

How to ID Wildlife Camera Photos

Before you begin:

You will need an internet connection to receive and send your data packets, and you will also need Microsoft Access installed to process photos. Check to see if you already have this program on your computer. Not all Microsoft Office packages include Access. If you do not have it installed, you can download and install the free version here: <https://bit.ly/AccessRuntime>.

Downloading Your Data Packet:

1. Look for an email from **WeTransfer** (noreply@wetransfer.com)
2. Open the email, and click the blue "Get Your Files" button or Download link
3. Click on **Open with Windows Explorer** and then click **OK**. (Simply saving the file puts it under a different name inside a Temp folder that can be hard to find later).
4. When the file has finished downloading it will open a window with your files. Click on the **Extract All** folder icon in the upper right corner.
5. Click the Browse button and choose where you want to save your files, such as your desktop or other location.
6. Check the box to Show extracted files when complete.
7. Click **Extract**.
8. Your files are now saved and ready to use!

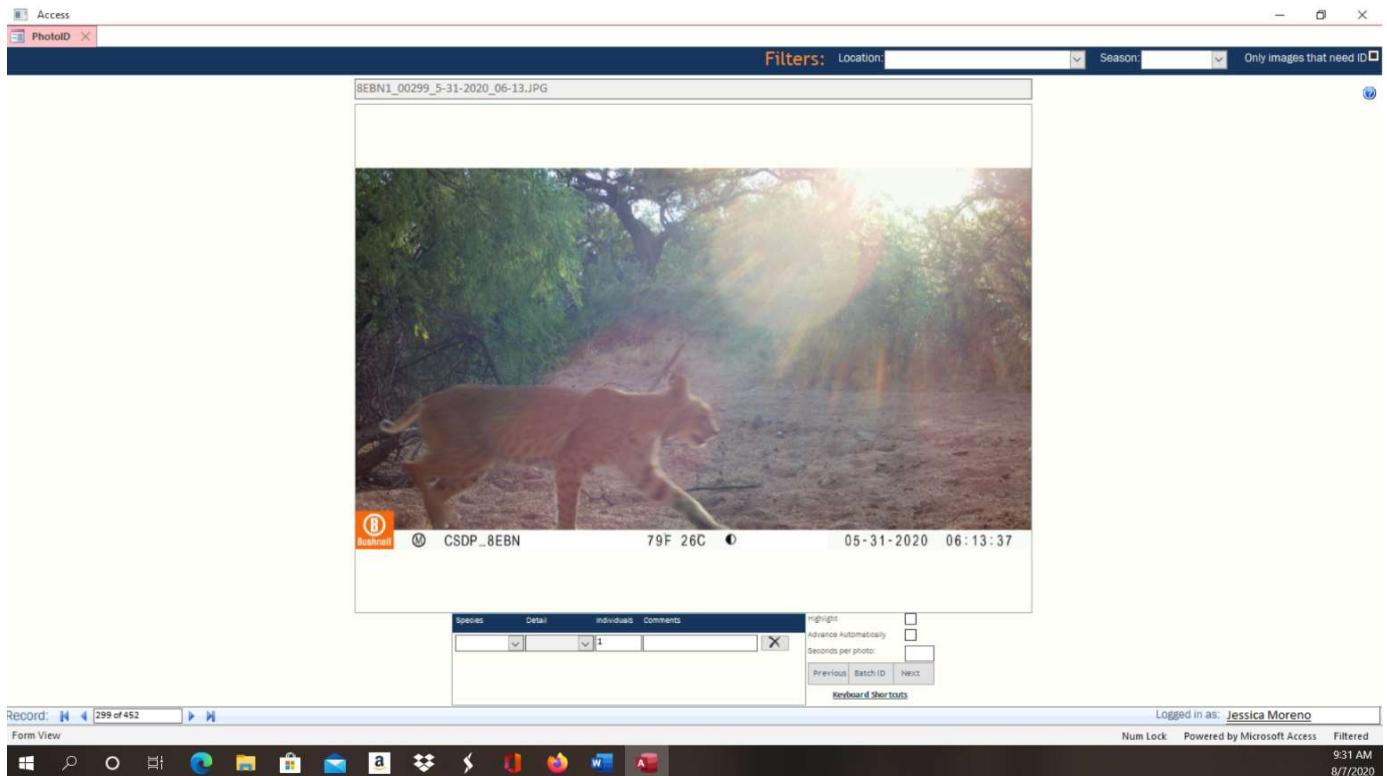
Processing Camera Photos:



Your data contains one folder of images called "Photos" and one Access database file named "PhotoID.accdr." You do not need to open the folder of images, but that folder does need to be located together with the PhotoID file for the database to work. Let's start!

