



# MEMO TO ALL BANDERS

MTAB 102

USGS Eastern Ecological Science Center Bird Banding Lab

November 2022

## The Chief's Chirp

Over this last year, the BBL team has been working diligently to ensure the lab remains the premier resource for long-term banding and marking data. We have been increasing our efforts to more effectively communicate, coordinate, and collaborate with our partners, local communities, and even congressional offices. These interactions allowed us to highlight the critical work of the BBL and our community of banders.

On a national level, we are striving to be more actively engaged with the Bird Banding Associations, the North American Banding Council and the Flyways. At the international level, we continue opening direct lines of communication with other banding schemes through our Banders Without Borders initiative. Additionally, we have been improving our digital infrastructure to support data management and our banding community; we recently launched the long-awaited data submission feature on the Bander Portal, among many other new features. Lastly, through a bibliometric analysis, we are learning about the primary areas of research related to the BBL data archive, identifying areas of emerging research related to bird banding, and about the main partners/users of our data. This information is critical for making informed strategic decisions for the BBL program and to develop a new business model that will achieve financial sustainability and growth, while adapting to science and partner needs.

We are moving fast and forward, making positive advancements at the lab and improving our program for both our internal and external constituents alike. We look forward to continuing to work with all of you!

Sincerely,  
 Antonio Celis-Murillo, PhD (he/him/his)  
 Bird Banding Laboratory Manager

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## Alerts

### Highly Pathogenic Avian Influenza

There are no recent updates to the HPAI guidelines. Please continue to follow guidelines, issued by the U.S. Department of Interior on migratory bird banding operations and considerations during a confirmed highly pathogenic avian influenza outbreak. These guidelines are posted [here](#).



Lesser Scaup. Photo courtesy of Jeffery Sullivan.

## Staff Updates

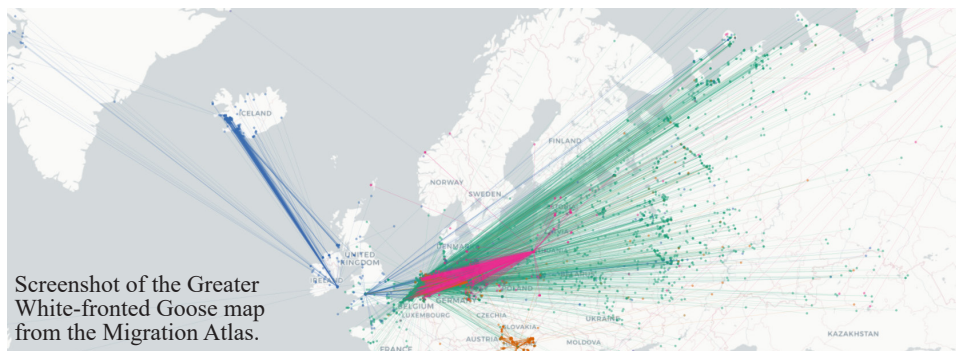
### BBL Staff Attended IOU Meeting

The BBL attended the International Ornithologists' Union Bird Marking Committee Meeting (virtually on September 3), chaired by Judit Szabo and co-chaired by Gudrun Hilgerloh. There were 33 participants representing 23 Banding Schemes. During the meeting, attendees reviewed the draft of a Programs Standards Manual for Bird Marking, which will be available in the New Year.

### Banders Without Borders Members Invited to EURING General Assembly

The [Banders Without Borders Initiative](#) staff at the BBL, attended the EURING general assembly on October 4-6 this year. This meeting was hosted by the French Ringing Scheme, Centre de Recherches sur la Biologie des Populations d'Oiseaux. At the general assembly, our staff learned about EURING's new interactive feature the [Eurasian African Bird Migration Atlas](#). The Migration Atlas consists in time and space of 300 bird species using data collected for more than a century. These data are mapped and analyzed drawing on data gathered by European Ringing Schemes and collected by the EURING databank.

To keep abreast of Euring's General Assemblies find more information [here](#).



Screenshot of the Greater White-fronted Goose map from the Migration Atlas.

# Staff Updates continued...

## BBL Staff Continues to Expand Their Knowledge

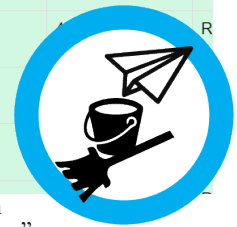
In early September, Andrea Patterson, Director of Braddock Bay Bird Observatory presented on the Wolfe-Ryder-Pyle (WRP) age-coding system for 14 staff members of the BBL and the BBO. Her presentation focused heavily on WRP and how it compares to the traditional calendar based aging system and how to use it to age birds. She also touched on the different molts and plumages passerines typically undergo, along with molt limits, using example photos. Her slides of spread-wings allowed participants to practice coding each feather tract with the appropriate plumage. It was a fantastic program and we thank Andrea very much for assisting our staff in getting up to speed with WRP age coding!

## News

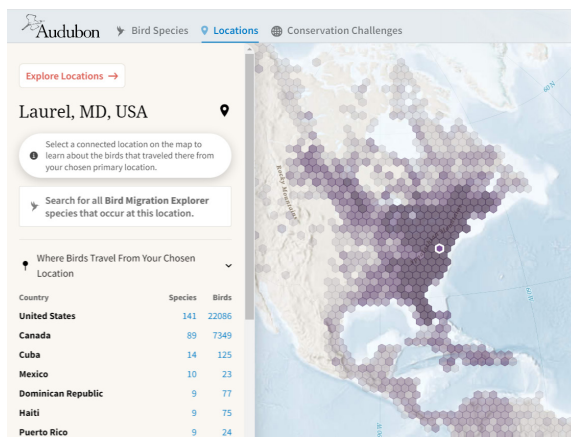
### You Can Now Submit Data Using the Bander Portal!

On September 30th, the BBL announced the release of the long awaited data submission feature on the Bander Portal. Banders can now submit their banding and recapture data to the BBL utilizing the web-based Bander Portal. See the “Data Management” and “Frequently Asked Questions” sections of the MTAB to explore how to utilize the portal for data submission, along with the many other resources the portal provides to banders.

Age	Sex	Bird Status	Bander Location ID	BBL Location ID	R
AHY	U	300	WISP	400573	R
SY	F	300	NWR	400609	P
SY	U	300	WISP	400573	R
AHY	U	300	WISP	400573	R
ASY	F	300	WISP		R
ASY	M	300	WISP		R
AHY	U	300	WISP		R



Screenshot of the Data Submission processes, the “Cleaning/Submission” page.



Screenshot of the Bird Migration Explorer tool.

### The Release of the Bird Migration Explorer Tool

The National Audubon Society recently released the [Bird Migration Explorer](#) which allows visitors to explore the annual cycles of 458 species of migratory birds that breed in North America and migrate to the South & Central Americas. The BBL was one of Audubon’s main data contributors in developing this tool. Audubon utilized banding and encounter data to develop amazing maps that show how migratory birds connect places and people across the Americas. You can find the National Audubon Society’s article news release [here](#).



Prothonotary Warbler in the hand.

## Recent Highlights from the BBL's Fall Migration Station

Have you been following the Eastern Ecological Science Center on [Facebook](#)? The BBL has been posting highlights this season from their [historical Fall Migration Station](#).

Highlights include:

[The station's first Prothonotary Warbler, since 2007!](#)

[And the station's busiest banding day since 2014!](#)

Click the links to learn more.

Find the Bird Banding Lab's news page [here](#).

## A Note From the Permitting Shelves

Due to recent staff changes and restructuring of the permitting team, there have been some updates when it comes to requesting modifications for your permit. Specifically, look for revisions in the request for [New Subs](#), [Renewals](#), [Suggest Inactivate](#), and [Auxiliary Marking](#) sections. Please review the [General Permit Information](#) web page to make sure that you are following the current

guidelines. Not doing so can delay the changes that you need.

