



Team
Crane River SERT

Team Hours

Team activity overview Hours

Clemency Carroll	71
Olive Haigh	31
Luke Anning	70
Lucia Parker	70
Rachel Richards	70



Name: Clemency Carroll

Project: Crane River SERT

Role: Communications and Equipment manager

Activity Log

**Hours completed
so far:**

71

	Date	Work completed	Skills and personal attributes gained or used	Hours worked
1	01.02.2016	Group Meeting		1
2	03.02.2016	Visit to Moors Valley Country Park		4
3	17.04.2016	Dragonfly Research	Independent Research Skills	2
4	20.04.2016	Dragonfly Research	Independent Research Skills	3
5	21.04.2016	Habitat Training and Risk Assessment	Risk Assessment Skills and Team Work	3
6	25.04.2016	Meeting to present research and discuss availability	Presentation Skills, Group Feedback and Advanced Planning	1
7	28.04.2016	LinkedIn Training Session	Computer Skills, Maximising Employability Benefits	2
8	19.05.2016	Group Meeting	Discussing Data and Review Field Work	1
9	04.06.2016	Setting up Equipment Account and Equipment Booking	Online Booking Skills	1
10	06.06.2016	Fieldwork at Moors Valley Country Park	Habitat Surveying, Data Entry, Using Equipment and Team Work	8
11	08.06.2016	Equipment Booking	Online Booking Skills	1
12	08.06.2016	Setting up Instagram Account	Social Media Skills, Communications	1
13	10.06.2016	Fieldwork at Moors Valley Country Park	Habitat Surveying, Data Entry, Using Equipment and Team Work, Using information from a talk from experts	8
14	16.06.2016	Updating Social Media	Social Media Skills, Communications	1
15	17.06.2016	Updating Social Media	Social Media Skills, Communications	1
16	20.06.2016	Data Entry	Interpretation of Data, Data Analysis	3
17	14.09.2016	Report Writing for Lower Crane	Report Writing, Interpreting Data	5
18	19.09.2016	Report Writing for Lower Crane	Report Writing, Interpreting Data	5
19	27.09.2016	Report Writing for Lower Crane	Report Writing, Interpreting Data	2
20	29.09.2016	Report and Data Entry	Finalisation and Proof Reading of Report and Upload to Dropbox	1
21	29.09.2016	Summary of Role on SERT	Self evaluation, Feedback	3
22	29.09.2016	Research Surrounding Dragonfly Preferences	Research Skills, Referencing, Selecting Reputable Sources	2
23	21/09/2016	Meet Up with SERT member to discuss and collaborate data for report writing	Data Analysis, Planning, Organisation, Time Management	8
24	29.09.2016	Own Research on Individual Dragonfly Species	Research Skills, Referencing, Selecting Reputable Sources	3

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25	29/09.2016	Summary and Proof Reading of Final Report	Proof Reading, Creating a conclusion	1
				Total hours
				71



Name:

Olive Haigh

Project:

Crane River SERT
Equipment Manager
Activity Log

Hours completed
so far:

31

	Date	Work completed	Skills and personal attributes gained or used	Hours worked
1	3/2/2016	Visit to study site	This was to see where we will be working and discuss the site	4
2	19/03/16	Dragonfly research	Independant research skills	4
3		Meeting - General introduction and plan for work to be done.	Planning skills	1
4		Meeting - Given damselfly to research and outlined work	Planning skills	1
5	21/04/16	Habitat Training	River assessment skills/team work	4
6	25/04/16	Meeting - discuss availability/research and give roles	Planning skills and presenting skills when feeding back research	1
7	19/05/16	Meeting - discuss field work/lab work	Planning skills Discussed when we would be available	1
8	10/06/16	Fieldwork	Booking equipment, team work, using analysis and recording skills. Also had a talk from Keith about the species at the site. This allowed us to identify species we saw as we assessed the habitat to see which ones were common in that area	8
9	/09/16	Report on surveyed site. Written up the attributes of the river above Ebblake. Suggested management improvements and stated whether it is of high value for the species in the area	Report writing skills have been used. Analytical thinking put into practice.	7
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20				
21				
22				
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24				
25				
Total hours				31



Name:

Luke Anning

Project:

Crane River SERT

Role:

Data Manager
Activity LogHours completed
so far:

70

Date	Work completed	Skills and personal attributes gained or used	Hours worked
1 1/2/2016	Meeting- Introduction to site and dropbox	Planning skills	1
2 3/2/2016	Visit to study site	Analysing and note taking of ranger presentation	4
3 11/2/2016	Meeting		1
4 19/03/16	Dragonfly research	Independant research skills	3
5	Meeting - General introduction and plan for work to be done.	Planning skills	1
6	Meeting - Given damselfly to research and outlined work	Planning skills	1
7 21/04/16	Habitat Training	River assessment skills/team work	3
8 25/04/16	Meeting - review availability/research and give roles	Planning skills and presenting skills when feeding back research	1
9 19/05/16	Meeting - review field work/lab work	Planning skills	1
10 06/06/16	Fieldwork	Using equipment, team work, using analysis and recording skills	8
11 15/06/16	Data Entry	Analysing and formatting fieldwork data	2
12 18/06/16	Individual Research on dragonfly and site to give better understanding of work	Independant research skills	4
13 19/06/16	Individual Research on dragonfly and site to give better understanding of work	Independant research skills	4
14 20/06/16	Individual Research and fieldwork in attempt to study and understand fauna	Independent Research skills, using equipment, planning skills	7
15 14/09/16	Report Writing	Report writing skills have been used. Analytical thinking carried out	5
16 19/09/16	Report Writing	Report writing skills have been used. Analytical thinking carried out	5
17 21/09/16	Report Writing/ Meetup with fellow SERT member	Report writing skills have been used. Analytical thinking carried out. Comparison and collaborating of data for report, as well as discussion, planning skills used.	8
18 27/09/16	Data Entry	Analysing and finalising of all work completed in data entry	2

