Submitting a survey on the FrogWatch SA website

It’s easy to submit a survey using the website.

You will need to have made an audio recording in another app or other device and transferred it, along with any photos, to the computer, tablet or phone you’re going to submit the survey from. You’ll also need to have made notes about the weather, the GPS location and other details about the site you surveyed.

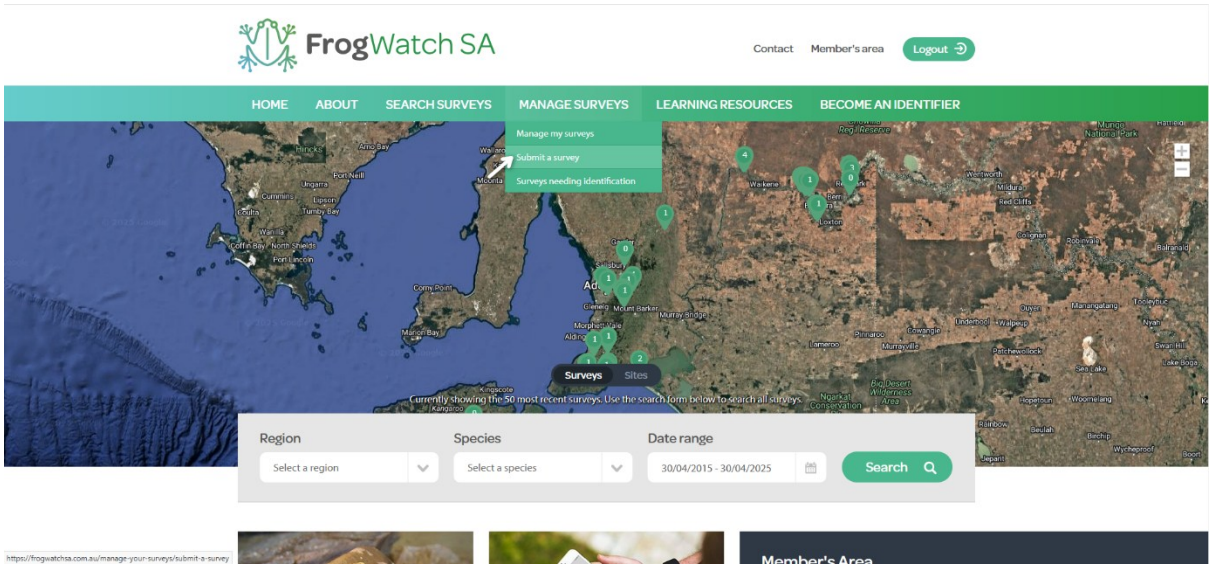
You can find an offline datasheet on the FrogWatch SA website to help you make notes. Look for the links to the **Survey tools** on the **Resources & fact sheets** page which can be found under **LEARNING RESOURCES** from the website menu or via the following link.

https://frogwatchsa.com.au/learning-resources/resources-and-fact-sheets

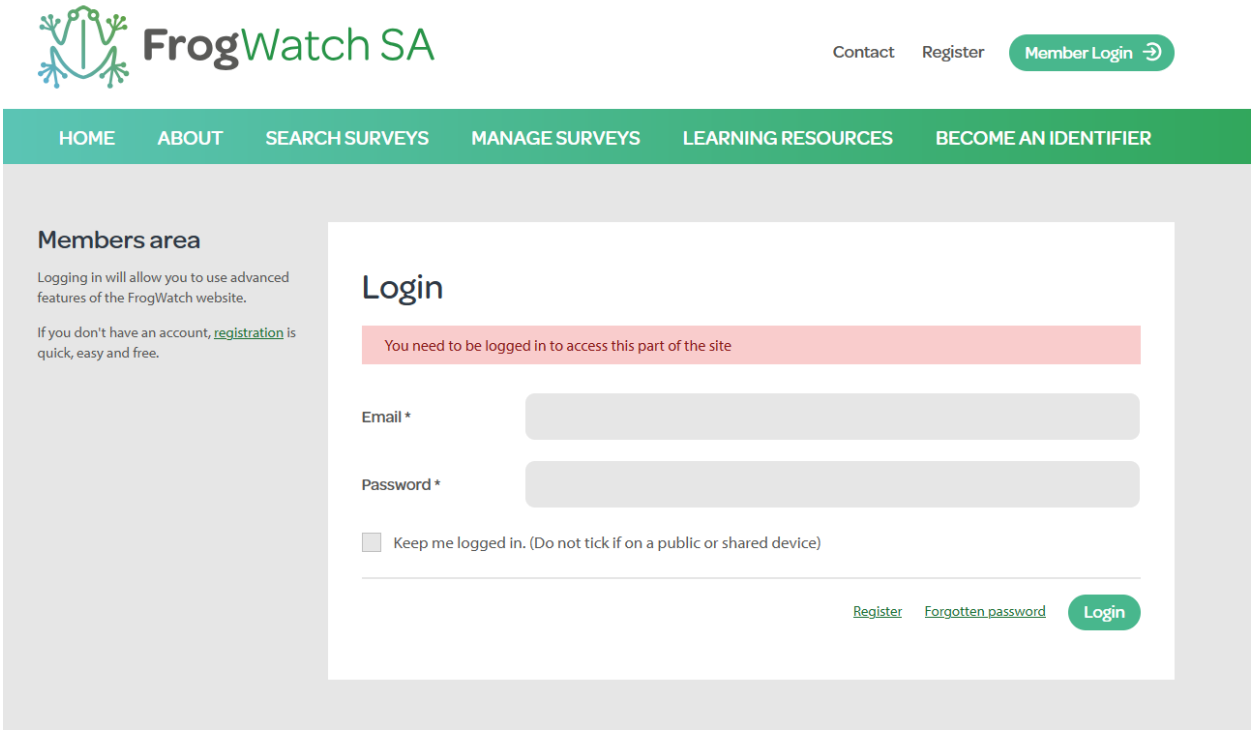
Survey tools

- Offline survey record sheet
- offline survey record sheet (word 97-2003 version)

Once you’re ready to submit your survey, simply click on **Submit a survey**, which can be found under **MANAGE SURVEYS** from the menu



