ENHANCED COUNTY LISTING SPREADSHEET 2020 instructions by Matt Bartels & Michael Hobbs

Intro:

In 2003, I made available an excel spreadsheet for use in easily tracking county life lists. It is based on the abundance codes maintained by Washington Birder [aka Ken & Laurie Knittle, with help from local birders], and I've updated it whenever new taxonomical changes and county firsts have come out. Last year, Michael Hobbs put together this new version of the spreadsheet, using his magical skills as a programmer. The new version starts with the same basic format as the previous spreadsheet, but goes way beyond it in creating helpful tools for the county lister. [For the new functionality added in 2020, see page 7].

My strongest recommendation: If you liked the old version you'll love the new version – take a little time to plough through the intro materials below with a copy of the new spreadsheet open [ideally, with your data already imported]. Once you've got the hang of the various bells & whistles, it is easy to use. If you've never used the old version, there's no reason not to just dive in with the new one.

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Instructions for using the new 'enhanced' county spreadsheet.

System requirements: You'll need at least Excel 2007 to be able to use all the functions in these sheets.

This new version of the spreadsheet includes a lot of helpful extras that make use of 'macros' in more recent versions of excel. We are still learning about glitches as we test this on PCs and Macs, so please let us know if/when you run across problems. When you open the file, you may be asked whether or not you would like to 'enable macros' – always say 'yes' to this question, or the extras won't work.

Sometimes on Macs, when you push one of the buttons mentioned below you'll receive an error message. In all the cases I've come across so far, you just click ok and everything will be fine.

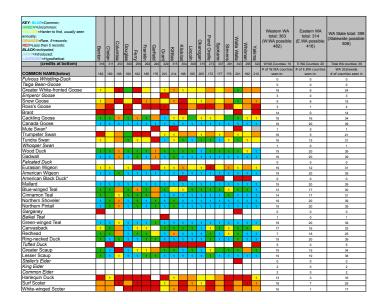
If you are not familiar with the 'traditional' county spreadsheet we've made available here, I'd recommend first reading the instructions for that spreadsheet to get a sense of how to enter your county 'ticks' into the base spreadsheet.

To begin with this spreadsheet, either paste in a copy of your most recent spreadsheet data [see below] onto the Master sheet in the new file [using the instructions provided at http://wabirder.com/combined county list.html], or re-enter your data onto the Master sheet. As with all the earlier updates, it can be a bit confusing and cumbersome to do this periodic transfer from an older to a newer version -- I recommend you save backup copies before you start the process. The short version of what you need to do:

- 1. Sort the new spreadsheet and your old one in a common sort order [AOU 59^{th} supplement is a good one to use, since your list is probably already in that order].
- 2. Add rows in your old sheet where new species have been added, and delete rows of species that have been removed from the list.
- 3. Check the row number for Dickcissel on both sheets to make sure they are the same.
- 4. Copy the data field from your old list [everything from the first Clallam species to Dickcissel in Yakima, but not the species & county names or total columns/rows].
- 5. On the new sheet, click into the first box and select 'paste special' [not paste] and then select 'values' on the dialog box that opens.
- 6. Double-check the totals look the same as in your old version.
- 7. Sort the new spreadsheet according to the newest tax order.
- 8. Play.

Here's a summary of the various features of the new enhanced spreadsheet:

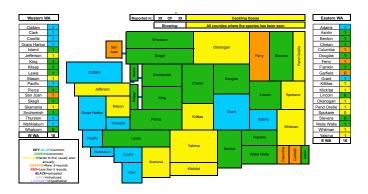
Sheet 1: Master Sheet– this works just like the old version – totaling county lists, state, eastern & western WA totals and # of counties in which you've seen each species. You'll need to be on this sheet to access a couple other features mentioned below.



