

Introduction

This tutorial will guide you through the data entry process for the Simple Assessment. For definitions of terms, please see the Glossary or Frequently Asked Questions.

Simple Assessment Tutorial

- 1. Getting to the Simple Assessment
- 2. Navigating the Simple Assessment
- 3. Forestland
- 4. Grassland
- 5. Settlements
- 6. Wetlands
- 7. Annual Crops
- 8. Perennial Crops
- 9. Agroforestry
- 10. Livestock

1. Getting to the Simple Assessment

After you've completed the Project Description, place your cursor over 'Analysis Tools' and select 'Simple Assessment Home Page' (Figure 1).

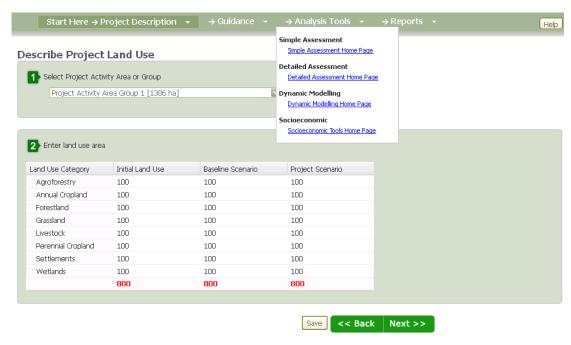


Figure 1

2. Navigating the Simple Assessment

Data entry for the Simple Assessment is grouped by Initial Land Use, Baseline Scenario and Project Scenario and within each category by land use (Figure 2). By default, data entry for the Simple Assessment begins with 'Initial Land Use', however data entry can be accomplished in the order the user prefers, by clicking on 'Baseline Scenario' or 'Project Scenario'. By default, data entry for land uses begins with Forestland, however data entry can be accomplished in the order the user prefers, by clicking on a different land use in the menu on the left. The box will expand to show the stages of data entry. Click on the first stage under each land use category to get started.

Status of data entry is indicated for each level of data entry throughout the Simple Assessment:

- x indicates that data entry is not complete
- ✓ indicates that data entry is complete

Data entered is saved by clicking the 'Save' button. Data will not be saved if you do not click 'Save.' Data may be deleted by clicking on the trash bin symbol in the data row.

Data entry for the Simple Assessment is complete when Initial Land Use, Baseline Scenario and Project Scenario are all marked as complete.

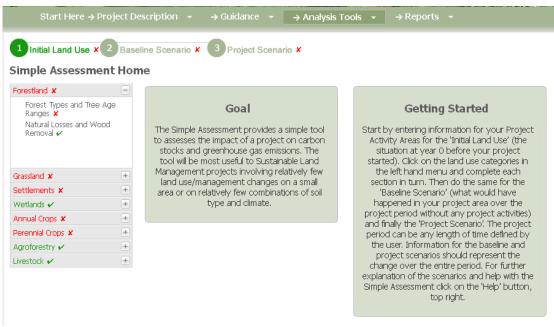


Figure 2

3. Forestland

Stage 1 of 2: Forest Types and Tree Age Ranges (Figure 3)

- 1) Select Project Activity Area or Group, by clicking in drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- 2) Select a Forest Type from the pre-populated drop-down list, then click 'Add to table below'. Multiple Forest Types may be chosen for each Project Activity Area.
- 3) Click in the gray area under 'Tree Age Range' to select the correct Tree Age Range from the drop-down list (Figure 3), then click in the gray area under 'Area (ha)' and enter the area of that forest type within the Project Activity Area. Total area for all forest types must not exceed the area declared as forestland in the Project Description. The sum of forest type areas over the total Forestland area is shown below the box as 'Total Area Allocated (ha):/'. Click 'Save' and then 'Next' to go to Natural Losses and Wood Removal or navigate there by using the menu on the left.

