

How to fill in the Record form

Fields in **Red** are required to submit the form.

1. **Records Name:** Your Name E.g. Nigel Clemons, please do not use **Mr** Surname or **Mrs** Surname. As there are 600+ Smith's living in Warwickshire. See our Privacy Policy concerning Personal data.
2. **Date of sighting:** e.g. 09/10/2006.
3. **Email Address:** this must be a valid address.
4. **Site Name:** Please give exact location not just Coventry when the animal was seen at 34 Henry Street, just giving the name of a town or village invalidates your record. As Coventry is 98.65² Km finding the location is near impossible especially if you misread the Grid Reference, **it does happen**.
5. **Grid Reference:** e.g. SP345789 this can be determined from the Ordnance Survey 1:50000 Landranger series, or 1:25000 Explorer series, better still use a GPS, some modern mobile phones have this capability.
6. **Time on Site:** e.g. 12.30pm or 10mins
7. **Air Temperature:** If available.
8. **Water Temperature:** If available.
9. **Raining:** You have 3 options Yes, No or Recently.
10. **Cloud Cover:** Traditionally, cloud cover is estimated by trained observers from a meteorological station on the ground and expressed either in oktas (or eighths of the sky) or in tenths. These visual estimates are given to the closest value only. A value of 0 refers to clear sky, while 8 oktas or 10 on the decimal scale indicates overcast. Such estimates are representative of conditions within the range of visibility of the observer. The main problems associated with this method include the inability of making observations when visibility is very low (e.g., in case of fog) or the difficulties of estimating the correct fractional cover for clouds that are near the visual horizon.
11. **Wind:** is there any is it a light breeze or gale or something between a breeze and gale. This value is based on the Beaufort Winscale.
12. **Species:** The most difficult one to determine, do not assume because it's a snake it's an adder or a newt it's a Great Crested newt. If you are in any doubt use the camera on your mobile. And submit the photo to us for verification. Email nigel.clemons@virgin.net
13. **Growth Stage:** Another field that is difficult to determine, but you can find descriptions of Amphibians and reptiles on our website or the [ARG-UK](#) website under Online recording.
14. **Number seen:** The quantity of animals seen.
15. **Comments:** Any relevant information. E.g. site description.

I hope the above will help you when submitting a record on our website.

Recording

What is a record? Essentially, a record in its simplest form comprises four types of information:

- The species.
- Where encountered, e.g. the grid reference and site name.
- When encountered, e.g. the time and date.
- By whom.

There are several details that are worth including for the species concerned, such as numbers seen, whether larvae, hatchlings or juveniles were observed (to indicate breeding success), and which methods were used (e.g. bottle traps, torch count, refugia). Additional details that are often useful, though not essential, to collect include the following:

1. A concise habitat description with details of the setting, dominant vegetation types and topography, (site map and site photograph).
2. The protective status of the site (National Nature Reserve, SSSI etc).

3. *Information on the ownership of and access to the site; this can help greatly if a return visit or advice on management is required.*
4. *Any obvious threats to the site, such as encroaching development, unsympathetic management, human interference or pollution (worth noting in case remedial action can be taken).*
5. *Other useful information to include is the weather conditions.*
6. *With water bodies, the temperature, Ph and Oxygen content are useful parameters to include. This can be tested using Aquarium test kits, unless you are rich and can afford Electronic probes.*

Beaufort scale

The Beaufort scale was developed by the Irishman Sir Francis Beaufort in 1805. It was to be used at sea first, but it is now used to measure wind over land as well. Francis Beaufort had a passion for the sea since he was a kid. He studied astronomy and meteorology before he joined the British Navy. He was a courageous captain, devoted himself to making meticulous surveys of uncharted coasts. During this time his earlier developed wind scale was adopted by Great Britain.

Beaufort Scale					
Effects	Description	Beaufort number	Wind speed (m/sec) (kph) (mph)		
Air calm. smoke rises vertically	Calm	0	< 0.5	< 1	< 1
Direction of wind shown by smoke drift but not by wind vanes	Light Air	1	0.5-1.5	1-5	1-3
Wind felt on face; leaves rustle; wind vanes moved by wind	Light Breeze	2	2-3	6-11	4-7
Leaves and small twigs in continual motion; wind extends light flags	Gentle Breeze	3	4-5	12-19	8-12
Raises dust, loose paper; moves small branches	Moderate Breeze	4	6-8	20-29	13-18
Small trees in leaf begin to sway; white crested wavelets form on inland waters	Fresh Breeze	5	9-10	30-39	19-24
Large branches in motion; umbrellas used with difficulty; telephone wires "whistle"	Strong Breeze	6	11-13	40-50	25-31
Whole trees in motion; inconvenience felt walking against wind	Near Gale	7	14-17	51-61	32-38
Breaks twigs off trees; wind generally impedes progress	Gale	8	18-20	62-74	39-46
Slight structural damage occurs	Strong Gale	9	21-24	75-87	47-54
Trees uprooted; considerable structural damage occurs	Storm	10	25-28	88-101	55-63
Widespread damage	Violent Storm	11	29-33	102-118	64-73
Devastation	Hurricane	12	> 33	> 118	> 73