

A stylized illustration of a bald eagle with a white head and neck, and brown body. The eagle is wearing a red strap across its chest and holding a blue camera with a lens. It is perched on a brown log. The background features a forest of green trees, a blue river, and grey mountains under a blue sky.

# MWBES: Midwinter Bald Eagle Survey

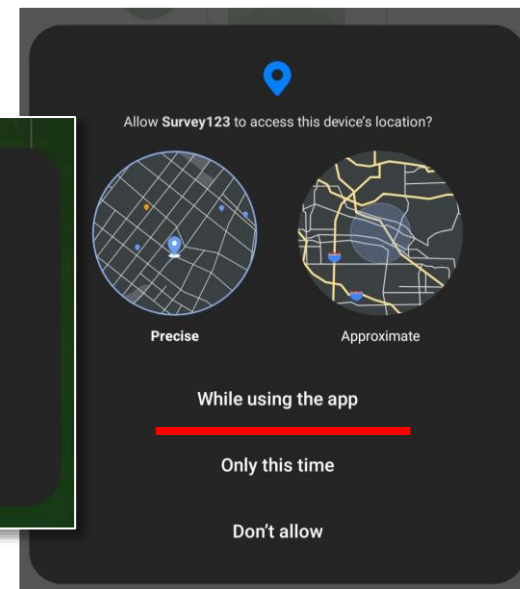
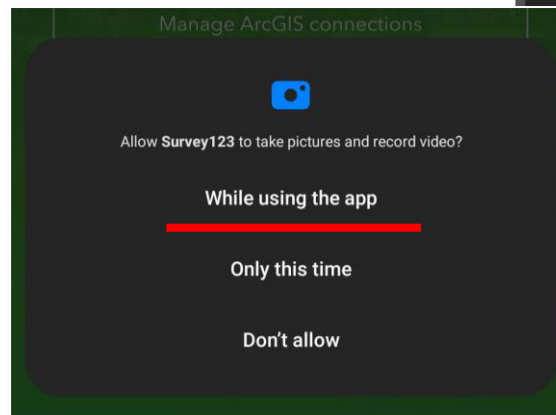
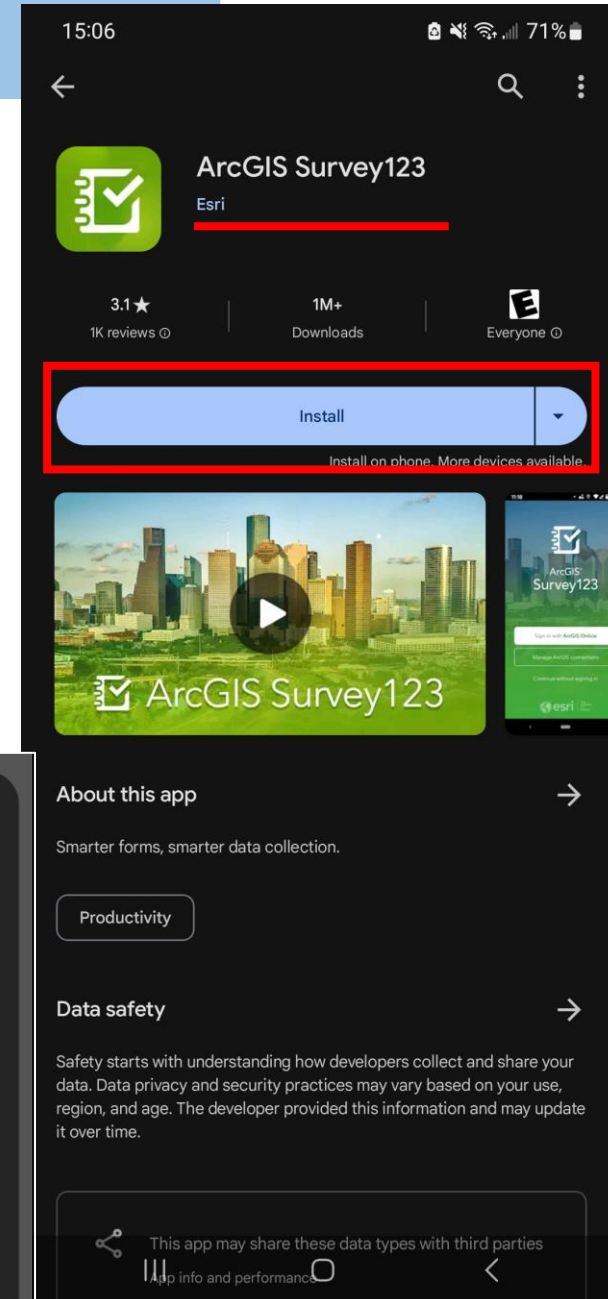
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Instructions for Accessing and Using the Survey123 Form