To request modifications or additional authorizations, please visit our [Request Additional Authorizations](#) page and complete the checklist along with any additionally required information.

## A Note From the Supply Room

**Do you need to return bands to the Bird Banding Lab?** How to return your bands:

\*Do NOT send bands back prior to completing steps 1-5.

1. Log into the Bander Portal.
2. Navigate to the Band Inventory drop down, and select Return Bands to BBL.
3. Select the "Search my inventory" button to pull up all unused bands or you can define the search by providing a prefix or selecting band size to make it easier to find the band strand you are looking to return.
4. For each selected band span, check the box next to either "Complete Span" or "Partial Span". If

selecting "Partial Span" you must then indicate the range you would like to return.

5. Add any comments you would like to include in the box at the bottom of the screen, then click "Return selected band spans to the BBL". This will notify the BBL that a return is on the way.
6. Please use the instructions listed at the top of the page (highlighted in blue), to mail the bands to the BBL.

**Do you need to transfer outstanding bands?** See our Frequently Asked Questions in Appendix 2.

# Data Management

## Important information regarding Bandit

As of October 1st, 2022, Bandit no longer has the capacity to automatically submit data to the BBL. The BBL strongly recommends that you start using the Bander Portal Data Submission feature to submit your data. The lab plans to discontinue support of Bandit in 2023. However, at the moment you can still manually submit your data from Bandit, see the previous MTAB for instructions - [MTAB 101 September 2022 issue](#).



## Getting to know the Bander Portal

### Portal Trainings Schedule

Please find our current schedule of training webinars below. We hope to have **next year's training schedule up by the middle of December**. Keep an eye out for the updated schedule on the Bander Portal. In addition, going into the new year we hope to offer "Office Hours" where our staff can meet with banders one on one virtually to answer any questions they may have.

#### "Getting to know the Bander Portal"

This demo will include an overview of the new Bander Portal features and how to use them.

- [Tuesday December 6th @ 3pm \(EST\)](#).

#### "Submitting Data with Auxiliary Markers"

How to submit data to the BBL with auxiliary markers, including transmitters and color markers. Also, includes a basic overview of the new Bander Portal features.

- [Thursday, December 1st @ 1pm \(EST\)](#).

#### "Submitting Large Data Sets"

How to go about submitting large data sets to the BBL using the Bander Portal upload/submit features. Also, includes a basic overview of the new Bander Portal features.

- [Tuesday, December 13th @ 3pm \(EST\)](#).

## Frequently Asked Questions

### I have questions regarding the Bander Portal, will there be recordings available of the webinar(s)?

We are planning on creating video tutorials for the Bander Portal. However, we need to jump through some hoops before posting these to our website, so it may take a couple of months. In the meant time, please feel free to send any questions to [banderportalhelp@usgs.gov](mailto:banderportalhelp@usgs.gov).

The BBL has now had four successful Bander Portal webinars with the banding community. From these webinars we have pulled some of the frequently asked questions. Please see a list of these questions and answers that came from these webinars in the **Appendix 2** at the end of the MTAB.

**Helpful hint:** The questions and answers are under their associated Bander Portal tab. Questions were matched under only one tab header although the subject might be affiliated with more than one tab. Tabs are listed in bold below and are in the order they appear on the Bander Portal.

Another **helpful hint**, use CTRL+F and use key phrases to search for answers to your questions.

## Banding and Encounter Highlights

### New Cape May Warbler Longevity Record!

The BBL recently got a report of an amazing banding recovery: a Cape May warbler that was banded in 2013 and recovered in September 2022. The Cape May warbler was banded at the lab's fall migration station in Laurel, Maryland and was recovered in Friendsville, Pennsylvania. This warbler was 9 years old when she was found! The BBL has been collecting age related data for over a hundred years, and this impressive encounter shatters the previous longevity record for Cape May warblers. The previous record holder was only 4 years and 3 months old. Read the full news article [here](#).

You can also share with friends on social media [here](#).



Cape May Warbler in the hand.

## Auxiliary Marker Corner



An orange nasal tag.

One of the reasons we all love birds, is their ability to travel, sometimes short distances and other times across continents. Did you know the BBL receives reports of banded birds from foreign schemes? The BBL does not just facilitate the coordination of bands and auxiliary marking across the North America, but also between other banding and ringing schemes around the world.

Some recent reports of foreign marked birds, include several reports of Blue-winged Teal encounters across the Northeast United States, with orange nasal saddles. These teal originated from Martinique, in the Caribbean Islands, where they were banded under the French Ringing Scheme, Centre

de Recherches sur la Biologie des Populations d'Oiseaux. The BBL has also recently received reports of banded Burrowing Owls in Aruba, under the Netherlands Ringing Scheme, Vogeltrekstation. Our [reportband.gov](http://reportband.gov) website is often the first link to pop up when searching how to report a banded bird. We often receive reports of banded and auxiliary marked birds from all over the world, not just those banded by North American banders.

To improve the coordination of color-marking birds the [BBL Banders Without Borders Initiative](#) has started to increase communication among banding and ringing schemes all over the world.

## Message To the Flyways

The BBL and the Eastern Ecological Science Center want to better align our resources to prioritize the scientific needs and conservation goals of its partners, including the Flyways. In particular, our Center Director Tom O'Connell offered increased scientific support to the Flyways, envisioning a EESC role on the

technical committees. Let us know how we can best align our scientific, financial, and personnel resources to best serve the Flyway Councils and their partners.

Please address questions or comments relevant to the Flyways to Lauren Walker at [lewalker@usgs.gov](mailto:lewalker@usgs.gov).

## Message From the Ornithological Council

Message From: Laura Bies, Executive Director of the Ornithological Council

The Ornithological Council, a consortium of scientific ornithological societies, is working on an update to the 2010 edition of the Guidelines to the Use of Wild Birds in Research. For each

chapter in the existing publication, we're adding a new list of relevant publications relevant to that chapter, published since 2010. Each citation list is posted on our website ([birdnet.org](http://birdnet.org)) as it is received; in the coming months, once all chapters are complete, a new PDF of the entire publication will be available for free on our website.

## Message Regarding the Banding Associations

Please consider joining your local bird banding association to connect with others who use capture and marking techniques to study birds, their conservation and ecology.

Bird banding associations, since their inception in the 1920s, have been organized by volunteer bird banders in the central United States and Canada to advocate for all banders and bird banding stations in the United States and Canada, to network for joint standards and protocols, promote educational and community outreach, maintain the

strict ethical bird banding standards and training for capturing and banding wild birds. Bird banding associations have been key partners of the North American Bird Banding Program. There are four bird banding associations active in the United States and Canada:

- [Eastern Bird Banding Association](#)
- [Inland Bird Banding Association](#)
- [Western Bird Banding Association](#)
- [Ontario Bird Banding Association](#)

## Message From Canada's Bird Banding Office

### **BBO staff changes**

Véronique Drolet-Gratton recently accepted a new position on the Habitat Stewardship Program within the Canadian Wildlife Service. Véronique worked with the BBO since 2008, when she was hired to answer the 1-800 encounter reporting phone line. In 2019 she became the BBO permit officer. Since then she has made a tremendous contribution to the Banding Program providing service to permit holders and working closely with the BBL. We wish Véronique every success in her career with CWS!

