

Hello,

Please find below a QUICK GUIDE to the New IBR App, which goes live on the 7<sup>th</sup> September 2015.

This App allows you to: -

- Update your Personal record
- Update your Bird record/s
- Renew your bird's Registration/s
- Report a LOST Bird
- Report a SEEN Bird
- Has LINKS to the IBR BIRDMART page, IBR Falconry Directory & IBR TELEPHONE.
- Check missing birds both in your local area & countrywide.

You can rest assured that your details contained within the App are secure & will NEVER be shared to a third party without your consent.

Once you have been sent the IBR APP link, you will be prompted to input the auto generated password, which is also supplied. This will then take you to the change password page where you input your own personalized password & then confirm same. (If you have previously been using the Database Update password there will be no need for you to do this as you already have completed this step). Once completed the App will open on your Account home page.

**ALL FUNCTIONS AVAILABLE ON THE APP ARE ACCESSED VIA THE MENU BUTTON WHICH IS ALWAYS ON THE TOP RIGHT OF THE SCREEN.**

Once the Menu button is pressed, you are presented with the following list: -

**ACCOUNT HOME: -**

On the top left of this page it will IBR Members Dashboard

Here you will have a list of LOST BIRDS in your Postal Area, any Bird Renewals Due & a Check Details tab which allows you to make sure your personal details are correct. Once you have Checked your details and submitted any changes you can then Dismiss this message.

### **YOUR DETAILS:** -

As mentioned above (self-explanatory)

### **CHANGE PASSWORD:** -

Again self-explanatory, allowing you to change your personalized password if required.

### **YOUR COMPLETE BIRD LIST:** -

This is a **FULL** list of all records shown to you, including rings, etc.

On the right of each record there is a EDIT button which allows you update that specific bird record.

N.B. there are drop down menus for the following fields: - SPECIES, STATUS, & ORIGIN, these allow to choose the relevant update. There is also a comments box at the bottom right to use for any additional information if needed.

(Please note the BREF, Expiry Date & IBR Ring fields cannot be changed)

### **YOUR REGISTERED BIRDS:** -

This is a **COMPLETE** list of all your Registered Birds.

Again there is the facility to update individual bird records as detailed above.

### **YOUR UNREGISTERED BIRDS:** -

This is a **COMPLETE** list of all your UNREGISTERED birds, (if any).

To renew a bird press the RENEW button & you will be given the option to renew for 1, 2, or 3 yrs. (ANNUAL Registration members will be shown the Annual Renewal Fee for your full collection).

Again there is the facility to update individual bird records as detailed above.

### **YOUR RENEWALS:** -

These are your birds, which are coming up for renewal

## **REPORT YOUR REGISTERED BIRD LOST: -**

### **IMPORTANT NOTICE: -**

#### **ONLY REGISTERED BIRDS WILL BE SHOWN ON THE APP.**

To report one of your registered birds lost/stolen select the bird from your list using the tiny arrow on the right of the top box, click on the appropriate bird, then fill in the remaining 3 sections with as much information as possible & press the SEND EMAIL tab at the bottom.

### **REPORT A SEEN BIRD: -**

This is a GENERAL report of a SEEN Bird, which is NOT on the LOST BIRDS section.

Again there are drop down menus for the Species & Sex, & the final section of as much information as you are able to provide. Then press the send Email tab to complete the report.

### **VIEW LOST BIRDS IN YOUR AREA: -**

This list relates to the 1<sup>st</sup> part of a postcode, so may have no birds listed if none are missing in your area.

If you see a bird that you believe is on the list there is a button on the right of each bird for you to report with as much detail the sighting / detainment of the bird.

### **VIEW ALL LOST BIRDS: -**

This list comprises of all Registered LOST/STOLEN birds reported to the IBR alphabetically via Postcodes & again sightings can be updated for each individual bird.

(If you were to press the listed postcode, (in blue) Google Maps opens up with the relevant postcode area highlighted).

### **BIRDMART: -**

Opening this page takes you to the IBR Birdmart page.

### **FALCONRY DIRECTORY: -**

Opening this page takes you to the IBR Falconry Directory page

**CONTACT THE IBR: -**

Opening this page allows you to send an Email, go to the IBR Facebook page, Web Page & if used on your smart phone, ring the IBR by pressing the appropriate blue buttons at the foot of the page.

**LOGOUT: -**

Logs you out of the App.