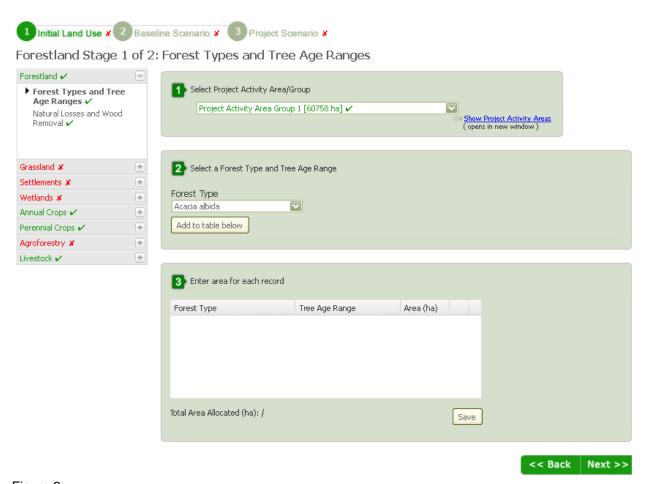


Figure 3

Stage 2 of 2: Natural Losses and Wood Removal (Figure 4)

This stage is marked as complete by default, because there may not be natural losses or wood removal in forests in a Project Activity Area. If there are Natural Losses or Wood Removal, please follow these steps.

- 1) Select Project Activity Area or Group, by clicking in drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- 2) Enter percent of aboveground biomass affected by natural losses each year by entering the percentage per year attributed to Fire, Wind, Pest/Disease, or Other Losses. The total of losses cannot exceed 100%.
- 3) Enter volume of wood removal by timber harvest and fuel wood gathering in cubic meters per year for timber harvest and fuel wood gathering.
- 4) Enter the annual deforestation rate by entering hectares per year that are cleared without and with burning. Click 'Save'.

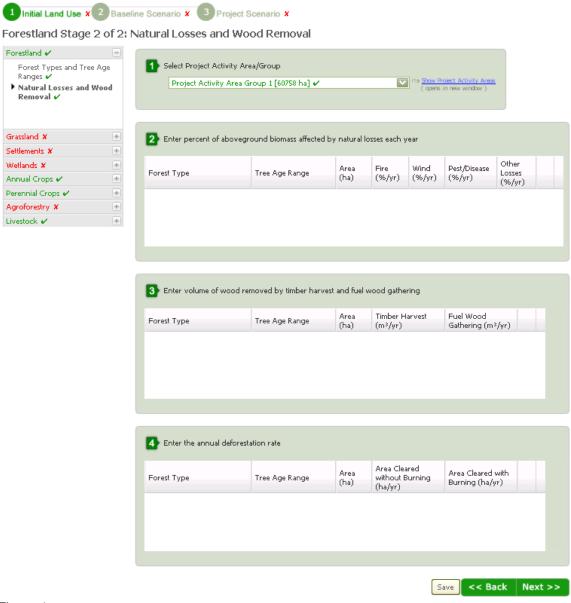


Figure 4

4. Grassland

Stage 1 of 3: Grassland Systems (Figure 5)

- 1) Select Project Activity Area or Group, by clicking in the drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- 2) Select a Grassland System from the pre-populated drop-down list, then click 'Add to table below'. Multiple Grassland Systems may be chosen for each Project Activity Area.
- 3) Describe each Grassland System by declaring the Condition (Nominally Degraded or Native Grassland, Moderately Degraded Grassland, or Severely Degraded Grassland), Improvements (Unimproved, Single, or Multiple), Amount of Fertilizer in kilograms per hectare, percent N in Fertilizer, Burn Frequency (from once per year to once every 10 years), and Area in hectares. Total area for all grassland systems must not exceed the area declared as grassland in the Project Description. The sum of Grassland System areas over the total Grassland area is shown below the box as 'Total Area Allocated (ha):/'. Click 'Save'. If you have Silvipasture systems, you can click 'Next' or move on to a different land use, using the menu on the left.

