

**WildCAM Retrieval / Check Data Collection Sheet**

<b>Project name:</b>	<b>Principal investigator &amp; contact:</b>  <b>Field Crew:</b>
<b>Project station ID:</b>  <b>Area deployed:</b>	<b>Visit date (DD-MMM-YYYY):</b>  <b>Visit time (24-HR):</b>
<b>Camera ID:</b>	<b>SD card ID:</b>
<b>Was the camera active upon arrival?</b> <input type="checkbox"/> Y <input type="checkbox"/> N  Camera damaged? <input type="checkbox"/> Y <input type="checkbox"/> N If Y, provide details:	<b># of images on SD Card:</b>
<b>Purpose of visit:</b> <input type="checkbox"/> Retrieve camera <input type="checkbox"/> Check camera  <b>Camera removed:</b> <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Camera replaced? New Camera ID:  <input type="checkbox"/> Batteries replaced?  <input type="checkbox"/> SD Card replaced? New SD Card ID:	<b>If replacing camera...</b> New camera make:  <input type="checkbox"/> Reconyx <input type="checkbox"/> Bushnell <input type="checkbox"/> Moultrie <input type="checkbox"/> Cuddeback <input type="checkbox"/> Spypoint <input type="checkbox"/> Browning <input type="checkbox"/> Other. Provide name:  New camera model:
<b>Additional Comments:</b>	

## How to complete the data collection sheet

<p><b>Project Name:</b> Provide a unique name for your project. E.g Squamish mammal survey 2020</p> <p><b>Principal investigator and contact:</b> provide the name and email of the project lead.</p> <p><b>Field Crew:</b> Give the name of the person(s) who actually checked the camera.</p>
<p><b>Project station ID:</b> a unique ID for a particular camera station. eg. Backyard cam #1. This will be the same ID used as when deployed.</p> <p><b>Area Deployed:</b> roughly, where did you place your camera? eg Squamish, Golden Ears Park, etc</p> <p><b>Camera ID:</b> a unique ID for your camera to distinguish it from other cameras you have from the same make. This will be the same ID used as when deployed.</p> <p><b>SD Card ID:</b> If you have multiple cameras deployed, labeling SD cards with a unique ID of your choosing will help you keep track of which photos come from each camera trap. This will be the same SD ID as when deployed.</p>
<p><b>Visit date &amp; time:</b> When did you visit the camera site?</p> <p><b>*NOTE: PLEASE ADHERE TO THE FORMAT OF DD-MMM-YYYY (e.g. 07-APR-2020) IN ORDER TO AVOID CONFUSION AND PLEASE USE 24 HR TIME*</b></p>
<p><b># of images on SD card:</b> Note how many images were captured since your last visit to the camera station. If you are checking/changing multiple SD cards, this helps keep track of which SD Cards correspond to different cameras. Note: This is the # of images on the SD card you are retrieving or replacing (not on the new card going in, which should contain no images).</p>
<p><b>Purpose of visit:</b> Indicate whether you are visiting the camera station to retrieve the camera (Retrieve) or to change batteries/SD card, or replace the camera (Check Camera). If replacing the SD card, provide the ID of new Card.</p> <p><b>If replacing camera:</b> Provide the make and model of the new camera (eg. Reconyx HF2X).</p>
<p><b>Was the camera active upon arrival?</b> Note whether the camera was functional upon arrival. If damaged, provide details about what part of the camera is damaged.</p>
<p><b>Additional notes:</b> Note any issues and troubleshooting.</p>