Anna Tran Nguyen recently started a casual position in the BBO. Anna completed her undergraduate at the University of Ottawa with specialization in Ecology, Evolution and Behaviour, and her MSc in Biology at Carleton University. Anna's background is in animal behaviour and avian ecology. She has experience in avian population monitoring through the Canadian Migration Monitoring Network, songbird banding, shorebird surveying, and autonomous acoustics. She is a coordinator and seasonal songbird bander at St Andrews Bird Banding Station with Huntsman Marine Science Centre, New Brunswick, and aspires to contribute

to more large-scale, efficient, and safe solutions to monitor bird populations.

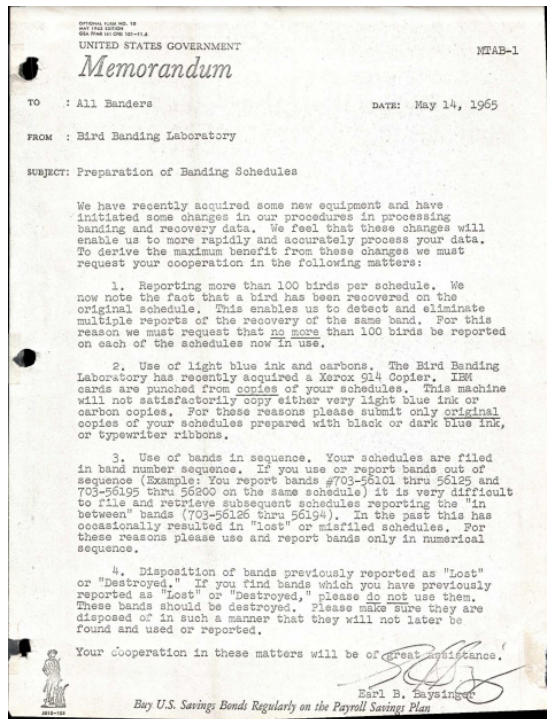
BBO staff are working together to temporarily cover Veronique's duties while Anna learns the systems. BBO staff include Bird Banding Biologist Lesley Howes, Bird Survey Biologist Catherine Jarjour, and Bird Banding Administrator Chantal Marier.

### **Canada's Migratory Birds Regulations, 2022 are in force.**

Canada's amended [Migratory Birds Regulations, 2022](#) (MBR) came into force on July 30, 2022. Included in the amendments are changes to how scientific permits including permits to capture and band birds are processed and regulated. If you band birds in Canada, please become familiar with the amended MBR, particularly sections that pertain to your scientific permit to capture and band birds. Visit the Government of Canada website for more information on [scientific permits](#) and [frequently asked questions: Migratory Birds Regulations, 2022](#). Contact the Canadian Bird Banding Office at [bbo@ec.gc.ca](mailto:bbo@ec.gc.ca) if you have questions related to your Canadian Scientific Permit to Capture and Band Migratory birds.



## Moments In History



A scanned copy of the BBL's first published MTAB.

We have recently reorganized our [MTABs](#). In doing so, we discovered one of our historical Bird Banding Notes was missing. [Bird Banding Notes Vol. 3 No. 5](#) published sometime between April 1942 and June 1946 could not be found anywhere in our library. After an exhaustive search, we finally had to admit defeat. Now, we are reaching out for your help in recovering a copy of this historical document. If you have or know the location of, a preserved copy of this document in good condition, please contact us at [bandreports@usgs.gov](mailto:bandreports@usgs.gov). Snaps to anyone who has kept our communications since the 1940s.

**The BBL recently updated their historical Bird Banding Notes and MTAB web archive. Explore them [here](#).**

## Recent Literature

[An evaluation of transmitter effects on adult and juvenile Common Terns using leg-loop harness attachments – Buck – Journal of Field Ornithology](#)

[First Study to Track a Wild Bird Known to Have Highly Pathogenic Avian Influenza – Communications and Publishing – U.S. Geological Survey](#)

[First-of-Its-Kind Digital Platform Reveals Migration Data for Birds Across the Americas Just in Time for Fall Migration – National Audubon Society](#)

[Human food subsidies drive individual specialization and intrapopulation dietary differences in a generalist predator – West – Ecosphere](#)

[MAPS Data Reveal that Climate Change is Altering the Size and Shape of Birds – The Institute of Bird Populations](#)

[Park Rules: Don't Feed the Birds. We Meant It, Not One Peanut! – The Institute of Bird Populations](#)

[State of the Birds Report United States of America 2022 – North American Bird Conservation Initiative](#)

## Upcoming Events

### **A Walk Through the New Edition of the ID Guide with Peter Pyle**

December 1, 2022

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### **Atlantic Flyway, Winter Meeting**

February 20-24, 2023

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### **Mississippi Flyway, Winter Meeting**

February 21-24, 2023

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### **Central Flyway, Winter Meeting**

February 7-9, 2023

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### **Pacific Flyway, Winter Meeting**

February 13-17, 2023

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### **Eastern Bird Banding Association Annual Meeting**

March 24-26, 2023

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### **Maryland Ornithological Annual Convention**

May 19-21, 2023

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### **Wilson Ornithological Society Annual Meeting**

June 20-23, 2023

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### **AOS & SCO-SOC Annual Meeting**

August 7-23, 2023

## Request for Information

We are looking to make these MTABs quarterly, see below for the things we need from you!

- Any upcoming events and dates to share with our banders. We will be glad to add any relevant dates to our Calendar section.
- Do you have any questions that you feel might be relevant to other banders? We would love to include them (and the answer) in our Frequently Asked Questions section.
- Did you use BBL's data in a recent publication? Please let us know!

Please send your suggestions to Kyra Harvey at [kharvey@contractor.usgs.gov](mailto:kharvey@contractor.usgs.gov)

## Appendix 1 - Species Changes Update

The following are species additions and species modifications made on November 1st. These changes have been made in the database, the Bander Portal, and banding and recapture excel templates. Additional modifications to follow, as we are continuing to update our species lists.

Species number 0550 changes:

- MEGU to UMGU
- Mew Gull to Unidentified Mew Gull
- Remove scientific name

Add new species number 0552 (see table)

- COGU, Common Gull, *Larus canus*

Add new species number 0553 (see table)

- SHBG, Short-billed Gull, *Larus brachyrhynchus*

Species number 1200 change

- *Phalacrocorax auratus* to *Nannopterum auritum*

Species number 1210 change

- *Phalacrocorax brasilianus* to *Nannopterum brasilianum*

Species number 1220 change

- *Phalacrocorax penicillatus* to *Urile penicillatus*

Species number 1230 change

- *Phalacrocorax pelagicus* to *Urile pelagicus*

Species number 1240 change

- *Phalacrocorax urile* to *Urile urile*

Species number 3200 change

- Common Ground-Dove to Common Ground Dove

Species number 3201 change

- Ruddy Ground-Dove to Ruddy Ground Dove

Species number 3811 change

- Black-headed Parakeet to Nanday Parakeet

Add new species number 3816(see table)

- GREP, Green Parakeet, *Psittacula holochlorus*

Add new species number 3817(see table)

- MIPA Mitred Parakeet, *Psittacara mitratus*

Add new species number 3818(see table)

- WWPA, White-winged Parakeet, *Brotogeris versicolurus*

Add new species number 3819(see table)

- YCPA, Yellow-chreved Parakeet, *Brotogeris chiriri*

Add new species number 3822(see table)

- RRPA, Rose-ringed Parakeet, *Psittacula krameri*

Add new species number 3823(see table)

- RFLO, Rosy-faced Lovebird, *Agapornis roseicollis*

Species number 3825 change

- Cherry-head Conure to Red-masked Parakeet

Add new species number 4024 (see table)

- UNSA, Unidentified Sapsucker

Add new species number 4124(see table)

- UNFL, Unspecified Northern Flicker

Species number 4260 change

- MAHU to RIHU
- Magnificent Hummingbird to Rivoli's Hummingbird

Add new species number 4331 (see table)