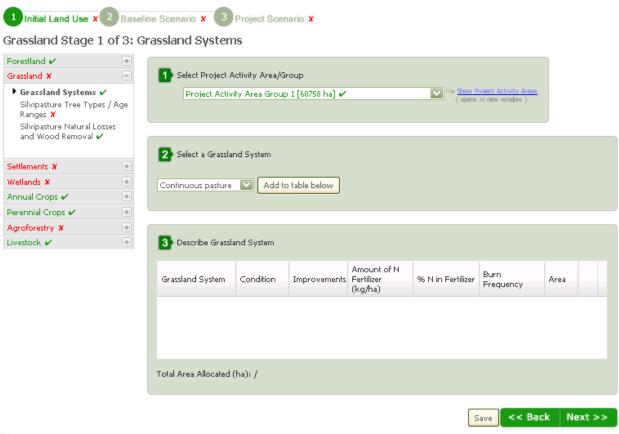


Figure 5

Stage 2 of 3: Silvipasture Tree Types / Age Ranges (Figure 6)

This stage is marked as complete by default, because there may not be natural losses or wood removal in silvipasture in a Project Activity Area. If there are Natural Losses or Wood Removal, please follow these steps.

- 1) Select Project Activity Area or Group, by clicking in the drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- 2) Select a Silvipasture System that you described in Stage 1 from the drop-down list.
- Select a Tree Type for the silvipasture system and click 'Add to table below'. You can add multiple tree types per Silvipasture System.
- 4) Enter tree age range and area for each Silvipasture System and tree type. Tree Age Range is chosen from a drop-down list and areas entered must not exceed total silvipasture area. Click 'Save'. If there are Natural Losses and Wood Removal in any Silvipasture Systems, click 'Next', if not continue on to another land use.

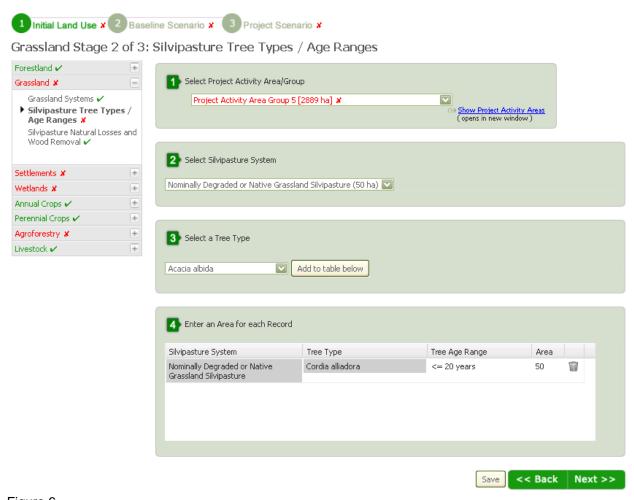


Figure 6

Stage 3 of 3: Silvipasture Natural Losses and Wood Removal (Figure 7)

This stage is marked as complete by default, because there may not be natural losses or wood removal in Silvipasture Systems in a Project Activity Area. If there are Natural Losses or Wood Removal, please follow these steps.

- 1) Select Project Activity Area or Group, by clicking in the drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- Enter Percent of Aboveground Biomass Affected by Natural Losses Each Year by entering the percentage per year attributed to Fire, Wind, Pest/Disease, or Other Losses. The total of losses cannot exceed 100%.
- 3) Enter Volume of Wood Removal by Timber Harvest and Fuel Wood Gathering in cubic meters per year for Timber Harvest and Fuel Wood Gathering. Click 'Save'.

