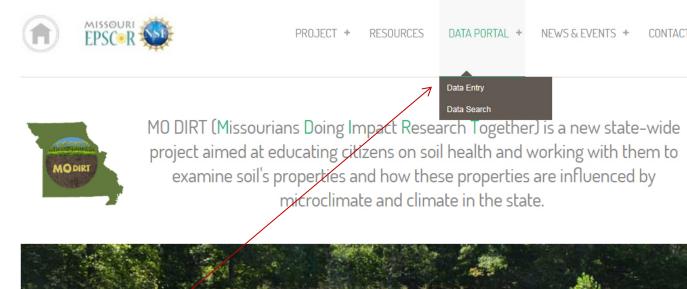


DATA ENTRY PORTAL MANUAL

INSTRUCTIONS TO ENTER DATA ON-LINE FROM THE MO DIRT SOIL HEALTH SURVEYS

- 1. Find the Data Portal on the internet
- 2. Create an account (e-mail verification, password setup)
- 3. Data entry and save
- 4. Data viewing
- 5. Data search

1. Find the Data Portal



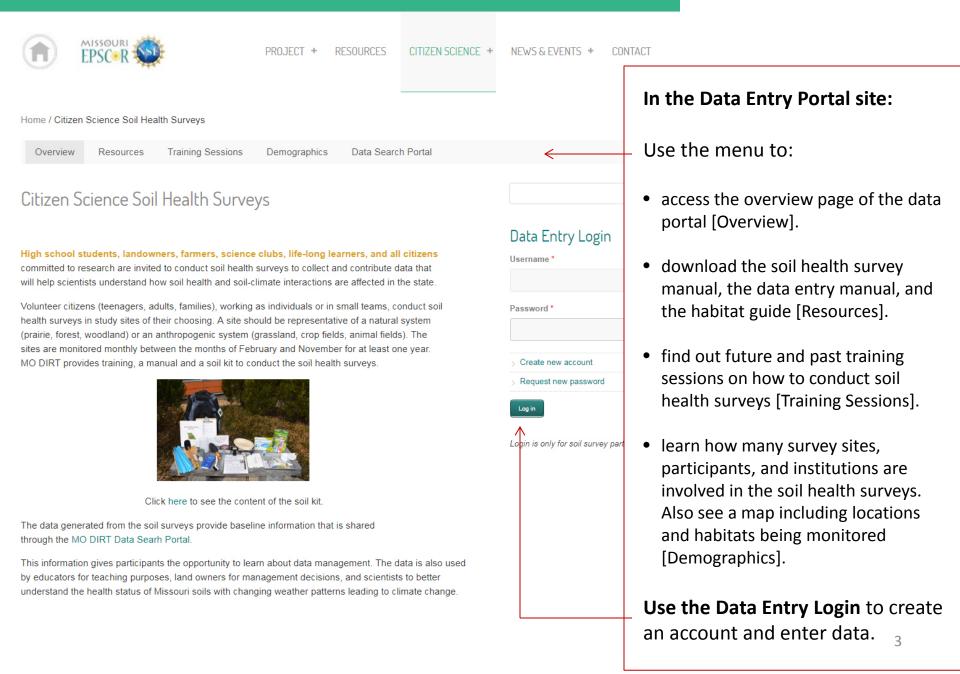
Access the MODIRT website from a computer or a mobile device at modirt.missouriepscor.org.

Click on the **Data Portal tab** on the top menu and select **Data Entry**

or

directly type <u>modirt.missouriepscor.org/soilhealthsurveys</u> in your browser (e.g. Google, Firefox, etc.).





