*(1 of 7)***Using GLOBE Data Entry**

From the GLOBE Data Entry Home, you may enter measurements, edit previous measurements and edit or create new sites. With the new data entry system you do not need to create a site before you enter the data, the app will create it for you automatically if it doesn’t already exist.

Graphical user interface, application, website

Description automatically generated

*(2 of 7)***To enter measurements, select as many protocols as you have data for**

Graphical user interface

Description automatically generated

*(3 of 7)***Choose your site, or add a new site (if on a phone your current location is shown, if on a computer, your school’s location is shown)**

Graphical user interface, application

Description automatically generated

*(4 of 7)***Enter the Date and (local) Time of the measurement**

Graphical user interface, text, application

Description automatically generated

*(5 of 7)***Enter the measurement data for each protocol**

Graphical user interface, application

Description automatically generated

*(6 of 7)***Review your data, then send to GLOBE**

A screenshot of a computer

Description automatically generated

Graphical user interface, application, Teams

Description automatically generated

*(7 of 7)***If on a phone – don’t forget to send your data to GLOBE!**

Graphical user interface, text, application, chat or text message

Description automatically generated