

Appendix D: Michigan Butterfly Network Cheat Sheet

Setting up a new survey route

- Only done once and *only if a new site is being created*
- Choose a site that has public access, will be available for the long-term
- Use existing trails and paths when possible
- Get landowner agreement
- Use google maps engine, step-by-step instructions in the protocol

Walking the survey route

- Pollard Walk method – a moving box that is 5 meters to your left, right, front, and above
- 5-7 minutes/100 meters or 110 yards (Here Comes the Bride walk)
- Know what 5 meters looks like
- Do not multi-task (only butterflies when monitoring!)
- Walk at a rate that you can observe all butterflies (here comes the bride walk)
- If you break (to eat, converse, ID a butterfly) for 3 minutes or more, record it as a break
- Never record a species unless you are certain
- Record every individual butterfly you see, even if it's only unknown butterfly/skipper

Entering your data & PollardBase

- Register on Pollardbase.org
 - All links are found on naturecenter.org/michiganbutterfly
 - Click the link under Butterfly Monitoring labeled “Learn More & Register”, scroll to Current Monitors and click “PollardBase”
 - Create new account & ***make sure you designate your program as Michigan***
 - Wait for moderators to approve the site. It will not be viewable to them until a moderator goes on and approves them as a new user
- If you created a site and shared the Google Map, a moderator will contact you to let you know when your site is uploaded into the database
- Enter your data as soon as possible after monitoring
 - Instructions can be found on both the PollardBase site and in the Butterfly Network protocol
- Be careful when entering start and stop times and dates (am/pm)!