



An Introduction to iRecord

Ryan Clark, Monitoring and Research Officer

Creating an account

1. Go to <https://www.brc.ac.uk/irecord/>
2. Select 'Create new account'

iRecord

Home Record Explore Forum Help

A busy year in 2019

Over 2 million records were made available via iRecord during 2019 (including those added during 2019 for previous years). The most frequently recorded species in 2019 was Meadow Brown (shown left) with over 75,000 records.


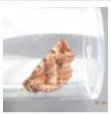
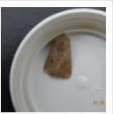
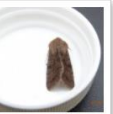




Over a million records were checked by verifiers during 2019, which represents an enormous amount of work on the part of the iRecord verifiers – thank you. For more information on verification see our updated [Help page](#).

Welcome to iRecord...

... a site for managing and sharing your wildlife records.

Photo © Pete Boardman

Recent records

 <i>Phytomyza ilicis</i> Holly Leaf Gall Fly	 <i>Selenia dentaria</i> Early Thorn	 <i>Orthosia cruda</i> Small Quaker	 <i>Orthosia incerta</i> Clouded Drab
			

3. Fill in your details

Username *

Spaces are allowed; punctuation is not allowed except for periods, hyphens, apostrophes, and underscores.

E-mail address *

A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail.

Password *

Password strength:

Confirm password *

Provide a password for the new account in both fields.

First name

User's first name

Last name *

User's last name

☐ **Under 16**


Tick if you are under 16 years old?

4. Check your emails and find the confirmation link, this sometimes end up in your junk folder
5. Your account should now be set up!

Joining 'Wildlife from Home'

We would love it if you would join our 'Wildlife from Home' activity on iRecord. This means that we can keep a track of how many species between us we are finding in our gardens during the Covid-19 outbreak. It is simple to do this.

1. Click 'Activities' on the top bar.




RC Test >> [My account](#) [Log out](#)

Search

HomeRecordExplore**Activities**SummariseForumHelp

Welcome back Ryan.

A busy year in 2019




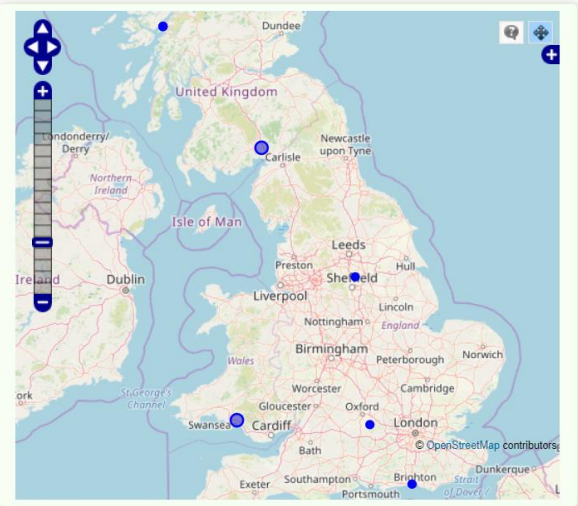
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Recent sightings

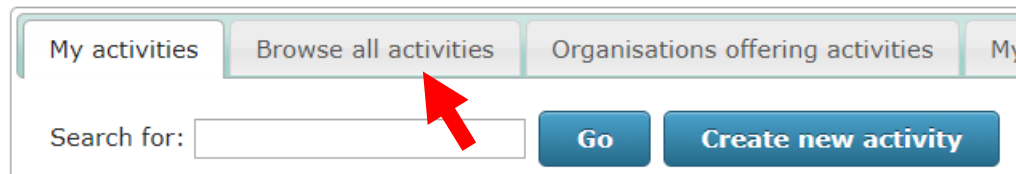
The following list of records includes verified records and those awaiting verification of species groups you are interested in which have been recently added in your area.