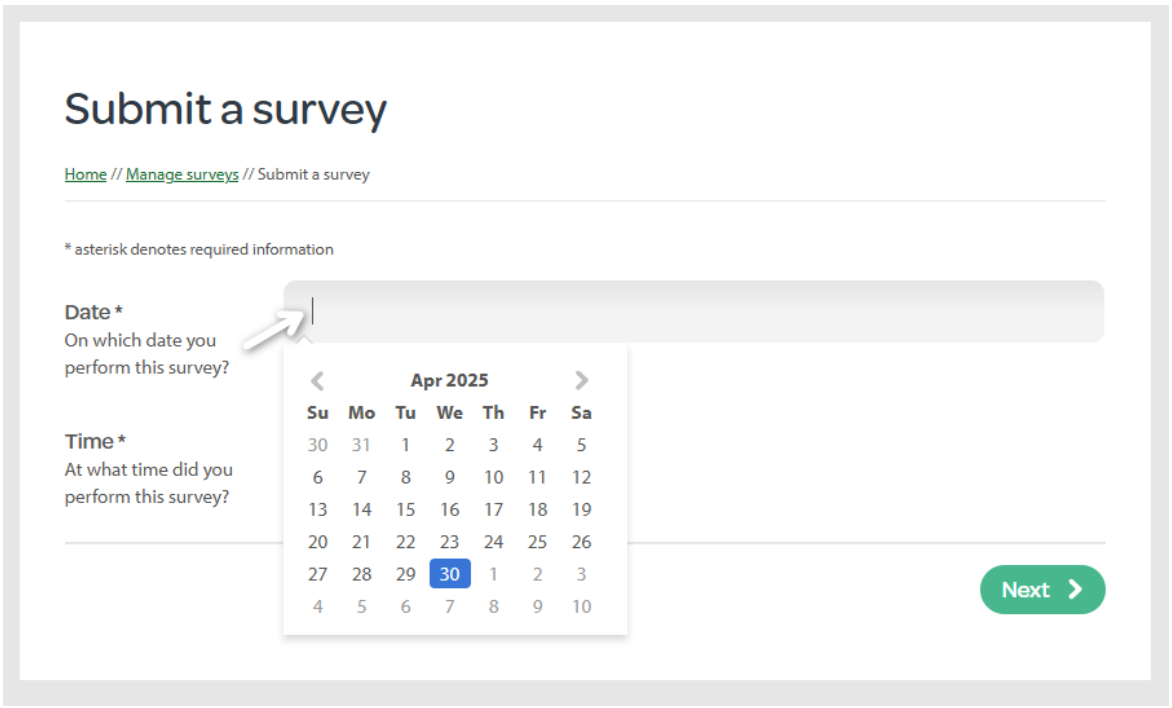
You will need to be registered and logged in. If you aren't, you'll see a message like this:



Just enter your email address and password, then click **Login**. If you aren't currently registered, click on **Register** to create an account. You'll be prompted to choose a username and password and an email will be sent to your specified email address to verify your details.

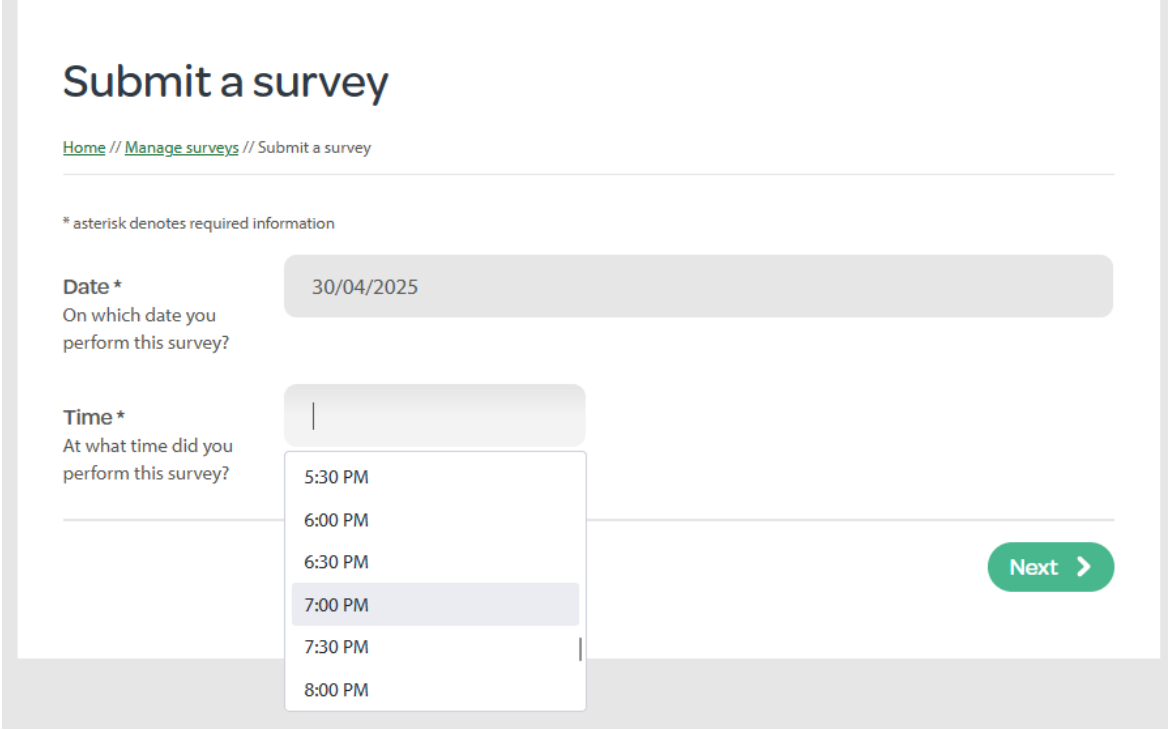
If you have any problems, just email us at info@frogwatchsa.com.au

When you're logged in, you'll be able enter the date of your survey using the interactive calendar.



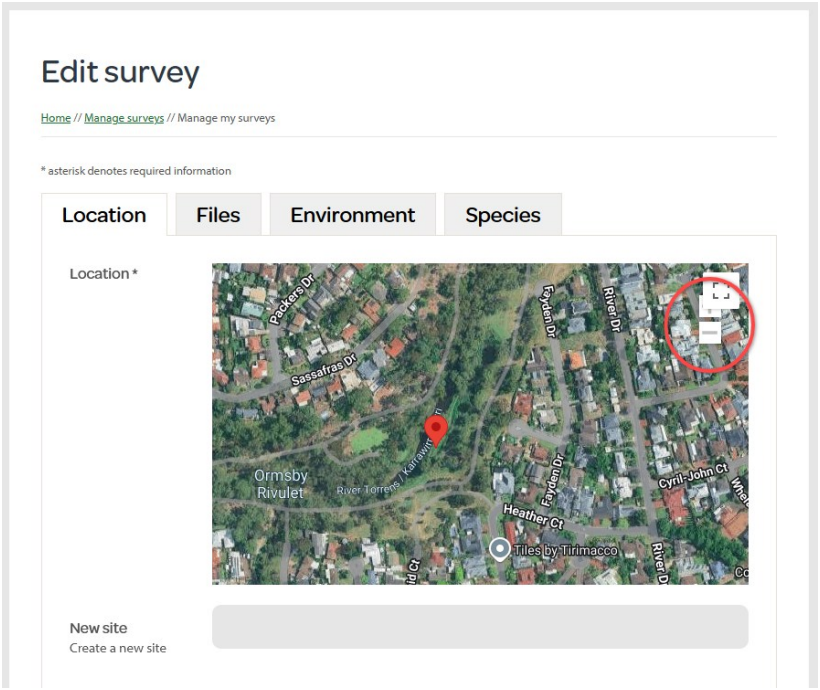
Then, using the dropdown box, enter the time you undertook the survey.