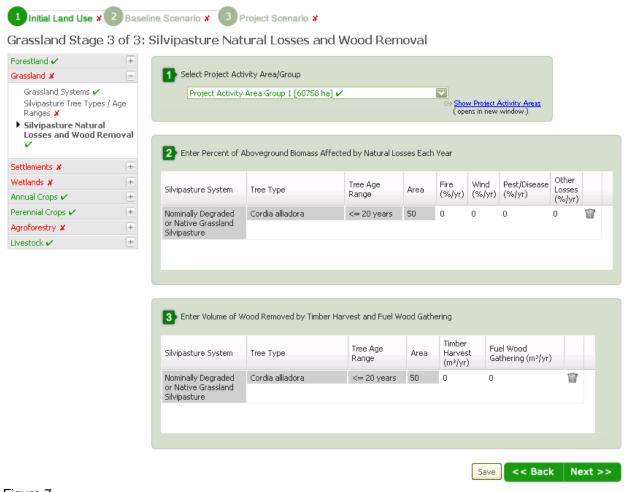


Figure 7

5. Settlements

Stage 1 of 2: Tree Types and Tree Age Ranges (Figure 8)

- 1) Select Project Activity Area or Group, by clicking in the drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- 2) Select the type of tree coverage data you wish to enter; number of trees or tree crown cover percent
- 3) Select a Tree Type and Tree Age Range and click 'Add to table below'. Multiple tree types may be selected.
- 4) Enter attributes for settlements by entering either the number of trees per tree type, or the percent crown cover by tree type, depending on what was chosen in step 2. The total number of trees entered will be displayed below the table as 'Total Number of Trees'; or if percent crown cover was used, it will be displayed below the table as 'Total Tree Crown Cover Percent'. Click 'Save'. If there are Natural Losses and Wood Removal in Settlement Trees, click 'Next' to go to Stage 2, if not continue to another land use.

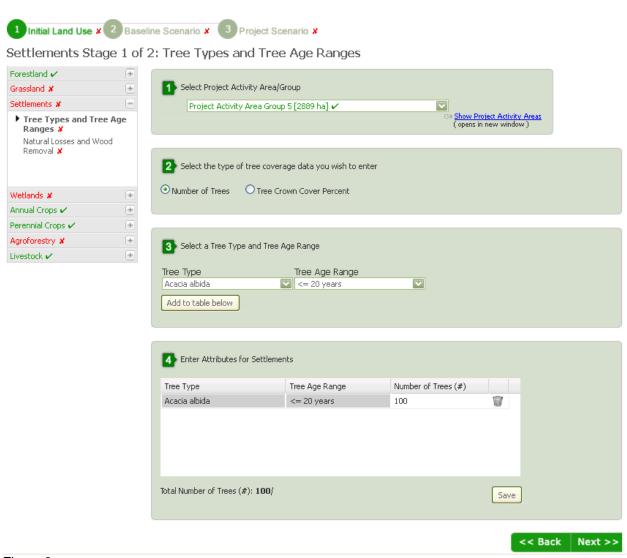


Figure 8

Stage 2 of 2: Natural Losses and Wood Removal (Figure 9)

This stage is marked as complete by default, because there may not be natural losses or wood removal in Settlements in a Project Activity Area. If there are Natural Losses or Wood Removal, please follow these steps.

- 1) Select Project Activity Area or Group, by clicking in the drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- Enter Percent of Aboveground Biomass Affected by Natural Losses Each Year by entering the percentage per year attributed to Fire, Wind, Pest/Disease, or Other Losses. The total of losses cannot exceed 100%.
- 3) Enter Volume of Wood Removal by Timber Harvest and Fuel Wood Gathering in cubic meters per year for Timber Harvest and Fuel Wood Gathering. Click 'Save'.