Species	Site name	Grid Ref	Date	Recorder
 <i>Lonchoptra lutea</i>	Ewelme Watercress Beds	SU637919	17/03/2019	Thomas, Sam
<i>Leuctra fusca</i>	Lismore	NM87544513	29/07/2019	Whiteley, Derek
<i>Iron Blue Mayfly</i>	Lismore	NM87544513	29/07/2019	Whiteley, Derek
<i>Baetis muticus</i>	Lismore	NM87544513	29/07/2019	Whiteley, Derek
<i>Common Toad</i>	Eskrigg Nature Reserve, Lockerbie	NY125803	21/03/2020	Clifford, Shannon
<i>Bufo bufo</i>	Lismore	NM87544513	29/07/2019	Whiteley, Derek
<i>Blue-winged Olive</i>	Lismore	NM87544513	29/07/2019	Whiteley, Derek
<i>Serratella ignita</i>	Lismore	NM87544513	29/07/2019	Whiteley, Derek

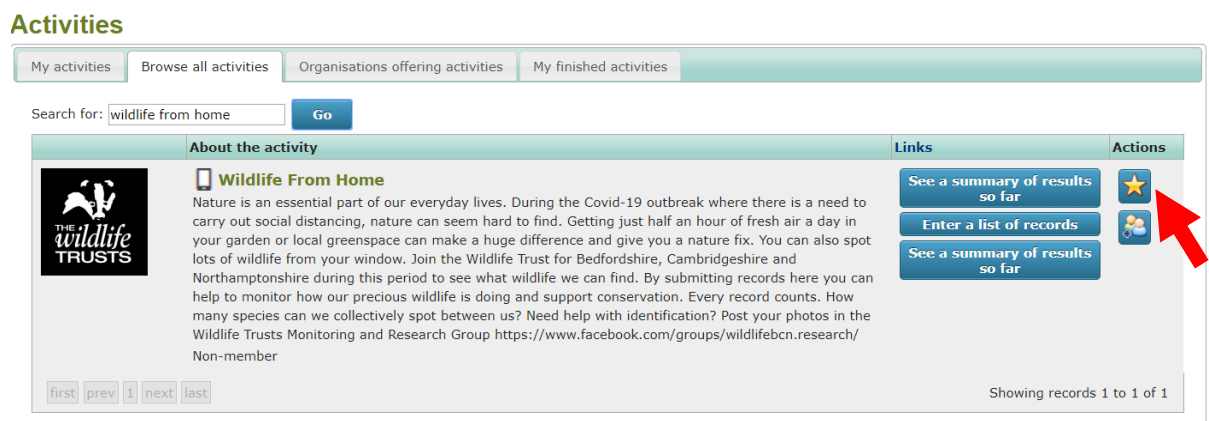


2. Click on the 'Browse all activities' tab

Activities



3. Search for 'Wildlife from Home' using the search box. Click on the star on the right hand side of the page



4. Click Join

Would you like to join Wildlife From Home?



Wildlife From Home

Nature is an essential part of our everyday lives. During the Covid-19 outbreak where there is a need to carry out social distancing, nature can seem hard to find. Getting just half an hour of fresh air a day in your garden or local greenspace can make a huge difference and give you a nature fix. You can also spot lots of wildlife from your window. Join the Wildlife Trust for Bedfordshire, Cambridgeshire and Northamptonshire during this period to see what wildlife we can find. By submitting records here you can help to monitor how our precious wildlife is doing and support conservation. Every record counts. How many species can we collectively spot between us? Need help with identification? Post your photos in the Wildlife Trusts Monitoring and Research Group <https://www.facebook.com/groups/wildlifebcn.research/>

Pages

The following links are available for non-members of the Wildlife From Home group:

[Enter a list of records](#)

[See a summary of results so far](#)

[See a summary of results so far](#)


[Enter a list of records](#)


5. Click on this button
6. This will bring up this page. Please follow the instructions below which guide you through entering your records

Enter a list of records (for a site on a date)

New feature After adding a species, click the +/- button which appears at the right hand end of the row to show and hide attributes that do not fit on the row.

The records you enter using this form will be added to the **Wildlife From Home** group.

Date:  *

Recorder Name:  *

Enter the recorder's name, if different.

Please enter all the species you saw at one site on a single day and any other information about them. Then move to the **Where was it?** tab before submitting your records.



Species	Certainty	Quantity	Sex	Stage	Identified By	Comment	Add photos
	Certain		not recorded	not recorded	Clark, Ryan		Select a species first

Use * as a wildcard when searching for species names. If you have sensitive records to input please use the [Enter a casual record](#) form.

Make sure you come back to this activity everytime you wish to add records to the 'Wildlife from Home' activity

Submitting Your First Record

- Click on 'Record' from the top bar. Select 'Enter a list of records' (this is the most helpful form and the one I will focus on for this tutorial).





[RCTest >> My account](#) [Log out](#)


[Home](#) [Record](#) [Explore](#) [Activities](#) [Summarise](#) [Forum](#) [Help](#)

Welcome back

Enter a casual record
Enter a list of records
Enter records at several places
Taxon-specific forms
Project-specific forms



A busy year




Over 13 million records were made available on iRecord during 2019 (including those added during 2019 for previous years). The most frequently recorded species in 2019 was Meadow Brown (shown left) with over 75,000 records.

