

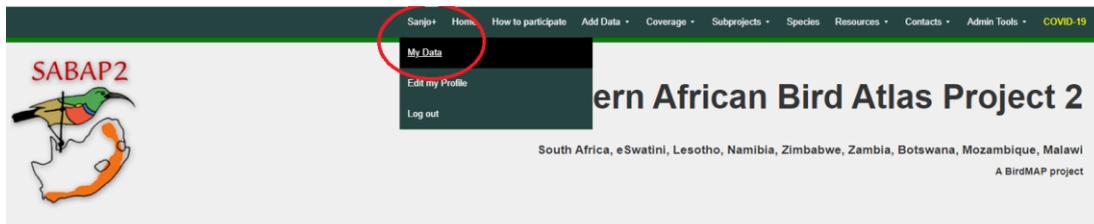
Submitting Out of Range and Regional Rarity records online:

This document serves to guide you through the process of submitting your Out of Range and Regional Rarity records directly on the SABAP2 website, using the online forms.

Although you will receive an email notification indicating that you have such records you can directly access the information from the website.

Go to <http://sabap2.birdmap.africa/>

Log in. You will need your email address, citizen science number and password and navigate to 'My Data':



Welcome to the Southern African Bird Atlas Project! SABAP2 is a citizen science project that is driven by the energy of several hundred volunteers who are mapping the distribution of birds across several southern African countries. SABAP2 is the follow-up project to the [Southern African Bird Atlas Project \(SABAP1\)](#), which took place from 1987-1991. The second bird atlas project started on 1 July 2007 and is still growing. The project aims to map the distribution and relative abundance of birds in southern Africa and includes: **South Africa, Lesotho, Botswana, Namibia, Mozambique, eSwatini, Zimbabwe, Zambia**. To gather data, volunteers select a geographical 'pentad' on a map and record all the bird species seen within a set time frame, in order of species seen. This information is uploaded to the SABAP2 database and is used for research and analysis by several different agencies, including the South African National Biodiversity Institute, BirdLife South Africa, as well as academics and students at various universities.

As of July 2019, SABAP2 volunteers have collected more than 17 million records across all protocols! This valuable dataset is key to determining the conservation status of bird species, correctly assigning red-list status and establishing important Bird and Biodiversity Areas, as well as forming the basis for informing environmental impact assessments. To gather valuable and useful data atlas coverage needs to be as thorough as possible. Ideally, each pentad should have a baseline of at least four comprehensive checklists ('cards'), over several years and seasons. On the coverage maps this will mean a pentad turns 'green'. Coverage intensity is scaled from yellow to dark purple, making it easy to identify which regions need more checklists. Some citizen scientists, Johan van Rooyen and his team for example, has taken the initiative to monitor an entire region to ensure that coverage is thorough and constant. Read more about their amazing work in the Hessequa region [here](#).

Atlasing also is fun, and gives your birding a purpose. If you are keen to get involved, click on the 'How to Participate'

Latest Resources

[COVID-19 and citizen science: lessons learned from southern Africa](#), Rose, S., Suri, J., Brooks, M. and Ryan, P.G., 2020

[An analysis of the risk of collisions between aircraft and vultures in Namibia](#), Hauptfleisch, M., Knox, N.M., Heita, P., Aschenborn, O. and Mackenzie, M.L., 2020

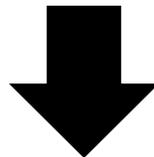
[Urbanization is associated with increased breeding rate, but decreased breeding success, in an urban population of near-threatened African Crowned Eagles](#), Muller, R., Amar, A., Sunasgutner, P., McPherson, S.C. and Downs, C.T., 2020

Pentad quick find: Search

Favourite groups

Favourite pentads

Favourite species



Open your list of 'ORFs' (your Regional and National Rarity records are listed here too)

Start	Pentad	Hours	Spp
2000-07-26	3400_1925	1	1
2000-07-24	3335_1925	1	2
2000-07-24	3350_1950	1	15
2000-07-24	3355_1950	2	20
2000-07-24	3355_1955	1	9
2000-04-28	3400_1925	4	44
2000-08-13	3350_1905	2	12
2000-04-28	3355_2235	4	63
2000-04-28	3355_2235	1	1
2000-04-28	3355_2235	4	87
2000-05-13	3355_2235	3	58
2000-04-19	3355_2235	1	1
2000-04-14	3355_2240	1	18
2000-04-14	3355_2225	1	9

Any ORFs that are awaiting vetting will appear under this tab. For those that **still need additional information**, the 'Status' will read 'Outstanding'. To fill in the form, click on 'Submit' underneath the column header 'Vetting options'.