2. Create an account

MO DIRT: Missourians Doing Impact Research Together MISSOURI PROJECT + RESOURCES DATA PORTAL NEWS & EVENTS + CONTACT **EPSC**•F Home / Citizen Science Soil Health Surveys Data Search Portal Overview Resources Training Sessions Demographics Q Citizen Science Soil Health Surveys Data Entry Login High school students, landowners, farmers, science clubs, life-long learners, and all citizens Username * committed to research are invited to conduct soil health surveys to collect and contribute data that will help scientists understand how soil health and soil-climate interactions are affected in the state. Volunteer citizens (teenagers, adults, families), working as individuals or in small teams, conduct soil Password * health surveys in study sites of their choosing. A site should be representative of a natural system (prairie, forest, woodland) or an agricultural sys sites are monitored monthly between the month Click here to create The data generated from the soil surveys will pr Create new account through an open access on-line website. Request new password your account. This information will give participants the opport Log in teachers with access to the data for classroom better understand how soil health is being affected across the state with changing weather patterns leading to climate change. Login is only for soil survey participants. Use the links above to access the soil health survey manual, the training sessions, and the

To enter data you need to create an account in order to access the Data Portal.

Enter your data by clicking here.

demographics of the project.



Create new account Log in Request new password

* Denotes field is required

First Name *

Last Name *

Institution/Organization *

County *

Enter the county name of your current location.

Reason for account *

Briefly explain why you are requesting a MO DIRT account. Your answer will not be visible on your profile. Only site administrators will be able to view this field.

Data Sharing Permissions *

Select your survey data sharing preferences below. Regardless of your sharing preference, all data in the portal will be accessible to EPSCoR scientists and MO DIRT administrators if required.

- Public: Accessible to the public through this web (no login required). Your name, e-mail address, site address (street and city) and other contact information will remain private.
- Semipublic: Accessible only to other participants of the soil health surveys (login required). Your name, e-mail address, site address (street and city) and other contact information will remain private.
- Semiprivate: Accessible neither to the public nor with other soil health survey participants. Your contact information will be available if needed by EPSCoR.

Username *

Spaces are allowed; punctuation is not allowed except for periods, hyphens, apostrophes, and upderscores.

E-mail address *

A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new passwerd or wish to receive certain news or notifications by e-mail. Fill the fields to create your account.

An e-mail verification is required to create an account. Make sure that the name in the account is from a person that attended a training.

Select the level of sharing of your data (public (default), MO DIRT participants, EPSCoR researchers).

 After you click "Create new account", you will receive an e-mail with instructions on how to log in and set a password.

Create new account

From: <u>modirt@modirt.missouriepscor.org</u> To: <u>sample_user@mail.com</u> Subject: Account details for sample_user at MO DIRT (approved)

sample_user,

Your account at MO DIRT has been activated.

You may now log in by clicking this link or copying and pasting it into your browser:

http://modirt.missouriepscor.org/user/reset/17/1483470451/HR eFhLhdwXz7trC0OonuKv8IC_Jpa_AT_7IVQugzcKw

This link can only be used once to log in and will lead you to a page where you can set your password.

After setting your password, you will be able to log in at <u>http://modirt.missouriepscor.org/user</u> in the future using:

username: sample_user password: Your password

-- MO DIRT team

This is an example of the e-mail you will receive after your information has been verified.

You have to click on the URL from the e-mail to verify your account and set the password before you can access the data portal.



PROJECT + RESOURCES DATA PORTAL + NEWS & EVENTS + CONTACT

3. Data entry

Home / Citizen Science Soil Health Surveys / MO DIRT Data Entry Portal Overview Training Sessions Demographics Data Search Portal Resources Q MO DIRT Data Entry Portal Site Information Welcome, sarango Enter the data in the links below according to the survey month and year. Site ID: 12 Location: Not yet entered Habitat Type: Not yet entered Group Information Form not yet submitted. > Submit data When you enter the portal for the first time, you Site Description Form not yet submitted. will see a section to enter the data for each type of Submit data form (Group Information, Site Description, Monthly Monthly Survey Form for Aug 2017 not yet submitted. > Submit data data, Twice a year data). Twice a Year Survey Form for Aug 2017 not yet submitted. > Submit data If you collected data on a month different from the Surveys on other months (optional) surveys' schedule you can enter that data here. If you collect monthly data in December or January, enter your data here. If you collect twice a year data in a month other than May or August, enter your data here. Enter the username to masquerade as Survey date on or after: Survey date on or before: Survey type: Search -Year • -Month • v -Year 🔻 🛛 -Month 🔻 All Types

No surveys submitted.