Over a million records were checked by verifiers during 2019, which represents an enormous amount of work on the part of the iRecord verifiers – thank you. For more information on verification see our updated [Help](#) page.

Recent sightings

The following list of records includes verified records and those awaiting verification of species groups you are interested in which have been recently added in your area.

Species	Site name	Grid Ref	Date	Recorder
Bee Fly <i>Bombus major</i>	London N11 3HT	TQ28099228	31/03/2020	Penny Marilton
Large Red Damselfly <i>Pyrrosoma nymphula</i>	Beinn Eighe - S10	NH018629	28/05/2019	Wanda Girard-Prudon
Badger <i>Meles meles</i>		SE8921	29/03/2020	Looser, Catherine
Tree-moss <i>Climacium dendroides</i>	Morfa Dinlle	SH43316025	17/07/2019	Heathcote, Steven



2. This form will open. You use this form to enter a list of sightings that you recorded at the same place, on the same date.

Enter a list of records (for a site on a date)

New feature. After adding a species, click the +/- button which appears at the right hand end of the row to show and hide attributes that do not fit on the row.

What Did You See? Where Was It?

Record destination: Ad-hoc non-group records
Choose whether to post your records into a group that you belong to.

Date: Click here

Recorder Name: Clark, Ryan
Enter the recorder's name, if different.

Please enter all the species you saw at one site on a single day and any other information about them. Then move to the **Where was it?** tab before submitting your records.

Species	Certainty	Quantity	Sex	Stage	Identified By	Comment	Add photos
	Certain		not recorded	not recorded	Clark, Ryan		Select a species first

Use * as a wildcard when searching for species names. If you have sensitive records to input please use the [Enter a casual record](#) form.

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3. First click in the 'Date:' box. This will bring up a calendar and allow you select a date this way. Alternatively you can type in a date in the dd/mm/yyyy format.

Enter a list of records (for a site on a date)

New feature. After adding a species, click the +/- button which appears at the right hand end of the row to show and hide attributes that do not fit on the row.

What Did You See? Where Was It?

Record destination: Ad-hoc non-group records
Choose whether to post your records into a group that you belong to.

Date: Click here

Recorder Name:

Please enter all the species you saw at one site on a single day and any other information about them. Then move to the **Where was it?** tab before submitting your records.

Species	Certainty	Quantity	Sex	Stage	Identified By	Comment	Add photos
			not recorded	not recorded	Clark, Ryan		Select a species first

Use * as a wildcard when searching for species names. If you have sensitive records to input please use the [Enter a casual record](#) form.

4. Next check the recorder name. As you have an account this will default to your name. The recorder is the person who saw the species. This is written in Surname, First name format. Change if necessary.
5. Click in the species box of the table and start typing the name of the species that you saw. You can type in a common name or a scientific name. The website will bring up a range of options. Select the option that best fits your species.

Enter a list of records (for a site on a date)

New feature: After adding a species, click the +/- button which appears at the right hand end of the row to show and hide attributes that do not fit on the row.

What Did You See?

Where Was It?

Record destination: Ad-hoc non-group records
Choose whether to post your records into a group that you belong to.

Date: 01/04/2020

Recorder Name: Clark, Ryan
Enter the recorder's name, if different.

Please enter all the species you saw at one site on a single day and any other information about them. Then move to the **Where was it?** tab before submitting your records.

Species	Certainty	Quantity	Sex	Stage	Identified By	Comment	Add photos
fox	Certain		not recorded	not recorded	Clark, Ryan		Select a species first

Fox

[Vulpes vulpes]

terrestrial mammal

Fox-and-cubs

[Pilosella aurantiaca]

flowering plant

Fox-tail Feather-moss

[Thamnobryum alopecurum]

moss

Fox Moth

ing for species names. If you have sensitive records to input please use the [Enter a casual record](#) form.

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- How certain are you of your identification? Use the dropdown to select 'Certain', 'Likely' or 'Uncertain'. If you are uncertain of your identification, then it is best to ask for help.