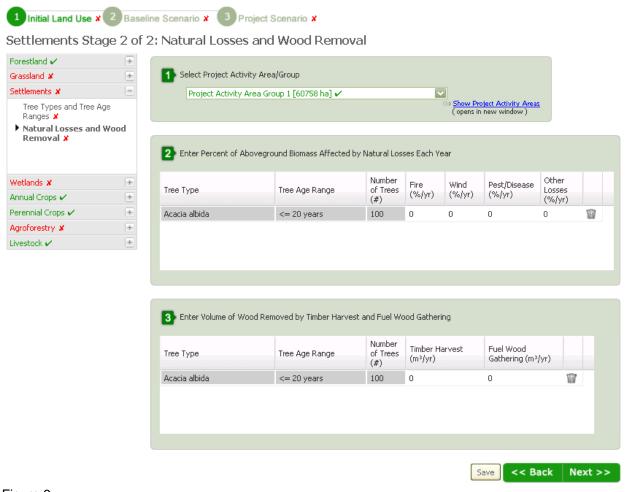


Figure 9

6. Wetlands

Stage 1 of 1: Wetland Area (Figure 10)

- 1) Select Project Activity Area or Group, by clicking in the drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- 2) Enter the total area of wetlands in the Project Activity Area in hectares. Total areas entered here and the Project Description will be displayed as 'Total Area Allocated (ha)'.



Figure 10

7. Annual Crops

Stage 1 of 1: Cropping Systems (Figure 11)

- 1) Select Project Activity Area or Group, by clicking in the drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- 2) Select an Annual Cropping System from the pre-populated drop-down list and click 'Add to table below'. Multiple Annual Cropping Systems may be selected.
- 3) Describe Selected Annual Cropping Systems by checking the box if the system is Improved, selecting Tillage type from the drop-down list, entering Amount of Fertilizer (in kilograms per hectare) and percent Nitrogen (N) in Fertilizer, selecting Residue Management practice from the drop-down list, and entering Area (in hectares) for each cropping system. Click 'Save'.

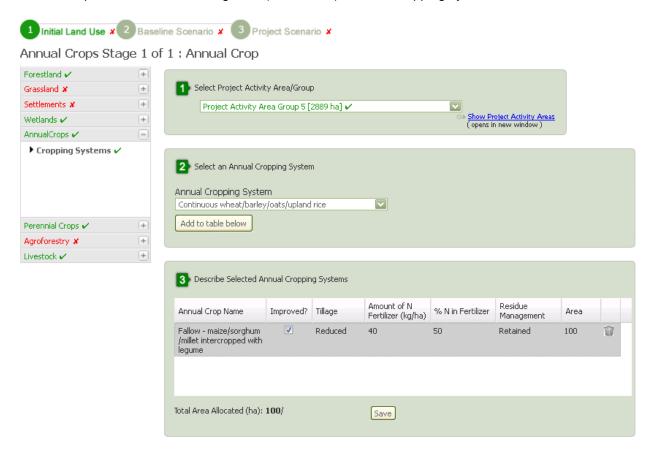


Figure 11

8. Perennial Crops

Stage 1 of 2: Cropping Systems and Crop Age Ranges (Figure 12)

- 1) Select Project Activity Area or Group, by clicking in the drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- 2) Select a Perennial Cropping System from the pre-populated drop-down list and the Crop Age Range, then click 'Add to table below'. Multiple Perennial Cropping Systems may be selected.
- 3) Enter Attributes for Perennial Cropping Systems by entering amount of fertilizer (in kilograms per hectare), percent of nitrogen in fertilizer, and area (in hectares) for each Perennial Cropping System. Click 'Save'. If there are Natural Losses and Wood Removal in Perennial Crops, click 'Next' to go to Stage 2, if not continue to another land use.

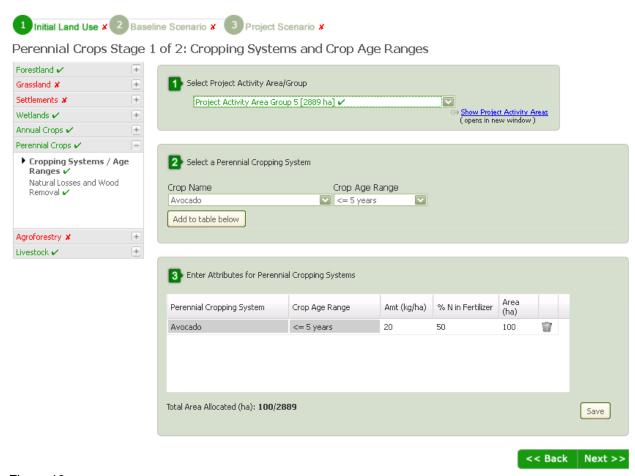


Figure 12

Stage 2 of 2: Natural Losses and Wood Removal (Figure 13)

This stage is marked as complete by default, because there may not be natural losses or wood removal in Perennial Crops in a Project Activity Area. If there are Natural Losses or Wood Removal, please follow these steps.

