

# Uploading Water Bug results to the NSW Waterwatch ALA Online Database !!

**TO ENSURE YOU CAN VIEW THE NEW ALA DATABASE FORMAT CORRECTLY, PLEASE USE GOOGLE CHROME OR MOZILLA FIREFOX AS AN INTERNET SEARCH PROGRAM – YOU CAN DOWNLOAD THESE FREE FROM:**

**Google Chrome:** <https://support.google.com/chrome/answer/95346?hl=en>

**Mozilla Firefox:** <http://www.mozilla.org/en-US/firefox/new/>

**STEP 1:** Log onto the Waterwatch website at <http://root.ala.org.au/bdrs-core/nswwww/home.htm>

**STEP 2:** Click on **ADD RECORDS**, then click on **SIGN IN**.

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**waterwatch**  
NEW SOUTH WALES  
Communities Caring for Catchments

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**NSW WaterWatch - Communities Caring for Catchments**

NSW Waterwatch is a school and community based water quality monitoring program, which promotes environmental awareness and action through involvement. Primary schools, high schools, community groups, landholders and other community volunteers can participate in the Waterwatch program. The data they collect is used as an indicator of total catchment health.

- Increasing awareness about their catchment area or local waterway
- Increasing their skills and experience
- Assessing the current condition of their local waterway
- Establishment of baseline water quality data for the waterway
- Property planning for landholders in managing water quality
- Monitor the effectiveness of on-ground works and management
- Assess aquatic biodiversity and ecosystem health

This text is the default text on the home page. In order to change it, your Administrator can log into the system and change it by going to the Admin> Edit Content menu.

**How can I get involved?**

**What can you do in this site?**

**Identify a species**  
Click on "FIELD GUIDE" to read about species that you may find in your surveys.

**Send your survey data**  
Click on "ADD RECORDS" to send us the results of your surveys.  
Note that you have to be registered and logged in to be able to submit records. The registration process is simple, so have a go.

**See your own records and what other people have submitted**  
Click on "VIEW RECORDS" to browse through the records that you and others have already submitted.

**Communities monitoring catchment health**

**Latest Statistics**  
Number of users: 723  
Total number of records: 20545  
Number of species recorded: 31

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Add this page to your **FAVOURITES** on your internet browser, so you can come back easily.

W Favorites Tools Help  
Add to Favorites...  
Add Tab Group to Favorites...

**STEP 3:** Then enter your Username and Password (P@ssw0rd), and click **Sign In**  
**\* PLEASE NOTE THAT USERNAMES & PASSWORDS ARE CASE SENSITIVE!**

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**Biological Data Recording System Sign in**

Welcome to the Biological Data Recording System.

If you have not already registered, you can do so [here](#).

If you already have a Username and Password, please sign in below.

Please enter your username:

Please enter your password:

**Sign In**

[Forgot your password?](#)

*Note: If you forget your password, click on the link at the bottom, which will send you an automatically generated email with a new password to login with. You can then go to your Profile and change it.*

QUESTIONS ?? Simply contact local Waterwatch Coordinator or email [nswwaterwatch@gmail.com](mailto:nswwaterwatch@gmail.com)

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**Step 4:** Go to **ADD RECORDS**, and click on the **Water Bug Survey** option for your region.



*If you monitor for water quality, this will appear here also – if not, just ask your coordinator to add water quality for your group if you have water testing data to upload.*

**STEP 5:** Click in the **SAMPLE GROUP NAME** field box, and find you Waterwatch Group Name in the list & select it. *You can type the first letter of your Group name in to find it faster!*

A screenshot of the 'Water Bug Survey - Central West' form. The form is divided into two main sections: 'General Survey Information' and 'Sampling Site Information'. In the 'General Survey Information' section, the 'Sampler group name \*' field has a dropdown menu open, showing a list of schools and locations. A red arrow points to this dropdown. The 'Survey date \*' field is set to '26 Aug 2013', and the 'Survey season' field is set to '1'. In the 'Sampling Site Information' section, there are fields for 'Latitude', 'Longitude', and 'Type of water body \*'. A map of the Central West region is shown on the right side of the form. The dropdown menu for 'Sampler group name' lists the following options: 'Central West CMA', 'Ballimore Public School', 'Dubbo Public School', 'Macquarie Home Education', 'Marra Creek Public School', 'Mendooran Central School', 'Nyngan High School', 'Parkes East Public School', 'Warrumbungle NP Environmental Education Centre', and 'Wellington Public School'. The 'Central West CMA' option is highlighted.

