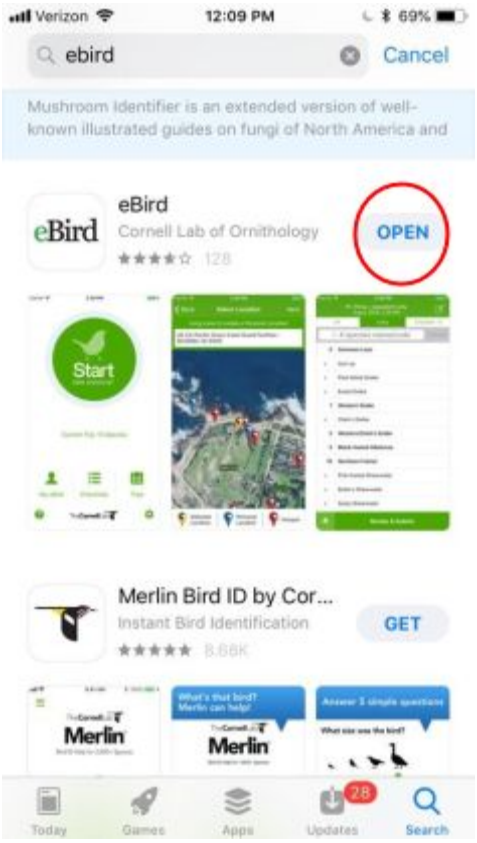
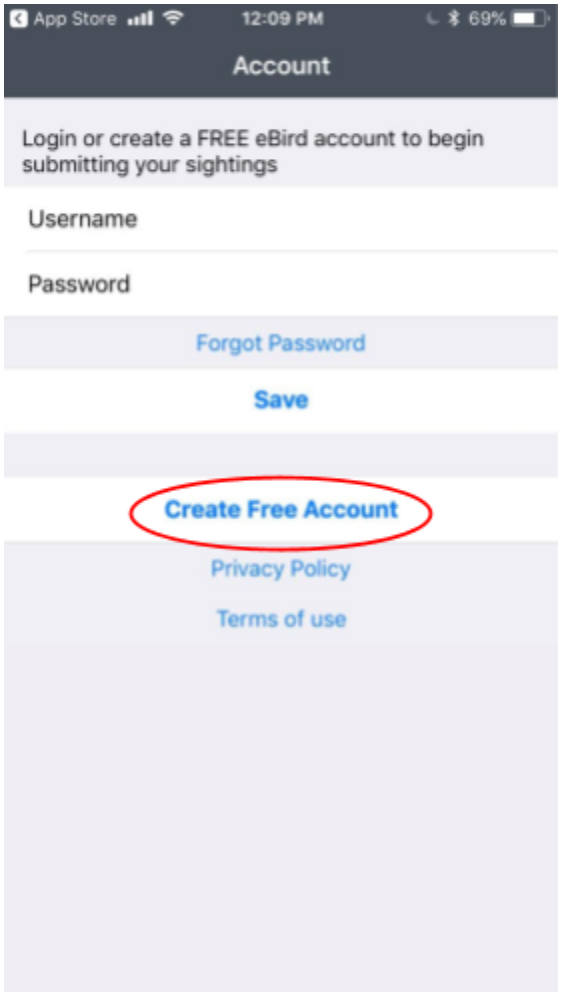
How to Download eBird and Create a Checklist

The following article shows a new user how to download and use eBird. Steps 1-8 explain how to download eBird. Steps 8-13 show a new user how to create a checklist on eBird.