- 1) Select Project Activity Area or Group, by clicking in the drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- Enter Percent of Aboveground Biomass Affected by Natural Losses Each Year by entering the percentage per year attributed to Fire, Wind, Pest/Disease, or Other Losses. The total of losses cannot exceed 100%.
- 3) Enter Volume of Wood Removal by Timber Harvest and Fuel Wood Gathering in cubic meters per year for Timber Harvest and Fuel Wood Gathering. Click 'Save'.

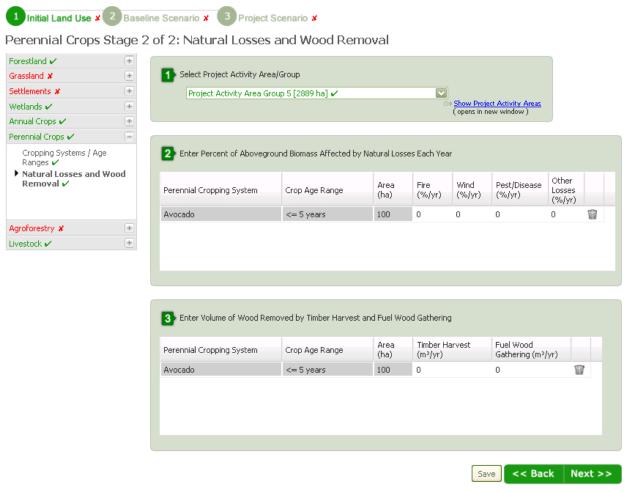


Figure 13

9. Agroforestry

Stage 1 of 4: Agroforestry Systems (Figure 14)

- 1) Select Project Activity Area or Group, by clicking in the drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- 2) Create an Agroforestry System by giving it a name of your choosing, then click 'Add to table below'. Multiple Agroforestry Systems may be created.
- 3) Enter Area (in hectares) for each Agroforestry System. Click 'Save' and then 'Next' to enter information about annual crops in the agroforestry systems. Enter Attributes for Perennial Cropping Systems by entering Amount of Fertilizer (in kilograms per hectare), percent of Nitrogen (N) in Fertilizer, and Area (in hectares) for each Perennial Cropping System. Click 'Save'. If there are Natural Losses and Wood Removal in Perennial Crops, click 'Next' to go to Stage 2, if not continue to another land use.

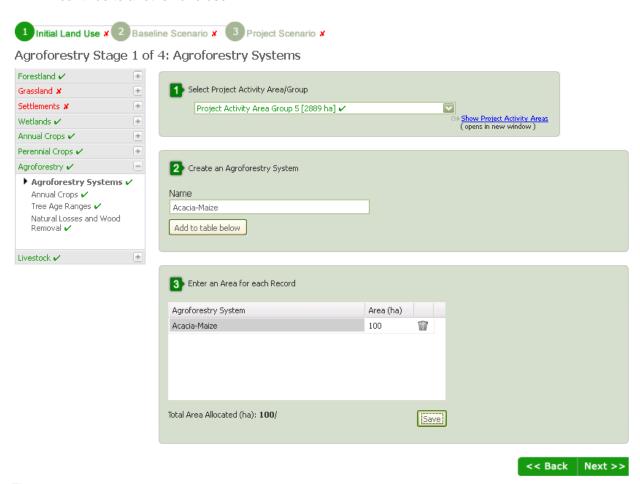


Figure 14

Stage 2 of 4: Annual Crops (Figure 15)