Note: You can only enter the time in 30 min blocks, so choose the time closest to the actual time you surveyed.



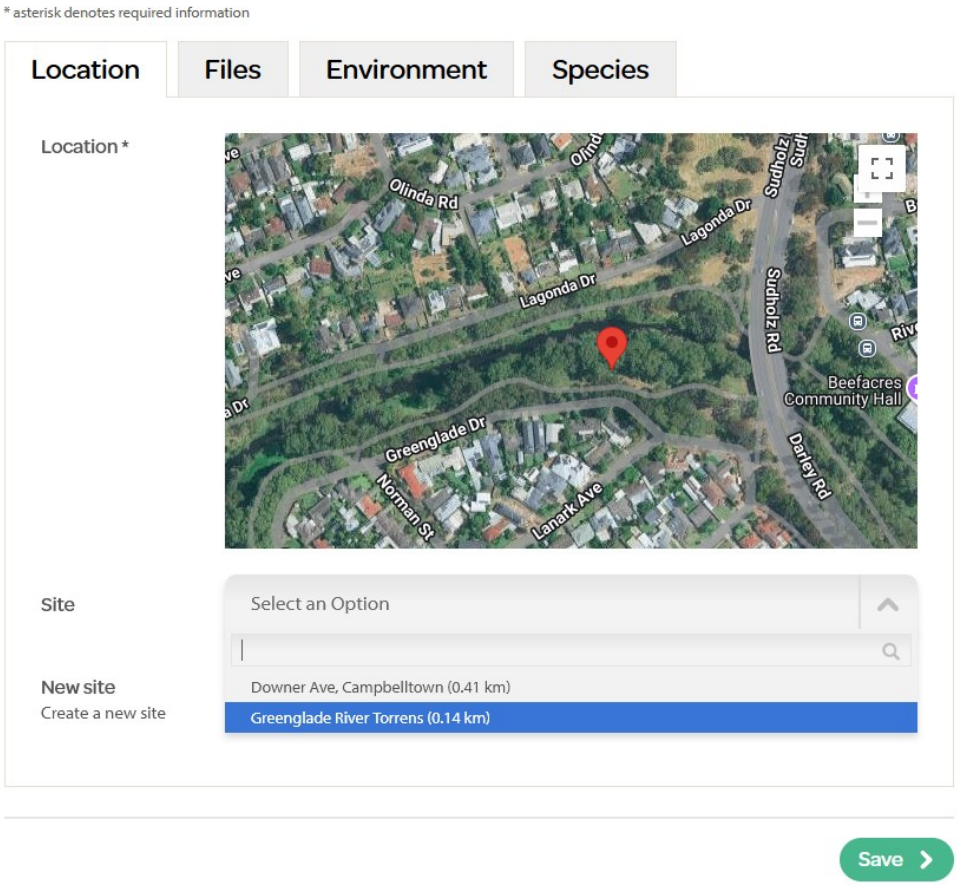
Then click on **Next** button.

Use the interactive map to drop the marker on the location where you undertook the survey.

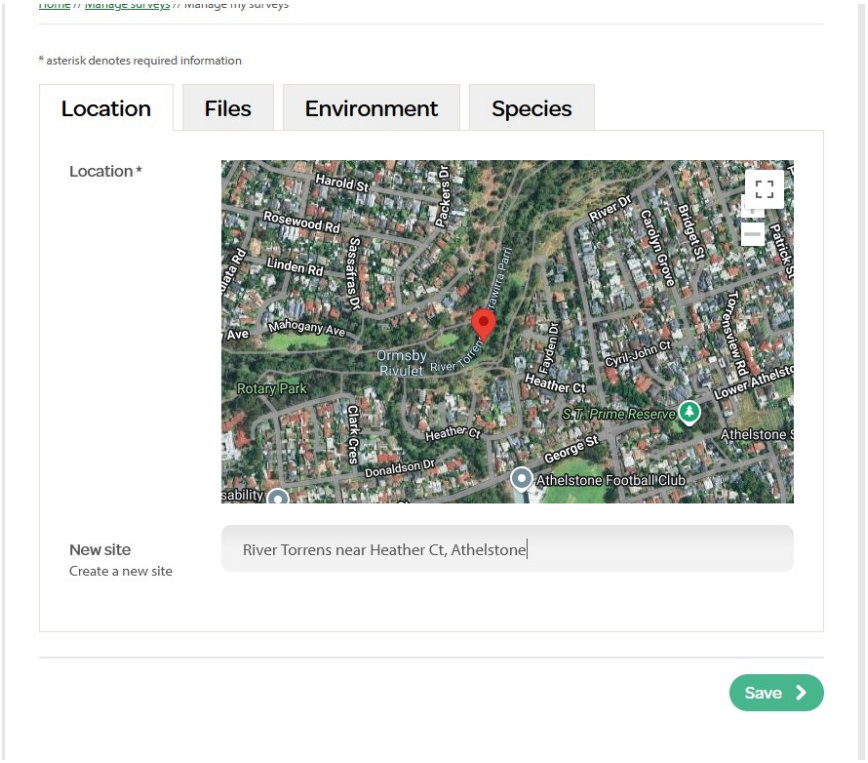


Note: You can use the + and – buttons highlighted in the red circle to zoom in and out, and click and drag to move the map around to find your location.

If your site is at or close to an existing site, you'll see a dropdown box that you can use to choose the site name from:

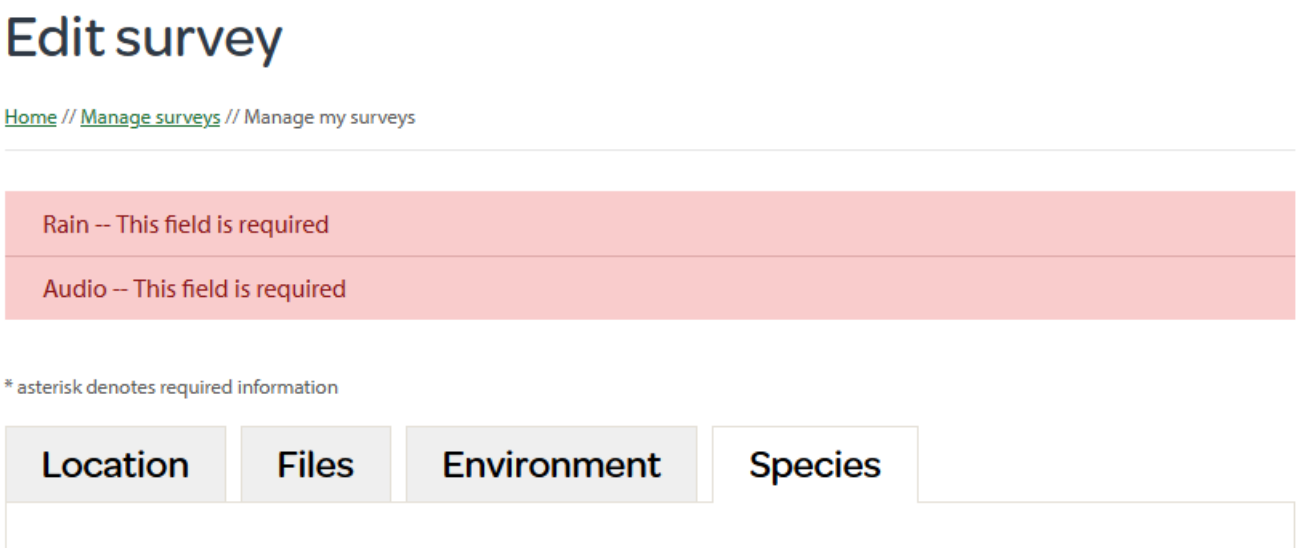


But if the site is not near an existing site, or if you want to name a new site, simply enter its name in the **New site** text box. Try to keep the site name short, but make it as descriptive as possible.



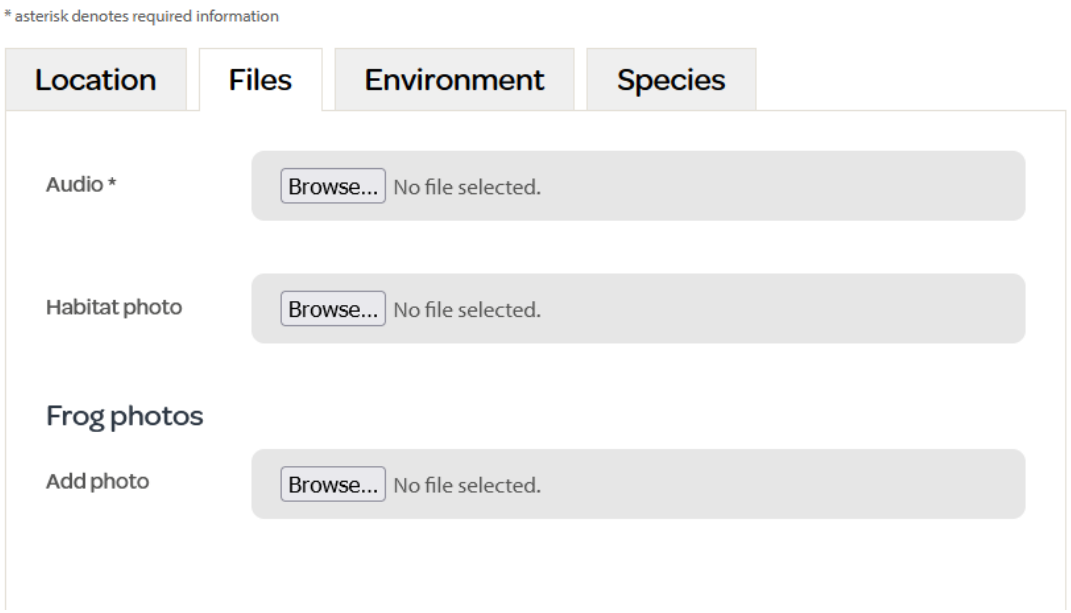
Once you are happy with the site details, click on the **Files** tab.

*Note: If you click on **Save** at this point, you'll probably get an error telling you that some of the survey details are incomplete. It is best to use the tabs to enter all of the survey information before selecting **Save**.*

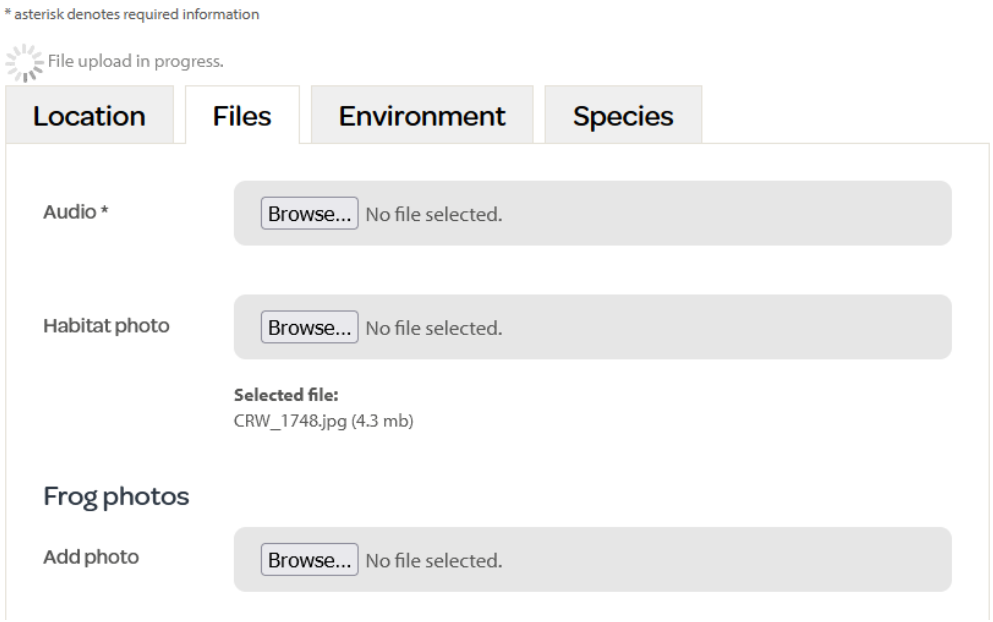


From the **Files** tab, you can upload the audio recording and any photos. Simply click on **Browse** then use the dialog box to find the files on your computer or phone and upload them to the survey.

Note: photos must be in JPG format but a range of common audio file types are accepted.