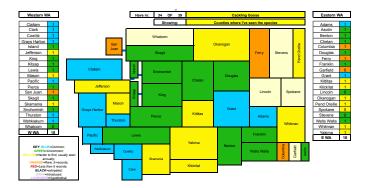
Above: A sample excerpt from the master spreadsheet

Sheet 2: Species Sheet – this sheet allows you to view species abundance in three different ways. When you open this sheet, you'll see a map of Washington state in the center, with the counties delineated. Along each side are lists of the counties [divided into eastern & western WA lists]. At the top, towards the left side are the buttons you use to control the map creation. The first buttons in a row are arrows on either side of the 'jump to a species' button. The arrows allow you to step forward or backward through the taxonomic order of Washington birds. Click 'jump to a species' to see a pulldown menu you can use to get to a specific species quickly.

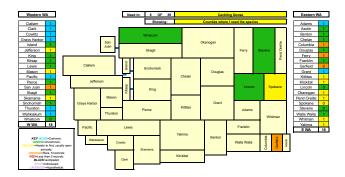
The button below this is labeled "Change map Display Type" – click this and a dialog box opens that allows you to select one of 3 map displays – the first option displays the color coded abundance for the species selected w/o regard to which counties you have seen the species. With the second option, you can see all the counties where you have already seen a species [and what the abundance is for that species in each of those counties]. Counties where you have not seen the species are colored either off-white or white. Those in off-white are counties where the species has been recorded previously. Those in white have never had a report of the species. With the 3rd display option, you can see all the counties where you have not yet seen a species [and what the abundance is for that species in each of those counties]. Counties in this display are color coded when the species has been reported before in that county, white when the species has never before been seen in that county, and off-white when you've already seen a species in that county.



Above: The first map shows the color-coded abundance for Cackling Goose in Washington State.

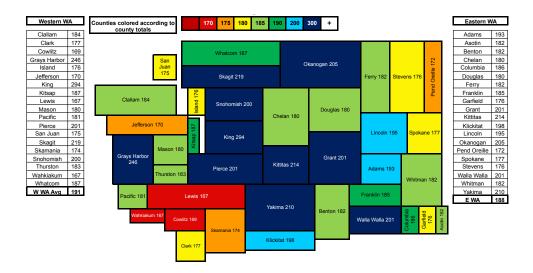


Above: In this second map, still for Cackling Goose, the only counties 'colored in' are those where I've already seen Cackling Goose. Those not colored are ones where I still hope to find CACG some day. (In this example, there are no counties in pure white, because Cackling Goose has been reported in all 39 counties.)



Above: This third map highlights the counties where I need Cackling Goose, giving their abundance codes too [green in Whatcom & Stevens, yellow in Spokane, etc]. It is in effect the mirror image of the 2^{nd} map above – and can be very useful when trying to visualize listing options.

Sheet 3: Ranking Sheet – this sheet gives you a color coded ranking of your county lists in the state, represented on a state map. You set the thresholds for when a county moves 'up' in ranking, and using this you can quickly see which counties are your 'best' ones, and which ones still need more work.

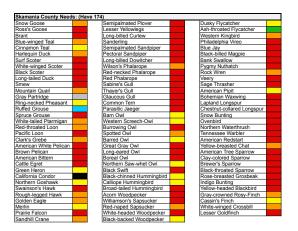


Above: County Ranking Sheet: In the above screen grab, even with the text too small to read totals, you can easily interpret the colors to see that the southwestern counties are the ones where I need the most work [in red], and the counties surrounding King Co are the ones where my totals are highest [in dark blue]

Along the top are the county totals that serve as 'thresholds' for each color code on the map – play with those numbers to find a series of #s that give you a meaningful breakdown of your county totals -- once you've adjusted those thresholds as desired, and whenever you've added new county ticks to the master sheet, click on the button labeled "Update color ranking" to have your changes reflected in the map.

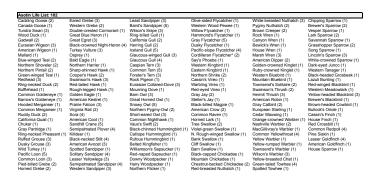
Important: This map does not automatically update when you add county ticks to the master sheet – always click 'update color ranking' when you come to this sheet to be sure it is reflecting you most current status.