Species	Certainty
<div> <div>✖</div> <div>Fox</div> <div>[Vulpes vulpes]</div> <div>terrestrial mammal</div> </div>	<div>Certain</div>

Certain

Likely

Uncertain

Use * as a wildcard when searching

- Type in a quantity in the 'Quantity' box. This the number of individuals you saw. This box accepts any text so you can put anything you like it in. E.g. many, lots, 1, around 12.
- Select the sex of your species. The options here are only relevant if you are recording sexually dimorphic animals. The default 'not recorded' is used if you don't know or if this question is not relevant

Quantity	Sex	S
1	not recorded	n
	not recorded	n
	male	
	female	
	mixed	s

species names. If you have

- Select the stage of your species. Again, this is currently biased towards animals. So often 'non recorded' is the acceptable option.


Sex	Stage
not recorded ▼	adult ▼
not recorded ▼	not recorded
	adult
have sensitive record	pre-adult
	other

10. Who identified the species for you? Usually this will be you, but sometimes someone else could have identified the species for you. They are called the determiner and are listed in the 'Identified by' column, using the surname, first name format.
11. Add in any comments that you may have. Remember that the more information you enter with your records, the better they are! This is the place to mention what the species was doing, how you identified it, if it was in a moth trap etc.

Identified By	Comment
Clark, Ryan	Drinking from the pond
Clark, Ryan	


Add images


12. If you have a photo of the species, then select this button .
 Navigate to where the photo is on your computer or drag and drop the image.
 Photos help the experts verify your records.

Species ▼	Certainty	Quantity	Sex	Stage	Identified By	Comment	Add photos
<div>  Fox [Vulpes vulpes] terrestrial mammal </div>	Certain ▼	1	not recorded ▼	adult ▼	Clark, Ryan	Drinking from the pond	

Photos:

Add photo

photo 



Enter caption...

13. You can now repeat this process to enter other species that you saw on the same date in the same place.

Species	Certainty	Quantity	Sex	Stage	Identified By	Comment	Add photos
Fox [<i>Vulpes vulpes</i>] terrestrial mammal	Certain	1	not recorded	adult	Clark, Ryan	Drinking from the pond	
Wood Pigeon [<i>Columba palumbus</i>] bird	Certain		not recorded	adult	Clark, Ryan		
Common Nettle [<i>Urtica dioica</i>] flowering plant	Certain		not recorded	not recorded	Clark, Ryan		
<i>Bombus terrestris</i> Buff-tailed Bumblebee insect - hymenopteran	Certain	1	female	adult	Clark, Ryan	Queen on snowdrops	
<i>Anthophora plumipes</i> Hairy Footed Flower Bee insect - hymenopteran	Certain	1	male	adult	Clark, Ryan	Visiting pulmonia	
Lesser Celandine [<i>Ranunculus ficaria</i>] flowering plant	Certain	Frequent	not recorded	not recorded	Clark, Ryan		
	Certain		not recorded	not recorded	Clark, Ryan		Select a species first

Use * as a wildcard when searching for species names. If you have sensitive records to input please use the [Enter a casual record](#) form.

14. Now click on the 'Where Was It?' tab towards the top of the page

What Did You See?
Where Was It?

Record destination: Ad-hoc non-group records

Choose whether to post your records into a group that you belong to.

Date: 01/04/2020

Recorder Name: Clark, Ryan

Enter the recorder's name, if different.

15. In the 'Location' box enter the name of where you saw the species. This will be publicly accessible so please don't use names such as 'My Home', this is not very useful and highlights your home address.

NEW FEATURE: When entering a species, click the 'Where Was It?' button which appears at the right hand end of the form to show and then distribute data to the map on the form.

What Did You See?
Where Was It?

Location:

Provide the name of the site, ideally using a name that is recognisable from an OS map. Do not enter a postal address as the information you provide will be visible to others.

Enter a spatial reference:

Or search for a place on the map:

Or simply click on your rough position on the map.

Habitat:

Overall comment:


Submit

16. Next, we want to pinpoint on a map where we saw the species. There are multiple ways to do this.

Option 1: If you know the grid reference, you can enter a grid reference in the 'Enter a spatial reference' box. The map will then zoom in on that area

Option 2: If you don't know the grid reference, then you can use this box to search for a location.

Location:

Totternhoe Nature Reserve  *

Provide the name of the site, ideally using one that is recognisable from an OS map. Do not enter a postal address as the information you provide will be visible to others.

Enter a spatial reference:

  * British National Grid 

Or search for a place on the map:

Totternhoe   *

Or simply click on your rough position on the map.

This will bring up a list of options for you to select from, you can also search for postcodes. Select the most relevant option to you.