PROJECT + RESOURCES DATA PORTAL + NEWS & EVENTS + CONTACT

Home / Citizen Science Soil Health Surveys / MO DIRT Data Entry Portal

Overview	Resources	Training Sessions	Demographics	Data Search Portal		
MO DIRT	Data En	try Portal				Q
Welcome, sar	ango				Site Information	
Enter the da	ta in the links b	elow according to the su	rvey month and year.]
Group Informa > Submit	tion Form not yet data	t submitted.		Click here to fill the Gro	oup Information form.	
Site Descriptio	n Form not yet si data	ubmitted.		L	> View user profile	
Monthly Surve		2017 not yet submitted.			Log out	
Twice a Year S	2	Aug 2017 not yet submitted.			Masquerade (admins only)	
Surveys o	n other m	onths (optional)				0
-	-	December or January, er a in a month other than N		vour data here.	Go	
Survey date		Year ▼ -Month ▼	e: Survey type: All Types	▼ Search	Enter the username to masquerade a	as.

No surveys submitted.

Date of Survey * This field is required.

E.g., 04/18/2017	
Enter the survey date in the form MM/DD/	YYYY or select the survey date from the pop-up ca
Group Name	
Participant Names	
ist names of participants separated by com	mas.
nstitution	
ichool, youth organization, etc. - •Contact Information of S	
Name	
E-Mail Address	
Phone Number	
Enter the phone number with area code in	the format xxx-xxx-xxxx.
When you are finished filling out this form	n, click Save at the bottom of the page to subr
f you have any questions on entering dat	ta, contact MODirtWebmaster@da/forthcente
Revision information No revision	Revision information
URL path settings No alias	Create new revision
Comment settings Closed	Revision log message
Authoring information By sarango	
Publishing options Published	Provide an explanation of the changes you a

After you click on the **Group Information form**, you have this view. Fill the form.

- It is very important to enter the Date of when you collected the data, since it is the field that connects all the data from the different forms of a particular survey.
- Check that the format of the Date of Survey is correct.
- Don't forget to Save or you will loose your data.
- You can update this information at any time.

de an explanation of the changes you are making. This will help other authors understand your motivations.

	NY ARASILAN NY ARATSARASIN'NY ARATSARASIN'NY ARATSARASIN'NY ARATSARASIN'NY ARATSARASIN'NY ARATSARASIN'NY ARATSA				
MO DIRT: Missourians Doir	ng Impact Research Together				
	E PROJECT + RESOURCES NEWS EVENTS CONTACT US				
Home / Group Information for Cherokee Team as of 02/21/2016					
Group Information Form Group Information for Cherokee	Team as of 02/21/2016 has been created.				
Group Information for Cherokee Team as	of 02/21/2016				
Date of Survey: 02/12/2016 Group Name: Flying Cows Participant Names: Margarita Celicante and Jim Supito Institution: Private Land – Farm The Mules	View user profile				
Contact Information of Survey Leader					
Name: Randy Ciarlante E-Mail Address: R.C.2014@gmail.com Phone Number: (XXX) XXX-XXXX After you save the Group Information form, you will be able to view it.					
« Back to Data Portal	At the bottom there is a link that will bring you to the home of the Data Portal to continue the data entry.				



PROJECT + RESOURCES DATA PORTAL + NEWS & EVENTS + CONTACT

Home / Citizen Science Soil Health Surveys / MO DIRT Data Entry Portal

Overview	Resources	Training Sessions	Demographics	Data Search Portal		
MO DIRT	Data Entr	ry Portal			٩	
Welcome, sar	ango				Site Information	
Enter the data in the links below according to the survey month and year. Group Information Form not yet submitted.					Site ID: 12 Location: Not yet entered Habitat Type: Not yet entered	
> Submit o	data				Description forms	
Site Descriptio	on Form not yet sub data	mitted.		Click here to fill the Site	•	
	ey Form for Aug 20	17 not yet submitted.			> View user profile	
Twice a Year Survey Form for Aug 2017 not yet submitted. Submit data					Masquerade (admins only)	
Surveys on other months (optional)						
0011030		nuns topuonais			0	
If you collect n	monthly data in D	ecember or January, er in a month other than N	-	your data here.	Go	

No surveys submitted.

