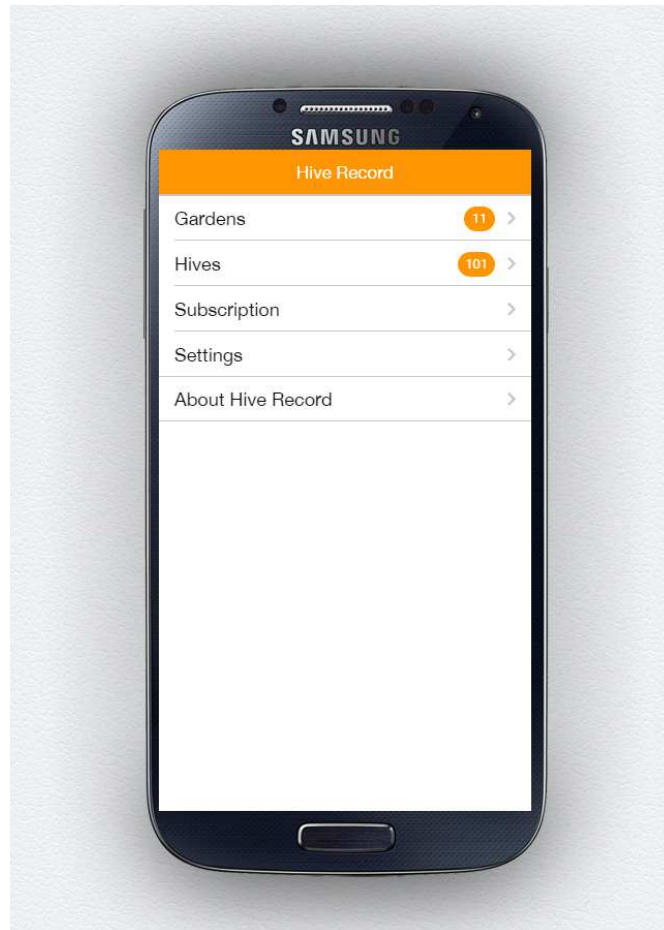# Hive Records

Users manual
English version

Version 1.02
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Hive Records
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Contents

1. Introduction

Electronic hive records consists of an App, (app.hiverecord.com) and a portal (portal.hiverecord.com). The most common registrations are done in the app, but some records can only be entered from the portal. While the app is adapted for the mobile phone (Android or Iphone), the portal will appear in the best way on your PC or tablet. When using the app we recommend using a "touch pen", especially if you use the App with gloves on your hands in the apiary.

When using the app on your mobile, "Cellular Data" must be switched on and it has to be mobile coverage on the spot.

You can also use the app on a PC. You then have to go to *app.hiverecord.com* and sign in. You can thus use the App even if you do not have a smartphone.

2. Login

Go to *Settings*. Log in with your username (email) and password. Select preferred language.

3. Creating gardens, hives and queens.

Figure 1 Home page

Before you can record observations and actions you have to register your gardens and hives:

3.1. Registration of gardens.

3.1.1. Creating a new garden

Select *Gardens > Create new garden*.

If you find yourself in the garden: Turn on the GPS feature on your phone. The UTM 33 coordinates are filled in automatically - fill in the other fields.

If you are not in the garden you can enter coordinates manually or you can temporarily use the coordinates for the spot where you are. On your next visit to the garden, turn on the GPS feature on your phone, select *Garden* and click the name of the garden. When you click on one of the numbers (UTM north or UTM east) you will be asked: "Updating position?". Click OK to update the coordinates for your current location.

3.1.2. Changing information of a garden

Changes of information concerning a garden is done in the portal.

3.2. Registration of hives

3.2.1. Creating hive

Select *Gardens* and the garden where the hive is located > Select *Create new hive*. Register hive number (must be a number), and any notes.

Once you have registered hives in a garden the number of hives appear after the name of garden.

