
Wiki-Plant-Atlas© to the *Woody Flora of Pennsylvania*

HOW TO ENTER NEW OCCURRENCE RECORDS ON WIKI-PLANT-ATLAS

(3 MAR 2009; by Christopher R. Hardy and Nazli W. Hardy)

1. Many records all with GPS coordinates
2. One or few records with GPS coordinates
3. Any number of records without GPS coordinates

Appendix 1. Suggestions for recording the location of your plants while in the field.

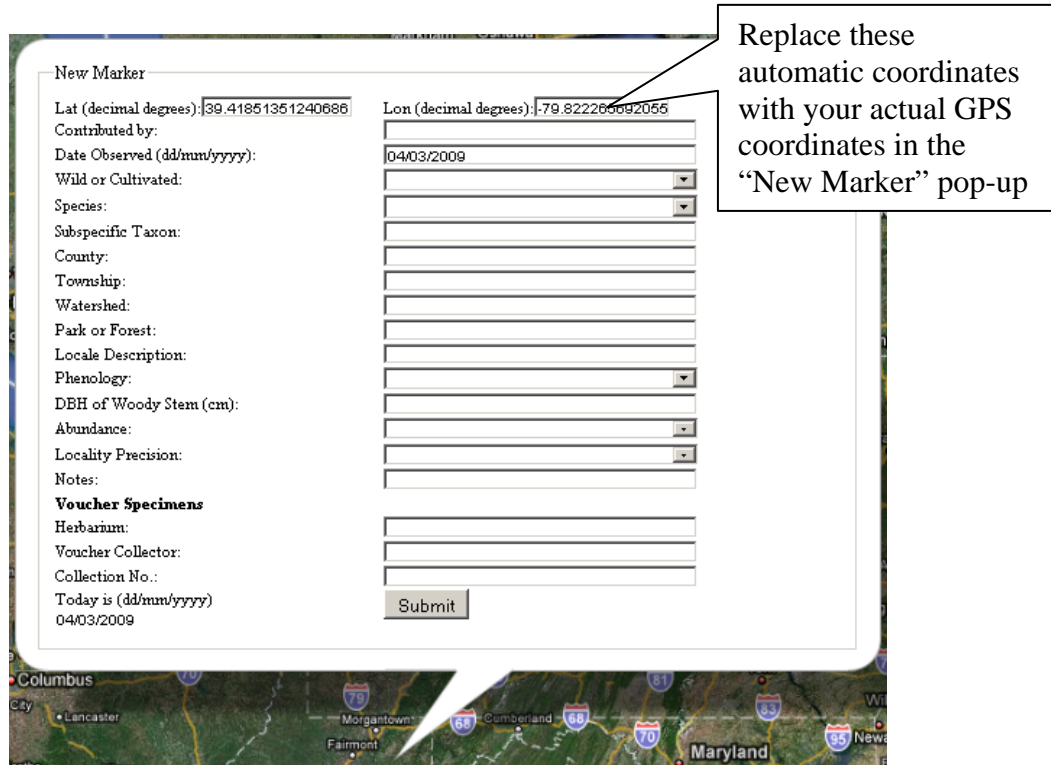
1. Many records all with GPS coordinates:

Currently (Mar 2009), you must send those to Christopher Hardy (christopher.hardy[at]millersville.edu) if you wish to contribute your records via a spreadsheet or some similar means. Chris will then upload your files for you. In the near future (Summer 2009), we will have a file upload button on the main page allowing you to contribute records by uploading Excel or Tab Delimited Text files.

2. One or few records with GPS coordinates:

Here you simply follow the *Point-&-Click* procedure for entering new records; however, once the data-entry pop-up window appears, you replace the automatic latitude and longitude values that appear in the window (which are based on where you clicked on the map) with your own latitude and longitude (in [decimal degrees](#)).

Thus, it does not matter *where* on the map you point-&-click because your coordinates will take that marker to the correct location on the map and record it faithfully in the database.