- UNSE Unidentified Selaphorus Hummingbird

Species number 4350 change

- *Atthis heloisa* to *Selasphorus heloisa*

Species number 4381 change

- *Amazilia beryllina* to *Saucerottia beryllina*

Species number 4391 change

- *Amazilia violiceps* to *Ramosomyia violiceps*

Species number 4401 change

- *Hylocharis leucotis* to *Basilinna leucotis*

Species number 4830 change

- GREJ to GRJA

Species number 5390 change

- MCLO to TBLO
- McCown's Longspur to Thick-billed Longspur

Species number 5540 change

- WCSP to UWCS
- White-crowned Sparrow to Unspecific White-crowned Sparrow

Species number 5677 change

- Unidentified Dark-eyed Junco to Unspecified Dark-eyed Junco

Species number 5740 change

- Unspecified Sage Sparrow to Unidentified Sage Sparrow

Species number 5742 change

- *Amphispiza quinquestriata* to *Amphispizopsis quinquestriata*

Add new species number 6023(see table)

- MOSE, Morelet's Seedeater

Add new species number 6024(see table)

- CRSE, Cinnamon-rumped Seedeater

Species number 6226 change

- JAWE to WAVE
- Japanese White-eye to Warbling White-eye

Add new species number 6381 (see table)

- CCWA, Crescent-chested Warbler

Species number 6556 change

- Unknown Yellow-rumped Warbler to Unspecified Yellow-rumped Warbler

Add new species number 7140 (see table)

- SIWR, Sinaloa Wren

Add new species number 7357 (see table)

- UNCH, Unidentified Chickadee

Species number 7490 change

- *Regulus calendula* to *Corthylio calendula*

Species number 7614 change

- *Turdus naumanni* to *Turdus eunomus*

Species number 8130 change

- *Lonchura oryzivora* to *Padda oryzivora*

Species number 9067 change

- ANMA to PRMA
- Antillian Mango to Puerto Rican Mango
- Mango de dore to Mango de Porto Rico
- *Anthracothorax dominicus* to *Anthracothorax aurulentus*

## Appendix 2 - Bander Portal FAQs

Please note, questions and answers are under their associated Bander Portal tab. Questions were matched under only one tab header although the subject might be affiliated with more than one tab. Tabs are listed in bold below and are in the order they appear on the Bander Portal.

### **SIGN-IN/HOME/PROFILE/OTHER**

**If I am permitted under several permits, e.g., I am a Master for one permit and a Sub-permittee on another, do I need separate logins for each of my permits or is there a way to enter with the same account?**

As long as the email address listed as your contact for each permit is the same, you can use a single username and password. Once you enter your log-in information, you'll be prompted to select the permit you want to access (and prompted for your sub ID if accessing as a sub-permittee). The data for each permit (band inventory, locations, uploaded and submitted data) is kept separate in your Bander Portal.

**How do we know our Sub-permittee ID?**

Sub-permittee IDs can be 1-3 characters but are usually a single letter. They are assigned automatically when the sub is added to the permit. You can see your sub ID on your permit or you can ask the master permit holder; they can see all the sub IDs on the Bander Portal.

**Could a forgot password link be added to the login page?**

We understand this is a bit frustrating. However, we are unable to move the link at this time. The password reset link will appear after the first failed login attempt.

**Are there any restrictions to how I can access the Bander Portal?**

You may access the Bander Portal using any operating system and any browser. You will just need internet access. To use the template **to submit data**, however you must be able to open, manipulate, and save Microsoft Excel files (this can be done on Window or IOS as long as you have the correct software).

**How can I sign up for future Bander Portal trainings? Will recordings of these webinars be made available for us to revisit?**

You can find the current schedule for Bander Portal trainings under the "Tools" tab, under "Trainings". Click on the date and time for the training you'd like to attend to receive the appropriate webinar link. Trainings can also be found on the "Home" tab as one of the quick links. Given the likelihood that small things may change or be updated in the Bander Portal in the near future, and the hoops we need to jump through to create and release recordings, we are not currently recording these trainings. Instead, we plan to make video tutorials over the next few months.

**If my permit is inactive, can I still access the Bander Portal?**

If you were a sub-permittee who has gone inactive or were the master permit holder for a permit that has gone inactive, you may still access the Bander Portal to submit delinquent data or retrieve data. However, if you were a master permit holder that passed off your permit to another responsible individual (e.g., for a station permit or a state permit), your email address is likely no longer associated with the permit in our system. If you would like to retain access, the new responsible individual for your permit will need to request to add you as a sub-permittee.

**What are my options to provide access to my permit's Bander Portal account to a non-bander or data manager?**

Right now, only master permit holders and sub-permittees can access the Bander Portal. However, we know that many of our permittees use data managers and we've received many requests for this functionality. This is currently one of our top priorities. We are trying to navigate the legalities and programming options but hope to have this function available soon!

**Can we associate a second email address with our Bander Portal account if, in the past, we've submitted encounter records under a different email?**

Our system allows for a secondary email to be associated with your permit for both masters and subs. However, you will only be able to see encounters if they are linked to your primary e-mail. If you have submitted encounters under your secondary e-mail or under multiple different emails, you are unfortunately unable to see those encounters through your Bander Portal.

**The master bander does not have a portal login yet. As a sub-permittee can I still access the Bander Portal?**

As a sub-permittee you can access the Bander Portal even if the master does not yet have a login. However, your viewing and functionality permissions on the Bander Portal will be very limited until the master permittee provides those permission for you from his/her login.

**PERMIT****What are the current waiting times for adding sub-permittees to permits?**

Please allow at least 2 months for processing of sub-permit requests. To help expedite the process, please make sure to submit all the necessary information with your request. For more information on permit modifications, please go to our website: <https://www.usgs.gov/labs/bird-banding-laboratory/science/general-permit-information>.

**Will Masters still get emailed info about sightings and delinquent data?**

Yes, masters will continue to receive information weekly regarding sightings of their birds. These weekly e-mails (Report to Bander) are sent out every Saturday if a sighting has been reported to us in that week. Masters are also sent an email immediately (Up For Banding) if a report has been made to us but we have not yet received the banding data associated with the band and bird. This e-mail requests that the delinquent data be submitted as soon as possible.

**Can you make permit modification requests through the Bander Portal, such as additional auxiliary markers, species, or locations?**

While you cannot currently make permit modification requests directly through the Bander Portal, you can go to the Permit tab and click the link Request Additional Authorization. This will take you to our website link and walk you through the process of requesting changes to your permit. Or you can follow the instructions on our website: <https://www.usgs.gov/labs/bird-banding-laboratory/science/request-additional-authorizations>. General permit questions should be directed to [bbl\\_permits@usgs.gov](mailto:bbl_permits@usgs.gov).

**I am a sub-permittee, am I able to see the authorizations for the main permit?**

As a sub-permittee you can only see the authorizations pertaining to you on the authorizations screen. But you can see all authorizations for a permit using the print permit option, under the Permit tab.

**BAND INVENTORY****How do you add bands to your inventory?**

The great part about the Bander Portal (and an improvement over BandIt), is that it is directly linked to the Bird Banding Lab's database. The Bander Portal is updated with your inventory automatically from the moment we assign and send you the bands.

**How do I clean up and/or remove bands from my inventory? For example, I am working on a state permit, and we have many bands in our inventory from years ago that we no longer have in our possession.**

The answer depends on a few factors. First, if you know the bands have been used but you no longer have the data, you can report those bands as "record lost" in the banding template. If you are referring to only a few bands that you know were destroyed or lost, you can also report them as destroyed or lost in the template. If, however, you are referring to larger spans of bands that are missing (and you have thoroughly checked your personal inventory and your sub inventory), you can e-mail the BBL at [bbl\\_bandings@usgs.gov](mailto:bbl_bandings@usgs.gov) with the following information: Add "Band Inventory P P P P P" in the subject line, where "P P P P P" is the permit number. Be sure to indicate which bands you cannot locate and provide a brief explanation (for example, you know they were given to another bander, they have been lost, they are part of an encased display, they were used as practice and destroyed, etc.).



