Guide – How to upload Green Down data on globe.gov

Login to globe.gov with your account

Click on the little arrow next to **Go to** and then select **Enter Data.** You may need to expand the menu by clicking the button at the top of the window first.

GLOBE.gov					
Go To	\odot		с	HE GLOBE	
Enter Data					
Visualize Data			About	Get Started	Get Trained
My Organizations	>				
My Communities	>				
Manage	>				

This will take you to the list of your data sites (if you do not see any sites, click on the + next to the name of your school organization, the sites will unfold down). As you can see, at my organization, I have already a site called Phenology 2018. This is a site where I have 2 trees.

THE GLOBE PROCRAM SCIENCE Data Entry	Welcome Bára Semeráková
My Bookmarks	0
You have not bookmarked any investigations yet. Expand the organizations and click the stars next to the investigations to create a b	ookmark.
My Organizations and Sites	0
- <u>TEREZA Educational Center</u>	• Add site
- <u>Phenology 2018</u> Latitude 50.056891, Longitude 14.360912, Elevation 352.4m	✓ Edit site ★ Delete site
Green Up/Green Down * New observation Past observations	
	✓ Edit site ★ Delete site

NOW:

- A) If you never uploaded data for your tree in past, you first need to **create a new site**. Continue to next page.
- B) If you uploaded data for the same tree in past, you most likely know what to do: you select the site from your list and start **entering data**.

<u>1. How to create a new site</u>

In your Data Entry menu, click on Add site on the right from your school name. You will define your site now:

Site Definition				0
Add site type	Site Name *		* indicates a field is required	
Atmosphere Atmosphere				
Surface Temperature				
Hydrosphere	Coordinates			
Biosphere	Latitude *	Longitude *	Elevation *	
Greening	○ North ○ South	○ East ○ West		
Phenological Gardens	O North O South	O East O West		
Lilacs	Source of Coordinates Data *			
Pedosphere Frost Tube	O GPS O Other			
Soil Characterization	Map Satellite	United Kingdom Poland		
Soil Moisture and Temperature	United States	Germany Ukraine France Spain Italy	Kazakhstan Mongolia	
Photos →	A COMPANY	Atlantic Ocean Aleria un Ecvol	ey China South Kore Iraq Iran Pakistan	

Fill in the **Site Name** and the **Coordinates**. The easy way is to use the map: zoom in and scroll until you find the site where your tree grows. Then move the red dot to that place, you already see that the coordinates got filled automatically. Elevation will be filled automatically as well if you click on Set elevation.

Then you have to choose from the menu on the left **Biosphere – Greening**, which means that this site can be used for recording data on Green Up and Green Down protocol. This will pop up:

Add site type		
Atmosphere	Google	Klávesové zkratky Data map ©2021 Podmínky použití
Atmosphere		
Surface Temperature		
Hydrosphere	Comments	
Hydrology	Optional	17
Biosphere		
Land Cover	- Greening	🗙 Remove
Greening		
Phenological Gardens	Comment	
Lilacs		
Carbon Cycle		4
Pedosphere	There are multiple dominant species	
Frost Tube		
Soil Characterization	Plants	
Soil Moisture and		
Temperature	Add plant	
Photos +		

Click on Add Plant and fill in the Vegetation Type (tree), Genus (write in latin), Species (choose name in latin). Then label your tree according to how you call your tree. If you observe more than one tree at the same site, then click on green button Add Plant and do the same for your second tree.

After you finish this, click on blue button Create Site.

This plant is in the under	story		🗙 Remove
Vegetation Type *	Genus *		
	✓ Enter the genus	Ŧ	
Label *			
-4561			
Add plant			
\frown			_
Create Site			Reset

You will see green smiley if you are successful:

Data Entry Home / TEREZA Educati	onal Center / Phenology 2018		
Site created successfully	r.		×
Site Definition			•
Add site type	Site Name *	* indicates a field is required	
Atmosphere	Phenology 2018		
Hydrosphere	Site ID 125791 Coordinates		

If something went wrong, you get this one. You have to add missing information (scroll down to find the place) and again confirm it.