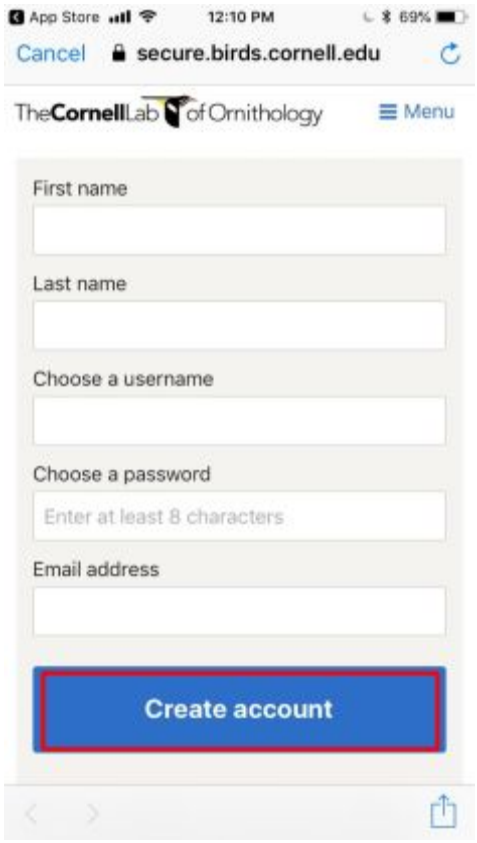
1) Navigate to the app store on your smartphone.
2) Enter “eBird” into the search bar. Download and then “Open” the app as shown by the red circle.



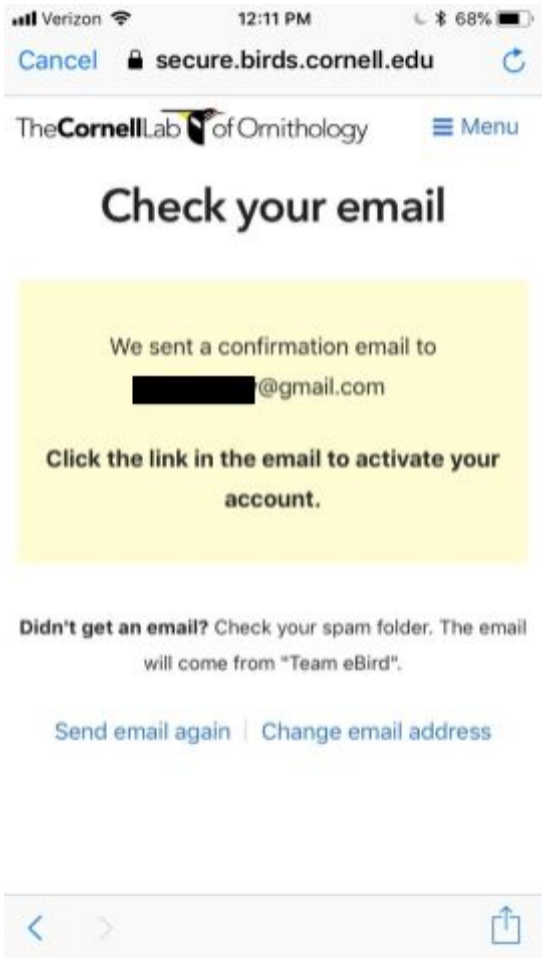
3) Once eBird is open, you will need to create an account. On the login screen, select “Create Free Account” as shown by the red circle.



4) Next enter your first name, last name, a username of your choice, a password of your choice, and an email address. Select “Create Account” (circled in red).

