



Data Submission Check list

Location: Date:

| | |
|-----------------------|--|
| Your name (optional): | |
| Site: | |
| Your role: | |
| Email address: | |

At the completion of each monitoring event, as part of Seagrass-Watch data submission and QAQC, the following must be submitted to Seagrass-Watch HQ:

<https://www.seagrasswatch.org/seagrass-monitoring/>

<https://www.seagrasswatch.org/faq/#Q4Data>

<https://www.seagrasswatch.org/data/#entry>

- ✓ Original datasheets
 - we recommend you make a copy for yourself before posting
- ✓ CD containing (can also be submitted via yousendit/Dropbox etc):
 - completed MS excel spread sheet
 - Available for download at <https://www.seagrasswatch.org/manuals/>
 - quadrat photos (highest quality possible for camera. Do not resize).
 - Please note, we require quadrat photos to be taken at every quadrat (0m-50m) along each transect.
 - site & people photos, if taken (highest quality possible for camera.)
- ✓ voucher press specimens if collected for identification
 - For more information on herbarium press and voucher specimens <https://www.seagrasswatch.org/herbarium/>

Data can be posted to :

Seagrass-Watch HQ
PO Box 4
CLIFTON BEACH
Cairns QLD 4879
AUSTRALIA



Once all the information, Original field datasheets, original quadrat/misc/excel spreadsheet have been received, your data will be placed in a queue to be entered into the main database. As part of Seagrass-Watch Quality Assurance Quality Control (QAQC), Seagrass-Watch HQ also performs a quality check on all long-term monitoring data submitted. If we have any questions regarding your submitted data, we may contact you for assistance or clarification as it is important that the information derived from Seagrass-Watch be of the highest quality.

Once all the data has been entered into the main database and has passed QAQC, the data (original datasheets/quadrat photos/misc photos etc) are then filed/archived securely at Seagrass-Watch HQ, Cairns, for future and historical reference. This ensures that the original data collected is not lost, and can be accessed in the future, should questions/requests arise for particular sites, both in Australia and globally.

[For information please visit](#)

<https://www.seagrasswatch.org/faq/>

<https://www.seagrasswatch.org/monitoring/>



Thank you