Or search for a place on the map:

Totternhoe

Select from the following places that were found matching your search, then click on the map to specify the exact location:

[Totternhoe, Central Bedfordshire, East of England, England, LU6 1QG, United Kingdom](#)

[Totternhoe, Central Bedfordshire, East of England, England, United Kingdom](#)

Your map will then zoom in on that area. Click on the map and zoom in on the area in which you saw the species. Click on the square which encompasses where you saw the species. If you have zoomed in too far then you can zoom out again. This will fill in the spatial reference for you

What Did You See?
Where Was It?

Location:

Provide the name of the site, ideally using one that is recognisable from an OS map. Do not enter a postal address as the information you provide will be visible to others.

Enter a spatial reference:

Or search for a place on the map:

Or simply click on your rough position on the map.

Good. 100m square selected.

Habitat:

Overall comment:

17. Click the Submit button at the bottom of the page. Well done, you have now entered your first records!

Viewing Your Own Records

One of the main benefits of using iRecord is that you can view all of your own records and do searches on them.

1. On the top bar, click on 'Explore' and then 'My Records'

RC Test >> [My account](#) [Log out](#)

Home Record **Explore** Activities Summarise Forum Help

Welcome back Ryan.

A busy year in 2019

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Badger <i>Meles meles</i>		SE8921	29/03/2020	Looser, Catherine

- This will bring up all the records that you have entered, along with a map of where they all were.

Home » Explore » Explore my records

Explore my records

Filter: Select filter... [Apply](#) [Reset](#) [Create a filter](#)

Records | Species | Taxon groups | Families | Photos

ID	Source	Species	Common name	Taxon group	Site name	Date	Recorder	Images	Grid ref
13126911	iRecord general data	Anthicus antherinus		insect - beetle (Coleoptera)		31/03/2020	Clark, Ryan		
✓ 13109537	iRecord general data	Kleidocerys resedae	Birch Catkin Bug	insect - true bug (Hemiptera)		25/07/2019	Clark, Ryan		

- Explore the tabs along the top of the table of records. These list the species you have record, your photos etc. This provides some nice summaries.
- Try filtering your records. You can do this in two ways:

Option 1: Select [Create a filter](#) from the top right corner of the map. This allows you to filter by the species, location, date, quality or source of the record.

Filter: Select filter... [Apply](#) [Reset](#) [Create a filter](#)

What

Include unreleased records

Where

Define the geographic area, site or map reference to include

When

Define a date range for records to include







Quality

Select records based on quality criteria such as verification status or presence of photos













Source

Select records based on source website, survey or input form

Option 2: Use the top row of the table to filter your records. For example if I put blackbird in the top row of the common name column, it brings up all my blackbird records in the table and on the map.

Records Species Taxon groups Families Photos										
ID	Source	Species	Common name	Taxon group	Site name	Date	Recorder	Images	Grid ref	
			blackbird							
12833183	iRecord general data	Turdus merula	Blackbird	bird	Edmondsley Wood Nature Reserve	12/02/2020	Clark, Ryan		NZ232492	 
12699522	iRecord general data	Turdus merula	Blackbird	bird	Watergate Forest Park	25/01/2020	Clark, Ryan		NZ220599	 
10177156	iRecord general data	Turdus merula	Blackbird	bird	Tehidy Country Park	07/05/2019	Clark, Ryan		SW6443	 

Tip: Use the asterisk symbol (*) as a wildcard. What this means is that you can put them around the word you are searching for, and it will include any species name with that word in the name, at any point in the name. E.g. *red* searches for anything with red in the name

Records Species Taxon groups Families Photos										
ID	Source	Species	Common name	Taxon group	Site name	Date	Recorder	Images	Grid ref	
			red							
13059962	iRecord general data	Milvus milvus	Red Kite	bird		19/03/2020	Clark, Ryan			 
✓ 12842864	iRecord Bryophytes (BBS)	Pleurozium schreberi	Red-stemmed Feather-moss	moss	Snelsmore Common BBOWT	23/02/2020	Clark, Ryan		SU462711	 
✓ 12842853	iRecord Bryophytes (BBS)	Sphagnum capillifolium subsp. rubellum	Red Bog-moss	moss	Snelsmore Common BBOWT	23/02/2020	Clark, Ryan		SU458706	 
12833288	iRecord general data	Tringa totanus	Redshank	bird	Beadnell, Northumberland	16/02/2020	Clark, Ryan		NU236290	 
✓ 12833279	iRecord general data	Pleurozium schreberi	Red-stemmed Feather-moss	moss	Ford Moss Nature Reserve	15/02/2020	Clark, Ryan		NT966373	 
	iRecord general data				Edmondsley Wood					 

You can filter by any of the fields in the table