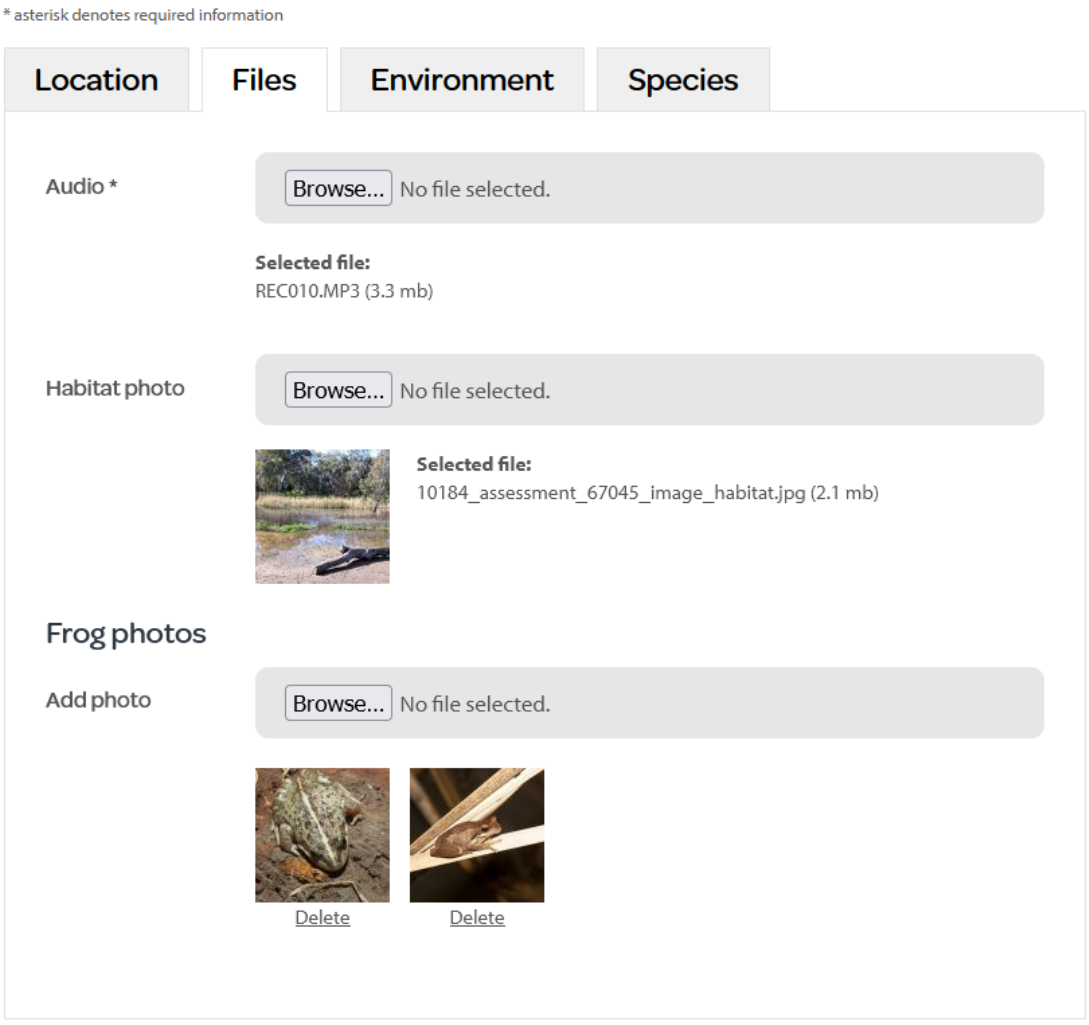


As the file is uploading, you'll see the spinning notification above the tabs.



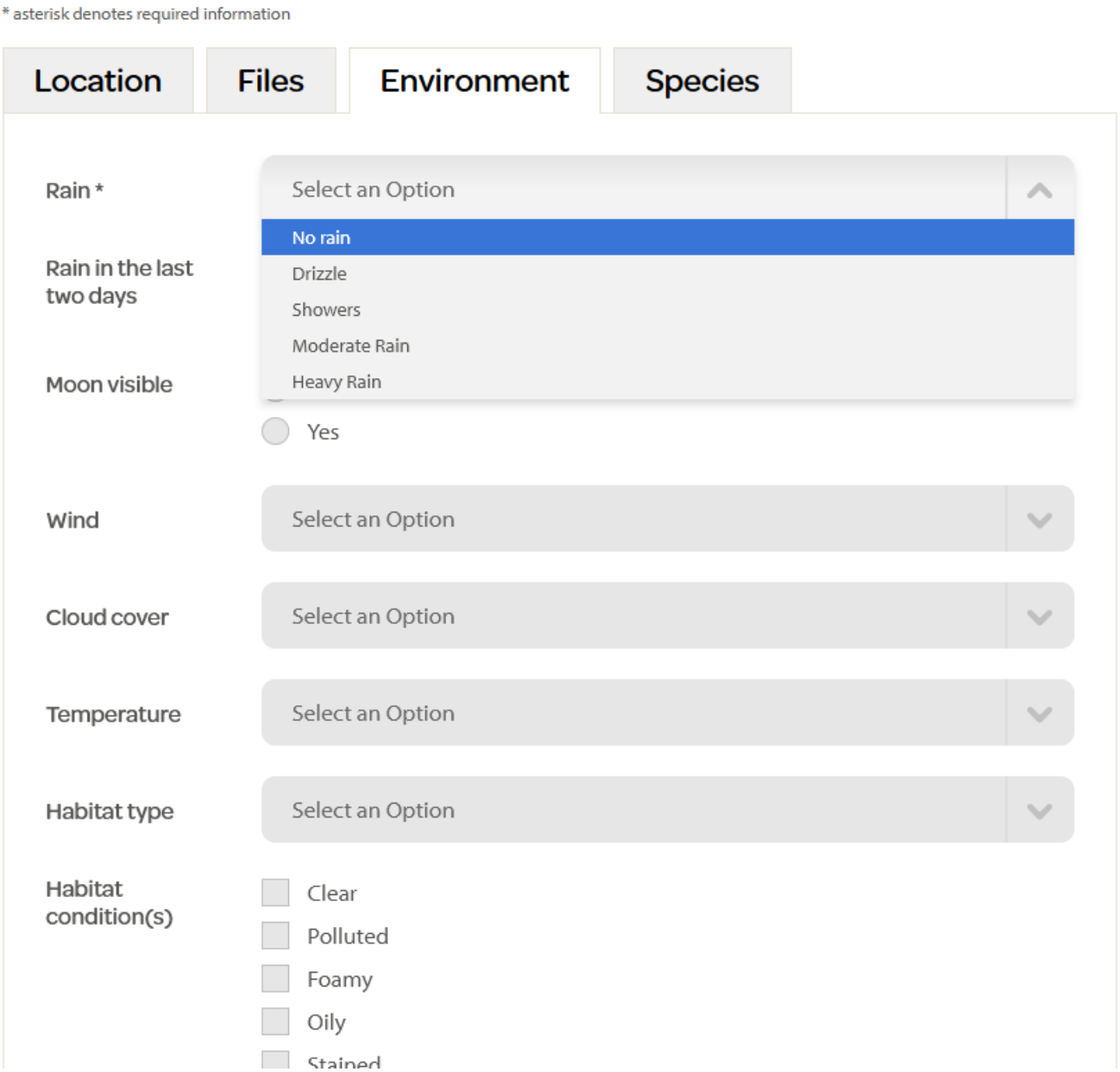
When your files are uploaded, their details will be shown below the **Browse** buttons, with thumbnails highlighting the photos.

Note: You can only upload one audio file and one habitat photo - uploading another will replace it - but you can upload multiple frog photos.



