

User Guide

Collector App for Infested Trees in the Arroyo

Follow these instructions for using the app to collect information about the trees in the Arroyo.

If you attended a training session, and are still logged in with the Demo account, you will need to log out and log back in using your specific account information. To log out, click the **Options Button** (which is located at the top right of the App screen and looks like a white square with a white arrow pointing up), and click **Sign Out**. See image 1 below-

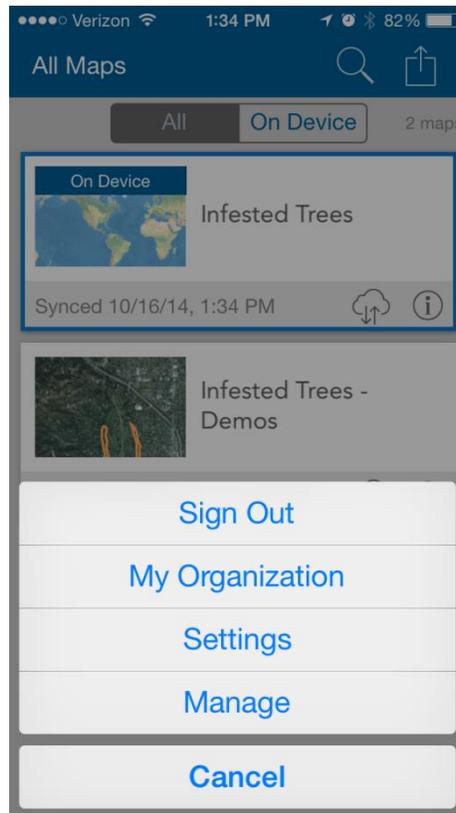


image 1

Logging In

You need to log in to your account before you can begin collecting tree information with the App. When you are first opening the app (and not logged in as any user!) you will see a screen with the title "Collector for ArcGIS."

At this screen, you need to enter in the organization information, so the app knows which map to show you. Make sure the organization URL reads **arroyosecofc.maps.arcgis.com**. This step is very important because you will not be able to login to your account or access any features of the app without it. See image 2 below



image 2

Once you enter the organization URL into the text field, click **Continue**. This will open a new login screen for you to enter your user information to access your account (*image 3*). Enter the login information that has been provided to you, and click **Sign In**.

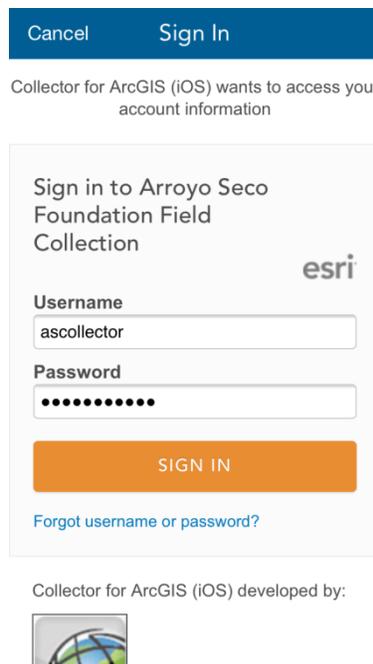


image 3

Downloading the Map

If you entered your account credentials correctly, the app should open a new screen showing a map, titled **Infested Trees – Your Name**, where *Your Name* is your name. In image 4 below, the map is our demo map- yours will have a different title.

The next step is to download the map area to your phone so you can work offline. This is a very important step because the data service in the Arroyo is inconsistent, and we recommend downloading the map contents to your phone instead of relying on a data connection.

Warning: If you do not do this step, you risk your phone's battery dying very quickly. You also risk losing all your work as the connection to the server may fail mid-collection.

To download the map contents to your phone, click the **Download** Button, which looks like a cloud with an arrow pointing down (see image 5 circled in red).

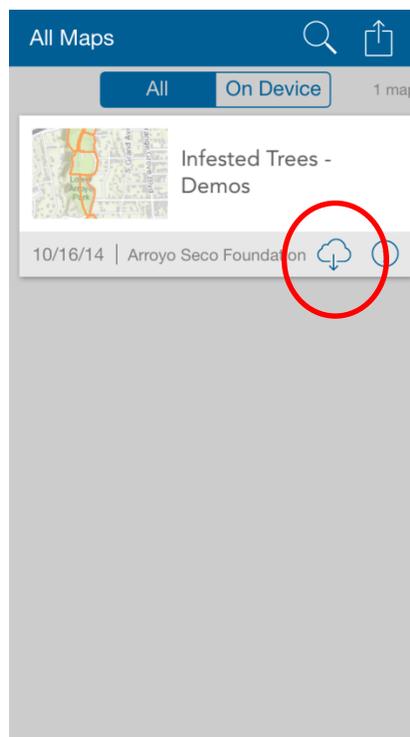


image 5

After clicking the **Download** button, a new screen will appear. At this screen you will do two things- 1) Define your work area, and 2) Define the map detail

On your map you will see an area with orange lines somewhere in the Arroyo. Pinch and zoom to the area, and try to get it all inside the blue square. See image 6.

