ARCHAEOLOGICAL SITE RECORDING QUICK GUIDE

For detailed methods and information about archaeological site recording, please refer to the full manual. The following steps can be recorded either in electronic (CyberTracker) or paper notes.

STEP 1 – SITE IDENTIFICATION

Archaeological sites can be identified by the presence of archaeological features or artifacts (see Appendix 1). **First, determine** if a site is unregistered or registered with the Provincial heritage Registry.

If <u>unregistered</u>, assign it a temporary site number. Record the new temporary site number in your notes as follows:



Date-Initials-Temporary # (e.g., June-23-2016-SPC-T1, June-23-2016-SPC-T2). **For <u>previously registered sites</u>** use the assigned Borden number in your field notes (e.g., EdSo-7).

Take a moment to examine the site, paying attention to observe exposed materials and features (e.g., shell midden, lithics, fish weirs, clam gardens, house depressions, etc.) to get a sense of the overall size, terrain, and components of the site.

Record a GPS point at a central location at the site with good visibility to the main archaeological and topographic features. This point will serve as a datum from which to record a sketch map of the site in relation to the natural topography and high tide mark.

STEP 2 – SITE DIMENSIONS & BOUNDARIES

Record the length and width of the site in meters along the cardinal (e.g., N,S,E,W) direction or the ordinal (e.g., NE, NW, SE, SW) direction. Generally, the length of a site represents the longest dimension regardless of direction. Delineate the site using natural boundaries and extent of cultural material and features. Pay attention to natural features such as cliffs, rocky headlands, sub-tidal areas, or wet marshy ground that may naturally delineate, or 'bound' cultural features and artifacts on the land and intertidal areas.

STEP 3 – SITE MAPPING

Using the datum you established in Step 1 to record your GPS location, you will now use a compass and tape measure to **sketch a map of the site** from this point (see Figure 2). Include the temporary site number, date, map recorder, north arrow, scale, topographic and archaeological features, and the high tide mark (if possible). **At a minimum, sketch** the site without measurements, and record the site with 'birds eye view' and oblique angle images from a drone. Always include objects or people for scale in drone photographs.

STEP 4 – SITE TYPOLOGY

Determine whether the site is precontact, historic, or both. **Record the 'type'** of archaeological material or feature you observe (i.e., Cultural material, Human Remains, Habitation Feature, Subsistence Feature, Earthwork, Ceremonial/Religious etc.). **Determine and record functional 'Descriptors'** for archaeological features and materials

where possible (i.e., Shell Midden, Burial Box, House Platform, Clam Garden, Fish Weir etc.). Time permitting, record the location of each identified archaeological feature and deposit of cultural material.

STEP 5 - ARCHAEOLOGICAL FEATURES

Record the number of each type of Archaeological features that are present. Assign each feature a unique identifier. If time permits, record the dimensions (length and width), shape, and orientation of each feature.

STEP 6 – ENVIRONMENT



Describe the environment of the site, including:

(a) whether the site is situated above or below the high tide mark (or both);

(b) the nearest hydrological feature (i.e., stream, river, lake, bay, inlet);

(c) the significant topographical, geological, and terrain features in the general area of the site;

(d) record presence of culturally important plant species

STEP 7 – CONDITION

Provide details about the site's condition relative to natural and human disturbance. Make note of actively eroding sites due to wind or sea exposure, human impacts such as tourism, vandalism, or development (i.e., logging, historic camping). If in good condition – note it.

STEP 8 – RECOMMENDATIONS & GENERAL REMARKS

Based on your observations regarding site features, condition, and vulnerability, **provide comments that reflect the need for conservation and/or protection**. Clearly note if there is a need for action, either from your community or the Archaeology Branch. Record the date and time of day observations were made to ascertain the tide position relative to archaeological features.

STEP 9 – PHOTOGRAPHY

Finally, before you leave the site, **create a photo log to record photograph numbers and descriptions** for each site you identify. Take photos of the natural setting of the site, for example as you approach from your boat. Take photos of the landform in each cardinal direction. Take photos of archaeological features such as clam gardens and fish traps. Take a photo of the site in relation to the high tide mark. Make sure each photo is accounted for and recorded in your photo log with comments (see Figure 4). Many of these photos are best captured with a drone.



Archaeological Site Recording





N<u>a</u>nwa<u>k</u>olas Council 1441 16th Ave Campbell River, BC V9W 2E4 Telephone: (250) 286-7200 FAX: (250) 286-7222

OVERVIEW

Identifying and recording archaeological sites creates a lasting record of Aboriginal history, culture, and heritage. Establishing and developing this record is of value to local communities because it reinforces direct links to the ancestors, and also validates assertions of Aboriginal rights and title interests. Community-driven efforts to record, manage, and conserve archaeological sites are an important step in reasserting control over cultural heritage and territories more broadly.

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HOW TO USE THIS ARCHAEOLOGICAL FIELD RECORDING MANUAL

This manual outlines the methods for recording new archaeological sites (i.e., unregistered sites) and updating existing site records (i.e., registered sites with a Borden number). It is designed to work optimally in concert with N<u>a</u>wa<u>k</u>olas Guardian Watchmen CyberTracker program. The appendices include photographs of archaeological resources, an equipment list, an example of the British Columbia Archaeological Site Inventory Form, and an overview of the CyberTracker Archaeology Site Recording Program.