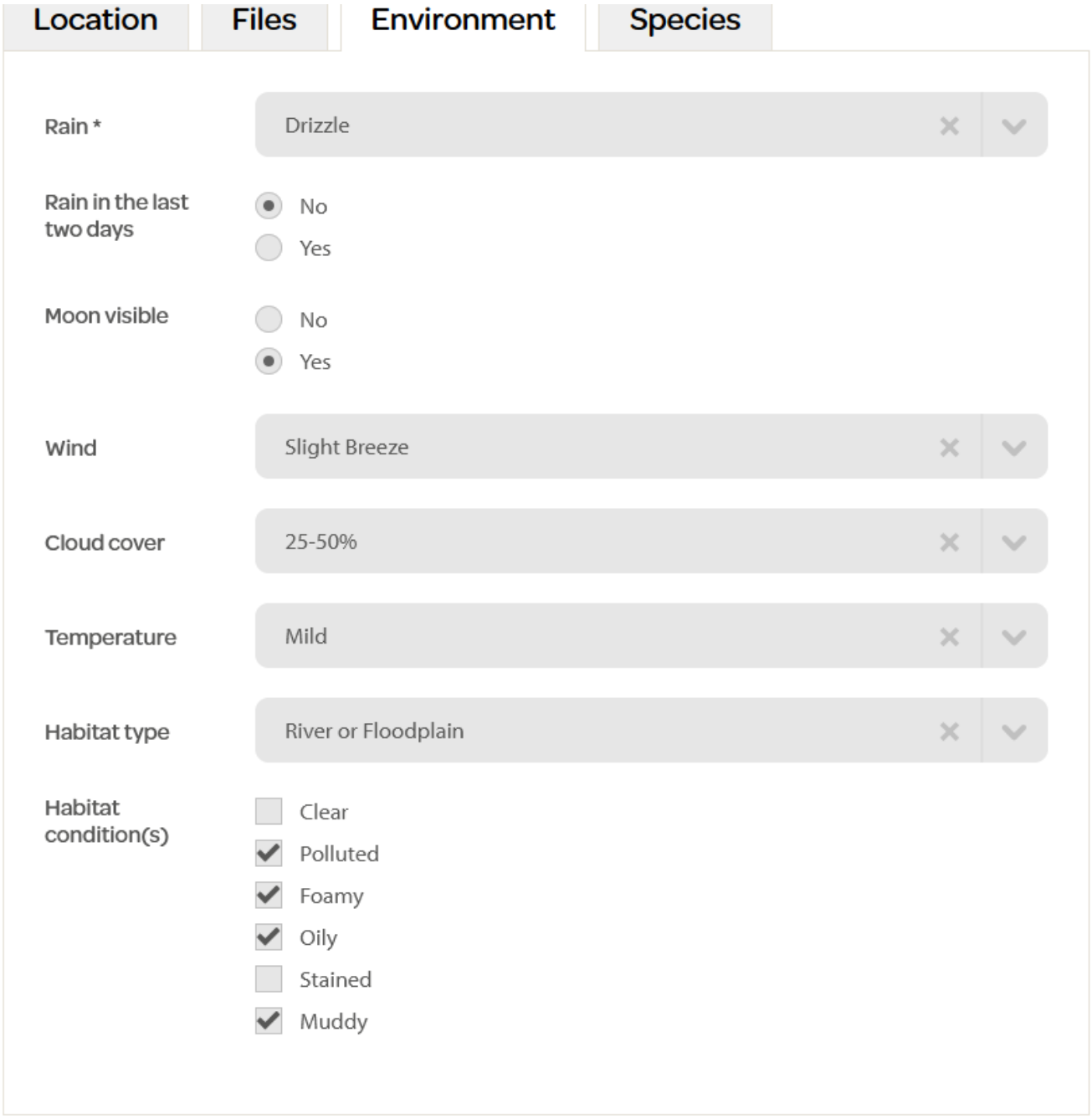
Once you have uploaded all the files you want to include, click on the **Environment** tab.

Use the dropdown menus and check boxes to enter all the weather and environment information for the survey.

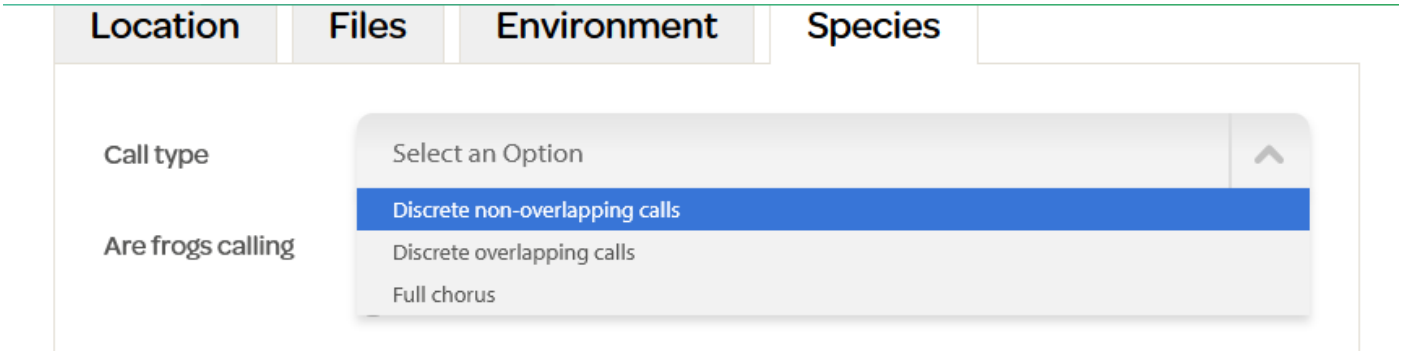


To avoid an error message, please make sure you enter information for all fields.

*Note: You can select multiple check boxes for the **Habitat condition(s)** field, so please choose all that apply.*