**What is Delinquent Data and how should I address it?**

Delinquent data occurs when the BBL receives a record of an encounter of a band before we receive the banding data. If you have delinquent data, please submit the data for the band(s) in question, as well as the associated records (for example, other bandings from the same string of bands or that occurred in the same banding season) as soon as possible. We recommend that you review your inventory to see what banding data has not been submitted. Delinquent data must be addressed prior to renewing or modifying your permit.

**In Band Inventory, what does the Accountability Code 40: transfer/bands outstanding mean?**

The accountability code 40 refers to bands that have been transferred from someone else's permit to your permit, and they are ready to be used (the BBL has no banding data associated with them yet). If you do not have these bands in your inventory, please contact: [bbl\\_bandings@usgs.gov](mailto:bbl_bandings@usgs.gov).

**Where can I find my auxiliary band inventory?**

We do not keep track of your auxiliary band inventory like we do federal bands. We do not know what you have in your inventory. You can see what auxiliary marker types, colors and codes are authorized on your permit by going to the Permit Tab and viewing your authorizations. You can see what auxiliary markers you have already used by going to the Database Services Tab and searching your banding data (however, you cannot search by aux marker at this time).

## LOCATIONS

**Where can I find information about how to understand, add or modify my locations?**

The first step is to review the Locations Readme, located as the first link on the Locations tab dropdown. You can also sign up for a locations training under the "Tools" tab, under "Trainings".

**What is the Bander Location ID and how does it differ from the BBL Location ID? Which ID should I use in the templates for data submission?**

The Bander Location ID is the Bander Portal's version of the BandIt Location ID. It is a 1-to-8-character designation that you define to identify each location. The Bander Location ID must be unique to each location within your permit. This is the code you will use in the location column of your template when preparing to upload data. The BBL Location ID is a unique numeric code we assign to every location received by the BBL for programing and data management purposes.

You can use either ID in the data submission templates. However, please ensure that all your Bander Location IDs are unique before using them in the template. You can find out if you have any duplicated IDs by going to the Bander Portal and clicking the link "List of My Locations" under the locations tab. Any locations with duplicated IDs will show up in pink.

**The 8-character limit on Bander Location ID is very restrictive if you have hundreds of locations. What are my options?**

Currently, our system can only handle IDs up to 8 characters. We recommend you find a coding system that works for you and your projects within the 8-character maximum. This ID can be all letters, all numbers, or a mix of letters and numbers.

**I have hundreds of locations. Is there a bulk upload option? Or a locations template?**

There is not a bulk upload option or locations template at the moment. We are aware that some permits frequently need to add multiple locations and we hope to have this functionality soon.

**Can I use either degrees minutes seconds (DMS) or decimal degrees? Will the system convert automatically?**

The short answer is yes. In the table view of all your locations, the coordinates are displayed in decimal degrees. When viewing a specific location, the coordinates are displayed in both DMS and decimal degrees. When adding a location, you can use any format for the coordinates in the search box on the left (labeled as Step 2). The system will find the location using whichever format you provide. It will then display the coordinates in both DMS and decimal degrees on the right.

**Can I put my coordinates directly into the Step 3 box when adding locations?**

No. The Step 3 box is the metadata associated with the location provided from your pin drop. You can tweak the data in Step 3 by picking up and re-dropping your pin in the Step 2 map box on the left. If you provided coordinates in the search box of Step 2, the map pin will fall on that location. You must then pick up and re-drop your pin for the information to appear in the Step 3 box on the right.

**I have locations associated with my permit that need to be merged, deleted, or contain an error. What should I do?**

Please update your locations by emailing your location modification requests to the BBL at [bbl\\_verify\\_data@usgs.gov](mailto:bbl_verify_data@usgs.gov). Unfortunately, for historic locations (locations already in the BBL's database and associated with banding or recapture records), you will not be able to update them yourself. Updating locations should not affect your ability to retrieve data later. We are monitoring this e-mail drop box regularly and updates to your locations should happen rather quickly (within a few weeks). You will receive a response email when your locations have been updated and you'll be able to see your updated locations on your Portal at that time.

**I need to update my banding records to belong to a different location. How do I do that?**

Just like all your location modification, you can e-mail us if you want to make sure banding records are associated with one location instead of another. If you have a banding modification related to the location, please e-mail us at [bbl\\_verify\\_data@usgs.gov](mailto:bbl_verify_data@usgs.gov).

**Can I still upload data to the Bander Portal if I have issues with my locations?**

While technically you can upload data into the Bander Portal before having your locations corrected/edited/merged, we do not recommend it. It is in everyone's best interest to have your locations cleaned and updated prior to loading data into the Bander Portal. E-mails regarding location updates from banders are a priority for our BBL staff to address and updates to your locations should happen rather quickly (within a few weeks).

**When adding new locations, can I type in the exact coordinates instead of dragging and dropping the pin on the map?**

When adding a new location, you can use either the drag and drop feature or add coordinates manually. If you want to enter coordinates yourself, you will still need to do Step 1, which includes choosing the country, state and county. You can then put your coordinates in the search box in step 2. Coordinates can be in any format (e.g., DMS or degrees decimals). Once the location has been identified by the system, you will see the green bubble pin marking the location on the map and then you'll need to pick up and drop the pin for the data to register in all the fields in Step 3.

**For transported and/or rehabbed birds, am I supposed to use the location at capture or the location at release?**

The answer depends on if the record is a banding record or a recapture record. For banding records, we request that you use the release site as the banding location, with the capture area written in the remarks. For recaptures records, please use the capture site as the location, with the release area written in the remarks.

**Wait!...10-minute blocks are going away, and I need to provide exact locations? Does that mean I will need to provide a new location for every nest box, net, trap, etc.?**

Your historic locations are not going away and, if you have locations that already existed as 10-minute blocks, you are more than welcome to continue to use those. However, for all new locations created in the Bander Portal, you will need to provide exact coordinates. This does NOT mean that you will need to add a new location for each nest box, net, trap, etc. We understand that "exact" can come with a small surrounding area. Trapping at an airport, catching birds at a migratory banding or MAPS station, banding at nest boxes on a refuge are all examples that might require only one "exact" location. Use your discretion (it could help to think about the project and/or the distance between sites). However, please be realistic. If your locations are spaced far apart, please add another location to your list of locations.

**I am uncomfortable providing exact locations because I band at a private residence. What are my options?**

First, any new location need to be "exact" locations. However, we understand that locations could be slightly spread out or, like in this example, sensitive. Think of your exact location as having a small bubble around it that could encompass your site. In the example of a private residence, you might want

to back out a bit from the exact lot and drop your pin on the road instead. Second, just because you have provided the BBL with the exact location, this does not mean we share those data. Most of our publicly accessible data releases have obfuscated coordinates. We generally provide 10-minute block locations, and, in some instances, we only provide the state (this is especially true for at-risk species, endangered species, species commonly used in falconry, and waterfowl). Data retrievals with exact coordinates are provided to vetted sources for research proposes. All the metadata you see associated with your coordinates in Step 3 (such as “google provided location description,” “remarks,” and “nearest town”) are only visible to you and solely for the purpose of verifying the accuracy of the coordinates.

