Seedlot Registration for Natural Stand Collections

Registration of seedlots collected from natural stands requires that a digital spatial map of the collection be included (Chief Forester's Standards for Seed Use as amended April 5, 2018). Please refer to the website for details on the amendments.

The digital map required can be provided by using the Seedlot Collection Area Tool within SPAR to draw the polygon(s) or by using the tool to add a digital file prepared in GIS software (shape file).

Note: Use Internet Explorer for Seedlot Registration. Other web browsers may not work successfully.

Collection Area Capture Instructions

1. In SPAR, complete all the mandatory fields to save a seedlot in "PND" status.
2. In the section of the registration screen where the geographic coordinates are entered, click on "**Collection Area Capture**". Please note that selecting "**Seed Map**" will open a map tool in which collection area polygons can be view, but not entered.
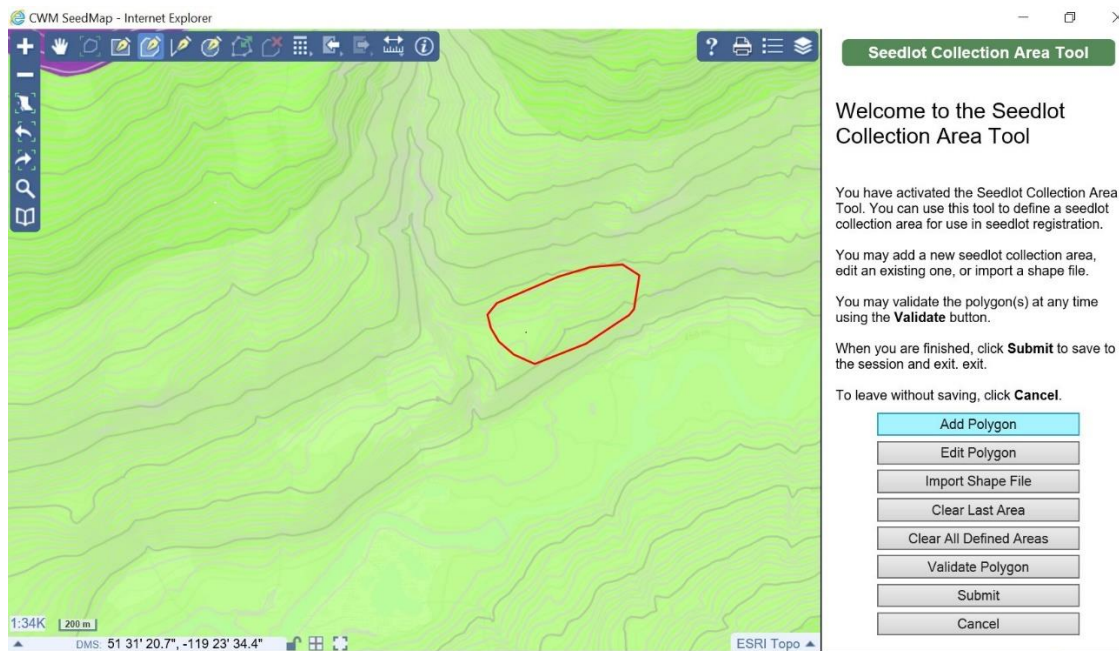

3. Collection Area Capture link opens CWM SeedMap with the geographic location based on the latitude and longitude coordinates entered on Seedlot Registration and the appropriate layers turned on.
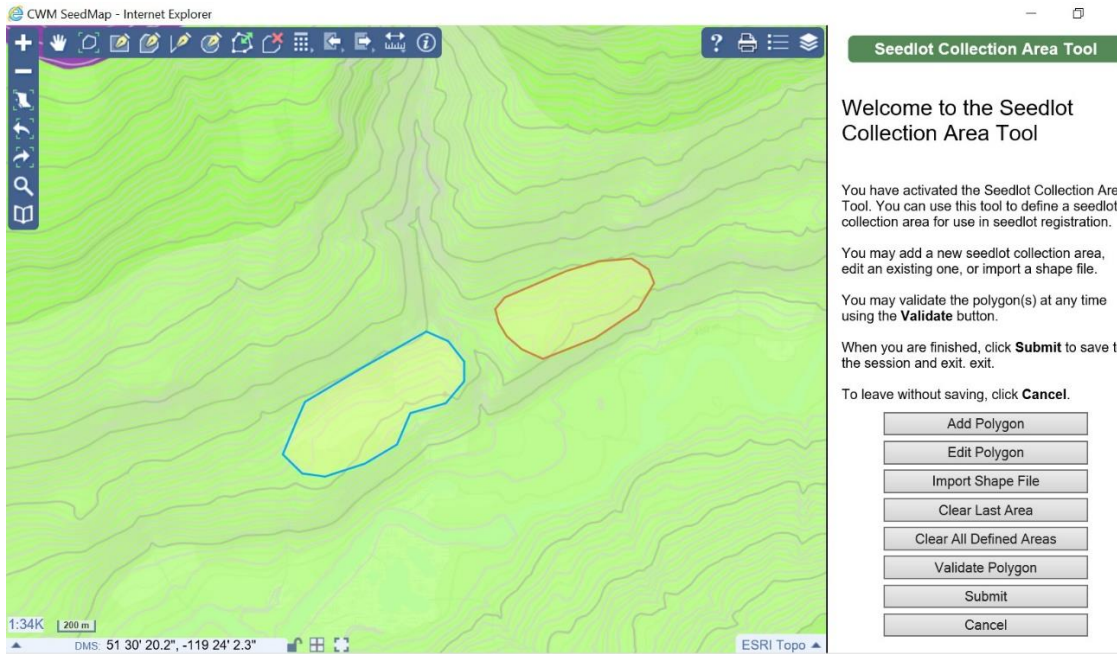

