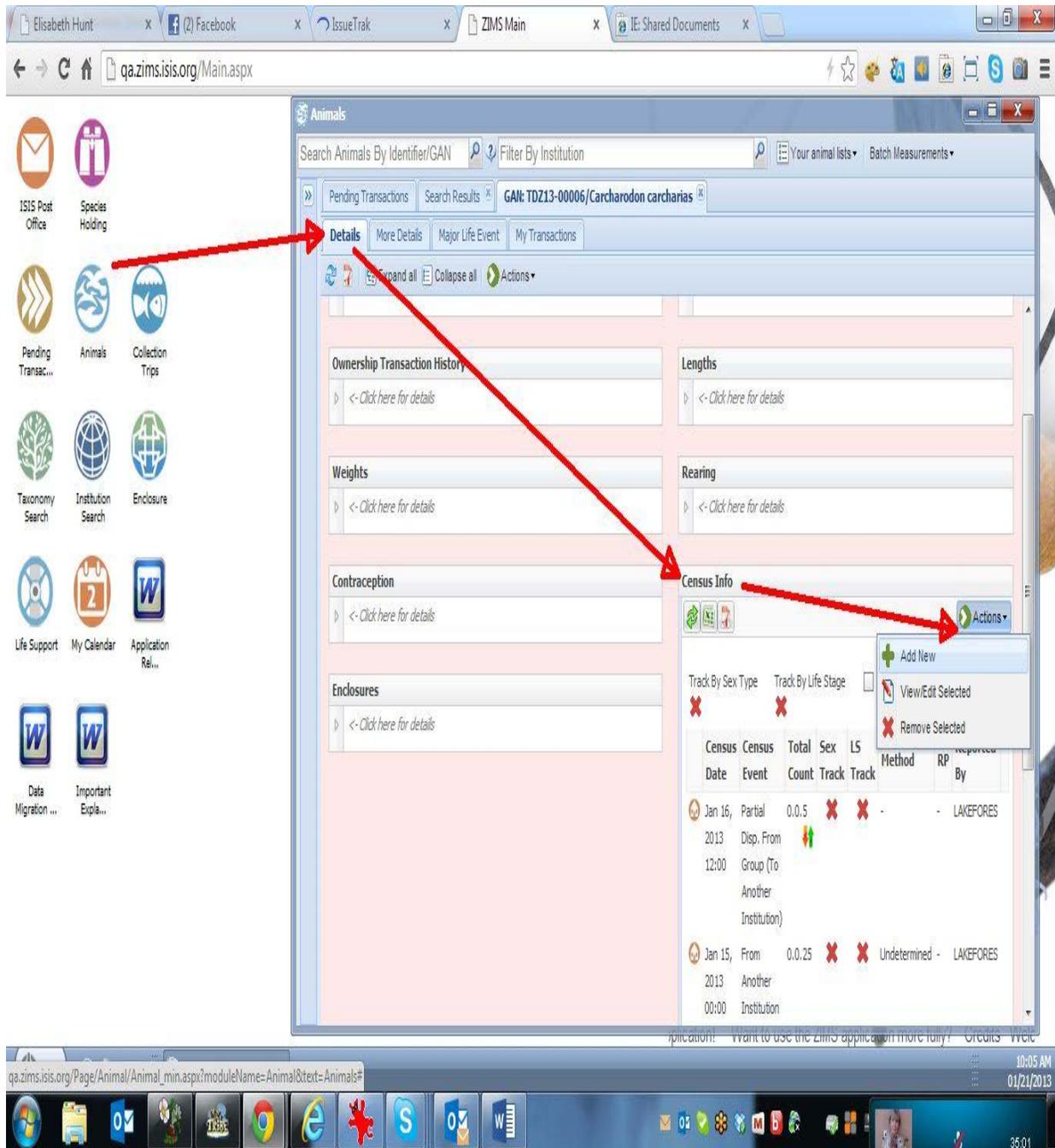


## **Animals - Adding a Census**

Recording a census for an already existing group

[Contact SPECIES360 Support](#)



To record a census for a group, on the group's Details tab, scroll down to the "Census Info" grid. Click on the arrow on the left side to open the grid. Once the grid is open, you will see an Actions button on the right of the grid. Click that and choose "Add New."

Complete the required fields and any others you wish; then click "Save" and you will see the census now appears in the Census Info grid. The grid is sorted in reverse date order (newest item on top) by default.

It is the mission of Species360 to facilitate international collaboration in the collection and sharing of information on animals and their environments for zoos, aquariums and related organizations.

### Best Practices Advice

You can choose whether to [track by life stage](#) (e.g. recording 5 juveniles and 3 adults), sex type (e.g. recording 6 males and 2 females), both (e.g. recording 3 juvenile males, 3 adult males, 2 juvenile females), or neither (e.g. recording a count of 8.) You can also choose to change the tracking at any time. If you DO choose to change the tracking, remember that no counts before you made the change will show the new level of detail. Please click on the underlined hyperlink in this paragraph to go directly to that specific help page.

*Revised 10 August 2017*

*\* Species360 Organizational name change added on 07/18/2016*