

# 2026



## Using eBird Trip Reports for the 2026 World Series of Birding

**IMPORTANT:** To set up a Trip Report, you must use the eBird.org website on a computer. You cannot set it up on the mobile app. Go to your account, and My eBird, and find Trip Reports in the menu on the left side of the screen.

- *Only one trip report per team*
- *Teams can have one contributor or many. Not all team members need to be contributors.*
- *eBird checklists can, and often should, be submitted as “incidental.” See below.*
- *Assign contributors in advance to avoid overlapping counts.*
- *eBird Trip Reports are required for all teams, whether birding together or apart.*

**You must set up your Trip Report for May 9<sup>th</sup> in advance, no later than midnight Thursday, May 7, 2026 Please send the last SIX DIGITS of your Trip Report link to the organizers at [wsb@njudubon.org](mailto:wsb@njudubon.org) clearly indicating your team name in the email subject line.**

## Trip Report Protocols for the 2026 WSB Everything except the Comments can be done in advance!

### **NAMING YOUR TRIP REPORT**

1. All Trip Report names must begin with “2026 WSB”
2. Then, include Level Indicator
  - L1 = Level I: Bird Conservation Challenge
  - L2 = Level II: New Jersey Audubon Ambassadors
  - L3 = Level III: Zeiss Youth Birding Challenge
3. Then, add your Team Name

Example: 2026 WSB L2 Spectacled Screen Thrashers

### **SHARING YOUR TRIP REPORT**

Please set up your Trip Report as Link Only or Public, so we can quickly check your list without logging into eBird. Share the last six digits\*\* of the link to your Trip Report with WSB organizers in advance of the event. You may also share it with anyone who wants to follow your team, such as friends, family, donors and sponsors.

**Trip Report links for Level I and Level III teams will be made public on the WSB website early Sunday morning, May 10<sup>th</sup>, prior to the Awards Brunch.**

*\*\* NJA's email security system encrypts some links in emails, which is why we are asking for the only the six digits that identify your Trip Report.*

## **EDITING YOUR TRIP REPORT**

EDITING is where you can add the narrative, comments and people contributing to your Team's total.

To add contributors, click on ADD PEOPLE. They must have eBird accounts and you must have their exact eBird username or the email address they used when they set up eBird. Invitees will receive an email or, when they go to their My eBird page and click on Trip Reports, they will see they have been invited to a Trip Report. After they accept the invitation, any checklists SUBMITTED during the time period of the Trip Report will automatically be added to the Trip Report. If you end up adding someone part way through the day on May 9th, their checklists prior to being added will NOT automatically add to the Trip Report, so it's important to get it all set up in advance.

Remember, you need not add everyone on your team to your Trip Report. Likewise, not everyone on your team must know how to use eBird. Only add people if they have an eBird account and are responsible for contributing to or submitting a list on WSB day.

**The Trip Report Narrative should be set up in advance.**

The Narrative box in your WSB Trip Report must include:

1. For Level I Teams
  - a. First names of all team members, should match registration exactly
  - b. Category (Boundless, LGA, Big Stay, Cape May County, Cape Island, or Carbon Footprint)
  - c. Specific Location if LGA or Big Stay
  - d. General description of strategy
2. For Level II Teams
  - a. Names of team organizers
  - b. State or States
  - c. General description of strategy
3. For Level III Teams
  - a. First names of team members, should match registration exactly
  - b. Division (A, B, C or D)
  - c. NJ Counties to be covered
  - d. General description of strategy

Teams can expand on their strategies in the Information box.

**The Comment Box is reserved for the end of the day and must include:**

- 1.) The Team's Official Total (including 95% adjustments)
- 2.) List of 95% Species (Please list all)
- 3.) List of rarities flagged on eBird lists for review
  - a. Trip Reports will NOT carry over flagged species on checklists.
- 4.) Time team stopped counting
- 5.) Approximate total hours actively counting and any highlights

**When you end your day, you must send a brief email to [wsb@njudubon.org](mailto:wsb@njudubon.org) with the following information:**

Subject: 2026 WSB Results [Insert Team Name]

Team Name, identical to Trip Report Format

Official Total for Review\*

Link to Trip Report, if not previously submitted

\*The Official Total in your eMail represents the final word on YOUR WSB Team's submission. Although it is possible to make changes in eBird after the fact, your Team's total will remain that which you supply by via email by midnight, and should correspond exactly with what is on your Trip Report on eBird at the time the judges check your team's link.

Your email can also contain any other relevant information about your team's performance.

### **WHAT HAPPENS NEXT**

New Jersey Audubon has enlisted a team of experts, both NJA staff and members of the birding community, to review the checklists from the competitive teams (Level I, Level Ia, and Level III) in real time as they are submitted Saturday night into early Sunday morning. If a question arises, a member of NJ Audubon staff will reach out to the Team Captain – so it is important that the Team Captain keeps his/her cell phone ON and nearby for about one hour after submission. With one year utilizing this system, we can report that most lists don't require follow-up. For those that did, issues were quickly resolved.

If the captain cannot be reached, the review team is authorized to remove questionable species from the team's total.

### **COMPLETE VS. INCIDENTAL eBird CHECKLISTS**

When you click on SUBMIT in eBird, it will ask you to choose between a COMPLETE CHECKLIST and an INCIDENTAL CHECKLIST. If you are only entering species as needed for your WSB submission, ie. one siting per species, you should enter your list as INCIDENTAL. Only if you are following eBird's protocols for a COMPLETE CHECKLIST, ie. entering ALL the individual birds you encounter, entering a list for each geographic location, etc., should you enter your list as a Complete Checklist. Visit the eBird website and click on the HELP button for detailed

information on eBird best practices and protocols. Please note, our colleagues at Cornell support the use of eBird Trip Reports in the WSB and appreciate your cooperation.

**IMPORTANT NOTE FOR END OF DAY!**

IF YOU ARE UNABLE TO GET TO A COMPUTER TO CHECK THE STATUS OF YOUR EBIRD TRIP REPORT, PLEASE PRIORITIZE SENDING YOUR EMAIL TO [WSB@NJAUDUBON.ORG](mailto:WSB@NJAUDUBON.ORG) BY MIDNIGHT. WE WILL CHECK THE LINK YOU SHARED TO YOUR EBIRD TRIP REPORT AND IF THERE IS A NOTICIBLE DISCREPANCY, WE WILL CONTACT THE TEAM CAPTAIN. WE TRUST THE TEAM WILL WORK TO RECTIFY THE SITUATION AT ITS EARLIEST CONVENIENCE.

Finally, if you wish to register a “Call of Foul” or “Protest” against another team or an individual, please contact the organizers directly. Do not post such actions on eBird.