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19	29/09/16	Writing about role with SERT placement and about skills which were learnt and developed during the placement.	Writing and organisational skills	4.5
20	29/0916	Report and Data Entry	Finilisation and proof-reading of report and upload to dropbox	4.5
21				
22				
23				
24				
25				
Total hours				70

Name: **Lucia Parker**Project: **Crane River SERT**Role: **Data management
Activity Log**Hours completed
so far:**70**

	Date	Work completed	Skills and personal attributes gained or used	Hours worked
1	19/03/16	Introduction meetings- Distinguishing work to be done individually	Organisational skills	2
2	20/03/16	Independent dragonfly research - 'Brachytron Pratense'	Independent research skills	3
3	21/04/16	Habitat Survey Training	Honing practical skills- interpreting and recording appropriate data. Also becoming familiar with the vocabulary used when referring to the river/banks and surrounding flora during a habitat survey	3
4	25/04/16	Meeting - Distinguishing availability as well as issuing individual job roles within team. Sharing the individual research collected	Presenting and organisational/planning skills as well as communication skills	1
5	19/05/16	Meeting - Clarifying strategies for field/ lab work	Planning and communication skills	1
6	06/06/16	Field work- collecting data on multiple sites along the river	Practical/observational attributes	8
7	10/06/16	Field work-day 2. Continuing with the collection of data	practical/observational attributes	8
8	25/07/16	Data entry- selecting the best images taken and uploading them to the relevant site	Data entry, ability to display a certain level of competency in regards to using the relevant computer programmes appropriate for the task at hand.	2
9	15/08/16	Independent research into site in order to complete field report	Research and computing skills.	4
10	10/09/16	Independent research into the damselflies and dragonfly species for report	Research and computing skills.	4
11	11/09/16	Analysing data recorded to start producing report	Observational attributes as well as the ability to interpret and prioritise the relevant data	2
12	11/09/16	Collating the data and selecting relevant images in order to produce report	Organisational skills and the ability to interpret and prioritise the relevant information	1
13	15/09/16	Further report planning (collating all research, data and images)	Organisational skills as well as the ability to interpret data	2
14	15/09/16	Writing a description of the Job Role and the skills gained from the SERT	Writing skills	4

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15	26/09/16	Report Writing- to be presented to the team at Moors Valley, so they have a complete record of the data collected this year	Written communication skills-ability to convey relevant and appropriate information as well as competency in using the appropriate computer programmes.	8
16	27/09/16	Report Writing " "	Writing skills "	8
17	29/09/16	Report Writing " "	Writing skills "	5
18	08/09/16	Writing Placement Report- describing all beneficial skills and attributes I have gained throughout the duration of the SERT placement	Planning and Writing attributes	4
19				
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24				
25				
Total hours				70

Name: **Rachel Richards**Project: **Crane River SERT**Role: **Data management
Activity Log**Hours completed
so far:**70**

	Date	Work completed	Skills and personal attributes gained or used	Hours worked
1	19/03/2016	Introduction to SERT project, allocation of individual dragonfly/damselfly species to research and brief discussion of Moors Valley Park	Listening/organisational skills used to record information being given.	4
2	21/03/2016	Research of allocated damselfly - Calopteryx splendens (Banded Demoiselle)	Research skills put in place to collate information on damselfly, skills used to present information in a clear and understandable way.	3
3	21/04/2016	Training in preparation of Habitat Surveys to be carried out at Moors Valley Park.	Learnt how to use equipment needed, such as the GPS. Learnt how to navigate and complete surveys on river habitats.	3
4	25/04/2016	Meeting to share research on allocated dragonfly/damselfly, to discuss availability and to distinguish groups and individual roles within those groups.	Continued use of listening/organisational skills.	1
5	19/05/2016	Meeting to finalise availability and role details as well as discussing field and lab methods more thoroughly.	Continued use of listening/organisational skills.	1
6	06/06/2016	1st day of fieldwork at Moors Valley Park, including habitat surveys over a 500m stretch (After Ebblake of the River Crane.	Putting into practice skills learnt during training day, surveying habitats and noting down observations made at each site.	8
7	10/06/2016	2nd day of fieldwork at Moors Valley Park continuing work from 1st day.	Practical skills used learnt in previous sessions, habitat surveys continued. Talk on identifying dragonflies in the morning was implemented throughout the rest of the day, as we observed dragonfly/damselfly behaviours.	8
8	26/06/2016	Data Entry	Transferring data collected at site from habitat surveys taken at points along Crane River onto dropbox to be viewed by all members of SERT team.	4
9	27/06/2016	Data Entry	See above.	4
10	27/07/2016	Data Entry	See above.	4
11	28/07/2016	Data Entry	See above.	4
12	13/09/2016	Writing about role with SERT placement and about skills which were learnt and developed during the placement.	Writing and organisational skills.	4

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13	26/09/2016	Report Writing	Collating information gathered on site and writing reports to inform members of the Moors Valley Park on the status of the River Crane, its dragonfly and damselfly populations and how they may be managed.	8
14	28/09/2016	Report Writing	See above.	8
15	06/10/2016	Writing Placement Report	Using my writing and communication skills to describe my experience of the River Crane SERT and the skills and attributes I have gained whilst working alongside my team.	4
16	08/10/2016	Writing Placement Report	Finalising work done on the River Crane SERT and checking that all above information is correct.	2
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25				
Total hours				70