



Connecticut Lake Watch

Lake Observer Account Registration / Joining the CLW Project as an Approved User

Step 1: Create Your Account

- On a computer, go to LakeObserver.org and complete the 'sign up' form by clicking "Account" and then "Sign Up" from the menu bar at the top of the webpage. (LakeObserver.org)
- Complete the user registration form and if needed after completion, log in.
- Fill in the Basic Settings with your name, expertise (i.e., 'citizen scientist' for most volunteers), and organization (e.g. 'Lake ABC Association') and click 'update'.

Step 2: Join the Connecticut Lake Watch Project in Lake Observer

- Then click the drop-down list associated with your username along the top menu bar and select 'my projects.'
- Click the 'Join/Leave/Edit Projects' button.
- The list of Lake Observer projects will appear. Find the row for the **Connecticut Lake Watch** project and click the 'Join Project' button. You may get a 'Are you sure...?' pop-up – click "OK".

Step 3: Request to be an Approved User

- You will be brought back to the 'My Projects' page and should now see Connecticut Lake Watch listed. Click on "Connecticut Lake Watch" and then click the "Request Approval" button on the project description page when it appears. Click "OK" if you receive an 'Are you sure?' type message. The top of the page should now say "Approval Pending" where the "Request Approval" button previously was.

Step 4: Email DEEP

Once you have completed steps 1-3, send an email to DEEP.CTLakeWatch@ct.gov with the following information:

- a. Your name
- b. Your Lake Observer account user name
- c. The name of the waterbody that you plan to monitor (lake/pond name and primary town). If you monitor more than one waterbody, please include all in your email.
- d. If known, the latitude and longitude (i.e., coordinates) of the locations on the waterbody (i.e., 'station') that you plan to monitor. Typically, this is the 'deep hole' but some groups monitor more than one location on their waterbody. If you have assigned station IDs please include these also. You can also send a marked map of the sampling location(s) if coordinates are unknown.

Once DEEP receives your email we will add you as an approved user and add your waterbody, and if applicable stations, to the Connecticut Lake Watch Project. Then you will be all set for submitting your data! **Please email DEEP.CTLakeWatch@ct.gov if you have trouble.**