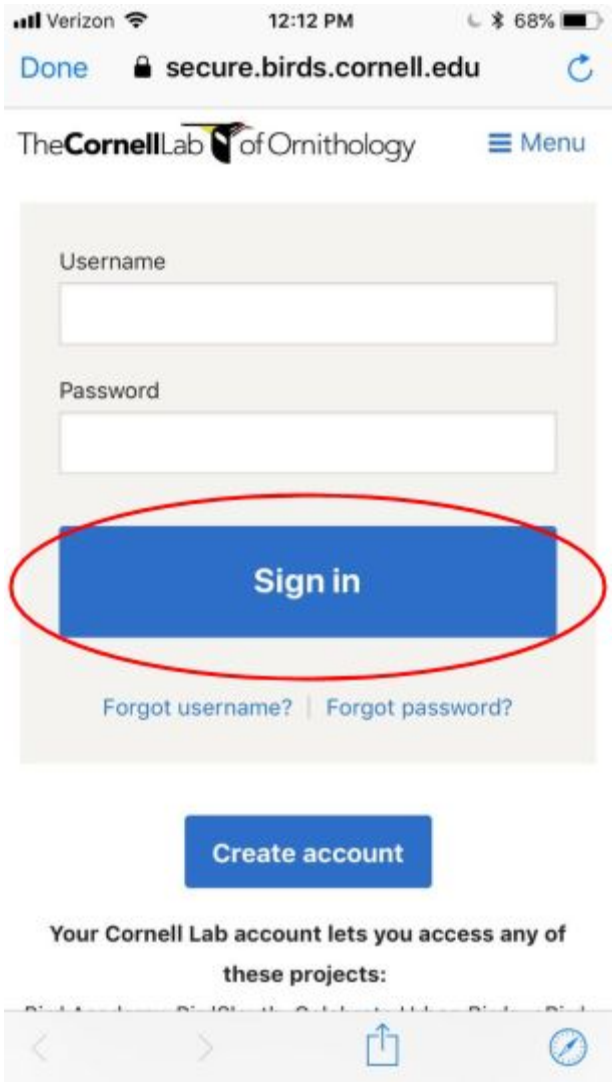


5) Next you will see the screen below stating that a confirmation email has been sent to your email. Navigate to your email from here.

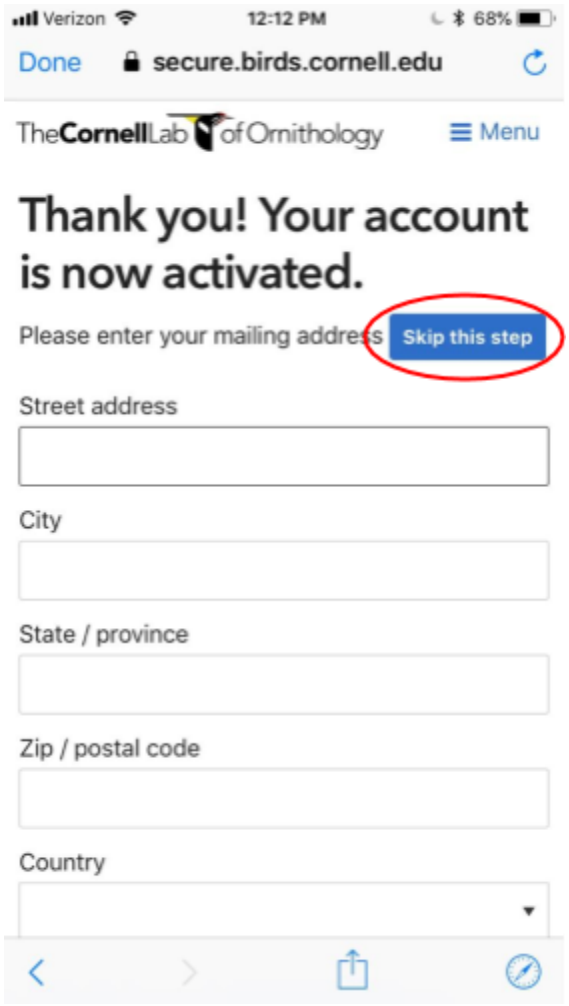


6) The email you received will look like the email below. From this email you can activate your account (show by the red circle).

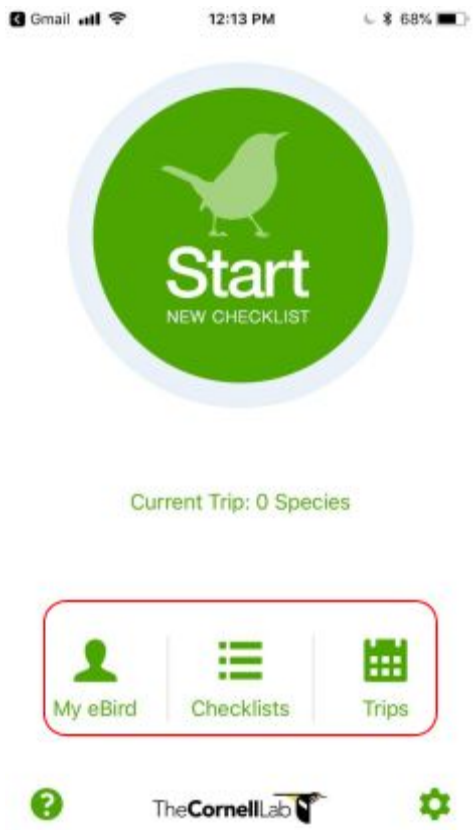
7) After selecting to activate your account, you will be transferred to the screen below. Enter the username and password you just created and select “Sign In” in order to access your account.