RECORDING METHODS

WHAT TO RECORD?

Step	Task/Process	How	Why
1	Locate and Identify Site	Locate an archaeological site, record GPS point	To increase our awareness of important cultural places on the landscape
2	Site Dimensions	Measure the length and width of a site	To record the size of a site and monitor change in area over time
3	Site Mapping	Map site boundaries and features	To record the site in relation to topographic features and high tide mark
4	Site Typology	Identify the site type	To better understand site use and cultural significance
5	Archaeological Features	Identify the archaeological features	To record characteristics of unique cultural features within a site
6	Environment	Describe the environment of the site	To understand the site's natural setting
7	Condition	Describe the condition of the site	To evaluate human and natural impacts to the site
8	Comments	Record recommendations and general comments	To provide other insights regarding the site
9	Photographs	Take pictures of the site	To document the site type, conditions, and environment

Table 1: There are nine steps to recording a new archaeological site.

GETTING STARTED

BACKGROUND

Recording archaeological sites is standard practice among archaeologists and First Nations concerned with their own heritage in British Columbia.

Archaeological site recording techniques detailed in this manual allows you to contribute to an inventory of all recorded, known, and potential cultural and heritage resources that exist within your territory. This dataset will enable you to define and inform historic and cultural values for sites and areas to guide heritage management protection.

This manual is designed to help guide field crews through the site recording process and provide some context as to why certain information is essential to collect when in the field. The following instructions are divided into steps and can be completed using either CyberTracker or a field notebook and portable GPS.

WHEN TO SURVEY FOR COASTAL ARCHAEOLOGICAL SITES

Plan your survey for the lowest tides possible to be able to maximize the features you can identify and map. Ideally surveys will be conducted when tides are less than 1 meter high.

If possible, start surveys two hours before the lowest tide and continue for two hours after. Tide information can be found at: <u>http://tbone.biol.sc.edu/tide/tideshow.cgi</u>

METHODS

Each day you go to the field, you should record the following information before beginning survey, regardless of whether you are using CyberTracker or a field notebook:

- Name of the Project
- Date
- Field Crew Names and Affiliation, if possible
- The Daily Objectives
- Page Numbers

STEP 1. SITE IDENTIFICATION

The first step to site recording involves documenting background information and confirming the presence of archaeological materials.

Known archaeological sites and areas of high potential have been identified for Nanwakolas Territory. These models, along with local knowledge of village locations, place names, and other traditional use data compiled by Nanwakolas Council will provide the best means of finding archaeological site locations.

When arriving at a known or high potential site you intend to record, look for features to confirm the presence of archaeological material. These features can include remnant post and beam architecture, house depressions, shell midden, culturally modified trees (CMTs), intertidal lithic scatters, among others (see Appendix 1). The most likely means of identifying archaeological material in-the-field is to encounter shell midden: the dark black, greasy shelly sediment that makes up many coastal sites in British Columbia. This is visible in eroding shorelines in protected bays and in tree-throw exposures.

Once a site and its features have been identified, a temporary number should be assigned in the field and included on all related documentation. This number is used to identify and track the site until a permanent Borden number is issued. Designate a temporary site number for the new archaeology site you identified. Record your temporary site number as follows: Date-Initials-Temporary #. For example,

> June-23-2016-SPC-T1 June-23-2016-SPC-T2 June-23-2016-SPC-T3

If you are updating a previously recorded site, note the Borden number and the extent of previous surveys. In most instances, nothing except for the location and most basic site descriptions will have been recorded. Utilize the same approach to recording previously registered archaeological sites as for unregistered sites.

Once you recorded the temporary or existing site number and you feel comfortable with the area you are investigating, pick a location on the site in which you will **record a GPS point**. This point will serve as a datum for you to record the site boundary and draw a sketch map of the site in relation to the natural topography and high tide mark. Choose a location with good visibility across the site.

Make sure your GPS projection is set to NAD 83 datum, Universal Transverse Mercator (UTM) Projection. Note the GPS coordinates (Easting and Northing), the zone (e.g., 09 U) and the GPS accuracy (e.g., ± 4 m) in your field notebook as backup (see Figure 1).

Once you have finished recording your GPS point, **describe the site location** in a logical manner from general to specific. For example, *this site is located in the northeastern Vancouver Island region on the western shoreline of a small, deep cove of Hanson Island, Johnstone Straight, approximately 10.6 km west of the town of Alert Bay.* Move on to Step 2.