Two (three)–queen hives are recommended registered as 2 (3) hives if you want to record information about the queens (see Sec. 3.3 .). On entering the observations of 2 (3) Queen hives
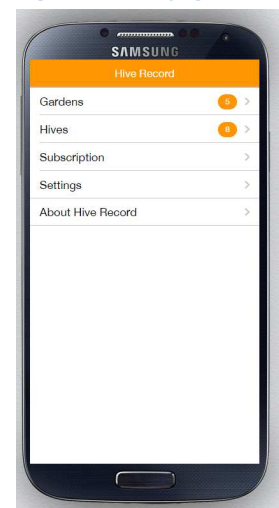
selected both (all three) hive numbers. Alternatively, one can register the 2 (3) queens in one hive number and noting in the column "Name" or "Other" that this hive has 2 (3) queens.

3.2.2. Moving hive

When moving a hive from a garden to another: Select *Hives* in main menu > select the hive to be moved> select garden> select name of new garden in the menu. Summary of moving hives appear in the portal.

3.2.3. Sold or discontinued hive

On the sale or termination of a hive: Select *Hives* in main menu> select hive number> *discontinued / sold*> Enter the date and *Cause of*. Overview of sold and discontinued hives will appear in the portal.

3.2.4. Registration on change of queen

When replacing the queen we recommended that the hive is given a new number and that the old hive / invalidated queen is recorded as discontinued. The history of the expired queen / hive will then be stored in the system.

3.3. Register queen information

You can choose whether to record information about the Queen and when you will do it. All features in the app and portal will work regardless of whether you have registered the queen or not. If you choose to register queen information, som fields are required.

To register queen information, go to the Hive section in the app, select the hive and then *Register queen.* Later *change* of information about Queens is done in the portal.

Fields (* = required)	Explanation
Name	Optional (if you have a name for your queens)
Breed *	Select the appropriate option.
Type *	Select the appropriate option.
Queen year *	Select year or "Unknown"
Marked *	Select colour or "Unmarked"
Acquired from	Voluntary. Register who you have purchased/got the Queen from. If you /your bees have produced the Queen, you can argue this here, i.e. such: • Selfbred queens: Own • Queens produced in offshoot: Own offshoot • New queen after swarming: Self produced by swarming • Quiet Queen shift: Self produced quiet.
Bred from:	Optional. Enter the number of the hive you have bred the queen from.
Line	Optional. Here you may register more about the queen's origins.
Date of purchase	For self-produced queens you may se the date of first brood observation.
Other	Other information about the queen you may want to register.

4. Registration of observations

Select: Gardens> Name of garden> Register observations.

4.1. Individual registration

Select the observations you want to register and then *Next.* Select the hive you have inspected and then *Next.* Check if the pre-entered values is correct, if not, change to the correct value. Fill in the correct values in not completed fields. Save the observation.

4.2. Mass registration

If you do identical observations of many hives, the result of the observations can be recorded overall. If you, for example,have checked brood for 10 hives and 9 of these have brood in all stages, register this way: Garden> Name of garden> Register observations. Select observations *Eggs, Brood, Capped brood> Next> Select the 9 hives> Next> Save observation.*

4.3. Correcting registration errors

If you happen to register incorrect values, you may change this by selecting the / the observation (s) in question and submit the correct information once more on the current date. Corrections can also be done in the portal under "Observations". If you happen to register a incorrect date, this can not be corrected. The observation then have to be deleted in the portal and entered again with the correct date. This also applies to correcting errors in recorded actions.

5. Registration of actions

Select: Garden> Name of garden> Create action.

Select the action you want to register and then *Next.* Select the hive or hives the action applies for and *Next.* Check, if any, that pre-entered values are correct, if not, change to the correct value. Fill in the correct value in non-completed fields. Save the action(s). Correction of errors, see chapter 4.3

# 6. Information and statistics in the App

6.1. Home page

The figure behind *Gardens* (Se figure 1) shows the number of registered active gardens. The figure behind *Hives* shows the number of registered active hives. Selecting hives you will get a listing of hives.