You can choose to add or address into your account or you can skip the step.

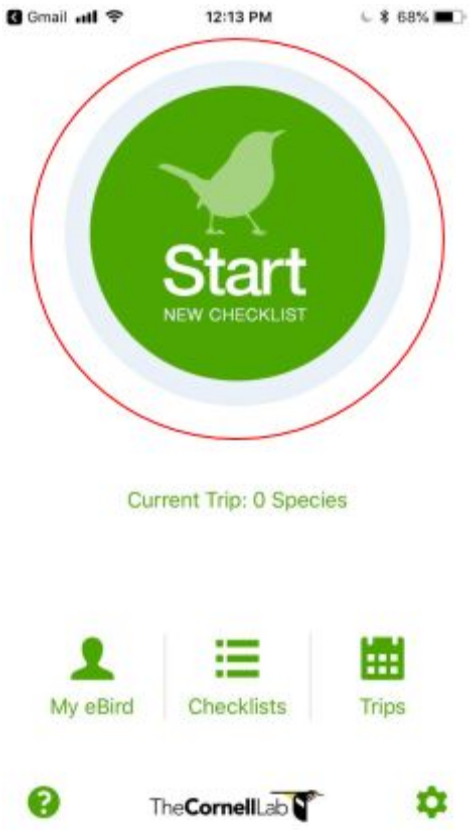


8) After filling in or skipping the personal information section, you will see the following screen:

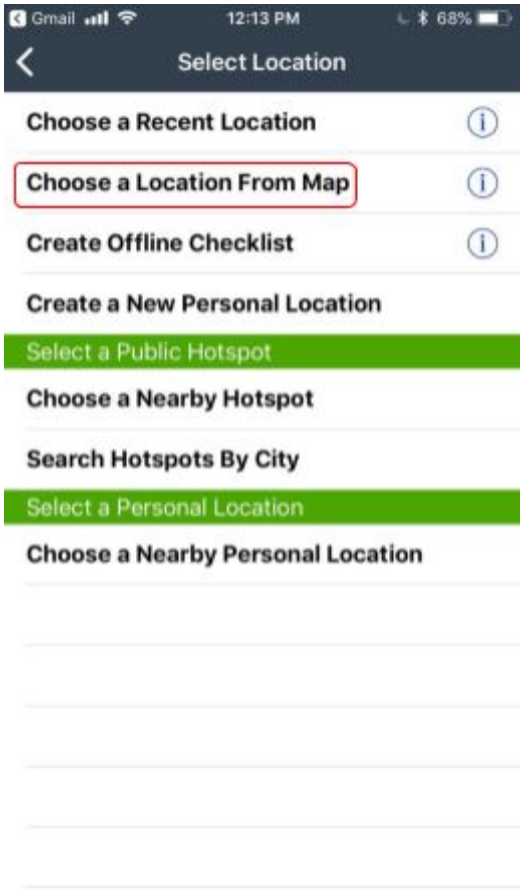


This home screen will appear everytime you open the app. The three options at the bottom of your screen (circled in red) help keep the user organized. By selecting “My eBird” you can access your personal information. By selecting “Checklists” you can access an archive of your own checklists once you have created them. By selecting “Trips” you can access your trip summaries, which include the day, location, number of checklists, and number of taxa reported.