County Needs Lists: Back on the Master Spreadsheet, click 'control+N' [for Macs, click 'option+command+N']. This opens a dialog box where you select a county and click ok. After a bit of processing, you'll have a single list of all the birds you need for a county, along with their abundance code. This list will appear in a new sheet with the county name on it, after the first three sheets.



Above: A sample of what a "County Needs List" looks like - my Skamania needs list

County Life List: To generate a list of all the species you have already seen in a county, follow the above procedure, but click 'control+L' – Life lists will appear as new sheets as well labeled with the county name and 'life' [I,e, "King Life"]



Above: A sample of a "County Life" list - my Asotin list.

County Checklist [Newly added in 2020]: Back on the Master Spreadsheet, click 'control+K' [for Macs, 'option-command-K']. This opens a dialog box where you select a county and click ok. After a bit of processing, you'll see a one page checklist of the entire county checklist, with all the species you've checked off marked w/ an X. This gives you a one page glance not just at what you have but also what you need.

		Columbia Checklist: Total: 260			
WATERFOWL	PIGEONS, DOVES	lceland Gull (5)	Red-breasted Sapsucker (5)	CHICKADEES, BUSHTIT	_X_Lesser Goldfinch (2)
Snow Goose (5)	_X_Rock Pigeon (1)	Glaucous-winged Gull (4)	_X_Am. Three-toed Woodpecker (3)	_X_Black-capped Chickadee (1)	_X_American Goldfinch (1)
X_Greater White-fronted Goose (5)	Band-tailed Pigeon (5)	Glaucous Gull (5)	_X_Black-backed Woodpecker (4)	_X_Mountain Chickadee (2)	_X_Snow Bunting (5)
X_Cackling Goose (4)	_X_Eurasian Collared-Dove (2)	_X_Caspian Tern (2)	_X_Downy Woodpecker (2)	_X_Chestnut-backed Chickadee (3)	_X_Grasshopper Sparrow (3)
X_Canada Goose (1)	_X_Mourning Dove (1)	_X_Common Tem (5)	_X_Hairy Woodpecker (2)	NUTHATCHES, CREEPER	_X_Lark Sparrow (3)
X_Trumpeter Swan (4)	CUCKOOS	_X_Forster's Tern (5)	White-headed Woodpecker (4)	_X_Red-breasted Nuthatch (1)	_X_Chipping Sparrow (1)
X_Tundra Swan (4)	NIGHTHAWKS, SWIFTS	LOONS	_X_Northern Flicker (1)	_X_White-breasted Nuthatch (4)	Clay-colored Sparrow (5)
X_Wood Duck (4)	_X_Common Nighthawk (1)	_X_Pacific Loon (5)	_X_Pileated Woodpecker (3)	Pygmy Nuthatch (4)	_X_Brewer's Sparrow (4)
Blue-winged Teal (4)	X_Common Poorwill (4)	X_Common Loon (5)	FALCONS	X Brown Creeper (2)	X Fox Sparrow (2)
X_Cinnamon Teal (3)	Black Swift (5)	CORMORANTS, PELICANS, HERONS	_X_American Kestrel (1)	WRENS, GNATCATCHER, DIPPER	X_American Tree Sparrow (4
X_Northern Shoveler (4)	_X_Vaux's Swift (1)	_X_Double-crested Cormorant (2)	_X_Merlin (4)	_X_Rock Wren (1)	_X_Dark-eyed Junco (1)
X_Gadwall (4)	_X_White-throated Swift (4)	X_American White Pelican (4)	X_Peregrine Falcon (5)	X_Canyon Wren (2)	_X_White-crowned Sparrow (
Eurasian Wigeon (5)	HUMMINGBIRDS	_X_Great Blue Heron (1)	_X_Prairie Falcon (4)	_X_House Wren (1)	_X_Golden-crowned Sparrow
