



Instructions for Saving Data Files.

The instructions below allow you to save the pdf. form with your data on your computer, so one person can continue entering data into new forms while someone else does the comparison between the printed form and the original data sheet, to verify the data. When the data forms are imported back into Adobe, they can be corrected or updated before submitting to SeagrassNet, using the “**Submit Data**” button.

After entering the data in the SeagrassNet Field Sampling and Biomass forms for your bioregion, use the **File>Export>Form Data** command sequence to save the data.

Just using File>Save As does not work.

Use the following sequence for viewing data you have saved:

File>Import>Form Data

Remember to use the “**Reset Form**” button before starting the form for a new station.