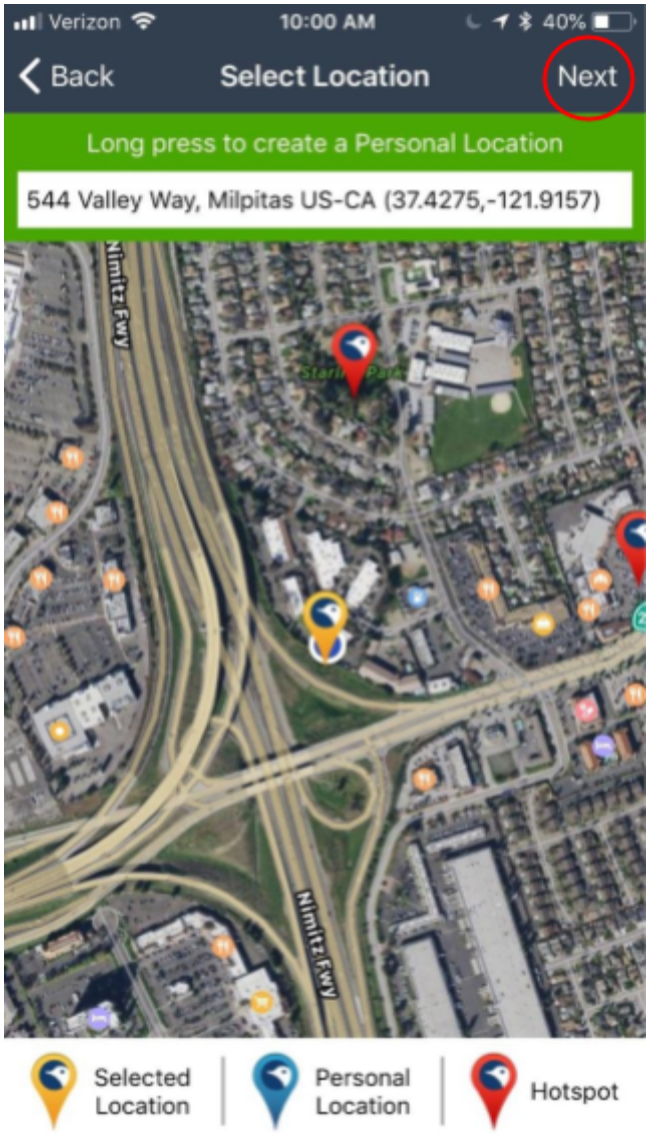
9) A checklist is a way to track the birds you observe at each location. Basically, it is a digital species list that can be shared with the wider birding community. By selecting the “Start New Checklist” button in the middle of your screen (circled in red), you can begin to create a new checklist.



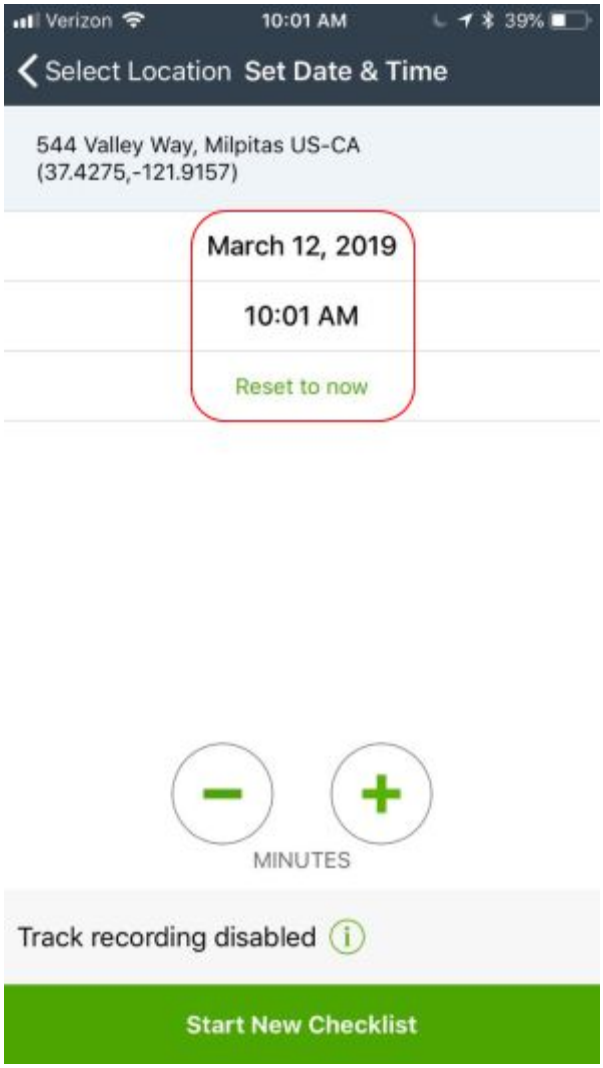
10) First, you will need to add your location for the checklist. Choosing your location from a map tends to be easiest, however, you do have to allow the app to know your location. Once you have previous locations, you can choose a recent location from your list of other checklists. If you do not know where you are birding yet, you can “Select a Public Hotspot” by choosing a nearby location or searching by city. For the purposes of this example, we will select a location by choosing a location from the map (circled in red).