Create Site Description Form •

Home » Add content



MO DIRT Citizen Science Project Soil Survey Form

Annual, one-time data collection

Date of Survey * This field is required.

E.g., 04/18/2017

Enter the survey date in the form MM/DD/YYYY or select the survey date from the pop-up calendar.

-Site Address

Address (Street No. and Name)

e.g., 123 Main St.

City

County

Journey

State

MO

Zip Code

- - Site Description -

Mean Annual Temperature (°C)

Total Annual Precipitation (mm)

Elevation (m)

Slope (%)

Aspect

After you click on the **Site Description form**, you have this view (partial view here).

Fill the form and save.

Study Site Landscape Position	Continuation of Site Description form:
 Habitat Type Habitat Type *** Select a value - 	Fields with three asterisks (***) can be updated in the following surveys.
Topography Hills, ridges, depressions, knolls, potholes, etc.	The other fields are locked after saving form.
Present Land Management *** Logging *** Reforestation ***	If you need to change one of the locked fields contact us at:
 Pesticides *** Fertilizers *** Irrigation *** 	MODirtWebmaster@danforthcenter.org
Tourism *** Prescribed burns ***	
Flooding *** Undisturbed ***	
Other ***	
Past Land Management History ***	
Logging *** Reforestation ***	
Pesticides *** Fertilizers ***	

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Past Land Management Histo	ry ***
Logging ***	
Reforestation ***	
Pesticides ***	
Fertilizers ***	
Irrigation ***	
Tourism ***	
Prescribed burns ***	
Flooding ***	
Other ***	
Select an option from the list or choose "other"	to enter custom text.
Other:	
Undisturbed	
· ▪Land Management Updates	5
Enter any changes in the land management	t of your site.
Date	Describe the chang
E.g., 04/2018	

Continuation of Site Description form:

With time, the habitat of your survey site may experience some changes (burning, logging, fertilizing, etc.). You can include those changes in the section "Land Management Updates".

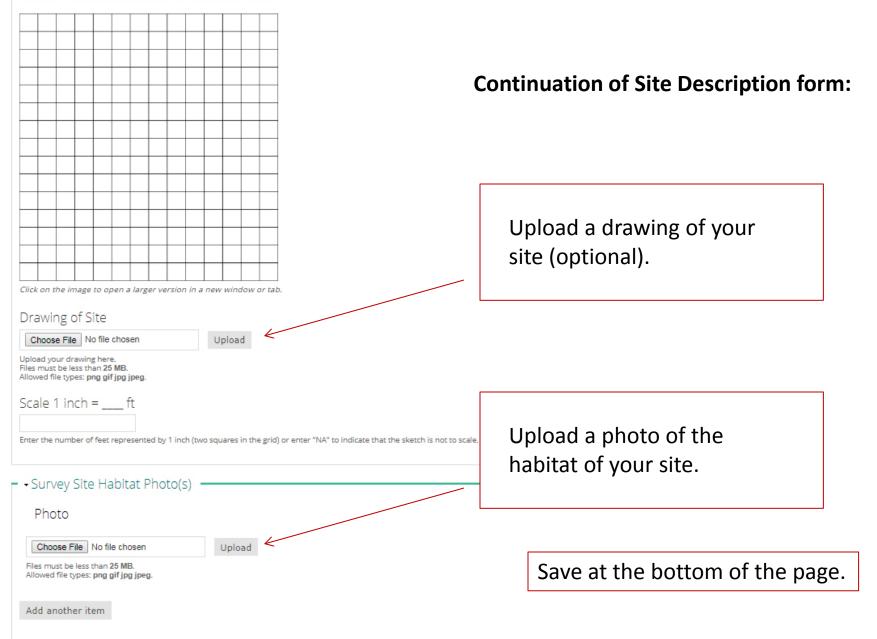
You will only see this option after you have filled the Site Description form for the first time.