Provide a description of how you accessed the site. For example, *this site can be accessed by boat from Telegraph Cove. Travel north from Telegraph Cove through the Johnstone Straight to the western side of Hanson Island. The site is located on the western shoreline of a small, deep cove approximately 100 m north of the mouth of the cove on a sandy beach.* Accurately recording the location of an archaeological site will greatly assist the inventorying process as well as the production of good, working maps.

	s Surveyj	June 25, 2016			
	1		Arch. Feature	s: I cultural depression (a	Lire.,
			,	2.5x2.5m); 1 house dep	pression
Crew:	Sean P. Connaughton (Inlai	lawatash))	(rectangular, 15mx10m)
	Morgan Ritchie (Inlailawat	ash)			
	lan Sellers (Inlailawatash)		Environment:	Site is situated on the	: Southwest
				coast of Numas Island	about 10m north of the
bjectives:	We will survey PMZ I (Nor	th Malcom)		high tide mark on a sm	hall bench.
	for archaeologicalsites in t	he Johnstone		Raven Creek is to the	west of the site while expose
	Strait along the shoreline	of Numas		bedrock lies to the eas	st and northeast. To the nort
	Island.			the midden slopes down	n to a saturated, poorly
				drained low area with	skunk cabbage. Several
Our first site has	been identified. A small sh	ell		old growth western re	d cedars and spruce are
midden site with	a couple of archaeological			present on the midden	
features: a house	depression (HDI) and a cul	tural			
depression (CDI).	Two surface finds were rea	Corded	Condition:	Erosion by wave action	has undercut
SFI and SF2)				the southern portion c	of the midden.
emporary site	#: June-25-201	S-SPC-TI	Comments:	Site is in good condition	on despite some
EUTM OQUE	631921; N 5626487 +- 4	mJ		undercutting. No evide	ince of recent visitation or us
				It is a small shell midd	en site, but has evidence of
Location Descript	tion: northeastern Vancouve	r		at least one house dep	ression.
Island, along weste	rn site of Numas Island				
in a small cove.					
				[Photos # 286-304]	
Site Dimension	s: 47m (N-S) Length				
	34m (E-W) Width				
Site Typoloay:	Precontact, cultural	material,			
- // J/	surface, shell midden				
		Page 1/4			Page 2/4

Figure 1: An example of a fieldnote entry for a new archaeological site.

STEP 2. SITE DIMENSIONS AND BOUNDARIES

This step involves the delineation of the edges of a site based on surface features. Recording the site dimensions (i.e., length and width) is important for protecting and conserving archaeological sites. Recording the dimensions also provides a sense of scale of the archaeological site and can help provide initial interpretations of the type of site you are recording.

No subsurface testing is required. Boundaries are based on surface features and natural boundaries. Features and artifacts should be within 50 m of the next nearest feature(s) or artifacts to be considered part of the same site. As a general rule, the Archaeology Branch considers features and artifacts separated by greater than 50 m to be discrete archaeological sites for record management purposes.

Note: Any number of features can be recorded as part of a single site. For example, clam gardens, fish traps, habitation areas, lithic scatters, pictographs, and culturally modified trees could all exist in one site. Villages, in particular, regularly comprise many different features, revealing how people modified the surrounding landscape for resource harvesting, defense, and ceremonial purposes.

Pay attention to natural features (e.g., creeks, knolls) and observed features (e.g., lithic scatters, exposed shell midden, house depressions) that will help you define the site size and boundary.

Indicate whether your site dimensions are based on natural, observed, or any combination of them.

The Archaeology Branch (2015:19) provides the following boundary descriptions:

<u>Natural boundaries</u> are defined by the presence of a natural landform (e.g., rock outcrop, a terrace) or physical feature (e.g., a stream, a lake) where you can reasonably presume that the extent of archaeological remains is constrained by geomorphological site formation processes.

<u>Observed boundaries</u> are those where you can visibly see the horizontal extent of archaeological remains (e.g., shell midden) lying on the ground surface, in exposures like an undercut bank or a stream channel, or trail cuts or even tree throws.

Record the length and width of the site in meters along the cardinal (e.g., N,S,E,W) direction or the ordinal (e.g., NE, NW, SE, SW) direction. Generally, the length of a site represents the longest dimension regardless of direction. The width represents the maximum direction perpendicular to the length. For a site with an irregular shape where the width varies, provide the maximum width that is roughly perpendicular to the length.

Describe in detail the reasoning for defining site boundaries in all directions and why you have selected natural or observed boundaries. In particular, describe any landforms used to determine natural boundaries, and make sure those landforms are reflected in your sketch map and in the Environment section described below.

STEP 3. SITE MAPPING

The most effective way to document and communicate details about archaeological sites is to draw a sketch map (Figure 2). Drawing a sketch map is often the most important step in recording an archaeological site as it engages you to think about how a site is laid out and to consider its place in the wider landscape. It also leads to a better understanding and interpretation of how the different features you observe within the site fit together. The details recorded in a sketch map form the basis of the final document that will be produced for both your community and the Archaeology Branch.

All you need to draw a sketch map is a sighting compass (e.g., orienteering-style compass), a 30-60 m tape, a pencil, and graph paper. Find yourself a good location to easily observe the entire site without any obstructions (ideally this will be your Datum location). Depending on the size of your graph paper, determine a scale and orientation for the map that will allow you to record all features and site boundaries on a single page.

Defining the boundary of your site and drawing it first will usually help you determine an appropriate scale. You can then easily fill in the remaining features of the site, if present. Each point is measured

from the datum using the tape measure and compass. Both distance and bearing measurements are recorded in a log and charted on your sketch map (Figure 3). A team of two individuals can efficiently create this map, with one person sighting with the compass on the datum while the other holds the tape measure and stands at points of interest on the site.

Label your map: Make sure to include on your map the temporary site number, date, map recorder, north arrow, scale topographic and archaeological features such as surface finds, cultural depressions, midden exposures, culturally modified trees, post and beam architecture, along with terrain features such as slopes, bedrock outcrops, high tide lines, vegetation, waterways etc. The example below illustrates the basics you need to draw a sketch map.