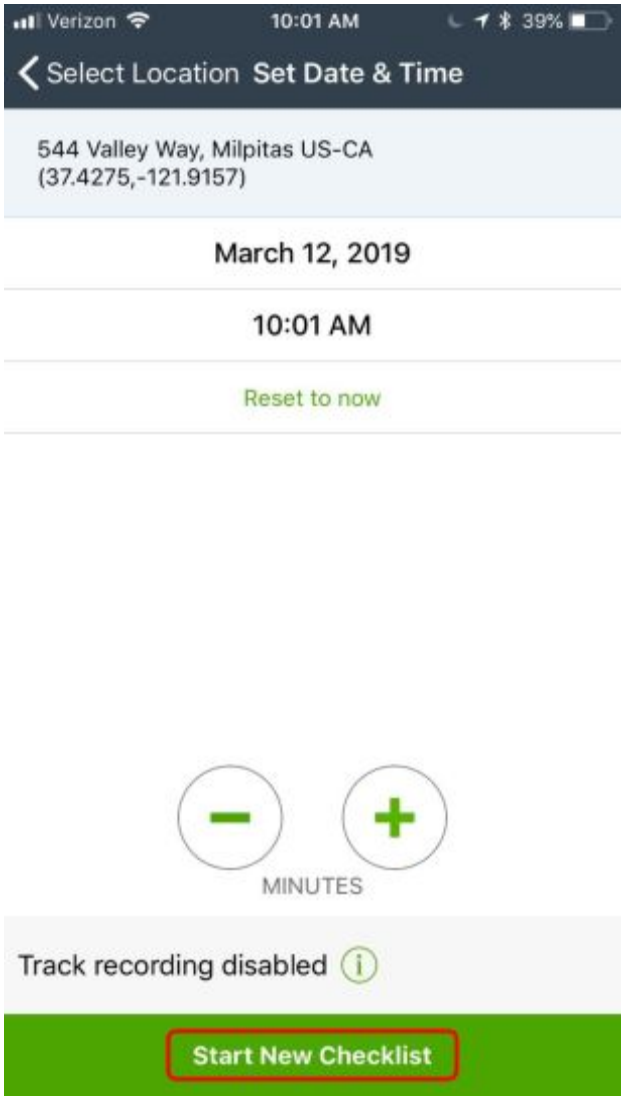
11) The app may take a few moments to find your location. Once it has, you can confirm your location. And select “Next” (circled in red).



12) The next screen allows your to set the time and date of your survey. When you open this screen it will record the current date and time. However, if you are inputting an old birding trip, you can adjust these to suit your trip.