**Are sub-permittees able to add or modify locations or is that a permission that must be given by the master permit holder? Can sub-permittees e-mail the BBL about modifying locations?**

Sub-permittees can see the entire list of locations associated with a permit. Additionally, sub-permittees are allowed to add locations. However, sub-permittees can only make modifications to the Bander Location ID and remarks for locations they themselves have added to the Bander Portal. They cannot modify locations added by other users. If any other changes need to be made to locations, please e-mail [bbl\\_verify\\_data@usgs.gov](mailto:bbl_verify_data@usgs.gov). Sub-permittees can e-mail the BBL about modifying locations but please cc the master permit holder on your request.

**I have many locations that need to be corrected. Can I send an excel file?**

Absolutely. We will work with you to make the corrections/modifications as easy as possible. Please e-mail all location updates to [bbl\\_verify\\_data@usgs.gov](mailto:bbl_verify_data@usgs.gov).

**Can I filter my locations?**

Unfortunately, no. But you can sort your locations by clicking on the header of the column you want to sort by. However, this may be a functionality we are able to provide in a future version of the portal.

**Can I delete locations myself?**

If the location in question has no associated banding or recapture data and you can see the “delete” link for that location, then you can remove the location yourself.

**Can I add a location and use it right away when uploading data?**

Yes. You can add a location then use it right away in the template for immediate upload. If your data has already been uploaded into the portal, you will be able to select the new location in the drop-down within the banding record immediately.

**Can I have the exact same location but a different Bander Location ID?**

Yes. You can have multiple locations that have the same descriptions and coordinates as long as each location has a unique Bander Location ID.

**My Bander Location ID is missing or duplicated with another location. Can I fix this myself?**

You can add or change your Bander Location ID yourself. The only restriction is that this field must be unique. You cannot have the same Bander Location ID for multiple locations and the portal will not allow you to add a new location with a Bander Location ID that already exists in your list of locations.

**Is Bander Location ID case sensitive?**

Yes. This field is case sensitive. So, for example, you could have one location with a Bander Location ID of “Home” while another is listed as “home” and our system would recognize them as unique IDs.

**DATA SUBMISSION****How do we address warning messages in the Bander Portal, for example, “species is unlikely to occur in the state”?**

Warning messages are designed to highlight aspects of the banding record that appear unusual relative to other records in the BBL database. We would like you to simply review the banding record and confirm that the data is accurate. If the data is correct, you must provide a remark verifying your record and check the Bypass box. If necessary, the BBL will contact you later when reviewing your data submission for archival into our database.

**So, we won't be able to use BandIt at all anymore?**

We are no longer releasing updates or new versions of BandIt and old versions are no longer available for download. If you already have a copy of the BandIt software downloaded to your computer, you can continue to use it to organize and manage your data. However, you will no longer be able to submit data to the BBL using BandIt because our File Transfer Protocol no longer works. If you have data in BandIt that needs to be submitted to the BBL, please refer to our last MTAB for instructions or e-mail [BandIthelp@usgs.gov](mailto:BandIthelp@usgs.gov) for assistance. The BBL will discontinue providing support for BandIt in 2023 and we encourage all banders to move to the Bander Bander Portal's data submission feature as soon as possible.

**How do we define and use the “user-defined fields” on the Bander Bander Portal and in the template?**

Just as in BandIt, you will need to define your user-defined fields in the Bander Portal. Under the Data Submission Tab, click on the Data Submission Settings link at the bottom of the menu. On this screen, you can write in what each of the five user-defined fields represent for your permit. You cannot change what this field represents between data submissions. Once the field is defined it should remain that type of data. In the template, there are five columns called User Defined Fields 1 to 5, that correspond to the five fields on the Bander Portal.

**What errors will cause my data file upload to fail?**

For your file to upload successfully, it must be formatted correctly (the column names must match the original template, the maximum number of characters is not exceeded in all fields, the disposition code is valid) and the band numbers must all be in your permit's inventory and properly acknowledged. For banding data, the file will also fail to upload if any of the band numbers in the file have been previously uploaded or submitted.

If your file fails to upload, you will be notified of the problem in the resulting error message. If relevant, the error message will also reference the row(s) in the template where the error occurs (e.g., the row with the band number that has already been uploaded to the Bander Portal). Please go back to the Excel file to fix the issue and upload the data file again. (In the Bander Portal, you may view previously archived records in Database Services > View my Banding Data or you can view your previously uploaded but not yet submitted data in Data Submission > Access/Clean Uploaded Files)

**Do you have step by step instructions in writing that one can download and print?**

Currently we do not have a version you can download and print. You can access the Read-me files on the Bander Portal under each appropriate tab and there is also a Read-me in the template itself. We are working on a document that you can download and print.

**Does the BBL require that we submit recaptures of our own bands/birds?**

Recaptures (of your own bands or bands from other permits) are not required but highly encouraged. The BBL, and the researchers who utilize our data sets, would appreciate all these data. Please submit all recaptures you would like to have included in your dataset. Recaptures are one of the aspects of banding that are most often sought after and used.

**Can I delete an uploaded file before submission?**

Yes, it may be deleted after upload and before cleaning/submission. You may wish to do this if there are too many errors in your uploaded data file to review individually. Once you delete the uploaded file, you can fix the data in your template and re-upload these data.

**Is there a way to enter data into the Bander Portal for an individual banding or recapture record, rather than uploading via the template?**

Not at this time. We hope to develop this feature in the future.

**Can we download an Excel file from BandIt and then manipulate the columns and upload the data into the Bander Portal?**

While this might work, we recommend you do not upload data this way. If you still have data in BandIt, you can create a submission file and send it to us at [BandIt@usgs.gov](mailto:BandIt@usgs.gov) and we can load it for you. This level of support will be available temporarily while banders transition into using the Bander Portal. Otherwise, please download the bandings template and upload your data using this method to the Bander Portal.

**I am nervous about submitting data for the first time in the Bander Portal. Is someone available to meet and do a screen share so we have some moral support?**

Yes, please email us at [banderportalhelp@usgs.gov](mailto:banderportalhelp@usgs.gov) to schedule a Teams session with a member of the staff.

**Do banding and recaptures need to be in separate Excel templates?**

Yes, banding and recapture records need to be uploaded using different templates. Both records go through different filters and need to be uploaded separately. Files for either record type can be uploaded from the same screen by going to the Data Submission tab and the Upload Banding/Recapture Data File link. Choose the record type of the data you are uploading and select your file.

**I tried to submit data via BandIt but it didn't go through. Should I resubmit via Bander Portal?**

Before attempted to resubmit the data, confirm whether the BBL has your data or not. In the Bander Portal, you can do this by checking your inventory, reviewing your Data Submission History, or by pulling your banding data under the View May Banding Data link. If the data is in BandIt, but did not get submitted to us, you can locate the .tab submission file that was created – it will be found in the Documents folder on your computer – and email it to us [BandIt@usgs.gov](mailto:BandIt@usgs.gov). If the data is no longer in BandIt, please upload the data to the Bander Portal using the template.

**When reviewing and cleaning my uploaded data, how can I sort the table to see the records with errors at the top?**

For most tables on the Bander Portal, you can click on any of the column names to sort by that column. In this case, you can click on the “Warnings/Errors” column header to bring the records with warnings and errors to the top of the table.

**I see there is a limit of 3000 records for each upload. Do you have a bulk upload function for banding/recapture data or for locations?**

No. At this time we have a limit on the number of banding/recapture records you can load. This is to prevent a system crash or other problems that may occur with large file uploads. Currently, locations need to be added one by one within the Bander Portal. We hope to offer a location template for bulk upload in the future.

**Do I have to save changes after every corrected record, or can you wait until all errors are corrected and just hit save changes once after we're done?**

You must click “save changes” after you've corrected each record. Currently, there is no way to modify multiple records at one time.

