

VBA - Generate Summary Species Lists

How to generate a summary species report in the Victorian Biodiversity Atlas

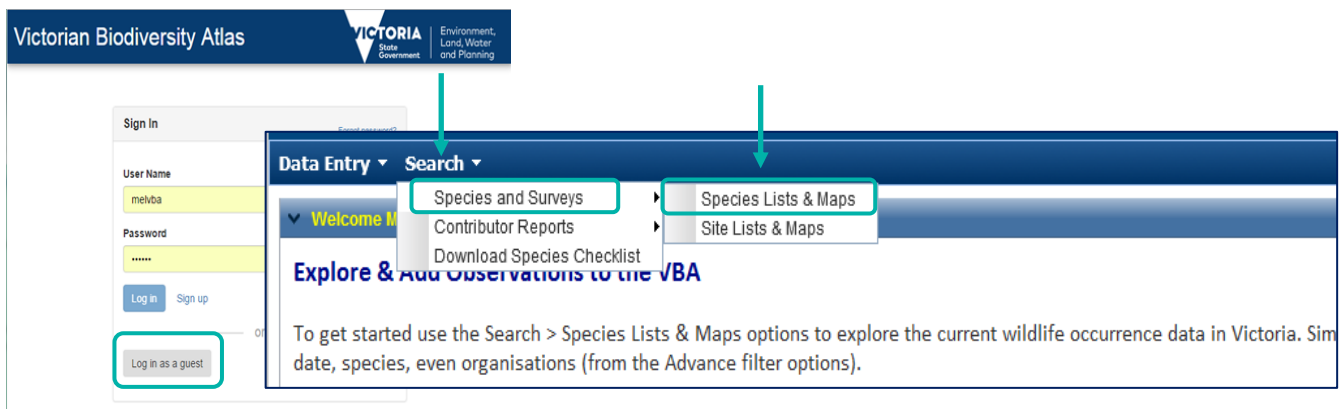
A Summary species list report will generate a summarised list of the taxa recorded in your chosen area and can be created by any user of the VBA. Follow these steps to generate your own report.

Tips

Throughout the VBA each window has a **?** in the top right hand corner – this is window-specific help that will provide further details about how to complete the fields.

Make sure that you have allowed pop-ups from your browser (you will need to allow these from the VBA site)

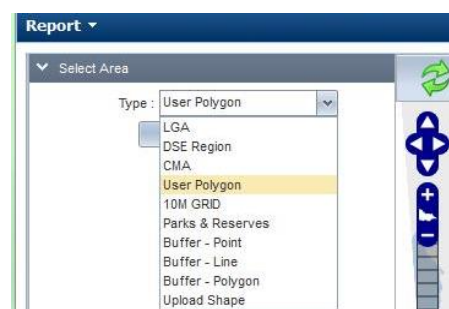
1. Visit VBA (<https://vba.dse.vic.gov.au/vba/>) and enter as a **guest** or via your Login Name & Password
2. Navigate to the **Search** section in the top left of the Welcome page and then select **Species and Surveys** > **Species Lists & Maps**



From here you have access to the spatial and non-spatial search elements to query the VBA database.

There are multiple ways you can select your search area. You have the option to:

- manually draw your search area (**Type** = User Polygon; **Click then Draw**) – after drawing your search area, follow steps 5-7 below
- select from a pre-defined polygon (**Type** = LGA, DSE Region, CMA, 10 minute Grid, or Parks & Reserves) – refer to steps 3-7 below
- upload your own shapefile, then follow steps 5-7 below



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- create a point, line or polygon and buffer it (**Type** = Buffer – Point, Buffer – Line or Buffer – Polygon; **Click then Draw**, type in required buffer, **Apply Buffer**), follow steps 5-7 below

The following steps show you how to use an existing polygon for your search:

3. To select from one of pre-defined polygons, choose the relevant option from the drop-down list – eg **Parks & Reserves**. Once you select one of these options, you can then select the specific polygon you need – eg **Ada Tall Trees Reserve**
4. Next click **Zoom To** and your map will zoom to that polygon.
5. Select **Summary** and click **Search**.
6. The list of species for that area will appear at the bottom of your screen.
7. You can now either **Print** or **Export** this list.

The screenshot displays the VBA web application interface. At the top, there is a navigation bar with 'Data Entry' and 'Search' menus, and a user profile for 'Test Tester'. The main area features a map of the Ada Tall Trees Reserve, highlighted in green. A sidebar on the left allows selecting a polygon type ('Parks & Reserves') and a specific polygon ('ADA TALL TREES RESER'). A 'Zoom To' button is visible. Below the map, there are filter options for 'Common Filter', 'Advanced Filter', and 'Search'. The 'Search' section includes radio buttons for 'Summary', 'Detailed', 'Alphabetical', 'Lifeform', 'Systematic', and 'Rec Sheet', along with 'Search', 'Reset', 'Save Search', and 'Load Search' buttons. The 'Species' section shows a table with 91 records found. The table columns are: Taxon ID, Scientific Name, Common Name, DSE Advisory List, Discipline, Taxon Origin, Short Name, and Count of Sightings. The table lists various species such as Silver Wattle, Bidgee-widgee, Brown Thornbill, Eastern Spinebill, Agile Antechinus, Mother Spleenwort, Southern Sassafras, and Ray Water-fern.

| Taxon ID | Scientific Name | Common Name | DSE Advisory List | Discipline | Taxon Origin | Short Name | Count of Sightings |
|----------|---|--------------------|-------------------|-------------------|--------------|------------|--------------------|
| 500025 | Acacia dealbata | Silver Wattle | | Flora | | Acac deal | 1 |
| 500105 | Acaena novae-zelandiae | Bidgee-widgee | | Flora | | Acae nova | 1 |
| 10475 | Acanthiza pusilla | Brown Thornbill | | Terrestrial fauna | | | 5 |
| 10591 | Acanthorhynchus tenuirostris | Eastern Spinebill | | Terrestrial fauna | | | 2 |
| 11028 | Antechinus agilis | Agile Antechinus | | Terrestrial fauna | | | 7 |
| 500287 | Asplenium bulbiferum subsp. gracillimum | Mother Spleenwort | | Flora | | Aspl bulb | 1 |
| 500311 | Atherosperma moschatum subsp. mosc | Southern Sassafras | | Flora | | Athe mosc | 1 |
| 500406 | Blechnum fluviatile | Ray Water-fern | | Flora | | Blec fluv | 1 |

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Related Quick Help Guides:

- Search - Detailed Species List for an Area
- Search - Species Distribution Map
- Search – Detailed Statewide Records for a Single Species

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