

## 13 Lucky Steps for ID Day!



*Check off the box when you are done with the step!*

1. At the table with the jars:
  - a. Select one group of jars, matching purple data sheet, and one blank yellow data sheet
    - If you went on the River Roundup you can pick one of your own samples (left side of table)
    - If you didn't, there are unclaimed samples set to the right side of the table.
2. Find an open station and make yourself at home.
3. Open each jar and remove the label within. Does the label match the site identified on the purple data sheet? Do the number of jars match what the purple data sheet says on the upper right corner? If not, ask Paul before you do anything else.
4. Carefully empty everything from all the jars into one white tray, including the labels. You can use a little water from the squirt bottle to rinse everything out.
5. Sparingly use water to keep the creatures wet but do not make them float around.
6. Organize the creatures into look-alike groups.
  - a. Place the groups into separate compartments in the sorting trays and any large group into a large Petri dish.
  - b. Be sure every tray and dish has a label that has the collection site name on it.
  - c. Please add water to the creatures in the sorting trays to keep them wet.
7. After you have gone through all of the debris in your white tray and moved all bugs to a group, write your name on the large white pieces of paper that say "Request an Expert" (in the lab).
8. While waiting for the expert:
  - a. \_\_\_\_\_ Write the stream site and collection date (not today's date) at the top of the yellow Count List.
  - b. \_\_\_\_\_ There is a box of "long-term storage macro jars" used for the final sample. Fill it ½ full with fresh ethanol.
  - c. \_\_\_\_\_ Insert the small computer-printed site identification label (taped to the purple sheet) in the jar containing fresh alcohol, orienting it to face out, making it easy to read.
  - d. \_\_\_\_\_ Enjoy something to drink or eat.
  - e. \_\_\_\_\_ You could begin to fill out an evaluation form.
9. With the expert:
  - a. \_\_\_\_\_ Write the expert's name at the top of the yellow Count List by "ID Verified By" and write your name(s) on the yellow Count list too.

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- b. \_\_\_\_\_ The Expert will identify each family on the yellow Count List with a letter that corresponds to an isolated group.
- c. \_\_\_\_\_ Refer to the purple data sheet. Did the team see crayfish? If yes, write a “1” next to Decapoda on the yellow Count list.

**10.** After the expert leaves:

- a. Start moving the insects to the final sample jar, counting as you go. Record the number on the yellow data sheet. If you get to 50 for any particular macroinvertebrate, you can stop counting and write down 50+ on the yellow data sheet.

**11.** Final Quality Control Check! Answer all these questions.

- a. \_\_\_\_\_ Is the yellow Count List complete on both sides with the total number in each group next to the proper name?
- b. \_\_\_\_\_ On the yellow count list did you write your name and your expert IDer’s name?
- c. \_\_\_\_\_ Have you placed all of the bugs in a single plastic jar with alcohol?
- d. \_\_\_\_\_ Is there enough alcohol in the jar to cover the bugs well?
- e. \_\_\_\_\_ Is a printed label inside the jar facing out so you can see it?
- g. \_\_\_\_\_ Is the lid of the jar securely tightened?
- h. \_\_\_\_\_ Did your expert use a “mystery jar”?
  - \_\_\_ Did you check the box next to “Mystery Jar” on the yellow Count List?
  - \_\_\_ Is there an old site label inside the mystery jar? (Please put one in, if there isn’t.)
  - \_\_\_ Did you rubber band the mystery jar to the finished jar?

**12.** Clean up:

- a. Put the two data sheet and the jar with insects in the right spot on the lab bench.
- b. Clean your equipment – In the lab, rinse the empty jars and white trays and 6 celled trays. Lightly dry the trays and 6 celled trays and then reset up your station. You can leave the empty jars in a bin on the lab counter. The lab sink has a sieve on it to catch debris. Please make sure debris like shells and stones do not go down the drain.

**13.** If you haven’t yet, please complete an evaluation form. If you want to do more, consult with Jason and Paul if you can do another sample. *Thank you!*