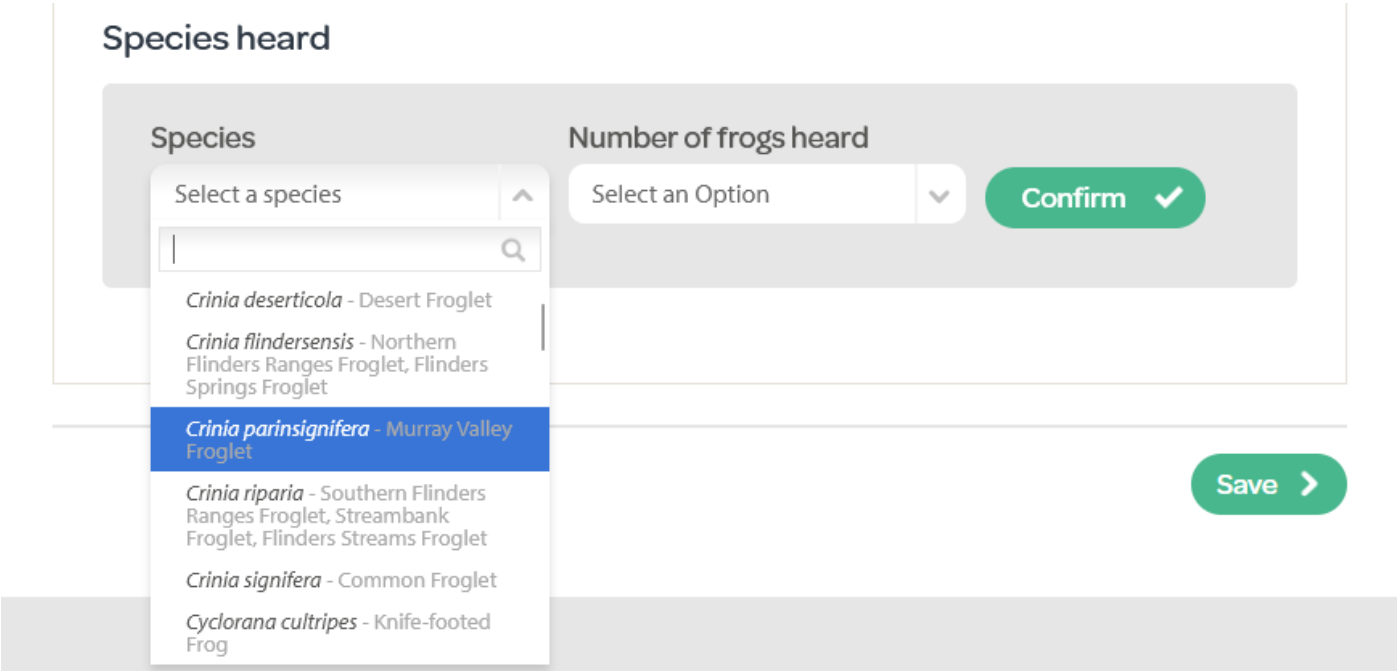
Then click on the **Species** tab to move onto the section where you'll enter information about the frogs you can hear calling.



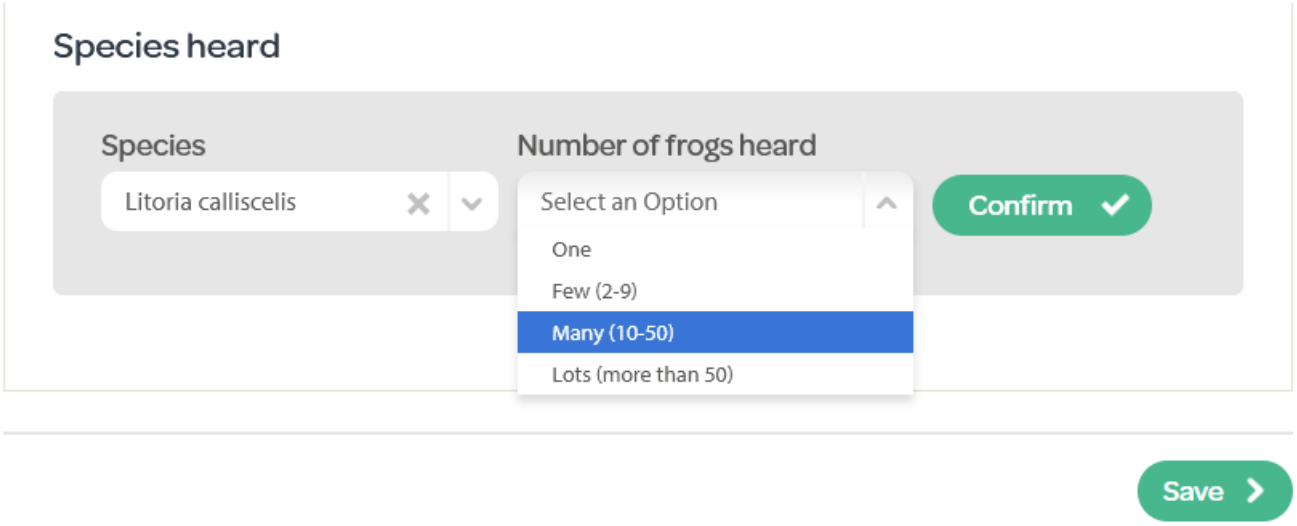
*Note: **Discrete non-overlapping calls** means that some frogs were calling but the individuals didn't call over the top of each other. **Discrete overlapping calls** means that some frogs called at the same time as each other, but you could pick out individuals. **Full chorus** means that multiple frogs were calling and the same time and it was tricky or impossible to discern one individual from another.*

If you are confident at frog identification (or want to test your skills) you can use the Species heard section to enter the details of any or all species that you hear. If you do not know the identification of the frogs you have recorded, you do not need to enter the **Species heard** section, but you will still need to select the **Call type** and **Are frogs calling** information.

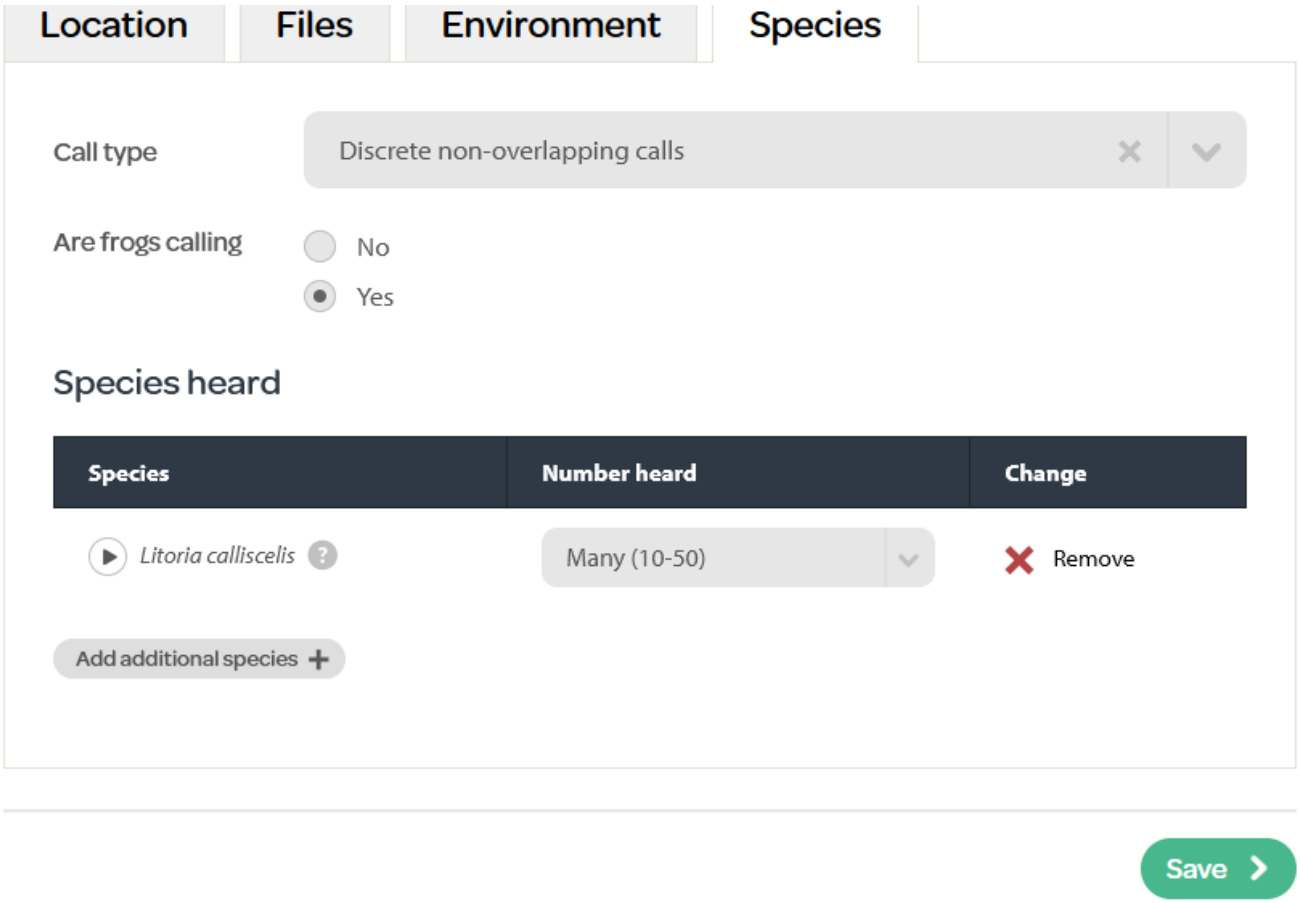
Use the **Select a species** dropdown to choose from the list of frog species



