HOW TO USE LAKE OBSERVER TO RECORD ICE COVER AT YOUR SITE
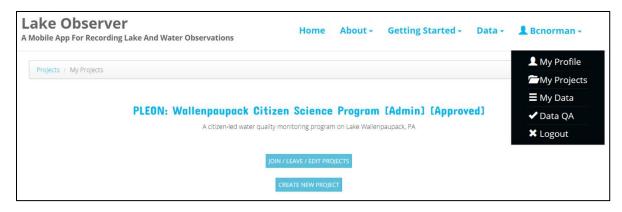
Signing up for Lake Observer:

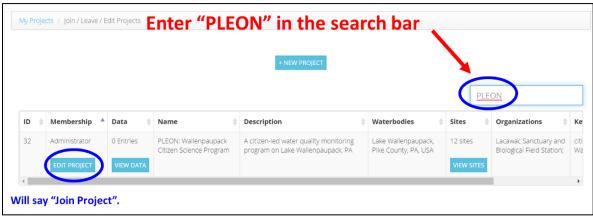If you already enter data through Lake Observer and have an account, you can skip this section!

1. Go to https://www.lakeobserver.org/ to create an account using the web browser or download the Lake Observer Mobile App using Google Play or from the Apple Store.
2. Create an account by using the "Sign Up" option under the "Account" tab. You will choose a user name and password. Note that your user name will be associated with your data and will be viewed by other app users. Your email is not.
3. Click the "Register" button
4. You will be prompted for some additional information.
   a. Under the "Basic information" tab", select "Citizen Scientist (Trained Volunteer)" from the Expertise drop down menu.
   b. Select "Lacawac Sanctuary and Biological Field Station" from the Organization drop down menu. If you begin to type "Lacawac", the rest should autofill.

Join the PLEON Wallenpaupack project:

1. Once you have logged in to Lake Observer, select "My Projects" from the tab with your user name. This will bring you to a page that lists all of the projects that you have joined. If "PLEON Wallenpaupack Citizen Science Program" is already listed, you are done with this step. If not…
2. Click the "Join/Leave/Edit Projects" button. This will open a screen listing all of the projects available in Lake Observer.
3. Enter "PLEON" into the search bar located in the upper right corner. There should be 2 PLEON projects.
4. Click the "Join Project" button next to the PLEON Wallenpaupack Citizen Science Program.

Enter Ice Cover Data:

1. Under the "Data" tab, select "Submit Data". This will open the "Select Projects" window.
2. Select the "PLEON Wallenpaupack Citizen Science Program" from the drop down menu. Note that only projects that you have joined will appear as options. You can also set this project as a default by clicking the "set default project" box.
3. Click "Next". This will open a notification window letting you know that the fields that are a part of this project have been outlined in dark blue. You should ignore any fields that are NOT outlined in dark blue.
4. Click "OK" on the notification window. This will open the "Select Water Body" window. Choose Lake Wallenpaupack from the drop down menu. Wallenpaupack should be the only option. You can also set Wallenpaupack as the default by checking the "set default waterbody" box.
5. Click the "Done" button. This will open a notification box asking you to confirm the time zone. Click "OK".
6. Select your site from the dropdown menu. THIS IS VERY IMPORTANT…*be sure to ONLY enter data for your site.* If you do not see your site listed, contact Beth Norman (beth.norman@lacawac.org). DO NOT choose another site. You can also set your site as the default by checking the "set default site" box.
7. Now you should see the data entry screen. These screens are set up so that your site information is listed on the left side and the data entry fields are on the right side. All of your

site information should autofill, but it's a good idea to scroll through and make sure all looks good.

8. The top category for data entry is Water/Ice. Click the large "ICE COVER" button. *You can ignore all of the other buttons during winter data collection!*

9. You should see three boxes outlined in dark blue under "Ice Cover" Fill in data as follows:

   a. EVENT: select "Percent Cover" from the dropdown menu. This will reveal a "Percent Cover" field. Estimate the percent of the lake *visible from your sampling site* that is covered with ice. Enter the percentage into the "Percent Cover" field. Remember, this is percent **covered**.

   b. PHOTOS: this is an optional but helpful field. Upload a photo of the lake from your site. Try to get a wide view of the ice cover from your site.

   c. COMMENTS: provide a description of the type of ice you observe. Helpful information includes an estimated thickness, any snow cover, if the ice is clear or cloudy, and if it appears solid or slushy, etc.

10. Scroll to the bottom of the screen and click "Submit".