X_American Wigeon (2)	_X_Black-chinned Hummingbird (2)	X_Great Egret (5)	FLYCATCHERS	X_Pacific Wren (3)	Harris's Sparrow (5)
X Mallard (1)	X Rufous Hummingbird (2)	Snowy Egret (5)	Ash-throated Flycatcher (5)	X Marsh Wren (3)	X White-throated Sparrow (4
X Northern Pintail (4)	X Calliope Hummingbird (2)	X Black-crowned Night-Heron (4)	X Western Kingbird (1)	X Bewick's Wren (1)	Sagebrush Sparrow (5)
X Green-winged Teal (3)	RAILS, CRANES	VULTURE, RAPTORS	X_Eastern Kingbird (1)	X_American Dipper (2)	X Vesper Sparrow (3)
Canvasback (4)	X Virginia Rail (4)	X Turkey Vulture (3)	X Olive-sided Flycatcher (2)	KINGLETS	_X_Savannah Sparrow (2)
Redhead (4)	X Sora (5)	X Osprey (2)	X Western Wood-Pewee (1)	X Golden-crowned Kinglet (1)	_X_Song Sparrow (1)
X_Ring-necked Duck (2)	X_American Coot (2)	X_Golden Eagle (2)	X_Willow Flycatcher (2)	X_Ruby-crowned Kinglet (1)	X Lincoln's Sparrow (3)
X Greater Scaup (5)	Sandhill Crane (5)	X Northern Harrier (1)	X Hammond's Flycatcher (2)	THRUSHES	Green-tailed Towhee (4)
X Lesser Scaup (3)	SHOREBIRDS	X_Sharp-shinned Hawk (2)	X Gray Flycatcher (5)	X_Western Bluebird (2)	X Spotted Towhee (1)
Harlequin Duck (5)	American Avocet (5)	X Cooper's Hawk (2)	X Dusky Flycatcher (1)	X Mountain Bluebird (2)	BLACKBIRD, ORIOLES
X_Surf Scoter (5)	American Golden-Plover (5)	X_Northern Goshawk (3)	Pacific-slope Flycatcher (5)	_X_Townsend's Solitaire (2)	_X_Yellow-breasted Chat (3)
Long-tailed Duck (5)	X Killdeer (1)	X_Bald Eagle (2)	X Cordilleran Flycatcher* (3)	X_Veery (3)	Yellow-headed Blackbird
X Bufflehead (2)	Semipalmated Plover (5)	X Swainson's Hawk (2)	X Say's Phoebe (1)	X Swainson's Thrush (2)	X Western Meadowlark (1)
X Common Goldeneve (2)	Long-billed Curlew (4)	X Red-tailed Hawk (1)	SHRIKES, VIREOS	X Hermit Thrush (2)	X Bullock's Oriole (1)
X Barrow's Goldeneye (4)	X Baird's Sandpiper (5)	X Rough-legged Hawk (1)	X Loggerhead Shrike (4)	X American Robin (1)	X Red-winged Blackbird (1)
X_Hooded Merganser (2)	X Least Sandpiper (4)	Ferruginous Hawk (4)	X Northern Shrike (2)	X_Varied Thrush (2)	X Brown-headed Cowbird (2)
X Common Merganser (1)	X Pectoral Sandpiper (5)	OWLS	X Cassin's Vireo (2)	MIMIDS, STARLING	X Brewer's Blackbird (1)
Red-breasted Merganser (5)	_X_Semipalmated Sandpiper (5)	X Bam Owl (2)	X Warbling Vireo (2)	_X_Gray Catbird (3)	Common Grackle (5)
X Ruddy Duck (4)	X Western Sandpiper (4)	Flammulated Owl (4)	X Red-eyed Vireo (4)	Sage Thrasher (5)	WARBLERS, BUNTINGS
SALINACEOUS BIRDS	_X_Long-billed Dowitcher (5)	Namindated Owl (4) _X_Western Screech-Owl (3)	CORVIDS	Sage Thrasher (5) _X_European Starling (1)	Northern Waterthrush (5)
	X Wilson's Snipe (4)	_X_Great Homed Owl (1)		WAXWINGS to PIPITS	Black-and-white Warbler (
Mountain Quail (5)			_X_Canada Jay (2) X Steller's Jay (1)		
X_Califomia Quail (1) X Chukar (4)	_X_Spotted Sandpiper (4)	Snowy Owl (5) X Northern Pygmy-Owl (2)		Bohemian Waxwing (4) X Cedar Waxwing (1)	_X_Orange-crowned Warbler X Nashville Warbler (4)
	_X_Solitary Sandpiper (4)		_X_Blue Jay (4)		