# Install Survey123

1. Install Survey123 from the Google Play Store or Apple Play Store
  - Open the Play Store and search for “ArcGIS Survey123”
  - Author is “Esri”
  - Click the Install button
2. Once the Survey123 app has installed successfully on your device –
  - Open the app
3. When prompted, select “While using the app” for the following prompts:



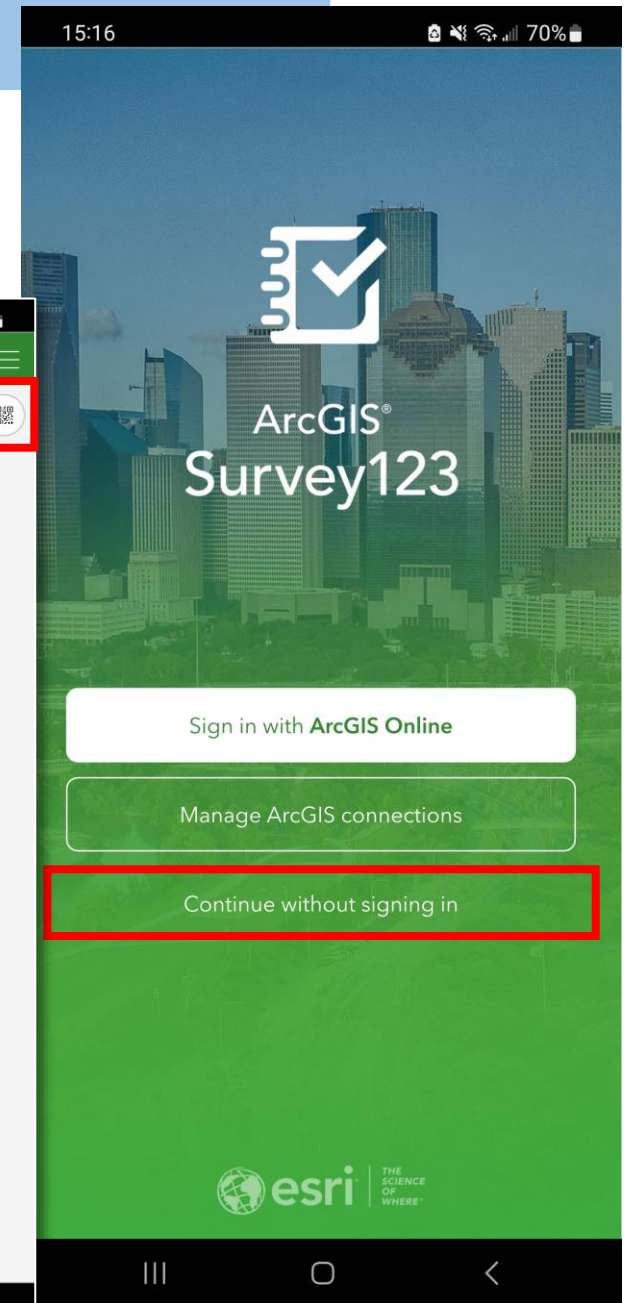
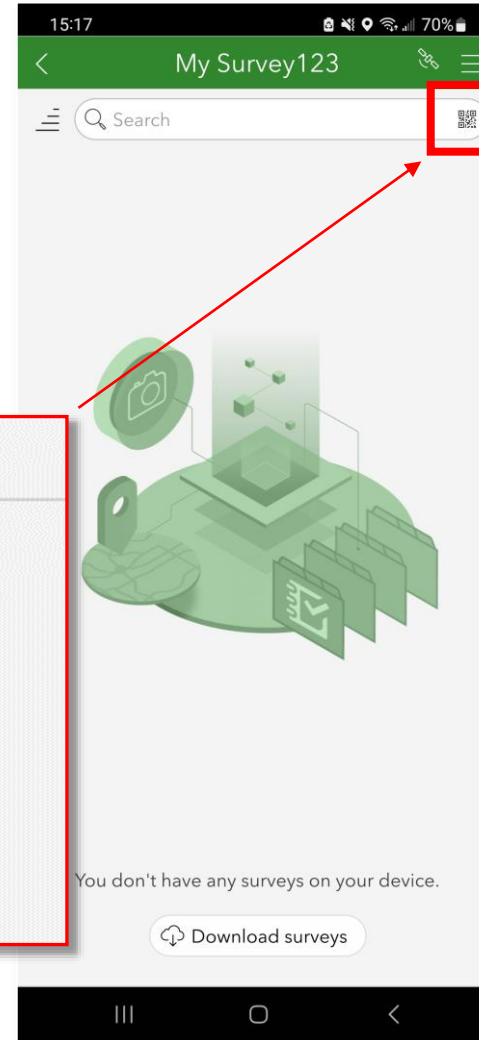