4. Using the "**Layers**" section of the screen, turn individual layers off by removing checkmarks or add layers by checking them. If you would like to make a specific layer more transparent to be able to see roadways or other features behind it, click on the dark blue arrow on the right hand side. By sliding the

toggle along the scale, you can make the selected layer more opaque or transparent. When satisfied with the layers you are viewing, close the "**Layers**" section.
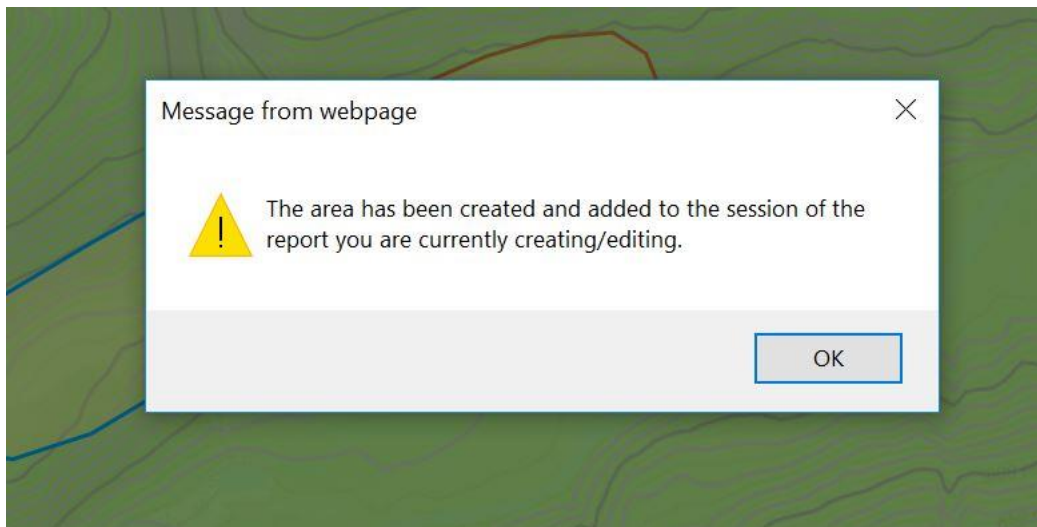
5. The map scale can be zoomed in by clicking on the " **+** " in the top right of the Toolbar. A scale of 1:68K or 1:34K is suitable for drawing polygons within an 8km radius of the mean latitude and longitude. The base map can be changed from ESRI Topo (bottom right of map).

6. If you are unsure of where your collection area coordinates (previously entered) fall on the map, move around the cursor. On the bottom left had side you will notice a grey bar that displays the degrees, minutes and seconds (DMS) of the location of your cursor.

7. Click on "**Add Polygon**", use your mouse to click on points that will draw a polygon on map (red outline). Double click your mouse to indicate the final point in the polygon.   Once a polygon has been drawn you can click on "**Edit Polygon**" if you need to change any of the points to move them and refine the polygon. "**Clear Last Area**" will clear the polygon if you would like to start again. Once the first polygon has been drawn, click on "**Validate Polygon**". If the message "*Polygons validated*" appears in a pop-up box, the red outline area will be filled with a yellow shade.

8. Repeat step 6 if you collected from more than one area within the allowable radius and same BEC unit. Each polygon will have a different outline colour when added.

9. Click on "Submit" in the Seedlot Collection Area Tool. A message should appear in a pop-up box as seen below. Click "**OK**" to continue. The CWM SeedMap window should close automatically.

10. Return to the SPAR Seedlot Registration window and click "**Save**". The message "***Drawn collection area saved successfully***" will appear at the top of the screen. The Collection Area polygon(s) successfully drawn and saved may not appear in SeedMap until the following day.