Indicia Toolkit

The CEDaR Online Recording website is built using the Indicia Toolkit. This toolkit was developed as part of the Open Air Laboratories (OPAL) and is managed by the Centre for Ecology and Hydrology (CEH).

“Indicia provides a solution for developing online biological recording. A toolkit that simplifies the construction of websites, Indicia supports wildlife observation recording forms that are as simple or advanced as you need, allow photo upload, reporting, mapping and verification of the records. By providing these facilities via a comprehensive set of highly configurable components, Indicia can be used to build diverse and unique recording solutions, which avoid reinventing the wheel and minimise the cost of development.

Indicia is not an off the shelf solution for online recording. Rather, it is a toolkit that simplifies the development by providing ready-made components required to build online recording websites. Indicia provides a set of services, tools and examples that can be added to almost any website to provide rich online recording functionality.”

From www.indicia.org.uk
Where does the data go?

- The data collected via **CEDaR Online Recording** is stored on a secure data warehouse hosted by the Biological Records Centre, CEH.
  - This is a community warehouse shared by many organisations including **iRecord**, the online recording website developed by the Biological Records Centre, CEH.

- Data collected on **CEDaR Online Recording** is shared with the **iRecord** website for **reporting** and **verification** purposes.

- The Terms and Conditions of **CEDaR Online Recording** allow the data to be shared on the NBN Gateway, with the resolution dependent on the sensitivity of the record.

- Verified data is downloaded and imported into the CEDaR **Recorder 6 database**.

- All data collected via **CEDaR Online Recording** remains within the custodianship of CEDaR.
Records can be added by:
- Non-registered users
- Registered users

All records must have:
- Species name
- Grid reference
- Site name
- Recorder first name
- Recorder last name
- Recorder email address
- Date of record
Non-registered users

Non registered users can only add records and view distribution maps.

- These distribution maps have no interactivity, i.e. they don’t provide detail about individual records.
- The maps can display the records for up to 2 species at a time.
Registering

- Creating an account and logging in opens up more functionality.
- New menus include **Explore Records** and **Summaries**
Submitting records

- **Single casual sightings** can be entered.
- **List of sightings for a site** can be entered.
- Forms can be made by CEDaR staff for **species groups** for easier data entry.
- **Species names autocomplete** with details of the taxon group to minimise errors.
- Records can be marked as **sensitive**. This will blur the grid reference available publicly.
- The grid reference for each record/site can be determined using the map and **clicking the location to autocomplete**.
- Zooming in to the map increases the accuracy of the grid reference.
- **Satellite imagery** can be used to pinpoint the location accurately.
- Records can be entered as **certain, likely** and **uncertain** by the recorder. This allows a tentative identification to be entered and gives a verifier the opportunity to enhance a recorder’s skill by confirming or re-identifying a record. This is particularly useful when a photograph accompanies the record.

- uncertain
- likely
- certain
Mapping layers

The mapping tool available is dynamic like Google maps. Users can zoom in/zoom out and can change the map type by using the small plus (+) sign at the top right of the map.

The satellite imagery can be invaluable for pinpointing a location and improving the accuracy of a record.
My Records

Under Explore Records, the My Records page allows a registered user to:

- View a list of all their own records
- View record details
- Edit the record details
- Change ID of the record
- Download all their records.

Photos uploaded with records can also be viewed more closely.
• Comments can be added to a record by any registered user.
• This record has been verified and the verifier’s name appears in the record details.
All Records

Registered users can view all the records that have been submitted to CEDaR Online Recording.

The functionality is the same, however, users cannot edit another recorder’s records.
Survey summaries can show recording totals, species totals, recorder leader boards and other details about a particular survey.

Photo galleries can also be shown.
Verification

Indicia has a powerful record verification system.

- Each record can be examined individually including showing the location on the map.
- Records can be marked as verified, rejected or queried.
- An email can be sent to the recorder for further information.
- An email can be sent to another expert for their opinion.
Verification

- CEDaR have partnered with BRC to use the iRecord facility to verify records submitted to CEDaR Online Recording.
- Verifiers of records submitted via CEDaR Online Recording will be existing recognised experts who already verify records submitted to CEDaR via other means.
- Additional expertise can be tapped into amongst experts in GB for species groups where there are gaps within Northern Ireland.
- Verifiers need to register with iRecord
- Send iRecord username to Cedar Record Manager
- Fiona will liaise with BRC staff to ensure each verifier has the correct permissions applied to their account.
Register now

www.habitas.org.uk/records