You will be able to include a date and a description of the change in your habitat.

Add a land management update

Drawing of Site

Aerial view of site showing replicates sites and location of landmarks (river, lake, road, etc.) and other features you think are is optional if you do not have a way to create a digital image of it.



Submitted by: Cherokeepass

Date of Survey: 11/26/2015

Site Address

Address (Street No. and Name): 1030 Madison 9418 City: Fredericktown County: Madison Zip Code: 63645 State: MO

Site Description

Mean Annual Temperature (°C): 12.72 Total Annual Precipitation (mm): 1162 Elevation (m): 279 Slope (%): 0 Aspect: N/A

Geographical Coordinates in Decimal Degrees

You can view the information of the site description after saving.

Click the link at the bottom of the page to go back to the Data Portal home.

Replicate Number	Latitude	Longitude			
1	37.482900	-90.314600			
2					
3					
4					
5					

Map Unit Name: Clarksville-Scholten complex Map Unit Symbol: 73140 Study Site Landscape Position: SH Habitat Type: Forest Topography: Ridge Signs of Erosion: None Present Land Management: Undisturbed Past Land Management History: Undisturbed



RESOURCES DATA PORTAL + NEWS & EVENTS + CONTACT PROJECT +

Search

v

Home / Citizen Science Soil Health Surveys / MO DIRT Data Entry Portal

Overview Training Sessions Demographics Data Search Portal Resources

MO DIRT Data Entry Portal

After you filled your Site Description form, the Site Information section is completed providing a Site ID (automatically generated by the website), a location (county and zip code), and a Habitat Type.

Monthly Survey Form for Aug 2017 not yet submitted.

> Submit data

Twice a Year Survey Form for Aug 2017 not yet submitted.

> Submit data

Surveys on other months (optional)

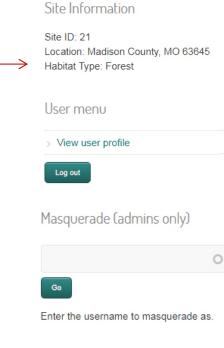
If you collect monthly data in December or January, enter your data here. If you collect twice a year data in a month other than May or August, enter your data here.

Survey date on or after: Survey date on or before: Survey type:

-Year • -Month •

-Year • -Month •

All Types



Q

No surveys submitted.



PROJECT + RESOURCES DATA PORTAL + NEWS & EVENTS + CONTACT

Home / Citizen Science Soil Health Surveys / MO DIRT Data Entry Portal

Overview	Resources	Training Sessions	Demographi	cs Data Search Portal				
MO DIRT	Data Entr	y Portal						Q
Welcome, sara	ango					Site Informatio	n	
Enter the dat	a in the links belo	w according to the su	rvey month and	d year.		Site ID: 12 Location: Not yet e	ntered	
	tion Form not yet su	bmitted.				Habitat Type: Not y	/et entered	
Submit of Site Description	n Form not yet subn	nitted.				User menu		
> Submit c	lata							
Monthly Surve	y Form for Aug 201 lata	7 not yet submitted.	←──	Click here to fill t Collection form.	ne Monti	hiy Data		
Twice a Year S > Submit c		2017 not yet submitted.					ins only)	
Surveys o	n other mor	ths (optional)						0
lf you collect n	nonthly data in De	ecember or January, e	nter your data h	iere.		Go		

If you collect twice a year data in a month other than May or August, enter your data here.

Enter the username to masquerade as.

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Date of Survey * This field is required.

04/18/2017 E.g., 04/18/2017

Enter the survey date in the form MM/DD/YYYY or select the survey date from the pop-up calendar.