- 1) Select Project Activity Area or Group, by clicking in the drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- 2) Select an Agroforestry System from the drop-down list.
- 3) Select a Cropping System from the pre-populated list of annual cropping systems, then click 'Add to table below'. Only one annual cropping system can be chosen per Agroforestry System.
- 4) Describe Selected Annual Cropping Systems by checking the box if the system is Improved, selecting Tillage type from the drop-down list, entering Amount of Fertilizer (in kilograms per hectare) and percent Nitrogen (N) in Fertilizer, selecting Residue Management practice from the drop-down list, and entering Area (in hectares) for each cropping system. Click 'Save'. Click 'Next' to go to Tree Age Ranges.

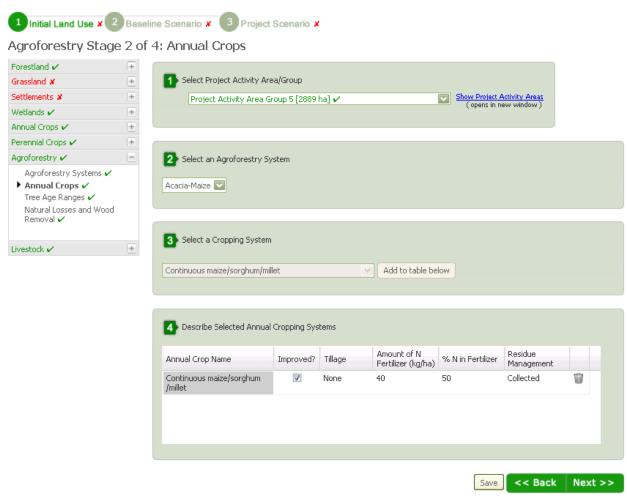


Figure 15

Stage 3 of 4: Tree Age Ranges (Figure 16)

- 1) Select Project Activity Area or Group, by clicking in the drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- 2) Select an Agroforestry System from the drop-down list.
- 3) Select a Tree Type from the pre-populated drop-down list and click 'Add to table below'.
- 4) Enter Tree Age Range and Number of Trees for each Agroforestry System and Tree Type, by selecting Tree Age Range from a drop-down list and entering number of trees. Click 'Save'. If there are Natural Losses and Wood Removal in Agroforestry Systems, click 'Next' to go to Stage 4, if not continue to another land use.

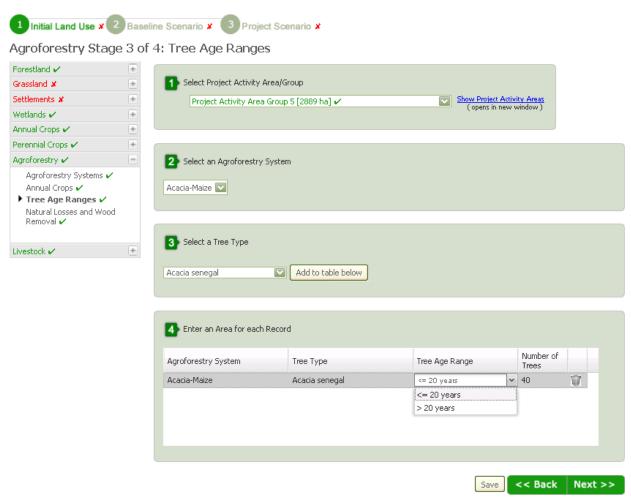


Figure 16

Stage 4 of 4: Natural Losses and Wood Removal (Figure 17)

This stage is marked as complete by default, because there may not be natural losses or wood removal in Agroforestry Systems in a Project Activity Area. If there are Natural Losses or Wood Removal, please follow these steps.