Once you have defined the extent of your work area, push the button named **Map Detail**. At this screen you will choose the map detail that you require. In this instance, you want the most detail possible, so pinch and zoom in as close as the map will let you go. See image 7.



Image 6



image 7

After you have **chosen your work area** and **chosen the map detail**, click **Download**, which is located in the top right of the screen. You'll be taken back to the map screen, and you will see a download bar move along as the map contents are downloaded to your phone (image 8)

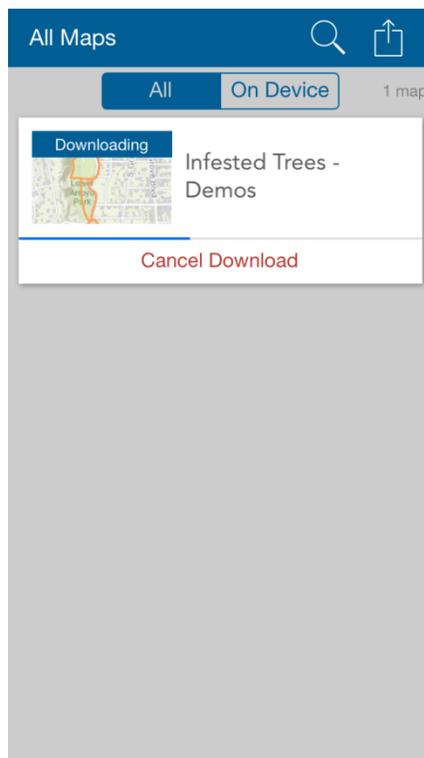


image 8

After the download has finished, tap on the **Infested Trees** map and open the new map screen. You should see a square cut out of your study area, containing your study area and some aerial imagery (image 9). You also should see a blue dot, which indicates your current location (there will not be a blue dot in any of these example pictures because the pictures of the app were taken at City Hall).

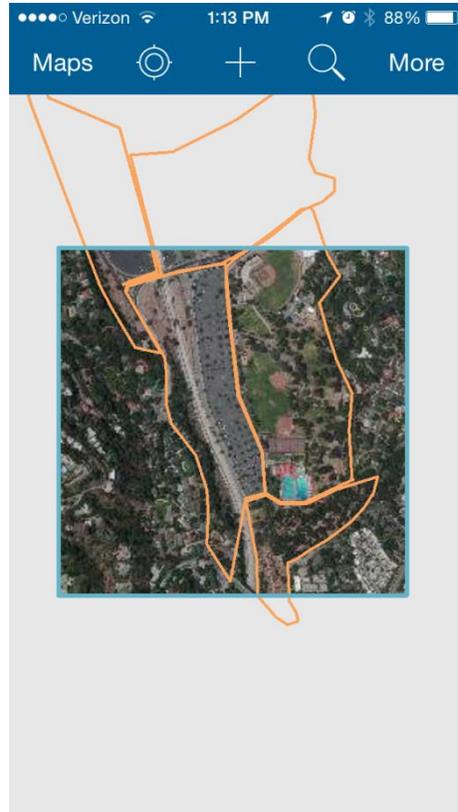


image 9

Once you download the map area, you're ready to begin collecting!

Collecting!

Now that you've logged in and downloaded the map of your study area, you're ready to begin collecting trees! Find your location on the map and pinch and zoom in. When you're ready to log a tree, click the + button (image 10). It looks like a big white plus sign.

