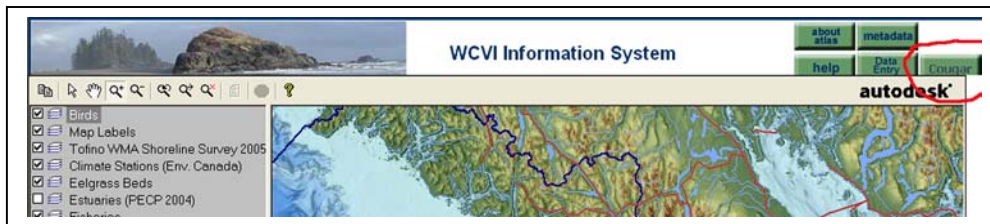


Cougar Wildlife Sightings Database Help Page

1. To get to the Cougar Wildlife Sightings Database, access the *WCVI Information System* Web Atlas and via the CBT website and click on the cougar button at the top, right hand side of the page.

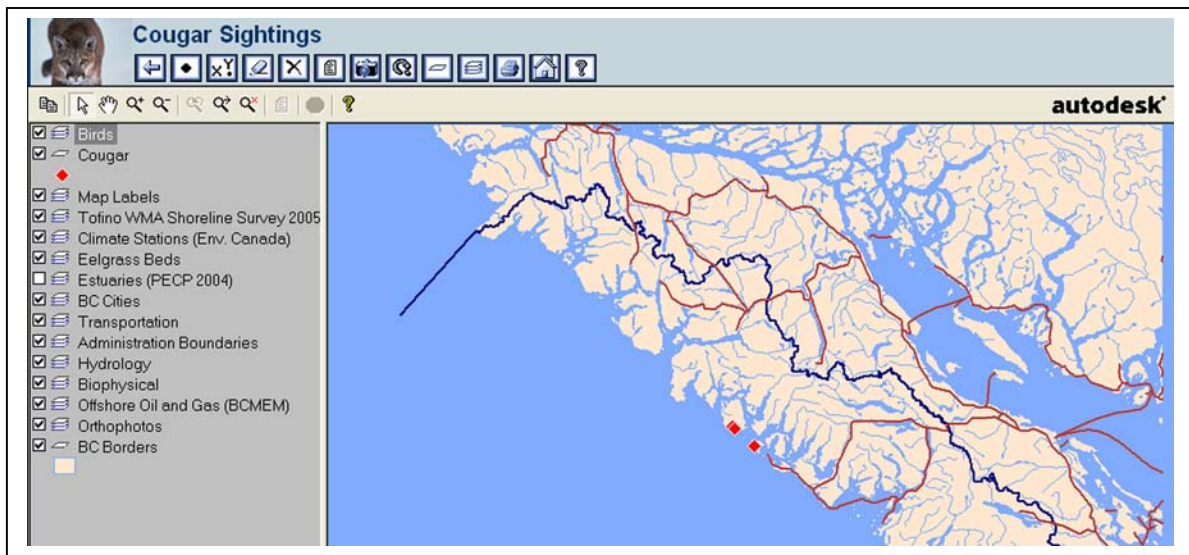
www.clayoquotbiosphere.org

select the WildCoast Project link on the menu on the home page



2. Create your own account (select SET UP AN ACCOUNT link and fill out and submit the form) or sign in if you have previously created an account. Please only create one account. If you have forgotten your login and password you can click on the FORGOT Login Link.

3. When you login to the Sightings Database, you will be presented with a range of options:



Under the Cougar Sightings Text the buttons options from left to right are:

- a) back arrow – return to main WCVI Information System Page
- b) diamond – to create a point on the map
- c) X/Y – to enter in UTM coordinates and Zone
- d) eraser – to edit a sighting point. Using the white arrow button, click on the point you want to edit first
- e) X – to delete a sighting point. Using the white arrow button, click on the point you want to delete first.
- f) piece of paper – show report. Using the white arrow button, click on the point you want to view the sighting report of first.
- g) camera – upload a photograph. Using the white arrow button, click on the sighting point you want to attach the photograph to first. The file size must be 700 kb or less. Two file formats are allowed: gif and jpg.
- h) round arrow – refresh the screen
- i) one flat square – hide map layers
- j) several flat squares – view map layers
- k) printer – print map

Getting around the map

Zoom in using the magnified glass with the + beside it. Click on the area you want to zoom into, or for more precise results, click and drag to draw a box around the area of interest.

Zoom out using the magnified glass with the – beside it. Click on the area you want to zoom out of.

Zoom to a location by using the magnified glass with the arrow beside it. A menu will pop up allow you to select a location. There are several options to choose from. PLACE will allow you to type in the name of a location. If it is in the database, it will take you to that general area.

Unzoom by selecting the magnified glass with the red cross beside it. It will take you to the full map scale (i.e., all of Vancouver Island).

To **move (or pan)** around the map select the button with the hand. Click and drag the mouse in the direction you want to move.

To Enter a Wildlife Sighting

You can enter a new sighting by either selecting the diamond button (digitize a point by clicking on the map) and clicking on the map at the location of the sighting. You must be at the scale of 1:50,000 or larger. You can see what scale you are at by looking at the bottom right hand side of the browser window. Once you digitize a point a form will appear for you to enter in specifics of the sighting. If you do not fill out the form, the point location will not be created.

You can also enter in a new sighting by clicking on the Digitize a New Point by Entering UTM Coordinates button (the X/Y). You will be required to enter the easting, northing and UTM Zone. Once the point is entered a form will appear for you to enter in the specifics of the sighting.

Once the sighting has been entered, you can attach a photograph if you have one. You must first select the point and then click the button with the camera. You will be asked to browse to find the photograph. Photographs must be in the format of .gif or .jpg and under 700kb.



To Edit A Wildlife Sighting

You can edit the information attached to a sighting by selecting the sighting point of interest and clicking the Update Data button (with the eraser icon). You can only update the descriptive information. To change the location you must delete and add it again.

To Leave the Sightings Database

When you have completed entering all of your sightings, you can return to the main WCVI Information System Web Atlas by clicking on the BACK ARROW (your observation points will remain visible until you close down the browser), or you can close the browser window.

