

Spatial Temporal Activity Recorder (STAR)

How to add annual observations: Plant assessment annual update

Activities (Plant assessment - annual update)

To create or edit a flora observation navigate to the project's Activities List – see [Activities \(adding or editing\)](#)

Clicking on the 'Add Observation' button allows users to enter a range of data via the edit box.

The 'observation(s)' belong to the assessment

Fill in the fields

– Vba Taxon_ which will take you to a selection tool, click “Done” button when finished selection to return to this record sheet.

-Life Stage _Choose from drop down menu

-Pattern of Occurrence_ from drop down menu

-% Cover _estimate

-Source_ from drop down menu

-Date & Time_ using calendar and time icons.

Insert any comments relevant to the infestation at the time i.e. Climbing up existing trees

Click “Update” to finish observation

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The site will now read -n/a until save

Clicking on the drop-down arrow in the 'Select action' box reveals 3 options.

'Save only' should be selected by External Field Workers.

'Save and publish' may be selected by those verifying the record.

'Save and cancel' may be used if the record is not accepted.

Next click the "Save Flora Assessment" button to save your observation.

Site	Vba Taxon	Pattern of Occurrence	% Cover	No. of Individuals
n/a until save	English Ivy	Clumped Patches	15	
Add	Himalayan Honeysuckle	Scattered Clumps	2	

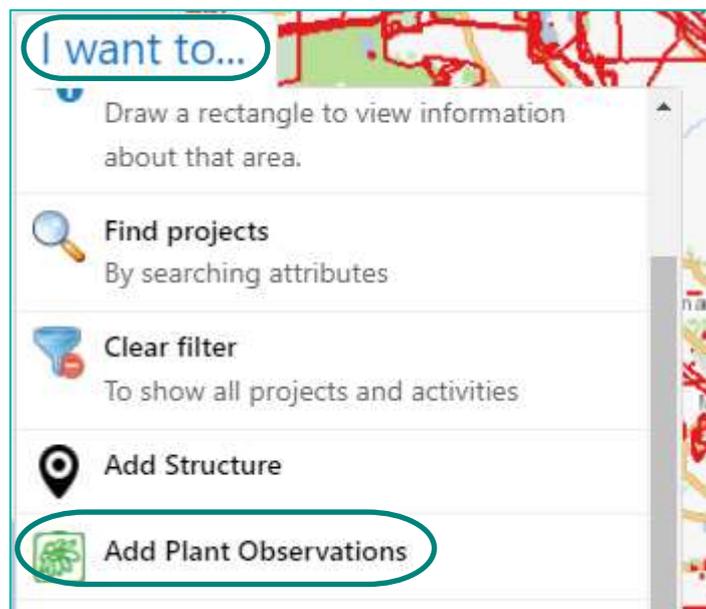
Record Status: Draft

Select action:

Save Flora Assessment

Clicking the save button allows users to add spatial site details [see Site maps (adding)]

In addition to adding site outlines, users can add assessments and observations using the "I want to" function via the map



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