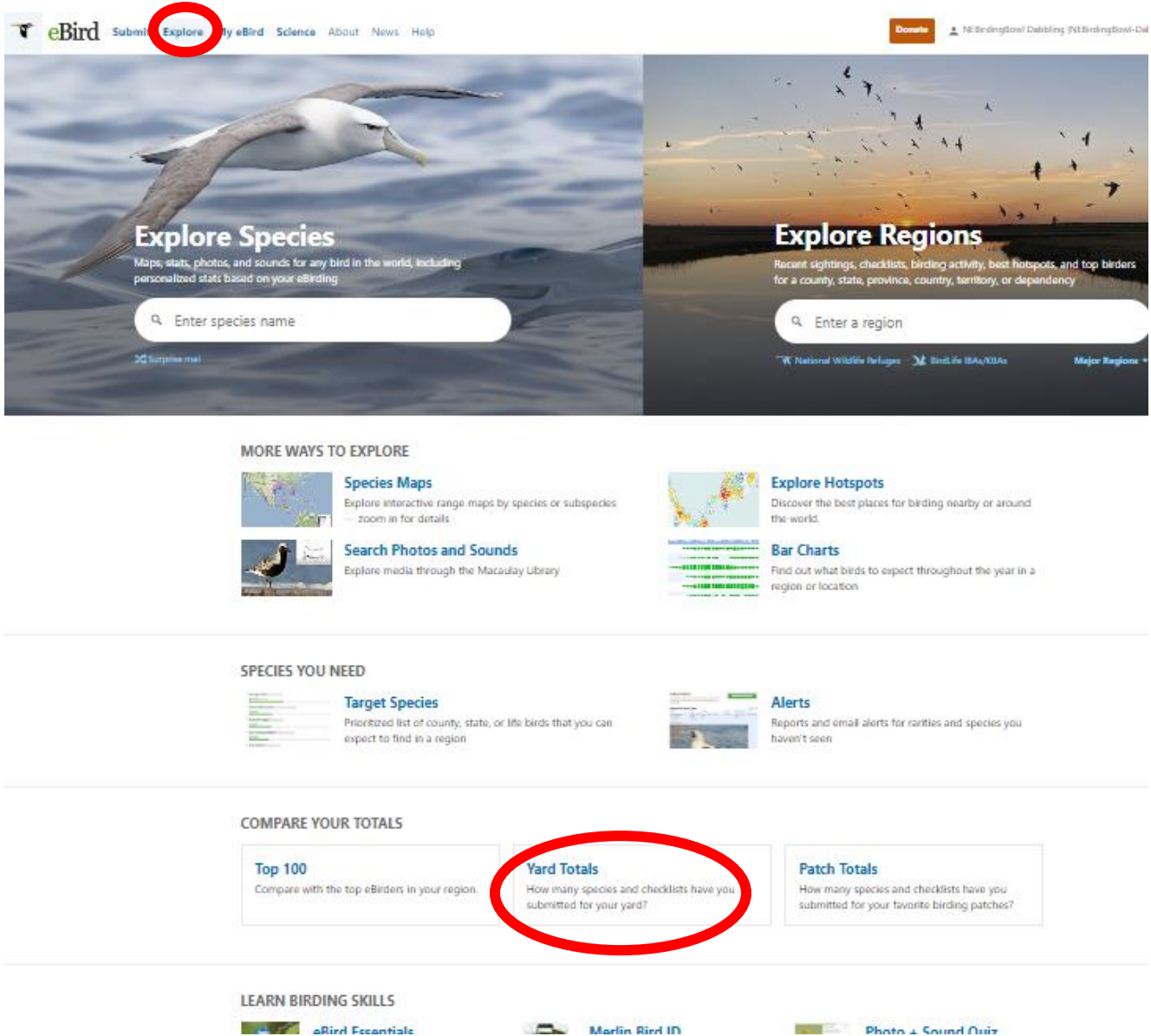


This section is optional.

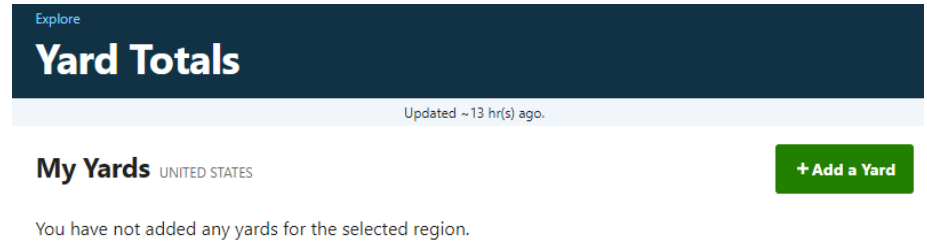
V. Creating a Yard Location

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.”