New Marker

Lat (decimal degrees): 39.41851351240688 Lon (decimal degrees): -79.82226692055

Contributed by:

Date Observed (dd/mm/yyyy): 04/03/2009

Wild or Cultivated:

Species:

Subspecific Taxon:

County:

Township:

Watershed:

Park or Forest:

Locale Description:

Phenology:

DBH of Woody Stem (cm):

Abundance:

Locality Precision:

Notes:

Voucher Specimens

Herbarium:

Voucher Collector:

Collection No.:

Today is (dd/mm/yyyy)
04/03/2009

Submit

Replace these automatic coordinates with your actual GPS coordinates in the "New Marker" pop-up

3. Any number of records without GPS coordinates:

a. Pan and zoom to locality where you saw a plant you wish to report.

Panning involves clicking and holding down the left mouse button onto the map and dragging it around. One could also use the control arrows in the upper left margin of the map to move the map in a similar fashion.

Zooming involves increasing the magnification of the imagery of the map until you are able to discern the spatial distances between two buildings, trees, or two parked cars for example. This is the scale appropriate for entering new records.

This can be done quickly **by rolling the mouse wheel forward** (or back) at any point on the map. The map will center itself and zoom at precise location you placed your mouse's cursor. A slower method is to use the zoom tool bar in the upper left margin of the map.

b. Point-&-Click once with the left mouse button onto that locality.

c. Enter as much of the requested data as you wish into the "New Marker" pop-up window.

Click "Submit" button when finished. The information will not be stored in the WPA database unless you click "Submit". See figure below. Please note that you do not have to remember the precise location of a plant, as there are a variety of possible "locality precisions" to report in the pop-up window.

The screenshot shows a 'New Marker' pop-up window overlaid on a satellite map of Maryland. The window contains the following fields and controls:

- Lat (decimal degrees): 39.41851351240686
- Lon (decimal degrees): -79.822265692055
- Contributed by: [text input]
- Date Observed (dd/mm/yyyy): 04/03/2009
- Wild or Cultivated: [dropdown menu]
- Species: [dropdown menu]
- Subspecific Taxon: [text input]
- County: [text input]
- Township: [text input]
- Watershed: [text input]
- Park or Forest: [text input]
- Locale Description: [text input]
- Phenology: [dropdown menu]
- DBH of Woody Stem (cm): [text input]
- Abundance: [dropdown menu]
- Locality Precision: [dropdown menu]
- Notes: [text input]
- Voucher Specimens**
- Herbarium: [text input]
- Voucher Collector: [text input]
- Collection No.: [text input]
- Today is (dd/mm/yyyy): 04/03/2009
- Submit button

Appendix 1. Suggestions for recording the location of your plants while in the field.

Apart from taking a portable computer and internet access out with you into the field, new plant occurrences will usually be entered after-the-fact based on memory.

If the plant you saw was at a particular street address or institution such as Millersville University, you can remember that address until you reach a computer to record your sighting. Then you can use the “Quick Zoom” feature (to the left of the map on the main page) to zoom you too that location. To familiarize yourself with this tool, try entering your home address. Please note that entries you make into the address box are **not** recorded or saved in computer memory.

HIGHLY SUGGESTED: If you know ahead of time where you will be making a plant sighting (e.g., a planned visit to a park or some hike), then we suggest that you print out a map(s) of the area using the [print-map page](#) of WPA. Record plant sightings onto this printout with a pencil or pen during your excursion. Enter them later at your leisure through WPA’s Web-interface.

If you had no printable map, no street address, etc., you can try your best to zoom into the particular locality or you could use the online georeferencing tool provided by GeoLocate (<http://www.museum.tulane.edu/geolocate/>) or BioGeomancer (<http://classic.biogeomancer.org/>). All that is needed is a locality description, a state, and you can type the information in and retrieve latitude and longitude coordinates for that location.