**Can I enter just a single banding or recapture record on the Bander Portal?**

Unfortunately, no. At this time, you must enter all your banding and recapture data via the template. However, we hope to add this functionality in the future.

## TEMPLATE

### **Can we copy and paste data into the templates?**

Yes. You will not be able to paste entire rows but only cells within a subset of columns (we recommend copying and pasting cells into one column at a time). Please make sure to “Paste Values” to retain the built-in formatting within the template. This is because we have functionality and validation written into the template we are trying to maintain. It may be possible to wipe out functionality and, if you run into issues with uploading your file, it may be worth downloading a fresh template and creating a new data file.

### **Can you copy down a series in the same field/column?**

You can fill down a series as you would normally in Excel in a field or column. However, you cannot copy down entire rows at a time. If you copy from a different Excel file, please use paste values to complete the copy.

### **How can we include WRP codes in our data file?**

WRP codes should be entered in the template field called “Molt Cycle”. With the latest WRP publication, we are updating the codes in the Bander Portal and will add the new modifier codes.

### **IBP’s MAPS PROG converted files for submission into BandIt. Might that be available for the Bander Portal templates?**

IBP’s MAPS PROG does not currently have a function that creates a file to upload into the Bander Portal. This is one of our goals to make available in the future.

### **When you upload the template, do you have to remove the other sheets (the read-me, or species lookups)?**

You do not need to remove these other sheets. The system is set up to ignore this information.

### **Where do I go to download the template for data upload?**

To download the Excel template, go to the Data Submission Tab and click the Data File Template & Instruction link in the dropdown. There you will be able to select the appropriate template for the data you need to submit (banding v. recapture records, bands only v. aux markers). If you have a mix of birds with and without auxiliary markers, you can use the aux marker template for both marked and unmarked birds.

### **Why is my bird status of “003” not working?**

The Bird Status consists of a 3-digit number that includes the 1-digit general Bird Status and a 2-digit Extra Info code. A normal wild bird is simply Bird Status 300. The “00” represents that the bird received a federal metal band only. The extra info code can also account for things like auxiliary markers or sample collection. Please explore the definitions for the extra info codes on the Lookup sheet of the template.



**Can I hide columns I don't need in the template?**

Yes, you can hide columns.

**My data has date as just one field. Why do I have to separate it into month, day, and year in the template?**

We built the template with separate columns for month, day, and year because we share our database with Canada and often send data to other banding programs around the world. This prevents confusion with transposing the day and month. You can easily separate your dates into multiple columns in your Excel file using the built-in Excel formulas.

**How will I know if you update the template?**

It is always in your best interest to download a new version of the template when preparing to enter your next dataset. However, the template does have the date in the name provided at download and the latest template date is posted on the download screen. It will also be on the read-me sheet within the Excel file after our first update.

**How do we correctly document that we've collected samples (e.g., blood) from a bird in the template.**

If your bird/band status indicates you have collected a blood sample then all you need to include in blood sample column is a "Y" to indicate yes. If you have collected other samples, indicate that with a "Y" in the appropriate sample column, and include a remark if necessary.

**Are these templates compatible with IOS and Windows?**

Yes. The templates are formatted in Microsoft Excel and can be used on any platform containing software that allows you to open, manipulate, and save Excel files.

**Since the template has the species table, will you release a new template for each AOS taxonomy update?**

With this Bander Portal data submission release, we've updated the templates and Bander Portal with the latest AOS taxonomic name changes. We will update the Bander Portal annually coinciding with the summer AOS changes.

**Do I have to separate my data for auxiliary marked birds and birds without auxiliary markers?**

No. If you prefer, you can use the auxiliary marker templates (Banding Data Upload Template\_Aux\_Markers or Recapture Data Upload Template\_Aux\_Markers) to submit all of your data, including those without aux markers. The other templates are just a paired down version for birds only carrying the federal band to simplify the data upload for banders that do not use auxiliary markers.

**What code do I use if I am taking multiple samples and auxiliary markers?**

Multiple swabbing types, plus auxiliary markers, means you should use the code 385. Please note, that cloacal swabs are not included in the bird status (for example, mouth swab + cloacal swab + aux marker = 315). If you have any questions, please contact the BBL.

**AUXILIARY MARKERS****My transmitter is glued to a color band how do I enter this?**

If your transmitter is glued to a color band, you should enter these as two separate color markers. The first marker will be a 01A (plastic colored leg band) and you should indicate the color. The second marker will be the code that corresponds to the type of transmitter you have glued to the color band.

**How do I enter the orientation of my auxiliary code (and marker shape for nasal disk saddles)?**

For the sake of simplicity, we have removed this option from the template. However, you can enter this information for each record once the data has been uploaded to the Bander Portal. You can add this information under the Access/Clean My Data link, then select the appropriate upload, then select the appropriate record and go to the auxiliary marker section.

**How should bands be entered in the rare instances where a USGS band isn't added but an aux marker is added?**

The answer to this question varies depending on species and permit. Some species (like some shorebirds) are permitted to carry only the auxiliary marker. In these cases, we cannot store the banding data since we use the federal band as the unique identifier. In species such as vultures we issue to permits what we call "air bands." These bands do not actually exist, but the federal number does, so the bird carries a marker such as a wing tag and is associated with a federal number but does not actually carry a federal band. For most species we don't recommend using an auxiliary marker without a federal band. It is preferred you add the federal band and not the auxiliary marker if you must choose one of the two to add. If you have a bird in which you added an auxiliary marker but did not get to add the federal band number, we cannot take those data. We use the federal band as the unique identifier and therefore can only take data associated with a federal band. You might want to note on the remarks of the bird with the sequential auxiliary marker that you used that auxiliary marker, but the bird did not have a federal band. This will help the BBL if that bird is ever reported.

**Should I modify the banding data if my birds manipulate their auxiliary markers and change the color order?**

No. The banding data should remain as it was when the bird was banded. Any changes to auxiliary makers can be noted in any subsequent recaptures or resights.

**What information should be included in “Remarks” for tagged birds, ie. frequencies? tag #s, etc.?**

The more information the better, especially if that information can help identify a bird upon recapture or resighting. It can also be helpful if those remarks can link that bird to another dataset, such as tracking data in another database like MoveBank.

**I have run out of authorized color and code options. Can I just repeat what colors and codes?**

Please do not repeat your color and code auxiliary markers. This prevents us from matching a resighting to the correct bird. This is especially problematic in long lived species. If you need additional auxiliary marker authorizations, please request them through our permitting office. You can find additional information here: <https://www.usgs.gov/labs/bird-banding-laboratory/science/auxiliary-marking-authorizations>

**If I don't want to add my federal band as an auxiliary marker, how do I indicate which leg I put the band on. Also, do left and right indicate the side of the bird or the side you are looking at when facing the bird?**

When indicating left or right leg, you should be referring to the left or right leg of the bird. You can indicate which leg you placed the federal band on by writing “L” or “R” in the Banded Leg column of the template if you are not including the federal band in the auxiliary marker sections of the template.

**It appears that every color marker option is not showing up in the dropdowns on my template. Why?**

For the ease of use in the template we limited the dropdown to the basic most used colors. However, all the codes are still available for use. Please find the code you need in the lookup table in the template and transfer that number to color column for the corresponding record. If your color combination is not on the list in the lookup table, you can use 99 to indicate multicolor and then include the details in the remarks.

**If I remove an auxiliary marker or replace an auxiliary marker which template do I use? What if I also remove or replace the metal band?**

It all depends on if you add or replace the federal metal band in addition to any changes you make to the auxiliary markers. If you add or replace the federal metal band at the same time you will need to use the banding template. If you are just adding, replacing or removing the auxiliary markers only (no federal metal band changes) you will need to use the recapture template. Please note, the banding template only has auxiliary marker at release, but the recapture template has columns for marker at capture and marker at release. If you need to add at capture information in the banding template, you will need to add that information on the appropriate record after you have uploaded your data to the Bander Portal.