# Open Survey123 & Load the Survey

4. Once the app is open, select “Continue without signing in.”

5. On the right side of the “Search” menu bar, there is a tiny QR code symbol

- Click the QR code symbol and scan the **MWBES Eagle Survey QR** code below
- **NOTE: you will only have to scan the QR code for initial access**







# Using the Survey

6. After scanning the QR code, you will receive a “Loading Survey” message

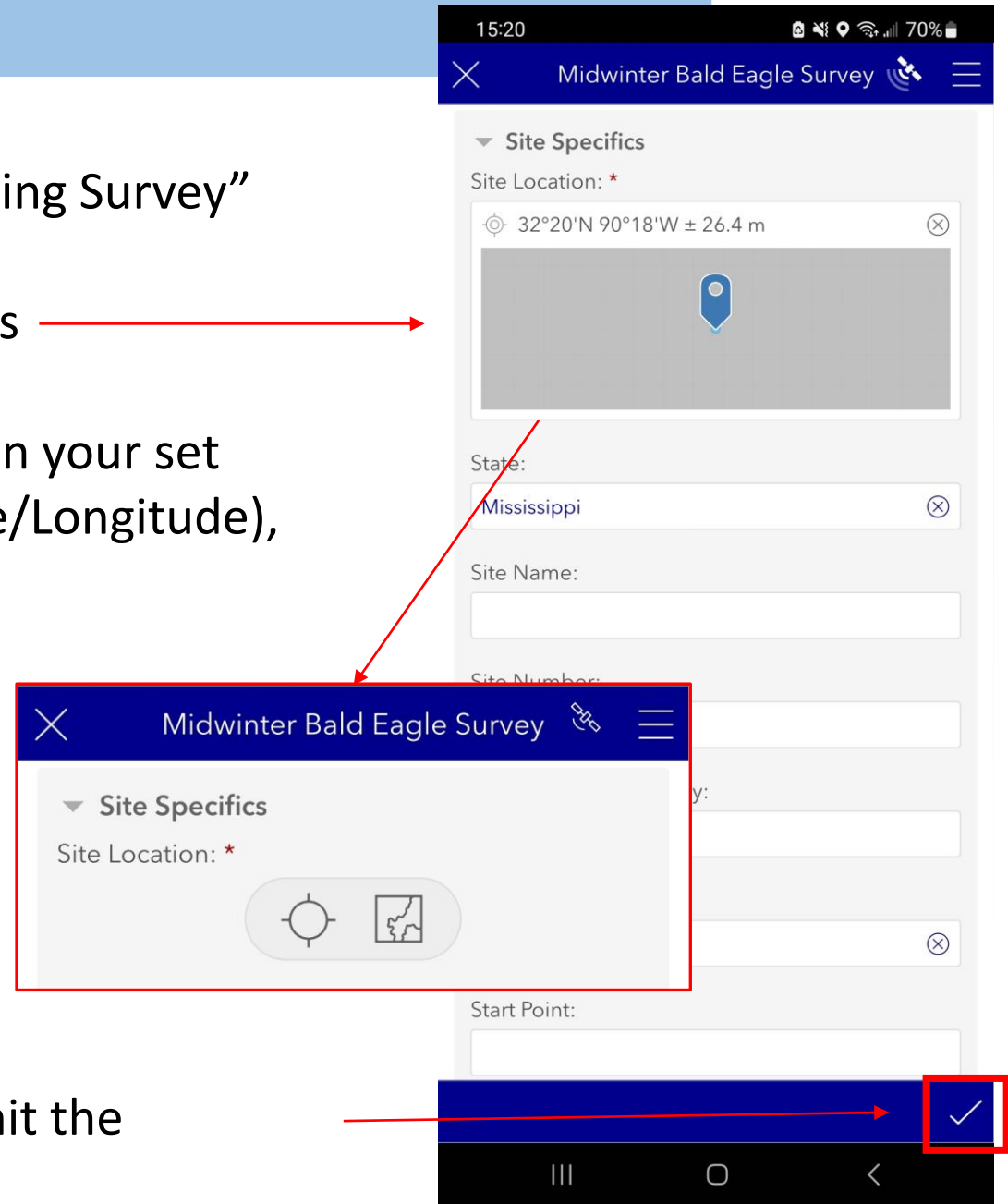
7. The survey will open automatically and looks like this