 Temperatures and Cloud 	d Cover			
	you type, the average soil temperature at 5 cm dept	h will be automatically calculated.		
Replicate Number	Air Temperature (°C)	Soil Temperature (°C) at Surface (0 cm Depth)	Soil Temperature (°C) at 5 cm Depth	Soil Temperature (°C) at 10 cm Depth
1				
2				
3				
4				
5				
Average Soil Temperature	(°C) at 5 cm Depth			
Average for five replicates (automatically o	calculated).		Monthly form:	
Cloud Cover (%)				
- Soil Respiration			Enter the Date of Sur	vey again. Make sure it
	re hh range is 00-23 and mm range is 00-59. Color n	umber by hour (h).	matches the date in y	our papar form
Hour (h)	Time Col	pr	matches the date in y	our paper form.
0	- Non	e - Y		
1	- Non	g. •		e respective information
2			from your field form	(paper form) (This is a

1	- None - Y
2	- None - *
3	- None - *
4	- None - Y

Save.

partial view of the form).

Click on the link at the bottom of the page to return to the Data Portal home page.

Date of Survey: 02/21/2016

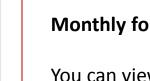
- Temperatures and Cloud Cover

Replicate Number	Air Temperature (°C)	Soil Temperature (°C) at Surface (0 cm Depth)	Soil Temperature (°C) at 5 cm Depth	Soil Temperature (°C) at 10 cm Depth
1	15.00	16.00	11.00	9.00
2	16.00	15.00	11.00	9.00
3	14.00	14.00	10.00	9.00
4	13.00	15.00	11.00	9.00
5	15.00	15.00	10.00	9.00

- Soil Respiration

Color Number By Hour:

bolor Humber By Hour.						
Hour (h)	Time	Color				
0	11:34	0				
1	12:30	0				
2	01:30	2				
3						
4	03:30	6				
5						
10						
24						
✓ Interpretation of Colors for CO₂-C Emissions (lbs/acre/day) after 24 Hours CO₂-C Emissions at Room Temperature: >150-400 CO₂-C Emissions at Field Soil Temperature: >90-240						
lotes: oil respiration at the 4 hour measured wit	h a color meter is: Color: 5.24 lb	/acre CO2-C: 73				



Monthly form view:

You can view the monthly data entered after saving.

Click the link at the bottom of the page to go back to the Data Portal home.





PROJECT + RESOURCES DATA PORTAL + NEWS & EVENTS + CONTACT

Home / Citizen Science Soil Health Surveys / MO DIRT Data Entry Portal

Overview	Resources	Training Sessions	Demographics	Data Search Portal					
MO DIRT [Data Entry		٩						
Welcome, sarango					Site Informatio	Site Information			
Enter the data in the links below according to the survey month and year.					Site ID: 12 Location: Not vet e	Site ID: 12 Location: Not yet entered			
Group Information Form not yet submitted.						Habitat Type: Not yet entered			
> Submit dat	а								
Site Description F	Form not yet submi	tted.			User menu				
Submit dat	a				View user profile				

Monthly Survey Form for Aug 2017 not yet submitted.

> Submit data

Twice a Year Survey Form for Aug 2017 not yet submitted.

> Submit data

Surveys on other months (optional)

If you collect monthly data in December or January, enter your data here. If you collect twice a year data in a month other than May or August, enter your data here.

Go to the **Twice a Year Data Collection form** during the months of May and August. View user profile

Log out

Masquerade (admins only)

