

How to change the location of a checklist?

HOW TO FIND YOUR CHECKLIST

If you visit My eBird, the “Manage My Checklists” page has a sequential list of all your checklists. Click "view or edit" to edit the list.

HOW TO EDIT THE LOCATION OF A SINGLE CHECKLIST

If you would like to move your Private location to a Hotspot, here’s how. Note that this simply moves the checklist to a new location.

- 1) Open the checklist
- 2) At upper right, next to location name, click "Edit Location"
- 3) Click on "Nearby Location on a Map"
- 4) Check for red stickpins (representing established birding hotspot locations) on the map. Click on the pins to select locations and see the names.
- 5) Once you see the correct name, you have selected that location.
- 6) Click “Continue” and double-check to make sure the location is correct.

You have now updated to the correct location.