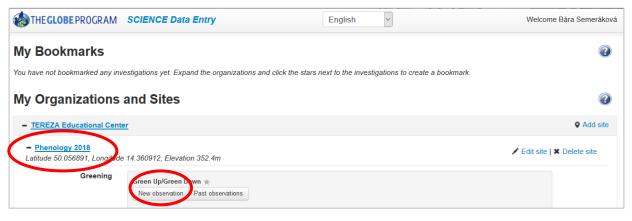
	onal Center / Phenology 2018		
Site update failed with 3	error(s).)
 Label can't be blank. Vegetation type can't be blank 	t both be selected.		
 Taxon genus and species mus 			
Site Definition	ı		?
	1 Site Name *	* indicates a field is required	•
Site Definitio		* indicates a field is required	2
Site Definition Add site type Atmosphere	Site Name *	* indicates a field is required	0

Congratulations, your site is ready now and you can start to enter the data!

THECLOBE PROCRAM SCIENCE ata Entry Home TEREZA Educational Cent			The shortest way to data entry page is to click on the Data Entry Home in the left upper corner.
Site updated successfully.			You can as well go back to
Site Definition			globe.gov and again use that Go to – Enter Data shortcut.
Add site type	Site Name *	* indica	

2. How to enter data to my site

Once you are back in data entry, click on your phenology (Greening) site. Click on + if you can't see it.



Two options will pop up: New observation or Past Observations. Click on New Observation. This will pop up:



The first thing you have to do is to select a date. Pick the earliest date when you started to observe the leaf. After selecting the date, more fields will come: Select **Green Down** and fill in **Growing season cycle** (this will be mostly 1 for European region).

After filling this, the fields pop up for you to fill in data for each leaf. Under the heading Plants you see the name of your tree and four rows, each for one leaf:

Green U	p/Green Down Creating			
2018-08-28			Select Leaf St for each leaf.	t ate from drop down menւ
What Green-Up/Green-D	Down Measurement Did You Take? *	Growing season cycle	Leaf 2	Leaf State
Plants		and a set of some	Leaf	Color Change
At least one leaf is requi	ired. *	and the second second	3	Fallen Snow Covered
Buk1		State State	Leaf	Leaf State
Leaf 1	Leaf State	Transfer Transfer Transfer	4	
Leaf 2	Leaf State	Carry Sie Andre Sie Alam Sie Tang Sie Alam Sie Alam Sie	Repeat for al	l your trees.
Leaf	Leaf State	Contraction Contraction Contraction		
Leaf	Leaf State	and se transfer transfer	<u>Confirm by cl</u>	icking on the blue button
4		CALLER STR. CONTRACTOR STR. CONTRACT	Send Data	

You will again see green smiley if you are successful.

THE GLOBE PROGRAM SCIENCE Data Entry	Welcome Bára Semeráková
Data Entry Home / TEREZA Educational Center / Phenology 2018 / Green Up/Green Down	
Observation updated successfully. Print this submission, view observations or create a new one.	×
Green Up/Green Down Editing Measured on date	۷

To enter data for a **next date**, click on the blue link **Create a new one.** Then you repeat the steps.

To view the data you entered, click on **Past Observations**. You will see the list of your observations according to dates. Here you can correct the data (click on the date) or delete the record.

THE GLOBE PROGRAM SCIENCE Data Entry	Welcome Bára Semeráková
Data Entry Home / TEREZA Educational Center / Phenology 2018 / Green Up/Green Down	
Past Observations for Green Up/Green Down	
From 2018-03-19 O To 2018-04-18 O	
Measured at time in UTC	
1 <u>2018-04-19 00:00 UTC</u>	X Delete

The data entered you can see also on your **school page** under the heading Most Recent Measurements. You again go to globe.gov, then in **Go to** click on your school. This will bring you to your school page, then scroll down to see this:

MOST RECENT MEASUREMENTS					
☑ Include citizen science site	☑ Include citizen science sites				
Site Name	Protocol	Protocol Set	Date		
Phenology 2018	Greening	Green Up/Green Down	04/19/2018		

If you need more help on data entry in general, please watch the video guides here:

https://www.globe.gov/get-trained/using-the-globe-website/entering-measurement-data

https://www.globe.gov/get-trained/using-the-globe-website/setting-up-your-data-site