1. Open your **PhotoID.accdr** file.
2. *If you receive a pop-up security warning, click **Open**.* (Note: This security warning has to do with where your Access database file was saved on your computer and is nothing to worry about. I can show you the process to set up your computer as a Trusted Location to remove the warning, but it is faster to just open the file go on to the next step.)
3. A window appears that says **Photo ID Login**. Select your **name** from the drop don menu and Click **Go**. If your name is not in the menu, you can type it in.
4. You are now in the photo sorting module!

Becoming Familiar with the Main Screen:



Let's take a quick tour of the main screen, starting at the top and moving left to right:

- The name of the photo appears in gray above the image. Photos are named as camera site_photo number_date_time.
- In the blue bar in the upper right you can filter which images you see by location and season, which allow you to see a smaller section of photos at a time. You don't need to worry about this, because you will only receive a small packet of data at one time and they will all be from the same location and season.
- In the upper right corner is a box you can check for "Only images that need ID." Checking this box is useful when you want to stop to take a break and return later because it will only display photos you haven't completed when you check this box. This allows you to skip over photos you have already done. Uncheck the box if you want to review your work.
- The photo appears in the center of the screen. If you double-click the image, it will open in Windows Viewer in a new window. This makes it easier to zoom in to see details or to lighten dark photos. When you are done you need to exit the new window because you can't advance to the next image from Windows Viewer.

- If you click on the image, an orange square appears. This is useful to show where something hard to see might be, like a tiny animal in the background, or a dark animal at night. You can make up to 5 squares on the photo. Click inside the square to delete it or drag it to a new spot.
- Field forms appear beneath the image for Species, Detail, Individuals, and Comments. The “X” button lets you delete a row. New rows are automatically added when you select a species name. You can fill these fields out by selecting from the drop-down menu, using a shortcut key, or by typing.
- In the lower right there is a check box for “*Highlight.*” When you click this box, it flags exciting images that you think we can use for outreach!
- If you want to move quickly through images, you can check the box for “*Advance automatically*” and enter the seconds per photos you want to spend on each, and the images will advance automatically like a slide show. I don’t find this feature useful, but you might.
- In the lower right corner are three gray buttons: “*Previous*” to go back to the last image, “*Next*” to advance to the next image.
- “*Batch ID*” can be useful if you have a series of images that are all the same, like blank images or volunteers checking the cameras. When you click on “*Batch ID*” a new form comes up. Select the first image in your series on the left, and the last image (where you want to stop) on the right. Fill in the Species, Detail, Individual, and Comments fields, and click “*Apply ID.*” This will apply the same labels to all the images between the two you selected.
- Beneath the “*Batch ID*” button is a link to view the keyboard shortcuts. If you want to use keyboard shortcuts, you have to be in the main form without having clicked on any fields (Click on “*Next*” and then “*Previous*” to get back to the main screen if you need to). Simply type the letter or number for the shortcut, you DON’T need to use Ctrl, Shift or Alt. Typing “z” will copy everything from the last image to this one.
- In the lower left is the photo number, and you can click on the blue arrow keys to advance quickly through the images or skip to the end or back to the beginning. You can also use the arrow keys on your keyboard to do this.
- **Your edits are all saved automatically.** When you are done, simply close out the program.

