Visit metadata			
Project ID		**Service/Retrieval / Deployment Crew** (list full names)	
Sample Station ID			
Camera Location ID		**Deployment Start Date Time (24hr)**	DD-MMM-YYYY HH:MM:SS
Purpose Of Visit (circle one)	Service / Retrieve		
Equipment information		**Placement**	
*Camera active on arrival (circle one)	Y / N	**Bait/lure Type** (circle one)	Scent / Meal[1] / Bait Tree / Visual / Acoustic / Other‡ / None
*Camera Damaged (circle one)	Physical‡ / Mechanical‡ / None	**Site characteristics**	
		*Deployment Area Photos Taken (circle one; photo order: datasheet, N, E, S, W)	Y / N
SD Card ID	***Card status** (% full)		
*# Of Images	***SD Card Replaced** (circle one) Y / N	***Deployment Area Photo Numbers** (list photo numbers)	
*Remaining Battery (%)	***Batteries Replaced** (circle one) Y / N	**Equipment checks**	
If camera replaced:		***Test Image Taken** (circle one; see Test Image Sheet next page)	Y / N
New Camera ID		***Walktest Complete**	Y / N
New Camera Make		***Walktest Distance (m)** (to the nearest 0.05 m)	
New Camera Model		***Walktest Height (m)** (to the nearest 0.05 m)	
New Camera Serial Number		***Camera Active On Departure**	Y / N
*Camera Location Comments			
*Service/Retrieval Comments			

Visit metadata			
Project ID		**Service/Retrieval / Deployment Crew** (list full names)	
Sample Station ID			
Camera Location ID		**Deployment Start Date Time (24hr)**	DD-MMM-YYYY HH:MM:SS
Purpose Of Visit (circle one)	Service / Retrieve		
Equipment information		**Placement**	
*Camera Active On Arrival (circle one)	Y / N	**Bait/lure Type** (circle one)	Scent / Meal[1] / Bait Tree / Visual / Acoustic / Other‡ / None
*Camera Damaged (circle one)	Physical‡ / Mechanical‡ / None	**Site characteristics**	
		*Deployment Area Photos Taken (circle one; photo order: datasheet, N, E, S, W)	Y / N
SD Card ID	***Card Status** (% full)		
*# Of Images	***SD Card Replaced** (circle one) Y / N	***Deployment Area Photo Numbers** (list photo numbers)	
*Remaining Battery (%)	***Batteries Replaced** (circle one) Y / N	**Equipment checks**	
If camera replaced:		***Test Image Taken** (circle one; see Test Image Sheet next page)	Y / N
New Camera ID		***Walktest Complete**	Y / N
New Camera Make		***Walktest Distance (m)** (to the nearest 0.05 m)	
New Camera Model		***Walktest Height (m)** (to the nearest 0.05 m)	
New Camera Serial Number		***Camera Active On Departure**	Y / N
*Camera Location Comments			
*Service/Retrieval Comments			

* Optional and not required by the Wildlife Camera Metadata: Standards for Alberta (RCSC, 2022)

† The option should be described in the Camera Location Comments

‡ The option should be described in the Deployment Comments.

Notes: Abbreviations: Y = yes; N = no.

Bait/lure Type: record the type of bait or lure used at the camera location. If "Other," describe in the Deployment Comments.

__Camera Active On Arrival:__ record whether the camera was functional upon arrival.

__Camera Damaged:__ record whether there is any damage to the camera (physical or mechanical). If damage is present, describe the damage in the Service/Retrieval Comments.

Camera ID: record the unique alphanumeric ID for the camera that distinguishes it from other cameras of the same make or model.

__Camera Location Comments:__ comments describing additional details about a camera location.

Camera Location ID: record the unique alphanumeric identifier for the location where a single camera was placed (e.g., "BH1").

Camera Make: record the make (i.e., the manufacturer) of the camera deployed (e.g., "Reconyx" or "Bushnell").

Camera Model: record the model number of the camera deployed (e.g., "PC900" or "Trophy Cam HD").

__Deployment Area Photos Taken / Deployment Area Photo Numbers:__ images of the area where the camera was deployed. Record the image numbers from a camera or phone. If not applicable, enter "NULL."

Deployment Start Date Time (DD-MMM-YYYY HH:MM:SS): the date and time that a camera was placed for a specific deployment.

[1]*__Meal [Bait/lure Type]:__* including carcass placed by the crew.

Project ID: record the unique alphanumeric identifier for the project (e.g., "UofA_WildEdmonton-Urban-Wildlife-Monitoring_2018").

Purpose Of Visit: record the reason for visiting the camera location (i.e. to retrieve the camera ['retrieve'] or to change batteries/SD card or replace the camera ['service']).

Sample Station ID: record the sequential alphanumeric identifier given to each camera location within a grouping of two more non-independent camera locations when cameras are deployed in clusters, pairs or arrays (e.g., "SS1" in "SS1-BH1," "SS1-BH2," "SS1-BH3," and "SS1-BH4"). If not applicable, enter "NULL."

__SD card information / Battery %:__ record the ID label on the SD card (e.g., "CMU-100"). Note the card status (% FULL) and remaining battery power. Toggle through options to find STATUS to record the # of photos (differs for different Camera Models).

__Service:__ record whether the SD card has been swapped and the batteries replaced.

__Service/Retrieval Comments:__ comments describing additional details about the service/retrieval.

Service/Retrieval / Deployment Crew: record the first and last names of the individuals who collected data during the service/retrieval visit.

__Test Image Taken:__ record whether a test image (i.e., an image taken from a camera after it has been set up to provide a permanent record of the visit metadata) was taken. Arm the camera and walk towards the camera from ~5 m in front while holding the Test Image Sheet (see next page).

__Walktest Complete:__ indicate whether a walktest was performed to ensure the Camera Height, tilt, etc., adequately captures the desired detection zone. Put the camera in "walktest" mode and move your hand along detection bands at ~5 m from the camera. Motion is detected when the red walktest light flashes.

__Walktest Distance (m):__ record the horizontal distance at which the crew performs the walktest (in metres to the nearest 0.05 m). If not applicable, enter "NULL."

__Walktest Height (m):__ record the vertical distance at which the crew performs the walktest (in metres to the nearest 0.05 m. If not applicable, enter "NULL."