Using CatchIT

- Log in to **catchit.co.nz** using the username and password in your email.
  - You may change your password if you wish, using the Personal Options tab. **Please don't use a sensitive password,** such as your bank password. CatchIT passwords are encrypted, but it is always better to be safe.
- To enter your trapline check, use the **Enter Data** tab. This should be set to the Ark area and your usual line. Choose the correct **Date** on which the check was made: you'll see a table appear.
- If a trap has made a catch, select the species from the drop-down menu in the "Catch" column. Just leave Sex and Age blank, unless you know them.
- The Bait columns on your form should appear with the usual baits that you use. If this is not the case, tick and untick the different baits as needed, and please contact us so we can reset the defaults.
  - Baits should be ticked if they are **available to catch an animal** in the next session. For example, Egg should be ticked if there was an egg in the trap when you left it, regardless of whether you placed the egg that day or whether it was an old one.
- When you are ready, click **Submit** to finish. If you didn't make any catches, simply leave the Catch column blank, but still click Submit. CatchIT will then record that the traps were checked and no catches were made.
- Trapnames in the Ark specify the trap types as well as the locations. Here is the list for Ark:
  - DOC200 or DOC250: stoat traps
  - PBT : Timms trap for possums
  - CAT : Belisle cat trap
  - SA : Steve Allan cat trap
  - A24 : GoodNature A24 trap
  - VM : Victor modified, for rats and stoats
- If you have any questions or problems, please contact Rachel Fewster at r.fewster@auckland.ac.nz, and one of the team will be in touch as soon as possible.