Date	Species ID	Status
2020-05-25	3355_2235	1
2020-05-24	3355_2235	4
2020-05-18	3355_2235	3
2020-05-15	3355_2235	1
2020-05-14	3355_2240	1
2020-05-12	3355_2225	1

Region	Pentad	Date	Spp	Common_group	Common_species	Vetting Options	Card	Status
1 Western Cape	3400_1825	2020-07-09	13633	White-eye	Southern Yellow	Submit	Open	Outstanding

Selecting 'Submit' will open the form in a new tab in your browser:

Fill in your responses and add any photos or recordings you may wish to. **Select 'Save' right at the bottom of the page when you are finished or before you switch to the upload tab.** 'Save' will submit your record to the relevant Regional Atlas Committee.

Out of range summary

Map Satellite

ADMIN ONLY
 Current Status: 1-6
 Access: [Add](#) [Edit](#)

Sighting details:
 Species number: 13633
 Species name: White-eye, Southern Yellow
 Taxonomic name: *Zosterops andersoni*
 Date: 2020-07-09
 Pentad: 3400_1825
 Observer:
 Observer: Ms
 Observer: Rosa_Sanjó
 Observer: rossanjó@gmail.com
 Observer:

Sighting description Upload Images or Recordings Comments

Please remember to Save your entry BEFORE moving to the Upload Image or Comments tab. Saving your Sighting description automatically submits it to the database. A popup message will show when your description has been successfully saved and submitted.

* Denotes required fields

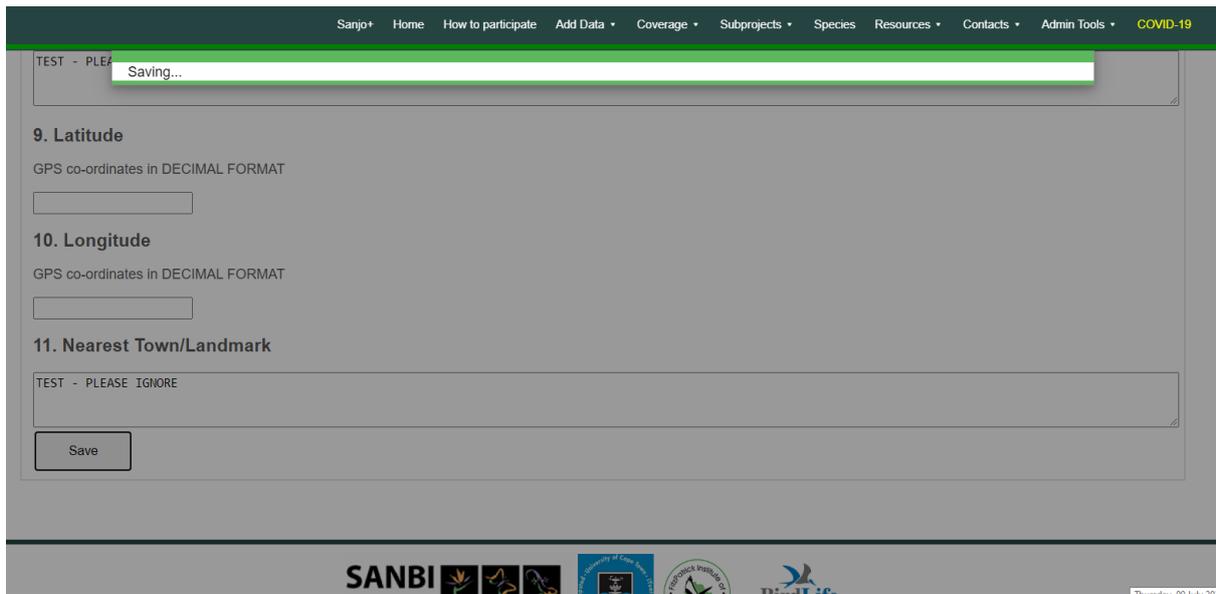
1. Describe the bird you saw*

Please describe how you arrived at your species ID, including any relevant information such as size, shape, plumage, behaviour, call, and other nearby species. Please also include any factors that may impact your ability to make a positive ID (e.g. poor visibility, brief views, lack of experience, etc.) Attaching a photograph/recording does not constitute a complete form. Please include a full textual description. Please note that known ranges of birds do not suffice, as we are dealing with an Out of Range species. Letters may request further information if the details are unclear, or if they are not initially confirmed.