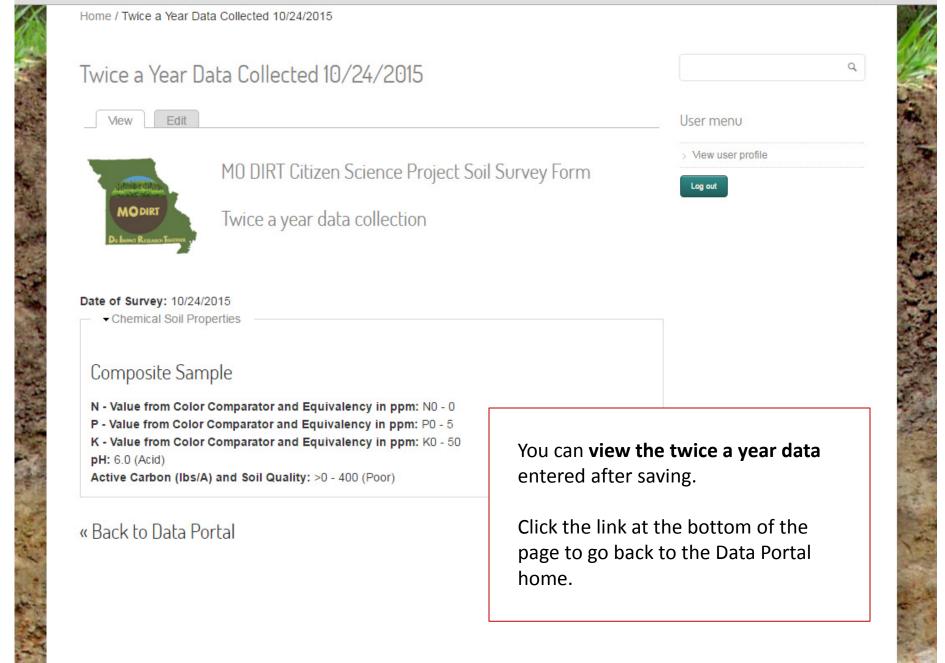
Enter the username to masquerade as.

-
irvey again. Make date in your paper
ie respective field form (paper a Year variables.
he bottom to return ome page.

When you are finished filling out this form, click Save at the bottom of the page to submit your data.

If you have any questions on entering data, contact MODirtWebmaster@danforthcenter.org.

Revision information



MO DIRT Data Entry Portal

Welcome, Cherokeepass

Enter the data in the links below according to the survey month and year.

Monthly Survey Form for Jun 2017 not yet submitted.

> Submit data

Monthly Survey Form for Apr 2017 not yet submitted.

> Submit data

Monthly Survey Form for Mar 2017 not yet submitted.

> Submit data

Monthly Survey Form for Jul 2016 not yet submitted.

> Submit data

Monthly Survey Form for Apr 2016 not yet submitted.

> Submit data

Surveys on other months (optional)

If you collect monthly data in December or January, enter your data here. If you collect twice a year data in a month other than May or August, enter your data here.

History

Click here to start a new search

 Survey date on or after:
 Survey date on or before:
 Survey type:

 -Year ▼
 -Month ▼
 -Month ▼
 All Types

Date of Survey	Survey Type	View Survey Data	Update Survey Data		
2017-09	Monthly Data Collection Form	HTML PDF	Update		
2017-08	Monthly Data Collection Form	HTML PDF	Update		
2017-08	Twice a Year Data Collection Form	HTML PDF	Update		
2017-07	Monthly Data Collection Form	HTML PDF	Update		

Q

4. Data viewing

Site Information

After you entered data, you will have a view of the **history** of the data entered for each form you filled (rows).

To search the data, select the time range (year(s) and month(s)) and the type of form.

You can **view** the data by clicking on HTML to see the form in your account, or clicking PDF to download the form as a pdf file.

To **edit or update** your forms click on Update.

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5. Data search

About this Data

Welcome to the MID DIRT Data Search Portal. Here you have access to the soil health survey data collected by the ditten scientists of MID DIRT since 2015. This data includes measurements of physical, chemical, and biological soil health indicators from different sites in the state of Missouri. The states represent You can search and download the data based on site location or habitat type. See instructions below. The searched data is presented in a table where each row represents a soil survey organized by collection site (Site ID). The columns in the table represent site description parameters or soil health indicators | This data has been screened for errors. However, it is possible that you may find inconsistencies. We will appretate if you let us inow any suggestions about the data at modint@danforthcenter.org. To know how the data was collected, visit the Data Portal website. Click here to access the Soil Health Lidde.

Search and Display Options

1. Use Search Type: On the top left column select how you will do your search based on site location, habitat, or including all sites.

To search by site location: Use the Map Site Search to view the map of collection sites and search for a specific site based on its location. Click on a site (red icon) to obtain the ID number, habitat type, and county and zip code
rather than by individual variables.

3. To search sites by habitat type: Use the Table Filters (left column) to select the habitat type(s), variables, and date range of your interest.