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**STEP 6:** Fill in boxes for:

- **Number in sampler group** - No. of volunteers/people in your group.
- **Survey Date** – use the calendar to select the date
- **Survey Time** – use the slide tools to select the correct time you started sampling, or type it in.
- **Survey Season** – select if it's *Autumn, Winter, Spring or Summer*.
- **Survey duration (hrs)** – how long it took to do sampling & identification.

**Next,** click in the LOCATION box, and find your site and click to select.

*If you need help with selecting the correct site, please contact your Coordinator.*

**Water Bug Survey - Central West**

**General Survey Information**

Sampler group name \* Central West CMA Survey date \* 26 Aug 2013

Number in sampler group 10 Time \* 09:30

Survey season Winter Survey duration (hrs) 1

Location \* **Macquarie River, Devils Hole Reserve beach, Dubbo**

**Sampling Site Information**

Please select your sampling site from the list of sampling sites. If your particular site is not one of these existing locations, contact the system administrator and your site will be added to the list.

Note: You must select a location from the list of available locations to submit a record and it is very important to make your selection as accurate as possible.

Latitude

Longitude

Type of water body \*

Map showing the location of the selected site (Macquarie River, Devils Hole Reserve beach, Dubbo) and surrounding areas (Wellington, Molong, Parkes, Trundle, Woggoon Nature Reserve, Goobang National Park).

**When you select the Location, the map will zoom to your site, and the longitude and latitude will autofill.**

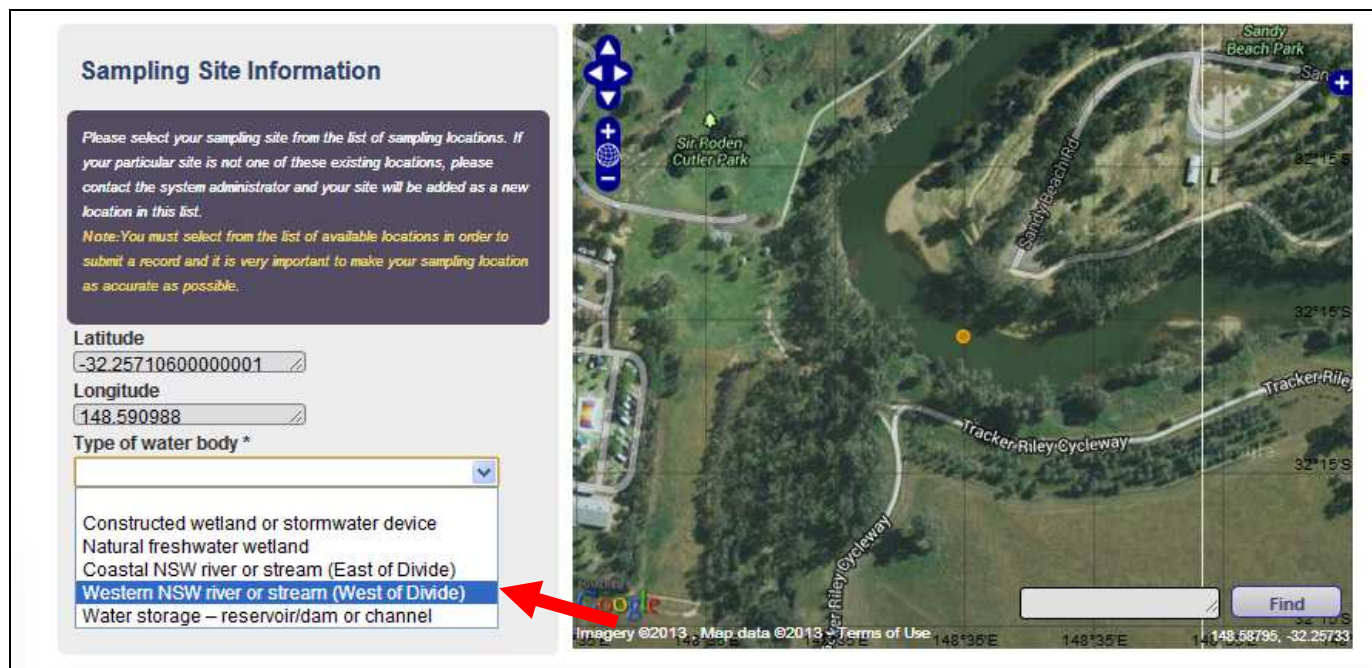
*- If your site marker (orange circle) is slightly off where it should be, contact your Coordinator to correct it.*



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**STEP 7:** Select the TYPE OF WATER BODY from the drop down menu for your location.

**Note:** East or West of the Divide, asks you to select if your creek or river is east or west of the Great Dividing Range, which influences the direction in which waterways flow – To Pacific Ocean or Murray-Darling Basin.