2. Please list other species you considered, and why they were disqualified*

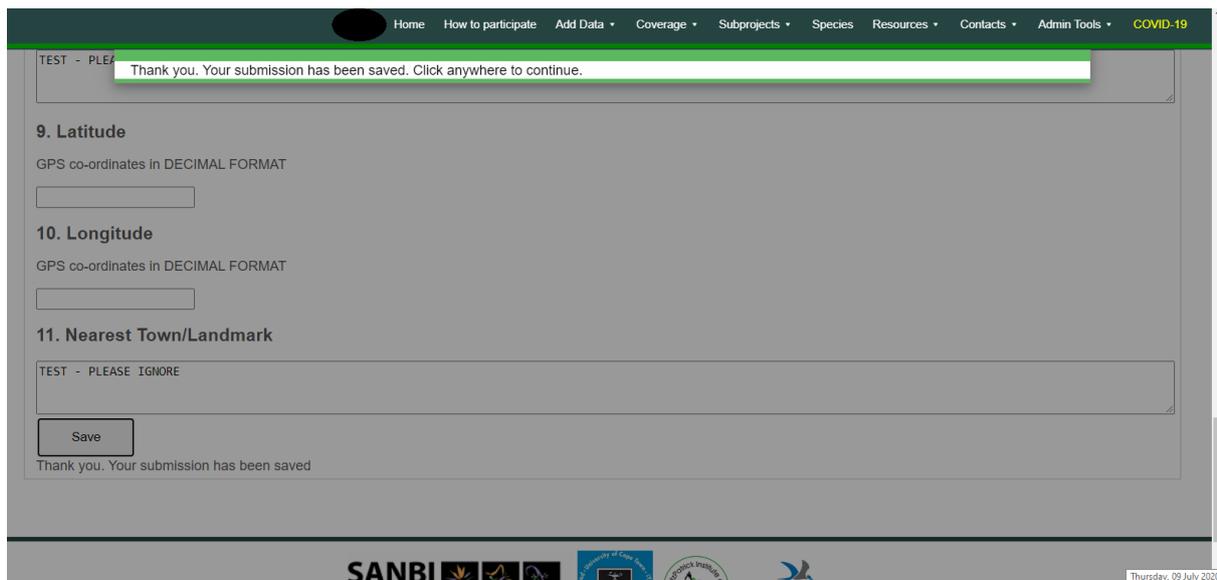
Please list other species considered, and why they were disqualified*

When you select 'Save' you should see the following:



The screenshot shows a web form with a dark green header containing navigation links: Sanjo+, Home, How to participate, Add Data, Coverage, Subprojects, Species, Resources, Contacts, Admin Tools, and COVID-19. A white notification box at the top displays "Saving...". The form contains three sections: "9. Latitude" with a "GPS co-ordinates in DECIMAL FORMAT" label and an empty input field; "10. Longitude" with a "GPS co-ordinates in DECIMAL FORMAT" label and an empty input field; and "11. Nearest Town/Landmark" with a "TEST - PLEASE IGNORE" label and a large empty text area. A "Save" button is located at the bottom left of the form. The footer includes the SANBI logo, logos for the University of Cape Town and the Department of Forestry, Fisheries and the Environment, and a date stamp: "Thursday, 09 July 2020".

Followed by:



The screenshot shows the same web form as above, but with a white notification box at the top displaying "Thank you. Your submission has been saved. Click anywhere to continue." The "Save" button is now disabled. The form fields remain empty. The footer is identical to the previous screenshot, including the SANBI logo, logos for the University of Cape Town and the Department of Forestry, Fisheries and the Environment, and a date stamp: "Thursday, 09 July 2020".

If you go back to your 'ORFs' tab you will see that the record now says 'Submitted' under the 'Status' column header. You do also have the option of editing your submission if you want to.

Home How to participate Add Data Coverage Subprojects Species Resources Contacts Admin Tools COVID-19



2020-07-04	3355_1950	2	20
2020-06-29	3400_1825	4	44
2020-06-13	3350_1905	2	12
2020-05-30	3355_2235	4	63
2020-05-25	3355_2235	1	1
2020-05-24	3355_2235	4	67
2020-05-18	3355_2235	3	58
2020-05-15	3355_2235	1	1
2020-05-14	3355_2240	1	18
2020-05-12	3355_2230	1	4

Notice how the Vetting options and the Status are now updated. If you need to make any edits you can do so by selecting the 'View/Edit' option

Summary All Cards Species Species by year Pentads ORFs ID card

Your ORFs

[RAC - Access ORF for this observer](#)

	Region	Pentad	Date	Spp	Common_group	Common_species	Vetting Options	Card	Status
1	Western Cape	3400_1825	2020-07-09	13633	White-eye	Southern Yellow	View/Edit	Open	Submitted

After submitting your additional information, you will also receive an email notification. This alerts both you and the RAC that your comments have been saved and received. Once the RAC makes a vetting decision on your record you will again receive an email notification.