Note: If the weather changes quickly and you need to leave the site—record a GPS point, take a few photos, and roughly record the site dimensions and boundaries on the sketch map.



Figure 2: An example of a field sketch map of a newly identified archaeological site. The basic information necessary for a sketch map is present in the example given.

LData	LogJ				
POINT ID	DESC.	DISTANCE (m)	BEARING (°)	DATUM	
1	Datum I	0	0	1	
2	HDI Com.	6.1	46	1	
3	SFI	23.1	62	1	
4	Budry	4.2	2.03	1	
5	Bdmry	30.6	40	1	

Figure 3: Data log to record on the back of your sketch map for the bearings and distance.

Drone Photography

In addition to a sketch map, a very efficient and effective tool for recording large intertidal sites or large, open-air village sites is drone photography. Entire landscapes covering many hectares with

more or less continuous archaeological features can be captured quickly using this method.

Aerial images with a clearly visible scale and datum marker can be used to map complex intertidal and shoreline sites, including pictographs.

If time and budget permits, a detailed aerial photograph survey can allow for photogrammetric 3D site modelling. However, this method requires contiguous and complete aerial imagery. Generating a 3D model will require either open-source or proprietary software, but may be appropriate at particularly important and complex sites.



STEP 4. SITE CLASS, TYPE, SUBTYPE & DESCRIPTOR

Site class, typology, and site descriptions are used to convey both general and specific information about the cultural affiliation, nature of/and use of a site, and its social significance. Sites can be comprised of many different types of features depending on the activities that were conducted there. These descriptions provided by the Archaeology Branch allow heritage managers to assign values and to develop appropriate protection and conservation strategies for different site types. Site typology should describe all features and materials observed within site boundaries. The Archaeology Branch classification system for sites goes from general to specific:

Class: Defines whether this site is precontact, historic, or both.

Type: Defines the primary type of archaeological material or feature present at the site (i.e., Cultural material, Human Remains, Habitation Feature, Subsistence Feature, Earthwork, Ceremonial/Religious etc.)

Subtype: Defines additional classes of features for greater clarity (i.e., Subsurface or Surface Cultural Material).

Descriptor: Standardized terminology for archaeological features associated with each of the main site types and subtypes.

Tables 1-6 provide the classification system that you will use to designate site typology on either CyberTracker or your notebook.

Table 1: Site Types for Cultural Material.

CLASS	ТҮРЕ	SUBTYPE	DESCRIPTOR
			Fauna
			Fire-Altered Rock
Precontact	Cultural Material	Surface	Lithics
			Quarry
			Shell Midden

Table 2: Site Types for Human Remains.

CLASS	ТҮРЕ	SUBTYPE	DESCRIPTOR
		Petroform	Burial Cairn
			Burial
			Burial Box
			Cave
	Precontact Human Remains		Grave Goods
		Human Remains null	Grave House
Precontact			Ledge
			Platform
			Rock Shelter
			Scattered
		Stone Ring	
			Talus
			Tree

Table 3: Site Types for Habitation Features.

CLASS	ТҮРЕ	SUBTYPE	DESCRIPTOR
Precontact	Habitation Feature	Cultural Depression	House

	Cave
ault.	Platform
nun	Refuge
	Rock Shelter

Table 4: Site Types for Subsistence Features.

CLASS	ТҮРЕ	SUBTYPE	DESCRIPTOR
		Fishing	Fish Weir
Precontact	Subsistence Feature	C C	Fish Trap
		Shellfish Harvesting	Clam Garden
			Clamming Station

 Table 5: Site Types for Earthworks, Ceremonial Features, Transportation and Other Features.

CLASS	ТҮРЕ	SUBTYPE	DESCRIPTOR
			Fortification
	Earthwork	Null	Mound
			Trench Embankment
		Rock Art	Petroglyph
			Pictograph
	Ceremonial/Religious		Memorial Pole
Precontact		Monumental Art	Mortuary Pole
			Pole
	Transportation Feature	Null	Trail
		Petroform	Canoe Skid
			Boulder Alignment
	Other Feature	Petroform	Boulder Bowl
			Cairn

Table 6: Postcontact Site Types.

CLASS	ТҮРЕ	SUBTYPE	DESCRIPTOR
	Building	null	null
	Ceremonial/Religious	Monumental Art	null
	Cultural Depression	null	null
	Cultural Material	Surface	Refuse
	Habitation Feature	null	House Post/Mould
			Burial
	Human Remains	null	Cemetery
			Grave
Postcontact			Grave Goods
			Grave Stone
			Mausoleum
	Landmark	null	null
	Other	null	null
	Other Structure	null	null
	Rock Art	null	null
	Transportation	Trail	null

STEP 5. ARCHAEOLOGICAL FEATURES

Archaeological features might include cultural depressions, rock art, canoe skids, burial cairns, clam gardens, or fish weirs, as examples. When you are recording archaeological features, always give each feature/rock art a unique ID number. Each feature is recorded in a different manner to maximize interpretive ability. For most features, it is important to record dimensions (e.g., length, width, diameter), and also shape, and orientation, and condition. For house depressions, platforms, and cultural depressions one can also describe whether there is a berm or rim.

