



Oregon Season Tracker – Nature’s Notebook checklist



<http://oregonseasontracker.forestry.oregonstate.edu/>

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This checklist is meant to help you get set up on Nature’s Notebook. Although this checklist has many steps, once you are set up, recording data is easy and will only take you around 5 - 10 minutes a week

- Complete Phenology & Nature’s Notebook OST training
- Choose plants (we recommend starting with just one or two species, 3 individual plants if possible but not required) ***choose species off the priority list first if you have them***, see handout. (How to Observe Handbook pg. 12 -14)
- Mark plants with permanent plant tags & sketch a simple map to help you locate your plants
- Become a Nature’s Notebook observer https://www.usanpn.org/natures_notebook
 - Click on “Join Nature’s Notebook” <https://www.usanpn.org/user/register>
 - Create an account.
 - User name _____ password _____
 - Check the partner box for Oregon Season Tracker. Without this we have no record of your participating!*** (don’t forget the submit button)
 - Enter participant data – we recommend selecting the Green Wave Campaign – Northwest and getting their quarterly E-newsletter if you are observing maple, oak, cottonwood, or aspen.
- Set up your Nature’s Notebook site: (How to Observe Handbook pg. 14 -18)
 - Go to “My Observation Deck” (gray button top right of screen under the log in button), scroll down to “sites” column (you should see OST with the Benton Demo site-a group site).
 - Choose “My Sites” in the drop down menu to set up your own private site.
 - Click on “Add a New Personal Site” (under the box)
 - Name your site; ***please preface the name with OST (example OST – home)*** By prefacing your site name with OST our researchers will more easily be able to pull up data from OST observers.
 - Fill in questions for your site & general growing conditions. Your site latitude & longitude will automatically fill by your address, you can further fine tune the location by dragging the red balloon to the specific site you want.

(see more on back)

- Add plants at your site: (How to Observe Handbook pg. 19 - 21)
 - Move to the next column to the right “My Plants & Animals” click below on “Add or Edit Plants”
 - On the next page click “Add New Plant” and start typing the name in the plant species box. As you fill in information the plant will come up and you can click on it to auto fill.
 - If you have additional plants of the same species enter them the same way, the site will automatically number them (e.g., vine maple-1, vine maple-2...)
 - Enter information about your plant.
 - For plants planted please note seed source in comment box or write unknown.
 - Click “Save This Plant”

- Recording and reporting phenophase observations: (How to Observe Handbook pg. 25 – 43)
 - On your Observation Deck (right side of the page) are options to view phenophase definitions, download data sheets, enter your data, view your data, and a link to downloading a Smart phone app.
 - For OST we only ask you report Y, N, or Unknown ? (Questions about intensity, number or percent records are vague and not required)
 - Regular weekly observations are needed in late winter through fruiting in summer, and then again in fall. You do not need to do weekly observations during the dormant season or times of no phenophase changes.

- To view or download data from the database (yours as well as others) visit <https://www.usanpn.org/nn/connect/visualizations> there are options for visual or spreadsheet downloads, and step by step instructions.

- Supplemental training webinars on various subjects can be viewed on the NN website at <https://www.usanpn.org/nn/Webinars>