WCBS online simple instructions for WCBS-BC squares

- 1) Register <u>here</u> (register button is at top right hand side of the screen).
- 2) WAIT for us to email you to confirm that your account has been linked to your square(s). This can only be done during working hours, so please be patient.
- 3) Go to 'My Sites' to review the details of your transect routes, change Location Type to WCBS-BC in the drop down menu then press Run Report.
- 4) Go to 'My Walks' to enter the data from your weekly walks. First change the Site Type to WCBS-BC in the drop down menu then find the date of your walk in the calendar and click on the little green 'plus' sign. You can now enter details of your walk.

Full detailed instructions are available by following this link.

WCBS online simple instructions for WCBS-BBS squares

- 1) Register <u>here</u> (register button is at top right hand side of the screen).
- 2) WAIT for us to email you to confirm that your account has been linked to your square(s). This can only be done during working hours, so please be patient.
- 3) Go to 'My Sites' to review the details of your transect routes, change Location Type to WCBS-BBS in the drop down menu then press Run Report.
- 4) Go to 'My Walks' to enter the data from your weekly walks. First change the Site Type to WCBS-BBS in the drop down menu then find the date of your walk in the calendar and click on the little green 'plus' sign. You can now enter details of your walk.

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