**NOTE:** Several fields will **automatically** update based on your set location on the map (i.e. State, County/Parish, Latitude/Longitude), please ensure your location is showing on the map

8. When adding your location, you have two options:

- **Compass/Crosshairs icon:**
  - this will place your point wherever your phone’s GPS is pinging
- **Map Icon:**
  - allows you to input an address or location manually

9. Scroll down and fill out the survey, when complete hit the “checkmark” at the bottom right





# Using the Survey

10. After submitting a survey, the app will send you back to the MWBES home page

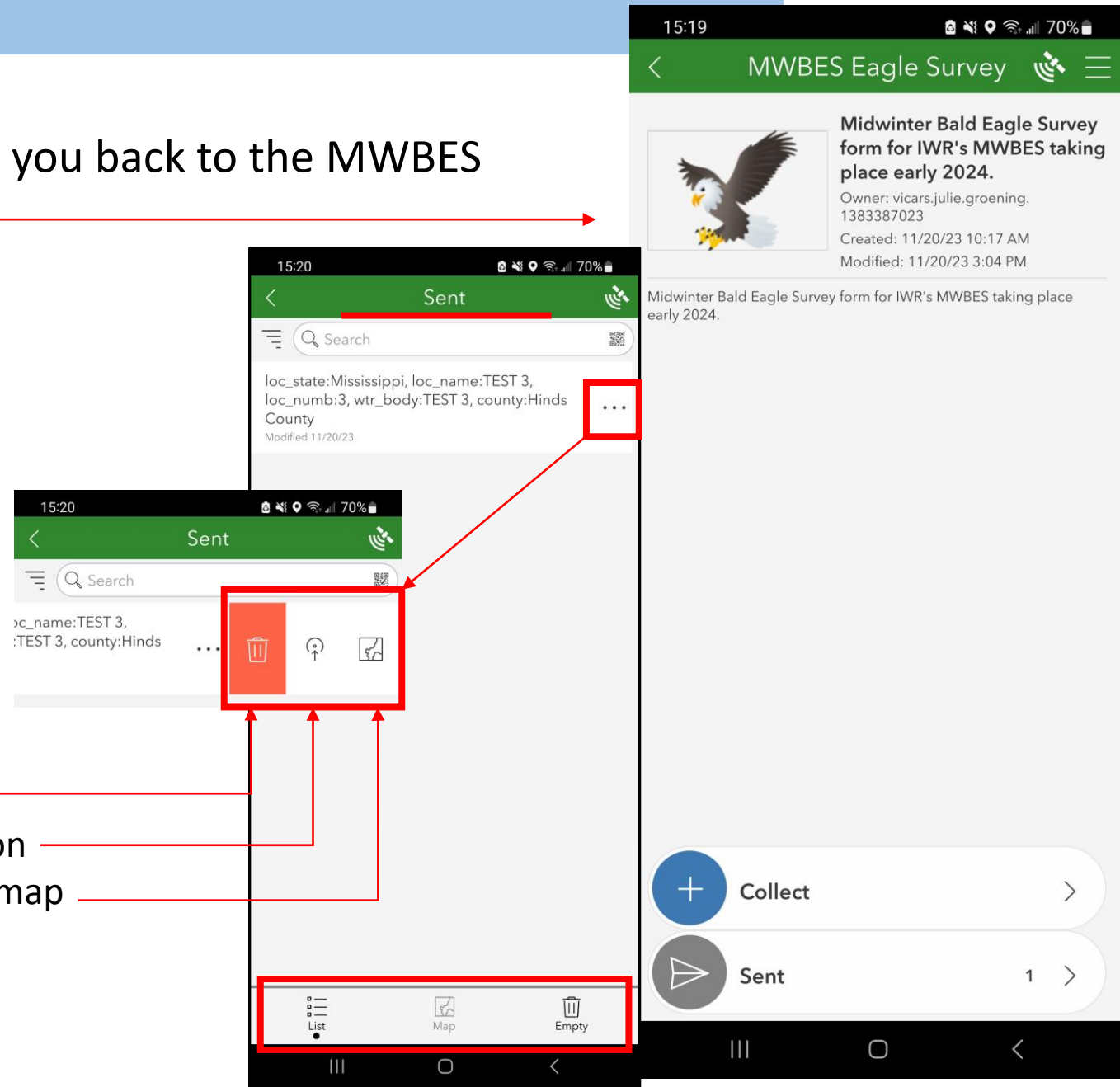
11. From here, you have access to:

- **Collect**
  - allows you to collect a new point
- **Sent**
  - see the surveys you have previously submitted and edit that data

**Delete:** deletes the record

**Go To:** navigates user to the location

**Map it:** shows the location on the map





# Previous Year's Survey (Unsubmitted)

If you have a [previous year's survey](#) for the same location, that was unsubmitted, you can use this section to submit that information.

To submit a [previous year's unsubmitted survey](#):

1. Select "Yes" to enter the previous survey
2. Enter the date/time (you can go backwards in time)
3. Complete the questions using documentation from the previously unsubmitted survey
4. Once complete (and the present day/2024 survey is complete), click the "checkmark" in the bottom right to submit the record

**NOTE:** clicking the "checkmark" submits the **entire survey** – present day AND/OR previously unsubmitted – ensure questions are complete before submitting the record.

The image displays three overlapping screenshots of the 'Midwinter Bald Eagle Survey' app. The top screenshot shows the 'Previous Year's Survey (Unsubmitted)' section with a red box highlighting the title and a red box around the 'Yes' radio button. Below it, the 'Survey Procedures' section is visible, including fields for 'Survey Date and Time', 'Total Time of Survey (minutes)', 'Roost or Non-Roost', 'Continuous, Fixed Point, or Both', 'Total Miles Surveyed', and 'Survey Method'. The bottom screenshot shows the 'Survey Results' section with radio buttons for 'Bald Eagles', 'Golden Eagles', 'Both Golden and Bald', 'Unknown Eagles', and 'None', and expandable sections for 'Bald Eagle(s)', 'Golden Eagle(s)', and 'Unknown Eagle(s)'. The 'Observer(s) Information' section includes fields for 'Name of Recorder', 'Number of Observers', 'Email', and 'Affiliation'. A blue checkmark button is visible in the bottom right corner of the bottom screenshot.



## Points of Contact

Mike Vissichelli

[Michael.G.Vissichelli@usace.army.mil](mailto:Michael.G.Vissichelli@usace.army.mil)

Ashleigh Boss

[Ashleigh.N.Boss@usace.army.mil](mailto:Ashleigh.N.Boss@usace.army.mil)

Julie Vicars

[Julie.G.Vicars@usace.army.mil](mailto:Julie.G.Vicars@usace.army.mil)