

## **Guidelines for Submitting Plants for Identification.**

The Erickson Weed Diagnostic Lab currently accepts specimens or digital images of unknown plants for identification. The preferred method is to use a flatbed scanner and email documentation and image of plant but all submissions are welcome.

### **Instructions for Scanning Plants**

1. Fill out University of Idaho Written ID Request Form and scan to a jpg file with flat bed scanner.
2. Put plant on glass plate of scanner add a ruler to note scale. Scan in color and high resolution (+300 dpi). Several images may be needed to show all plant features. JPG format works the best.
3. Email files as an attachment to [Ericksonweedid@uidaho.edu](mailto:Ericksonweedid@uidaho.edu).

### **Instructions for Photographing Plants**

1. Download the blank Online ID request Form
2. Fill out the diagnostic form
3. Insert photos, save the form.
4. Email the form to [Ericksonweedid@uidaho.edu](mailto:Ericksonweedid@uidaho.edu)

Photo quality is critical to correct identification

- Use the flatbed scanner method if photographs tend to be out of focus.
- Look at images before sending them to check quality (focus, lighting, and shadows).
- Include a size reference such as a coin or ruler when possible or document size on the picture caption.
- Include at least 4 images showing the entire plant, leaves, flowers or seed, and root.
- Other unique plant features should also be photographed and included in the Online ID submission form.

### **Instructions for Sending Plant Specimens**

1. Fresh samples are preferred. Place in a plastic bag with a dry paper towel and seal bag. Fill out University of Idaho Written ID Request Form and tape to the bag. Put in a box or padded envelope to mail. Do not add moisture to the paper towel because the plant will turn to mush. Dry paper towel is the best.
2. Collect roots, stems, leaves, flowers, and fruits if possible and collect a couple of representative specimens.3. Sending pressed and dried plants is technically correct, but the process often changes flower color and plant shape. Fresh is the best.
3. Mail to:  
Erickson Weed Diagnostic Lab  
University of Idaho  
Box 442339  
Moscow, ID 83844-2339

On arrival the plant specimen and data sheet will be scanned with a flatbed scanner and emailed to [Ericksonweedid@uidaho.edu](mailto:Ericksonweedid@uidaho.edu). After scanning, plants will be pressed for drying and may be added to the permanent collection of the Erickson Weed Diagnostic Herbarium if unique to the State of Idaho.

Please note all emailed images and plant specimens mailed becomes the property of the Erickson Weed Lab at the University of Idaho and may be used for instructional purposes and Extension publications.