- 1) Select Project Activity Area or Group, by clicking in the drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- Enter Percent of Aboveground Biomass Affected by Natural Losses Each Year by entering the percentage per year attributed to Fire, Wind, Pest/Disease, or Other Losses. The total of losses cannot exceed 100%.
- 3) Enter Volume of Wood Removal by Timber Harvest and Fuel Wood Gathering in cubic meters per year for Timber Harvest and Fuel Wood Gathering. Click 'Save'.

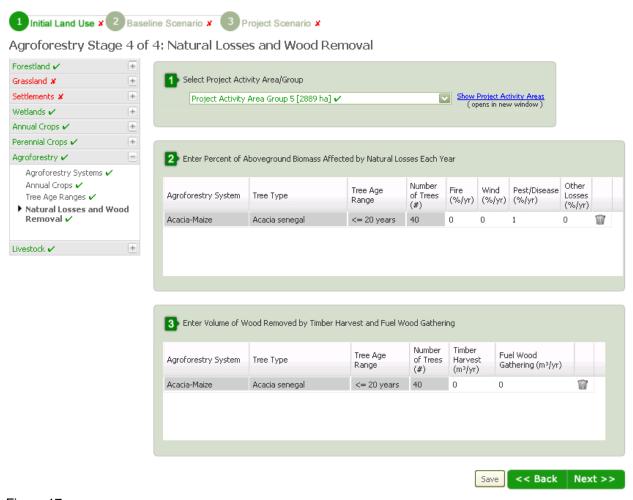


Figure 17

10. Livestock

Stage 1 of 2: Livestock Categories (Figure 18)

- 1) Select Project Activity Area or Group, by clicking in the drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- 2) Describe Livestock Categories by entering total population number per Livestock Category, and number of months per year that livestock are in the Project Activity Area. Click 'Save' and then click 'Next' to go to stage 2.

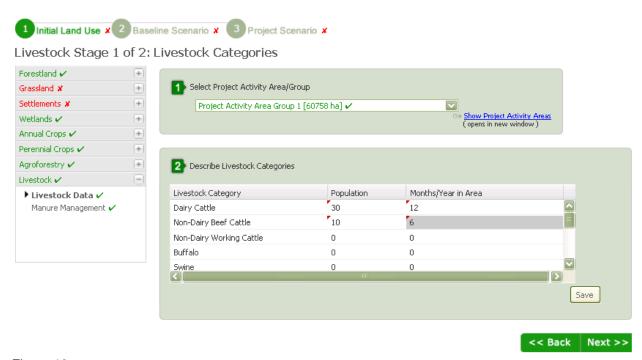


Figure 18

Stage 2 of 2: Manure Management (Figure 19)

- 1) Select Project Activity Area or Group, by clicking in the drop-down box. For reference, you may view your Project Activity Areas by clicking on 'Show Project Activity Areas'.
- 2) Select a Livestock Category.
- 3) Enter Manure Management Allocations by entering the Percent in each manure management category for each Livestock Category. Total percent is displayed below table as 'Total Allocated (%) and cannot exceed 100%. Click 'Save' after entering percentages for each Livestock Category.

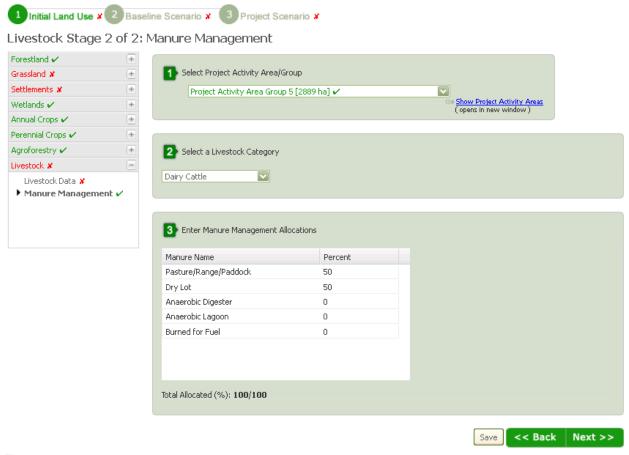


Figure 19