Identifying Photos:

1. **SPECIES: Choose the appropriate species in the drop-down menu at the bottom left.**
 - List all the species you see in the photo, one species per row. You can assign multiple species to the same photo, i.e. a bobcat and a packrat, a human and a dog, etc.
 - If the correct species is not in the list, type the species name in the field and confirm “Yes” to add it. If you know the species, this is better than using the larger categories of “Bird spp” or “Rodent spp” but it is also OK to use these categories.
 - Don’t skip photos with nothing in them – specify “None” as the ID. Select “None” for blank images, or “Unknown” for blurry/unidentifiable images.
 - If you want to view the image in Windows Viewer to zoom in closer or lighten dark areas, double click on the image and it will open in a new window. When done, close that window to return to the database.
 - *Important:* If you think you have identified an Endangered species or other sensitive information in a photo, please contact Jessica right away by phone, text, or email.
2. **DETAIL: Choose the appropriate Detail in the drop-down menu, if any.**

Not all species have details in the down-down menu. For Humans, details include Pedestrian, Bicycle, Vehicle, Horseback, and CSDP Volunteer. You can note if Deer have GPS collars on them, or if dogs are leashed. Some carnivores have “predation” as a detail option, to note when they have caught prey. This field can be left blank.
3. **INDIVIDUALS: How many individuals of this species are in the photo?** Put that number here. (*Note:* in the past we had one volunteer ID species, and a different volunteer ID the number of individuals. For this new process you do both.)
4. **COMMENTS (Optional):** You can leave this blank, or type in any comments you wish to make about this species in the photo.
5. If the photo is amazing or useful for outreach because of its image quality or its subject, click the Highlight checkbox to tag it.
6. If there is something in the photo that is hard to see, click on the appropriate place(s) on the photo and an orange square will mark the spot. To delete the box, click inside it.
7. Click **NEXT** or type the RIGHT ARROW KEY to advance to the next image.
8. Type “z” to copy all the same fields from the last image onto the next one.
9. If there are no changes to make, click **NEXT** type the RIGHT ARROW KEY to advance to the next image.

Submitting Your Finished Work:

1. **Rename** your PhotoID.accdr file with your initials and the date. For example: PhotoID-jm-2020-07-15.accdr. If you use the full version of Access, please make sure the file is saved as an .accdr file and not an .accdb file.
2. **Email** the renamed PhotoID.accdr file to Jessica at jessica.moreno@sonorandesert.org or using the upload form at <https://sonorandesert.wetransfer.com/>. Do not include the Photos! You only need to return the .accdr file.
3. **Input your volunteer hours** on our website form: <https://www.sonorandesert.org/how-you-can-help/log-your-volunteer-hours/>
4. **After you have confirmation that the Photo ID file was received, you can delete the file and your Photo folder**, or rename it if you want to keep photos. For space, we recommend deleting them. Note: If you want to share CSDP wildlife camera images on social media, we are happy to send you copies with our watermark on them for that purpose.

Done!

Once you have returned a completed file, we will send you a new data packet to work on next.

On Our End:

We import your completed PhotoID file into the database where it is saved.

We send the same data packet out to two different people, and the database reconciles these together. If you both agreed on the species and number of individuals the photo is tagged as a verified record. If there are disagreements, the photo is tagged in red for further review. Make your best-informed ID decisions, and we will take it from there!

Photo ID Keyboard Shortcuts

Species Shortcuts:

B	Bobcat
C	Coyote
R	Desert cottontail
F	Gray fox
H	Human
J	Javelina
O	Mexican opossum
M	Mountain lion
D	Mule deer
N	None
S	Skunk spp
U	UNKNOWN
W	Whitetail deer
T	Wild turkey

Detail Shortcuts:

Black bear	C	Collared
Bobcat	P	Predation
Coyote	P	Predation
Desert bighorn	C	Collared
Domestic dog	L	On leash
Domestic dog	O	Off leash
Gray fox	P	Predation
Human	B	Bicycle
Human	H	Horseback
Human	M	CSDP Volunteer
Human	V	Vehicle
Human	W	Pedestrian
Mountain lion	C	Collared
Mountain lion	P	Predation
Mule deer	C	Collared
Whitetail deer	C	Collared

You can also use the Z key to repeat all data from the last record.

Pressing the number keys 1 - 9 will assign the number of individuals.

Right, Down, or Page Down moves to the next photo; Left, Up, or Page Up moves to the previous photo.

Space bar moves to the next record in the ID subform.