**Does the federal metal band count as an aux marker type? Should I include it as part of the marker auxiliary band combination? How do I notate the federal band in the auxiliary marker columns in the template.**

If you only have a federal metal band, you do not need to include this in the auxiliary marker columns. If you have a federal metal band and an auxiliary marker it is up to you if you want to include it in the auxiliary marker columns as part of your auxiliary marking combination. You can do this (and probably should) if it is part of a combination that would help identify an individual. If you put the federal metal band in the auxiliary marker columns of the template, you still do not consider it an auxiliary marker in your bird/band status. The band status extra info code should not take the federal marker into account. When you enter the federal metal band in the auxiliary marker columns you should choose “00” for federal band and you should indicate the color (silver).

## **DATA SERVICES**

**Can you download data from multiple bands into a report? Without Band Manager or BandIt, we will not have those data available digitally.**

You can access all of your previously submitted data using the “Database Services” tab. Click on “View My Banding Data” or “View My Recapture Data” to search for, view, and download the data you are looking for. Banding data will be segmented by its current location (in our archive or pending review) and how it was submitted (via the Bander Portal or not). On the Recapture search page, you can look for recaptures you’ve reported, reports by other permits of birds you banded, and reports by the public of encounters with birds you’ve banded. Both banding and recaptures records can also be searched for specific band numbers, band sizes, species, etc.

**All my data is gone from BandIt...I hope it is in the Bander Bander Portal?**

Us too. In the bands table in BandIt, try hitting one of the Show All icons. If you still can’t see your data, try restoring from a larger, more recent backup file. Please look in the Bander Portal as well. You can search, view, and download all your previously submitted records under the “Database Services” tab. Please see the question regarding resubmitting data before attempting to resubmit.

**Will all records previously submitted through the BandIt program be accessible on the Bander Bander Portal? Or will only Bander Portal submitted files be able to be seen here?**

Records previously submitted through BandIt are accessible through the Database Services tab. Click on “View My Banding Data” and you can select the appropriate Record Source. For older BandIt data that is already in the BBL database, choose “Bird Banding Database (archived records).” Recently submitted data that may still be in our hold file can be found by selecting “Bird Banding Database (transferred, pending review and archival).” Data you’ve submitted through the Bander Portal can also be accessed from this search by selecting the appropriate “Bander Portal” search option. Data submitted through the Bander Portal can also be viewed by clicking on the link for “Data Submission History” under the “Database Services” tab.

**How do I get all the “foreign” recaptures I have gotten in the past, and how do I get the data from all the birds I banded that were recaptured elsewhere?**

Under the “Database Services” tab, click on “View My Recapture Data.” This page will allow you to search for birds you’ve banded that were recaptured or encountered by others by selecting “Other Permits Recaptures of My Birds in: Recapture Database (archived records)” and “Encounters of My Birds in: Encounter Database (archived records)” in the “View Data From” box at the top. To view your reported recaptures, select the appropriate search beginning with “My Recaptures in...”. Unfortunately, each search must be conducted independently, creating separate data files, due to the way the data is stored in our system.

**Is there a way to download encounter data in a format other than .tab file?**

Currently .tab files are the only available file type for downloads. We are working with our IT to expand the available file type options.

**Will there be a change to band encounter reports and how they are sent out (via email)?**

No. All previous correspondence to banders and reporters regarding encounter reports will remain the same. The Bander Portal simply provides another option to view and access this data.

**Are the longevity tables accessible here or somewhere else on the site?**

Yes. You can access the longevity records in the Resources tab. But you can also find the longevity data on the BBL website: [https://www.pwrc.usgs.gov/BBL/longevity/Longevity\\_main.cfm](https://www.pwrc.usgs.gov/BBL/longevity/Longevity_main.cfm)

**Will there still be a Gamebirds data release? Or will there be a way to look up gamebird encounters on the Bander Portal?**

We can no longer support or provide updates to the GameBirds software. So, while it is likely there will be some form of a gamebirds data release, it will be in a different form than previous releases. Please email [lewalker@usgs.gov](mailto:lewalker@usgs.gov) and let us know how you use GameBirds and what you’d like to see in a future data release so we can develop a data release format that is appropriate, accessible, and useful to you!

**Why do you track encounters by email address rather than the person who made the report?**

We track encounters by numerous criteria but, just like with permits, we typically track the contact through the email address. People tend to use multiple different versions of their names on their reports through time. For example, Thomas might also go by Tom or Tommy. Many people change their name when they get married. Sometimes, they use a completely different name because they want the certificate to be in someone’s honor or in memoriam. It is also difficult to track by name because there is no guarantee that your name is unique. Even if you narrow it down to a city and state, a big city is going to have many people named John Smith. Email addresses tend to be unique, although people still sometimes change their email addresses through time. The system is imperfect but, barring the collection of more sensitive personal identifying information, it’s our best option.

**What if I correctly changed my email address but still hold the same permit? Are encounter reports that we made under the previous email still associated with our permit and viewable in the Bander Portal?**

Our system allows for a secondary email to be associated with your permit for both masters and subs. However, you will only be able to see encounters if they are linked to your primary e-mail. If you have submitted encounters under your secondary e-mail or under multiple different emails, you are unfortunately unable to see those encounters through your Bander Portal.

**Is there a way to search for all recaptures and encounters by the public simultaneously? Can we download them in a single file?**

Unfortunately, due to the way the data is stored in our system, we are unable to search and pull data from multiple sources in a single search. You can choose your source location when pulling data and combine the files after download.

**Can I view all my data from a particular location?**

Yes. In the Data Services tab under the View My Banding Data link, you can pull all the data associated with a specific location. Be aware that you may need to do multiple data retrievals depending on where your data is stored (ex. archived data vs data in the portal but not submitted). And if you need data from two different locations you will need to do separate retrievals.

**How can I access my banding and recapture data?**

You can access all your banding and recapture data from the Database Services tab. Then you can either chose the View My Banding Data or the View My Recapture Data link. Select the criteria by which you wish to retrieve your data.

**How do I submit a data request?**

If you are looking for more than just your own data and have a specific request, you can contact us. Follow the instructions on the Banding and Encounter Data Request (<https://www.usgs.gov/labs/bird-banding-laboratory/science/banding-and-encounter-data-requests>) page on our website.

**I noticed that prior band records have bad data or are not accurate. How can I change those data?**

If data has already been archived by the BBL you will need to e-mail us to and let us know what changes need to be made. You can e-mail any banding record modifications to [bb1\\_verify\\_data@usgs.gov](mailto:bb1_verify_data@usgs.gov).

## TOOLS

### **Do sub-permittees need to have signed up for the Bander Portal before we can give them permissions?**

No, sub-permittees do not have to have a Bander Portal log-on prior to a master assigning permissions. Permissions can be assigned or removed at any time.

### **Can I submit photos for previously submitted banding or recapture records?**

Yes, you can submit photographs at any time. Go to the Tools Tab, click the link “Upload Documents/Photos” and then choose the appropriate dropdown in the category field. When choosing to add images to a banding or encounter/recapture record, the system will prompt you to add the associated band number (and date if it is a recapture).

### **I am a sub-permittee, and I can't see any tabs in my Bander Portal. What is going on?**

The default setting for sub-permittees on the Bander Portal provides limited access. You will need to request permission from the master permittee, and he/she can grant you permission to access different aspects of the permit's Bander Portal including the Permit, Projects, Band Inventory, Data Submission, and Data Services tabs.