Enter a unique identifier for each feature or group of features. For example, a single descriptor could be Cairn 1 (e.g., C1) or it might be a series of unique identifiers for a feature type, for example Cultural Depression 1, Cultural Depression 2, Cultural Depression 3 (e.g., CD1, CD2, CD3). For circular features record the diameter. Record the depth of surface depressions (e.g., house depressions) or height of other surface features in metres (e.g., clam garden), if applicable.

Your sketch maps should refer to the feature(s) using the same identifier(s).

From the following terms provided by the Archaeology Branch, choose one that best describes the shape of the feature. The options are:

Rectangular, Circular, Semi-circular, Irregular, Square, Lenticular, Triangular, Linear, Wheel, Oval, or Zoomorphic Anthropomorphic,

Finally, provide any other comments to describe the features that you will find helpful.

Table 7 is an example of the kind of data required to record archaeological features.

FEATURE ID #	L (M)	W(M)	DIAM (M)	DEPTH/HEIGHT (M)	SHAPE	ORIENTATION	BERM OR RIM
HD1	15	47		3.5	Rectangular	E-W	n/a
CD1			2.5	2	Circular		Rim

Table 7: A summary table for recording archaeological features.

STEP 6. ENVIRONMENT

Describing the environment provides additional information for interpreting the site and its use and settlement. Begin by recording the site's position relative to sea level enables the community to monitor and assess the site's condition and susceptibility to natural erosion or other natural impacts. Then look around the site and identify the nearest hydrological feature (i.e., stream, river, lake, bay, inlet) by recording its name, distance and direction from the site. If the watercourse is unnamed simply call it unnamed. Remember to include the nearest hydrological feature on your sketch map.

Additionally, provide a brief description of the topographical, geological, and terrain features in the general area of the site. Features of interest may include relief or elevation (e.g., valleys, hills, lowlands, knolls), hydrology and water features such as springs, small streams, lakes, swamps, oceans, beaches, or terraces. A brief description of vegetation can also be helpful, especially culturally important species.

In short, you basically want to record the following:

- whether the site is situated above the high tide mark or if it is below the high tide mark (or both)
- the nearest hydrological feature (i.e., stream, river, lake, bay, inlet)

• the significant topographical, geological, and terrain features in the general area of the site

STEP 7. CONDITION

Recording the condition of a site is important as it documents details about the site's condition relative to natural and human disturbance. Indicate whether the site is disturbed, undisturbed, or if you are unsure.

Critical observations should note whether the site is exposed to wind and sea, and if it is being eroded. Does the site appear to have been used by visits? Is there garbage or remnants of more recent use or perhaps vandalism? If so, note it. Also look for development, such as logging or road construction, which has impacted the integrity of the site.

If the site is in good condition with no visible signs of damage or vandalism, please record that as well.

Provide a description of what you see in terms of the site's condition so heritage managers can make recommendations if the site appears to be in danger whether to natural or human induced impacts.

STEP 8. RECOMMENDATIONS & GENERAL COMMENTS

Provide comments that reflect the need for conservation and/or protection of the site you identified. Is it currently being impacted by wave erosion or is it sheltered and safe? This will help determine the need for action. Provide any other thoughts you have about the site.

STEP 9. PHOTOGRAPHY

Before you ever leave the site, create a photo log to record photographs from each site you identify. Take photos of the natural setting of the site, for example as you approach from your boat. Take photos of the landform in each cardinal direction. Takes photos of archaeological features. Take a photo of the site in relation to the high tide mark. Make sure each photo is accounted for and recorded in your photo log with comments (see Figure 4). If you are using the drone, make sure the photography captured for the site is also recorded in your photo log.

Sean P. C	onnaughton		
DSCN	DATE	TIME	COMMENTS
2.86	25/6/16	9:45	View NE of June-25-2016-SPC-T
2.87	1	9:45	Same as above
2.88		10:15	House Depression 1. NE.
2.89		15:30	Midden Exposure. NW. SPC and IS p

Figure 4: An example of a photo log corresponding to field notes.

SOURCES

Site Form Guide. 2015. BC Archaeology Branch. Ministry of Forests, Land and Natural Resource Operations, Victoria, BC.

https://www.for.gov.bc.ca/ftp/archaeology/external/!publish/Web/inventory_site/Site_Form_Guide. pdf

APPENDIX 1: IDENTIFICATION

HOW TO IDENTIFY ARCHAEOLOGICAL SITES & FEATURES

ARCHAEOLOGICAL FEATURES & LANDFORMS



Figure A: Aerial view of fish trap in the intertidal zone.



Figure B: View of clam garden



Figure C: Village site with terraced landform and shell midden.



Figure C: Petroglyph.



Figure D: Pictograph (L – original, R – enhanced). Used with Permission

ARCHAEOLOGICAL RESOURCES



Figure A: Shell midden.

Figure B: Shell midden deposit.



Figure C: Flaked stone tools.



Figure D: Ground stone tools.





Figure E: Bone tools.

Figure F: Fire-Altered Rock.



Figure G: Recent Taper Bark Scar of a Culturally Modified Tree (CMT).

APPENDIX 2: EQUIPMENT LIST

Below is a basic list of equipment you will need to record an archaeology site. In addition to your current safety and personal gear items you will want to bring out these items to assist you in documenting thoroughly archaeological sites within your territory.