Note that the table can be very large. Use the horizontal scrolibar at the bottom of the table to view all of the columns and the vertical scrolibar (if present) to view all of the rows on the current page. The number of rows per pag You may also hide the filter menu to allow the table to expand to the full width of the page by clicking Hide filter menu directly above it. (Once hidden, click Show filter menu to make it visible again.)

Export Dat

To export the table as a spreadsheet, click on either the CSV or Excel button above the table to export the table as a CSV (comma separated values) or Excel file, respectively. Note: if you do not have Excel, use the CSV option as that is compatible with all spreadsheet programs.

Map Site Search

Each marker on the map represents a collection site. Click on a marker to view information about that site and/or include or exclude the site from the table search



Hide filter menu Search Type

	Search Type	CSV Excel										
	Select one of the following options to begin your search: Search by Site ID based on site location in map						Site Address		Geographica Degrees			
		Site ID *	Survey Date (Year & 0 Month)	Survey Date 👌 (Year)	Survey Date (Month)	Collection Period	Country	State	Zip Code 💧	Latitude (Replicate	Longitude	Mean Annual
	 Search by Habitat Type (e.g. forest, cropland, etc.) 						County +	State	Zip Code 🧯	1)	(Replicate 1)	Temperature (°C)
	O Include All Sites	21	2017-06	2017	06	Once a year	Madison	MO	63645	37.482900	-90.314600	12.72
		21	2017-07	2017	07	Monthly	Madison	MO	63645	37.482900	-90.314600	12.72
	Table Filters	21	2017-05	2017	05	Monthly	Madison	MO	63645	37.482900	-90.314600	12.72
	Habitat Types Check all Uncheck all	21	2017-02	2017	02	Monthly	Madison	MO	63645	37.482900	-90.314600	12.72
	Forest	21	2016-11	2016	11	Monthly	Madison	MO	63645	37.482900	-90.314600	12.72
	Woodland Prairie	21	2016-10	2016	10	Monthly	Madison	MO	63645	37.482900	-90.314600	12.72
	Grassland	21	2016-09	2016	09	Monthly	Madison	MO	63645	37.482900	-90.314600	12.72
	Cropland tillage Other	21	2016-08	2016	08	Monthly	Madison	MO	63645	37.482900	-90.314600	12.72
	Variables	21	2016-06	2016	06	Monthly	Madison	MO	63645	37.482900	-90.314600	12.72
	Check all Uncheck all	21	2016-05	2016	05	Monthly	Madison	MO	63645	37.482900	-90.314600	12.72
	Site Description County & Zip Code	21	2016-03	2016	03	Monthly	Madison	MO	63645	37.482900	-90.314600	12.72
	Coordinates	21	2016-02	2016	02	Monthly	Madison	MO	63645	37.482900	-90.314600	12.72
	Mean Temperature & Precipitation	21	2015-11	2015	11	Monthly	Madison	MO	63645	37.482900	-90.314600	12.72
	Elevation Slope	21	2015-10	2015	10	Monthly	Madison	MO	63645	37.482900	-90.314600	12.72
	Aspect Soil Map Unit	28	2016-02	2016	02	Once a year	Bollinger	MO	63764	37.198035	-90.100991	13.78
	Landscape Position Present & Past Land	28	2017-06	2017	06	Monthly	Bollinger	MO	63764	37.198035	-90.100991	13.78
	Management	28	2017-05	2017	05	Monthly	Bollinger	MO	63764	37.198035	-90.100991	13.78
	 Soll Core Variables Data Layer Number (up to 4) 	28	2017-04	2017	04	Monthly	Bollinger	MD	63764	37.198035	-90.100991	13.78
	Texture Color	28	2017-03	2017	03	Monthly	Bollinger	MO	63764	37.198035	-90.100991	13.78

Access the Data Search Portal at <u>http://modirt.missouriepscor.or</u> g/soilhealthsurveys/search-data to search and download the soil health data collected by the MO DIRT citizen scientists.

You can search data by habitat or location selecting filters for the variables of interest.

If you need assistant contact us at:

MODirtWebmaster@danforthcenter.org modirt@danforthcenter.org 314-587-1412