Then **Select an Option** to choose the category of roughly how many individuals of that species were calling.



Click on **Add additional species** to repeat the process for any other species you'd like to add.

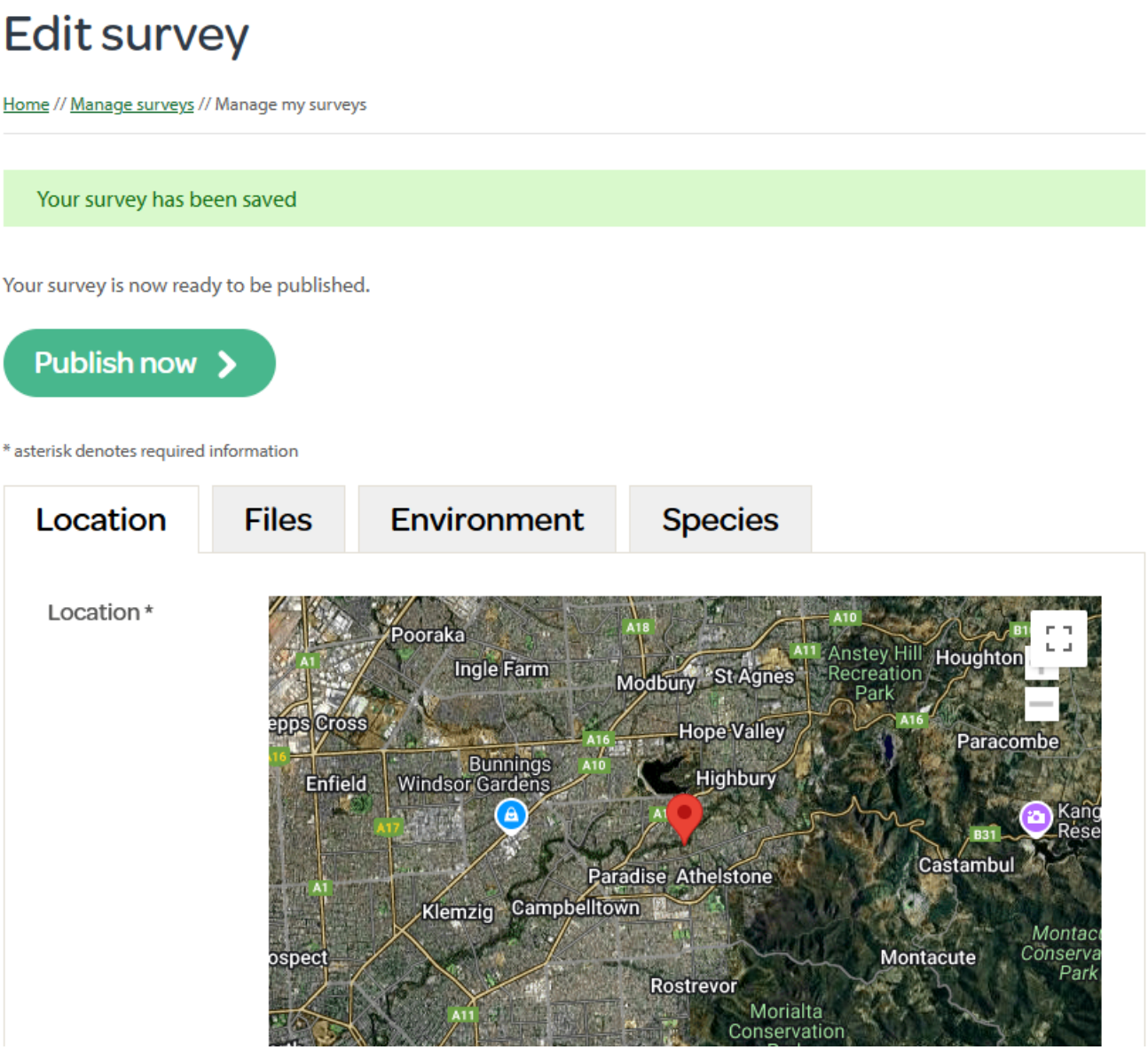


Note: Don't worry if you get the ID wrong, our experts will verify the recordings for you.

Once you have entered all of the files and information for your survey, click on the **Save** button.

Assuming you haven't forgotten anything, you'll get the message stating that your survey has been saved.

If you're happy with everything, click on the **Publish now** button to make the survey live on our website.



The system will then send you an email thanking your for submitting the survey.

Hi Steve.

Thank you for participating in FrogWatch SA. Your survey on 30/4/2025 at River Torrens near Heather Ct, Athelstone has been successfully submitted.

View/manage this survey.

FrogWatch SA
www.frogwatchsa.com.au

If you would like more information contact us at info@frogwatchsa.com.au

You'll get another email advising you when your survey has been verified by our experts. This email will also tell you which species (if any) have been detected in your survey.

Thank you so much for contributing to the knowledge of frogs in South Australia.

It is very much appreciated.