6.2. Hives

Selecting a hive brings you to the following information about the hive (Figure 2):

- Pressing the name of the garden brings up a list of your gardens. If the hive has been moved, change the garden name and the hive will be registered as moved.
- In the field *Queen* the queen's race and Queen year will appear if registered. By pressing the blue font you get a new picture with all the registered information about the

Figure 2 Hive information
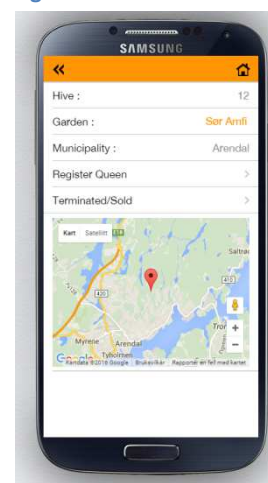
Queen. If you have not registered the queen the option *Register queen* will appear instead.

- *Latest observation* shows the date of the last recorded observation. Pressing the date brings up what was registered during the last inspection of the hive.
- *Discontinued / sold* See chapter 3.2.3 .

6.3. Gardens

Selecting *Gardens* you get a list of the active gardens you have registered. By choosing one of the gardens you will go to the following picture (Figure 3):

Figure 3 Garden options

- Pressing the name of the garden brings up the information you have recorded about the garden and a map showing the location.
- Pressing the number of hives, you get a listing of hives in *this* garden.
- Pressing the date of *Latest observations* will get you to the last observations recorded for each hive in the garden
- *Status* provides an overview of the results of the last observations and date of the last brood and feed control
- *Statistics.* The available options are:
  - o Broodchamber – Hives grouped by number of frames in broodchamber
  - o Honeychambers - Hives grouped by number of honeychambers
  - o Development of strength
  - o Trends in amount of brood
  - o List of hives with drone frames and the date drone frame was inserted
- *Create New Hive:* see sec. 3.2.1
- *Register observations:* See sec. 4
- *Register actions:* See sec. 5
- *Navigate to garden: By selecting this option google maps will navigate you to the regsitered coordinates of the garden (The GPS options on your phone must be active).*
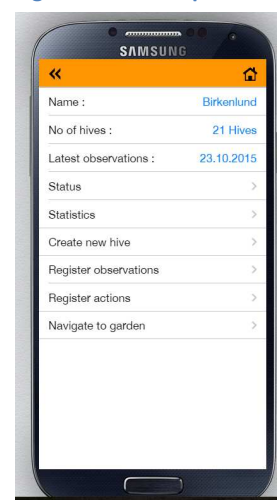
7. The portal

7.1. Statistics in the portal

7.1.1. History

History provides an overview of observations and actions you've recorded on each hive. You choose which garden, which hives and for what period you want to see history. By choosing garden without selecting hive you get the history of all the hives in the garden.

7.1.2. Full status

This report provides an overview of the last recorded values for "Frames in brood chamber", "Strength", "Fry amount" and the date when it was registered. Furthermore, last recorded value regarding disposition, feeding stores and extra feeding and date of last brood and feed control.

7.1.3. Observations

In this option you can see the recorded observations and correct or delete if necessary.

7.1.4. Actions

In this option you can see the recorded actions and correct or delete if necessary.

7.1.5. Graphs

Here you can see graphical overviews of selected gardens. There are graphs for:

- Broodchambers – Hives grouped by number of frames in broodchamber
- Honeychambers - Hives grouped by number of honeychambers
- Development of strength
- Trends in amount of brood
- List of hives with drone frames and the date drone frame was inserted

7.2. Admin

7.2.1. Subscription

Information about your subscription.

7.2.2. Gardens

Overview of garden. Her you may also update the information about gardens. Gardens have to be created in the app. See section 3.1.1 **.**

7.2.3. Hives

Overview of hives sorted as follows:

- Active hives
- Moved hives
- Discontinued hives
- Sold hives

Option to update the information about the hives. The hives must be created in the app, see section 3.2 **.**

7.2.4. Queens

Overview of queens and the option to update the information about the queens. Queens have to be created in the app. See section 3.3**.**