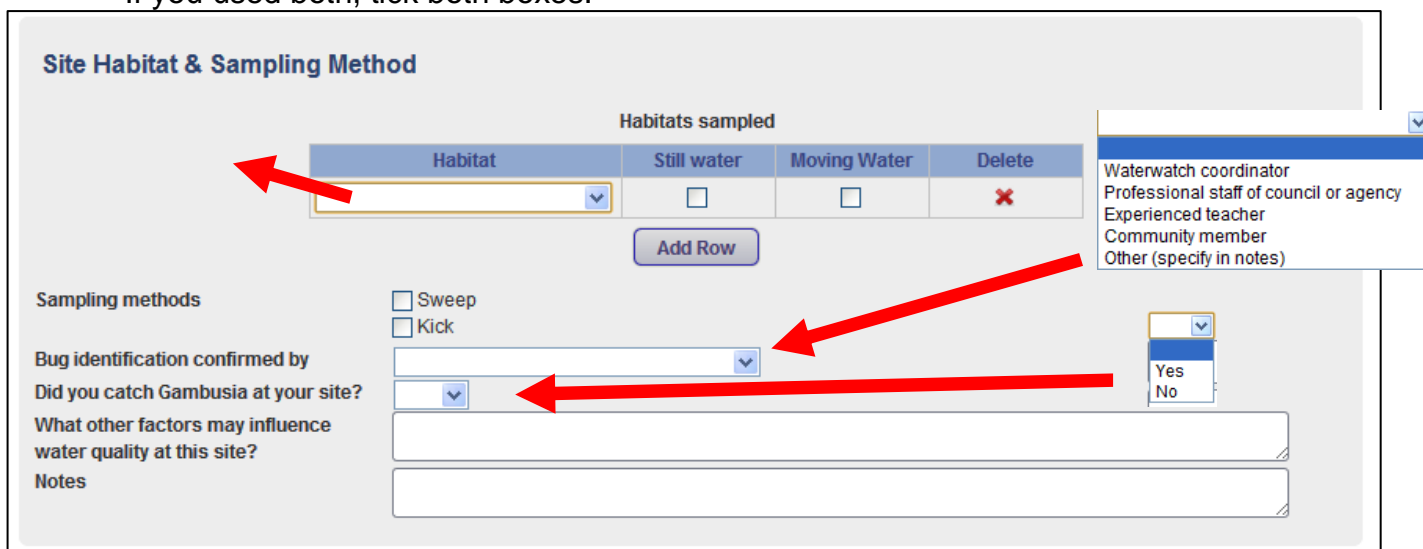


**STEP 8:** Next, complete the Habitat & Sampling information.

**Step 8.1:** Click on the drop down menu to select which **Habitat** type you are sampling in – silt & sand; stones, etc – then click if it was in **still or moving water** (tick box by mouse click on it). To add another Habitat type, click **ADD ROW** to and complete as you did for the first one.

**Step 8.2** – Click if you did the **SWEEP** and/or **KICK** method.

- Sweep method: Moving or 'sweeping' the net through the water.
- Kick method: Usually done in rocky streams where you kick the rocks & substrate whilst moving upstream with your net.
- If you used both, tick both boxes.



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**Step 8.3 – Bug identification confirmed by** – Select if the bug identification was confirmed by a person in the drop down list. If not, just leave blank or put information in NOTES.

**Step 8.4 – Did you catch Gambusia at your site** – Select YES or NO from the drop down list.

**Step 8.5 – Other factors** – Type in here any observations about your site during the bug survey which may affect water quality – recent rains, flooding, drought, upstream erosion issues, algae etc. This is optional to complete.

**Step 8.6 – Notes** – Add in any other additional information you wish to record about your bug survey. Note: This is optional to complete.

### Example of completed Step 8 (all):

**Site Habitat & Sampling Method**

**Habitats sampled**

Habitat	Still water	Moving Water	Delete
Silt and sand	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Water plants	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Add Row

Sampling methods

☒ Sweep  
☐ Kick

Bug identification confirmed by

Waterwatch coordinator

Did you catch Gambusia at your site?

Yes

What other factors may influence water quality at this site?

Slow flow due to recent dry period. Water fairly clear. Water plants along edge of bank - reeds and floating.

Notes

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**STEP 9:** Enter the water bugs that you found during your bug survey.

Step 9.1 - Click on **ADD SIGHTING** to add a row for the type of bug you found. Then start **typing in the water bug's name** and a drop down list will appear. Select the corresponding one to your result sheet.

Step 9.2 – Enter the **NUMBER OF BUGS** you found into the cell in that column.

