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# **Preface to Inventory Dataforms**

## Standards for Components of British Columbia's Biodiversity

Prepared by  
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for the  
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## **RISC INVENTORY DATAFORMS:**

### ***Background***

The inventory dataforms were originally designed to accommodate collection of a large variety of data. In contrast, the Wildlife Species Inventory (WSI) Data Capture Templates (hereafter referred to as data templates) were designed to only capture information needed to answer basic questions such as: what species was observed, where, when and how many were observed? This [Instructions<sup>1</sup>](#) file is an example showing the relationship between the songbird dataforms and the data templates. It describes which fields on the dataforms can be transcribed into which fields in the data templates. If you suggest dataform-to-template translation instructions be published for additional dataforms, please email us at [SPI\\_Mail@gov.bc.ca](mailto:SPI_Mail@gov.bc.ca).

### ***Using the Dataforms***

These inventory dataforms may be modified and used for data collection in the field. However, your data must be submitted using the WSI Data Capture Templates<sup>2</sup> (Microsoft Excel™), and we recommend reviewing the templates before conducting your field research.

The instructions for data submission, are outlined in *Species Inventory Fundamentals*, *Errata*: [http://archive.ilmb.gov.bc.ca/risc/pubs/tebiodiv/sif/assets/spif\\_errata.pdf](http://archive.ilmb.gov.bc.ca/risc/pubs/tebiodiv/sif/assets/spif_errata.pdf)

**Incidental wildlife observations** include both informal observations of wildlife made by naturalists, and incidental observations by wildlife contractors who note non-target species during a formal survey. The 3 options for recording incidental observations information are:

- the “Incidental Observations” worksheet in the data templates
- the WSI online submission site (requires an ID and permission to access the site) [<http://www.env.gov.bc.ca/wildlife/wsi/contributions.htm>]
- or the online sightings form: [[http://a100.gov.bc.ca/pub/cwi/spi\\_wsf.MainPage](http://a100.gov.bc.ca/pub/cwi/spi_wsf.MainPage)]

For more information, access to the data templates, and to submit data, visit the Wildlife Species Inventory website at <http://www.env.gov.bc.ca/wildlife/wsi/>.

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<sup>1</sup> Coding Instructions are available from: [http://archive.ilmb.gov.bc.ca/risc/pubs/tebiodiv/songbird/song\\_09\\_inst.pdf](http://archive.ilmb.gov.bc.ca/risc/pubs/tebiodiv/songbird/song_09_inst.pdf)

<sup>2</sup>Data Templates are available from: <http://www.env.gov.bc.ca/wildlife/wsi/index.htm>