Comments
The Duksbak Paper is waterproof and perfect for this fieldwork
to record notes
For recording datum and other features
To record site dimensions and boundaries; mapping
To assist in drawing a sketch map

Flagging Tape	To mark site boundaries
Datum Spike	To mark Datum location with flagging tape (this should be the same location where you record a GPS point)
Sharpie Markers	To write on flagging tape
Digital Camera	To document the site and its condition

BRITISH COLUMBIA ARCHAEOLOGICAL SITE INVENTORY FORM



Branch Use Only

Form Received: yyyy/mm/dd

1. IDENTIFICATION

Temporary Number (new site): Borden Number (site revisit): Site Name(s):

2. LOCATION

NAD 83 UTM Zone	e: East	ing:	Northing:
Source: GPS 🗌	Digital Map 🗌	Printed Map	

Type

Location Description: Access Description: Parcel Identifier (PID or PIN): Legal Description: Street Address:

3. TENURE/RESERVES

Land Management Agency Details

- Provincial Jurisdiction
 Federal Jurisdiction
- Local Jurisdiction
- Private Land
- Settlement Lands

4. SITE VISIT INFORMATION

Permit Number:	Last Date of Visit: yyyy/mm/dd
Issuing Agency:	Site Visit Type:
Permit Type:	Archaeological Project Description:

Team Member Role	Full Name(s) and Affiliation(s)	On Site?
Permit Holder(s)		Y N
Field Director(s)		Y N
Field Supervisor(s)		Y
Other		Y

5. SITE TYPOLOGY

Refer to Site Form Guide, Appendix A.

Site Class	Туре	Subtype	Descriptor(s)

6. CULTURALLY MODIFIED TREES

Summarize all CMTs within the site boundary. Provide metrics and details in an attached CMT table.

Total number of CMTs:

Summary of CMTs:

7. ARCHAEOLOGICAL FEATURES

Summarize archaeological features. Additional details may be attached.

Feature ID#	L (m)	W (m)	Diam (m)	Depth/ Height (m)	DBS from (m)	DBS to (m)	Shape	Orient- ation	Berm or Rim

Feature Remarks:

8. CULTURAL MATERIAL

Summarize all cultural material. Additional details may be attached.

Туре	Status	Details	Repository

9. ARCHAEOLOGICAL CULTURE

Archaeological Culture Name: Diagnostic Materials: Archaeological Culture Remarks:

10. CHRONOLOGY

Summarize chronology (mandatory for CMT and trail sites). Dating lab report(s) must be attached if dates obtained.

FROM:	уууу	Dating Method:
TO:	уууу	Date Source:

Chronology Remarks:

11. SITE DIMENSIONS AND BOUNDARIES

Length:mDirectionWidth:mDirection

Site Boundary Comments (describe in detail the methods and buffers applied to define site boundaries in all directions):

12. STRATIGRAPHY

Summarize stratigraphy for subsurface sites. Additional details may be attached.

Depth of Cultural Strata:	Minimum	m	Maximum	m
Stratigraphy Description:				

13. CONDITION

	When	Cause of Disturbance	Condition Remarks
JCe	Present	Arch Investigation	
bai			
stui			
ā			

14. ENVIRONMENT

Lower Elevationm (asl)Upper Elevationm (asl)Elevation Comments:

Nearest Hydrological Feature(s): Terrain/Landform: Other:

15. REFERENCES

Report Title(s)	Year	Author(s)

17. GENERAL REMARKS

PRIOR TO SUBMITTING YOUR SITE FORM, ENSURE THAT:
Site boundaries have been established in accordance with <i>Defining Archaeological Site Boundaries</i> .
Maps have been completed in accordance with Archaeology Branch Mapping and Shapefile
Requirements
Site form has been completed in accordance with the Site Form Guide
REQUIREMENTS FOR ATTACHMENTS:
The following mandatory documents must be attached:
Detailed site map
 Midrange location map
 ESRI shapefiles (site boundary)
Minimum one captioned photo plate showing site location
The following mandatory documents must be attached when applicable:
CMT table (for CMT sites recorded to Level II standard)
Subsurface test log (for tested sites)
Stratigraphic tables and profile drawings (if EUs excavated)
Archaeological features table (if metrics recorded and data too numerous for site form)
Captioned photo plate(s) of all diagnostic artifacts and rock art
Captioned photo plate(s) of a representative sample of non-diagnostic artifacts
The following mandatory documents must be attached when applicable (or may be submitted at a
later date prior to final report submission):
Artifact catalogue (if artifacts collected and data too numerous for site form)
Faunal analysis (if fauna analysed and data too numerous for site form)
Dating lab report (if dates obtained)
ALL attachment pages include: temp#, Borden #, permit #, affiliation, site visit date

