


Submitting Welsh Rookery survey records to the COFNOD database

1.	<p>NB you need to register first via https://www.cofnod.org.uk/Home</p> 	click Submit Records
2.		click Go to the ORS
3.		<p>If you are not logged in, you will get a reminder here. Click on 'Log in'</p> <p>Tick the 'remember me' box to automatically log in in future</p>
4.		Click on Enter Records
5.		Scroll down to the All Wales Rook Survey project; click on that one to open up the form needed to enter your rookery records.
	<p>If you are registered for a tetrad, select the tetrad from the drop-down list under site name. If you are entering a casual record, use the 'unlisted tetrad' option at the end of the tetrad list.</p>	Press Submit Record when done.

Note that sometimes you'll get an error message. Don't panic. Click on the 'Enter Records' button and try again.