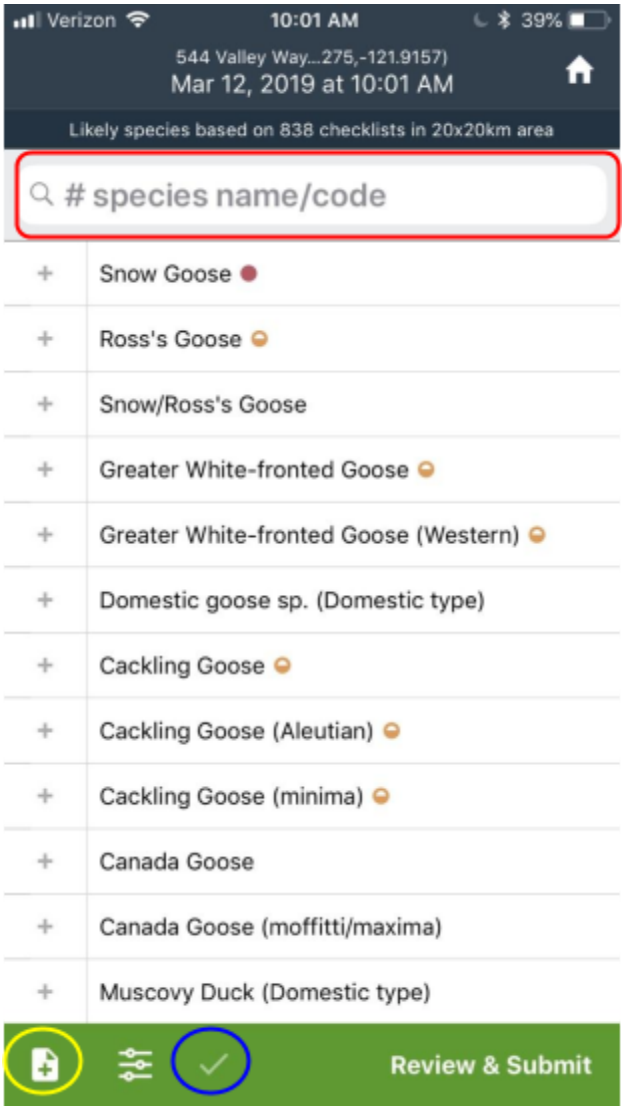


13) Next select “Start New Checklist” to start adding the species that you see.



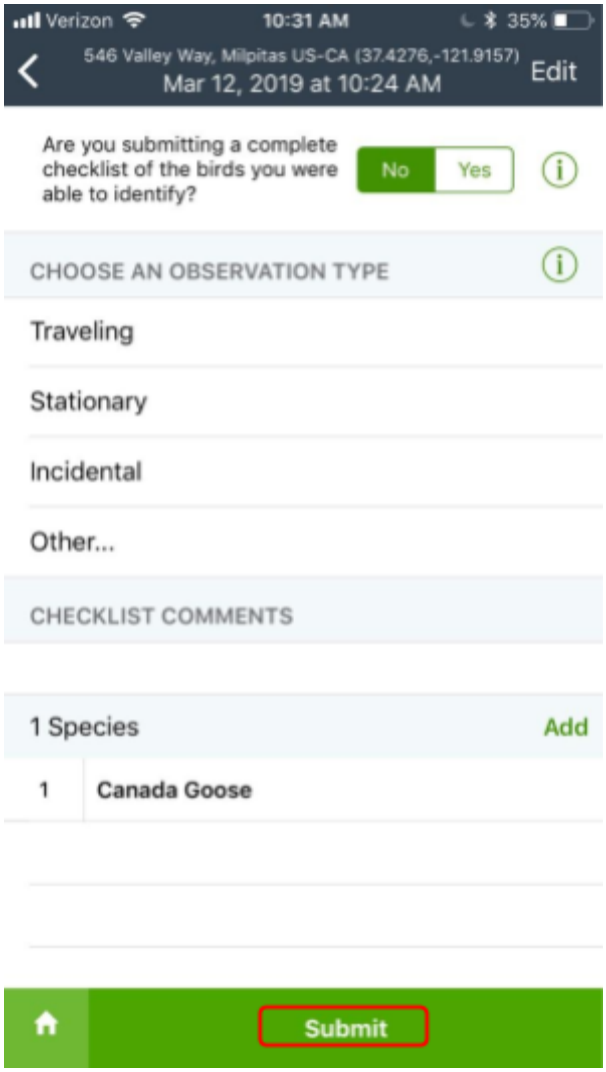
You can search by species name or code by typing into the search bar circled in red. Choose a species and add the number you have seen and any comments that you have. Select “Done”.

This entry will be one of several in your checklist, which you can access by selecting the check mark at the bottom on your screen (circled in blue). If you have any comments about the overall birding trip, select the icon circled in yellow to add your notes.



14) Once you have recorded all your observations, select “Review and Submit” (circled in red) to upload your observations to the eBird database. You can choose to upload a complete or incomplete list and also how the observations were made before submitting.

Verizon
10:31 AM
35%
546 Valley Way...4276,-121.9157)
Mar 12, 2019 at 10:24 AM
Likely species based on 838 checklists in 20x20km area
species name/code
1
Canada Goose
1
Review & Submit


Verizon
10:31 AM
35%
546 Valley Way, Milpitas US-CA (37.4276,-121.9157)
Mar 12, 2019 at 10:24 AM
Edit
Are you submitting a complete checklist of the birds you were able to identify?
No
Yes
CHOOSE AN OBSERVATION TYPE
Traveling
Stationary
Incidental
Other...
CHECKLIST COMMENTS
1 Species
Add
1
Canada Goose
Submit