APPENDIX 4: CYBERTRACKER ARCHAEOLOGY SITE RECORDING PROGRAM

Patrol Options		Archeology survey
Suspicious Activity/Enforcement Incident		This is the archeology survey; click next to start survey, or back to
Other Observations		
Eulachon Survey		
Rockfish Survey		
Crab Survey - DFO - In Depth		
Clams		
Clams - full survey		
Water Test		
Logging		
Trap sighting / survey - Crab and Prawn		
Tree Inventory - Survey		
Moose Sighting		
Eelgrass Survey		
Seal Survey		
Archeology Survey		
Locate and identify site		Mapping
Locate and identify site Project Name: Test		Mapping Sketch a map of the site, then use the control below to take a picture of the map. There will be an option later in the sequence to
Locate and identify site Project Name: Test Site Name: Test	Home	Mapping Sketch a map of the site, then use the control below to take a picture of the map. There will be an option later in the sequence to add photos of the site itself; do not add those here.
Locate and identify site Project Name: Test Site Name: Test New site (Enter temporary number): Example	Home	Mapping Sketch a map of the site, then use the control below to take a picture of the map. There will be an option later in the sequence to add photos of the site itself, do not add those here.
Locate and identify site Project Name: Test Site Name: Test New site (Enter temporary number): Example Previously recorded (Enter Borden number): None	Home	Mapping Sketch a map of the site, then use the control below to take a picture of the map. There will be an option later in the sequence to add photos of the site itself, do not add those here.
Locate and identify site Project Name: Test Site Name: Test New site (Enter temporary number): Example Previously recorded (Enter Borden number): None Site dimensions and boundaries	Home	Mapping Sketch a map of the site, then use the control below to take a picture of the map. There will be an option later in the sequence to add photos of the site itself, do not add those here.
Locate and identify site Project Name: Test Site Name: Test New site (Enter temporary number): Example Previously recorded (Enter Borden number): None Site dimensions and boundaries Mapping and boundaries	Home	Mapping Sketch a map of the site, then use the control below to take a picture of the map. There will be an option later in the sequence to add photos of the site itself; do not add those here. Tap to capture
Locate and identify site Project Name: Test Site Name: Test New site (Enter temporary number): Example Previously recorded (Enter Borden number): None Site dimensions and boundaries Mapping and boundaries Record current GPS position Example	Home	Mapping Sketch a map of the site, then use the control below to take a picture of the map. There will be an option later in the sequence to add photos of the site itself; do not add those here. Tap to capture
Locate and identify site Project Name: Test Site Name: Test New site (Enter temporary number): Example Previously recorded (Enter Borden number): None Site dimensions and boundaries Mapping and boundaries Record current GPS position Add site typology (multiple allowed)	Home	Mapping Sketch a map of the site, then use the control below to take a picture of the map. There will be an option later in the sequence to add photos of the site itself, do not add those here. Tap to capture
Locate and identify site Project Name: Test Site Name: Test New site (Enter temporary number): Example Previously recorded (Enter Borden number): None Site dimensions and boundaries Mapping and boundaries Record current GPS position Add site typology (multiple allowed) Describe environment Content of the section of the sect	Home C	Mapping Sketch a map of the site, then use the control below to take a picture of the map. There will be an option later in the sequence to add photos of the site itself, do not add those here. Tap to capture Site dimensions and boundaries
Locate and identify site Project Name: Test Site Name: Test New site (Enter temporary number): Example Previously recorded (Enter Borden number): None Site dimensions and boundaries Record current GPS position Add site typology (multiple allowed) Describe environment Add environmental feature (multiple allowed) Constant of the second current of the second curr	Home	Mapping Sketch a map of the site, then use the control below to take a picture of the map. There will be an option later in the sequence to add photos of the site itself, do not add those here. Tap to capture Site dimensions and boundaries Length (m):
Locate and identify site Project Name: Test Site Name: Test New site (Enter temporary number): Example Previously recorded (Enter Borden number): None Site dimensions and boundaries Mapping and boundaries Record current GPS position Add site typology (multiple allowed) Describe environment Add environmental feature (multiple allowed) Add photo (of site, or individual feature; multiple allowed)	Home C	Mapping Sketch a map of the site, then use the control below to take a picture of the map. There will be an option later in the sequence to add photos of the site itself, do not add those here. Tap to capture Site dimensions and boundaries Length (m): 9.0 Width (m): 2.0
Locate and identify site Project Name: Test Site Name: Test New site (Enter temporary number): Example Previously recorded (Enter Borden number): None Site dimensions and boundaries Record current GPS position Add site typology (multiple allowed) Describe environment Add environmental feature (multiple allowed) Add photo (of site, or individual feature; multiple allowed) Save site and return to patrol options screen Content of the streement of the str		Mapping Sketch a map of the site, then use the control below to take a picture of the map. There will be an option later in the sequence to add photos of the site itself, do not add those here. Tap to capture Site dimensions and boundaries Length (m): 9.0 Width (m): 3.0 Boundaries: boundaries
Locate and identify site Project Name: Test Site Name: Test New site (Enter temporary number): Example Previously recorded (Enter Borden number): None Site dimensions and boundaries Record current GPS position Add site typology (multiple allowed) Describe environment Add environmental feature (multiple allowed) Add photo (of site, or individual feature; multiple allowed) Save site and return to patrol options screen Site and return to patrol options screen	Home Site Map,	Mapping Sketch a map of the site, then use the control below to take a picture of the map. There will be an option later in the sequence to add photos of the site itself, do not add those here. Tap to capture Site dimensions and boundaries Length (m): 9.0 Width (m): 3.0 Boundaries: Natural Observed
Locate and identify site Project Name: Test Site Name: Test New site (Enter temporary number): Example Previously recorded (Enter Borden number): None Site dimensions and boundaries Mapping and boundaries Record current GPS position Add site typology (multiple allowed) Describe environment Add environmental feature (multiple allowed) Add photo (of site, or individual feature; multiple allowed) Save site and return to patrol options screen	Home Home Site Map, dimensions	Mapping Sketch a map of the site, then use the control below to take a picture of the map. There will be an option later in the sequence to add photos of the site itself, do not add those here. Tap to capture Site dimensions and boundaries Length (m): 9.0 Width (m): 3.0 Boundaries: Natural Observed
Locate and identify site Project Name: Test Site Name: Test New site (Enter temporary number): Example Previously recorded (Enter Borden number): None Site dimensions and boundaries Record current GPS position Add site typology (multiple allowed) Describe environment Add environmental feature (multiple allowed) Save site and return to patrol options screen	Home Home Site Map, dimensions	Mapping Sketch a map of the site, then use the control below to take a picture of the map. There will be an option later in the sequence to add photos of the site itself, do not add those here. Tap to capture Site dimensions and boundaries Length (m): 9.0 Width (m): 3.0 Boundaries: Natural Observed Both
Locate and identify site Project Name: Test Site Name: Test New site (Enter temporary number): Example Previously recorded (Enter Borden number): None Site dimensions and boundaries Record current GPS position Add site typology (multiple allowed) Describe environment Add environmental feature (multiple allowed) Save site and return to patrol options screen	Home Site Map, dimensions and	Mapping Sketch a map of the site, then use the control below to take a picture of the map. There will be an option later in the sequence to add photos of the site itself, do not add those here. Tap to capture Site dimensions and boundaries Length (m): 9.0 Width (m): 3.0 Boundaries: Natural Observed Both