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



Explore

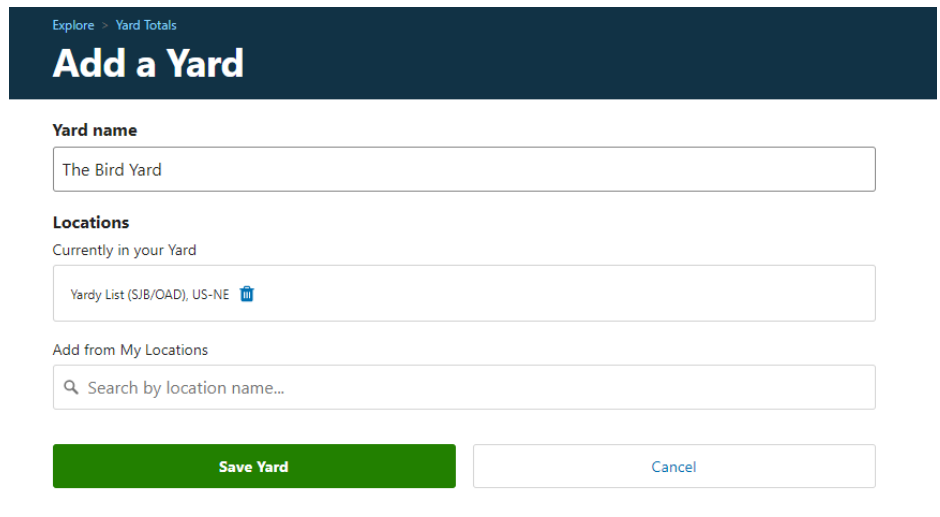
Yard Totals

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.



Explore > Yard Totals

Add a Yard

Yard name

Locations

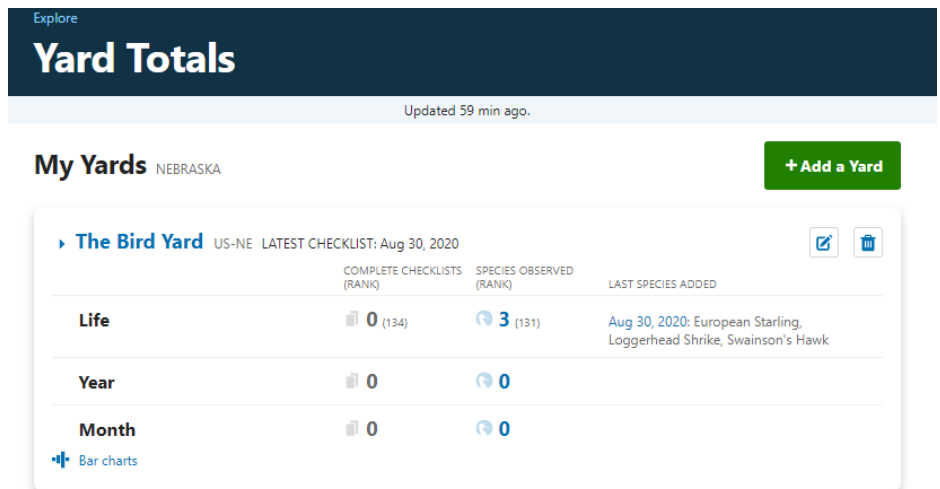
Currently in your Yard

Add from My Locations

Save Yard Cancel

Your Yard Location is complete!

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.

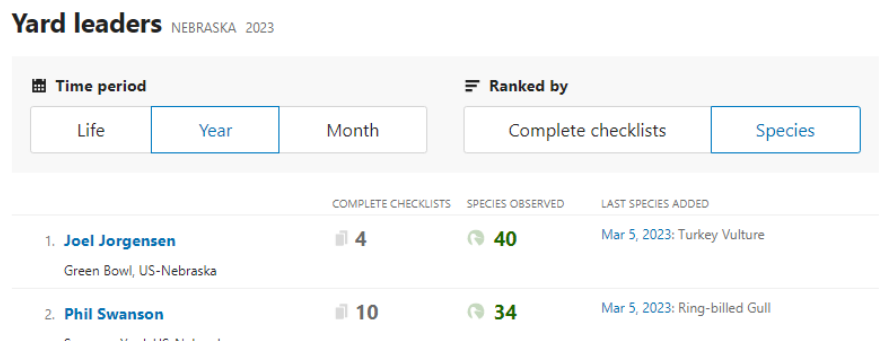
My Yards NEBRASKA + Add a Yard

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	10	34	Mar 5, 2023: Ring-billed Gull