Step 9.3 – **To add your next bug, click ADD SIGHTING** and continue steps 9.1-9.3 until you add in all the bugs your identified in your bug survey.

How healthy is this site?

Taxa richness  
Calculated stream pollution index  
Stream quality rating

These values will automatically be calculated as you enter your observations in the table below.

To record a new bug sighting:

1. Click the "Add Sighting" button.
2. Begin typing the name of the species (eg. "mayfly"), in the species input box. As you begin typing, a list of matching species will appear.
3. Select your species from the list. Continue clicking the "Add Sighting" button as required to add more rows to the table for different species.

Add Sighting

Type of bug *	Sensitivity rating	Number of bugs *	Weight factor	Index Value	Delete
Mayfly					X
Ephemeroptera Mayfly nymph					

**You will notice that as you enter each BUG TYPE, the Taxa Richness (No. of bug types), Stream Pollution Index (SPI) and Stream Quality Rating are calculated for you automatically.**

**Example of completed Step 9 (all):**

How healthy is this site?

Taxa richness  
Calculated stream pollution index  
Stream quality rating

These values will automatically be calculated as you enter your observations in the table below.

To record a new bug sighting:

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3. Select your species from the list. Continue clicking the "Add Sighting" button as required to add more rows to the table for different species.

Add Sighting

Type of bug *	Sensitivity rating	Number of bugs *	Weight factor	Index Value	Delete
Mayfly nymph	9	10	3	27	X
Caddisfly larva	8	8	3	24	X
Dragonfly nymph	4	15	4	16	X
Water Strider	4	9	3	12	X
Freshwater Shrimp	3	30	5	15	X
Divine Beetle & larva	2	6	3	6	X
Water Boatman	2	40	5	10	X
Backswimmer	2	21	5	10	X
Damselfly nymph	8	7	3	24	X

Submit and Add Another Submit

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**STEP 10:** Finally, click **SUBMIT** to upload your data. If you have another data set to upload for another site or time, click SUBMIT and ADD ANOTHER.


You'll then be taken to a screen, confirming you have **UPLOADED SUCCESSFULLY!**

*If you wish to edit anything, click on the UNLOCK FORM FOR EDITING lock, and edit & re-submit.*

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You have successfully saved 9 records(s).

## Water Bug Survey - Central West

Leave a comment [Unlock form for editing](#) 

### General Survey Information

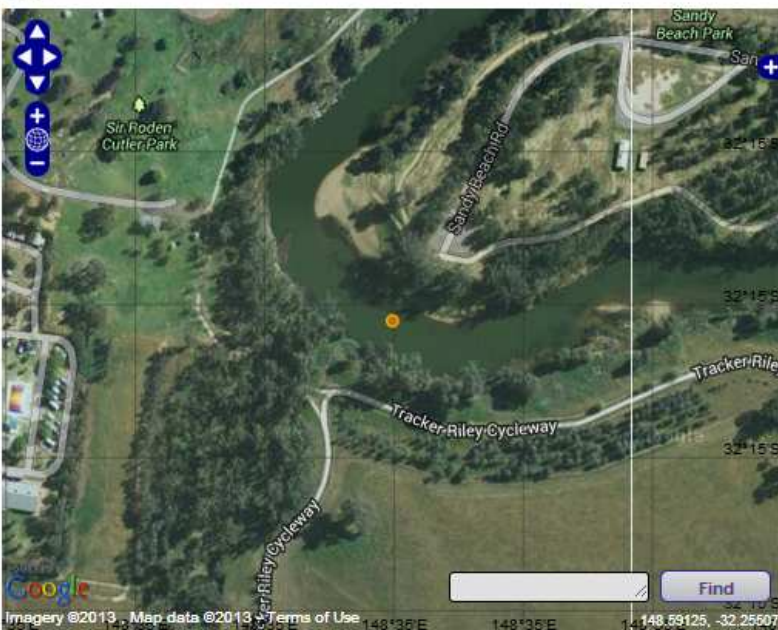
Sampler group name *	Central West CMA	Survey date *	26 Aug 2013
Number in sampler group	10	Time *	09:30
Survey season	Winter	Survey duration (hrs)	
Location *	Macquarie River, Sandy Beach Reserve, Dubbo		

### Sampling Site Information

Latitude  
-32.257106


Longitude  
148.590988

Type of water body \*  
Western NSW river or stream  
(West of Divide)



**STEP 11:** Then, you can **LOG OUT** if you have completed you data uploads.

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***Thank you for your participation and ongoing monitoring through  
NSW Waterwatch in your local area.***

QUESTIONS ?? Simply contact local Waterwatch Coordinator or email [nswwaterwatch@gmail.com](mailto:nswwaterwatch@gmail.com)