Site class

Precontact

Historic

Both

Add Site Typology:

Select as many typologies as needed.

- 1) Select Site Class
- 2) Select Site Type
- 3) Select subtype and descriptor

Site type	
Cultural Material	
Human Remains	
Habitation Feature	
Subsistence Feature	
Earthwork	
Ceremonial/Religious	
Transportation Feature	
Other Feature	

Site subtype and descriptor

Cultural Depression: House

Cave

Platform

Refuge

Rock Shelter

Locate and identify site	Environment
Project Name: Test	Topographic or geological features
Site Name: Test	Valley Hills Lowlands Beach
New site (Enter temporary number):	Terrace Knoll
Previously recorded (Enter Borden number): None	Hydrology and water features
Site dimensions and boundaries	Spring Creek Small Str River
Mapping and boundaries	Lakes Swamp Bay Inlet
Record current GPS position	Ocean 🗸
Add site typology (multiple allowed)	
Describe environment	Above High Tid Below High Tid Both N/A
Add environmental feature (multiple allowed)	Condition: Disturbed Undisturbed Unsure
Add photo (of site, or individual feature: multiple allowed)	Human Natural Both
Save site and return to patrol options screen	General Example Comments:
	Return to Site options

Home Page, with 'Describe Environment' tab selected Environment page open, with topographic and environmental features selected Add Feature details for as many archaeological features as possible at the site. Take photographs (and associated notes) of archaeological features where possible.

Feature	D#		Ta	p to edit		
Dimensi	ons:	Ler	igth (m)		9	.00
		Wi	dth (m)		9	.00
		Dia	meter (m)		3	.00
		Dep	oth/Height	(m)	5	.00
Shape:	Anthropomo	rphi Rect	angular	Circul	ar	
	Semi-circula	ar Irreg	ular	Squar	re	
	Lenticular	Triar	igular	Linea	r	
	Wheel	Oval		Zoom	orphic	-
Orientati	on:		Ta	p to edit		
Berm or	rim:	Berm	Rim	N	either	-

A	archeological site photo
Feature ID#	Tap to edit
Photo orientation:	North
	East
	West
	South
	Tap to capture
Photo description:	Example
	Save photo

Double-Check that all data tabs have been completed.

Save Site, and record another.

Project Name: Tap to edit Site Name: Test New site (Enter temporary number): Example Previously recorded (Enter Borden number): None Site dimensions and boundaries Site dimensions and boundaries Mapping and boundaries Record current GPS position Add site typology (multiple allowed) Describe environment
Site Name: Test New site (Enter temporary number): Example Previously recorded (Enter Borden number): None Site dimensions and boundaries Mapping and boundaries Record current GPS position Add site typology (multiple allowed) Describe environment Example
New site (Enter temporary number): Example Previously recorded (Enter Borden number): None Site dimensions and boundaries Mapping and boundaries Record current GPS position Add site typology (multiple allowed) Describe environment
Previously recorded (Enter Borden number): None Site dimensions and boundaries Mapping and boundaries Record current GPS position Add site typology (multiple allowed) Describe environment
Site dimensions and boundaries Mapping and boundaries Record current GPS position Add site typology (multiple allowed) Describe environment
Mapping and boundaries Record current GPS position Add site typology (multiple allowed) Describe environment
Record current GPS position Add site typology (multiple allowed) Describe environment
Add site typology (multiple allowed) Describe environment
Describe environment
Add environmental feature (multiple allowed)
Add photo (of site, or individual feature; multiple allowed)
Save site and return to patrol options screen