X_Gray Partridge (3)	_X_Lesser Yellowlegs (5)	Burrowing Owl (4)	_X_Clark's Nutcracker (4)	_X_House Sparrow (1)	_X_MacGillivray's Warbler (2)
X_Ring-necked Pheasant (1)	_X_Greater Yellowlegs (4)	Barred Owl (5)	_X_Black-billed Magpie (1)	_X_American Pipit (4)	_X_Common Yellowthroat (4)
X_Ruffed Grouse (2)	Wilson's Phalarope (5)	_X_Great Gray Owl (4)	_X_American Crow (2)	FINCHES, SPARROWS	American Redstart (4)
X_Dusky Grouse (4)	Red-necked Phalarope (5)	Long-eared Owl (4)	_X_Common Raven (1)	Evening Grosbeak (3)	_X_Yellow Warbler (1)
Sharp-tailed Grouse (X)	GULL, TERNS, TROPICBIRD	Short-eared Owl (4)	LARKS, SWALLOWS	_X_Pine Grosbeak (4)	Chestnut-sided Warbler (
X_Wild Turkey (1)	_X_Bonaparte's Gull (4)	Boreal Owl (4)	_X_Homed Lark (1)	_X_Gray-crowned Rosy-Finch (3)	_X_Yellow-rumped Warbler (2
GREBES	Franklin's Gull (5)	_X_Northern Saw-whet Owl (4)	_X_Bank Swallow (2)	_X_House Finch (1)	_X_Townsend's Warbler (2)
X_Pied-billed Grebe (2)	Mew Gull (5)	KINGFISHER, WOODPECKERS	_X_Tree Swallow (3)	Purple Finch (5)	_X_Wilson's Warbler (3)
X_Horned Grebe (3)	_X_Ring-billed Gull (1)	_X_Belted Kingfisher (1)	_X_Violet-green Swallow (1)	_X_Cassin's Finch (1)	_X_Western Tanager (1)
Red-necked Grebe (5)	Western Gull (5)	_X_Lewis's Woodpecker (3)	_X_N. Rough-winged Swallow (2)	Common Redpoll (5)	_X_Black-headed Grosbeak
Eared Grebe (4)	_X_California Gull (1)	_X_Williamson's Sapsucker (3)	Purple Martin (5)	_X_Red Crossbill (2)	_X_Lazuli Bunting (1)
X_Western Grebe (3)	_X_Herring Gull (2)	_X_Red-naped Sapsucker (2)	_X_Bam Swallow (1)	White-winged Crossbill (5)	
X Clark's Grebe (5)			_X_Cliff Swallow (1)	X Pine Siskin (1)	

Above: A sample of a county checklist, my Columbia county checklist.

A few other tips:

For those not too familiar with working with multiple sheets in excel files: Each sheet has a tab along the bottom of the file window. The first 3 sheets in this file are the ones we've mentioned above: Master, Species & Rank. As you create county need and county life lists, these will be added as additional sheets, with the tabs to the right of the first 3. New tabs appear just after the 'Rank' tab. I'd recommend rearranging your county needs sheets into a more manageable order – I alphabetize them, split between Western WA and Eastern WA.

County need & life sheets are not automatically updated – so you'll want to regenerate them periodically to reflect new totals. When you do this, if you have not already deleted the previous sheet for that county, the new sheet will not be given the default sheet name [County name or County name + life] – After you've deleted the previous version, you will be able to rename the new sheet with the standard name.

If you select a tab and right-click [or control-click on a Mac], you'll see a menu of helpful options – renaming sheets, moving tabs, deleting sheets. You can do the same things with other maneuvers, but this is the one-stop option for most 'tab' needs.

Please send questions & feedback as you get used to the spreadsheet – We'll do our best to help.

Matt Bartels & Michael Hobbs