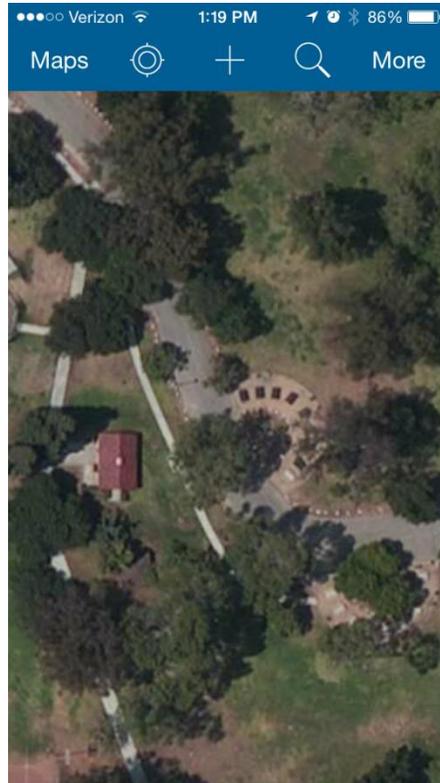


image 10

A new screen titled **Collect a new feature** will appear (image 11). Tap the **infestedTrees** strip to collect a new tree. A new screen will appear (image 12) where you can enter in information about the Tree you are collecting. You will be collecting information on **Tree Species**, **Tree Size**, whether the tree is **Infested** or not, the **Level of Infestation**, and any **Notes** you may have. Tap each of the four options to open a new screen and make a selection that is appropriate for the tree. Once you have selected the value, click Done. See image 13 as an example. If the tree is not infested, you can leave the **Level of Infestation** option blank.

Heads Up! Don't tap the Study Areas option, because that is used to create new study areas, and if the study areas get changed it will affect the others working on the project. Also, in image 12 below, the **Notes** option is not there. That's because the app has been updated since the pictures were originally taken.

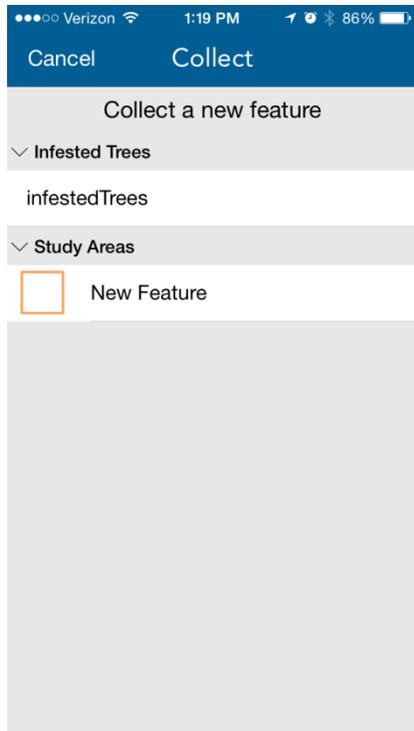


image 11

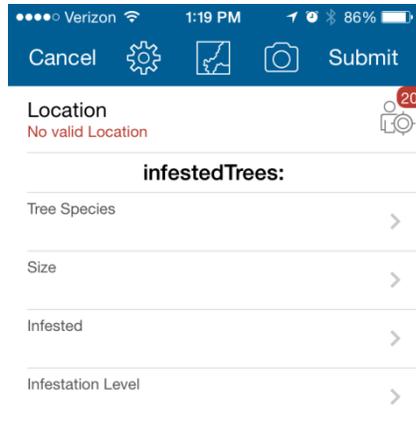


image 12

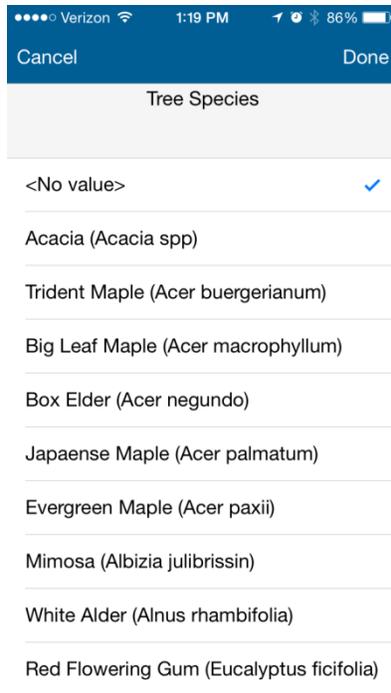


image 13

Add a picture of the tree after you have added all the information about it. To do so, click the **Camera Button** at the top of the screen (see image 12). You will be prompted to **Add an Attachment**, click **Add**, and choose the option to take a new photo. You can take as many pictures of the tree as necessary.

After you take the picture and return to the attribute collector screen (image 12) you have the option to adjust the location of the tree as it is stored in the app. Initially, when you push the + button to add a tree, the app creates a point at your location (the location of the blue dot on your screen).

If for some reason you feel that the blue dot is inaccurate and not where the tree actually is, you can readjust the location by tapping the **map button** at the top-center of the attribute collector screen (image 12).

This button opens a new screen and you can tap anywhere on the map to move the tree to the correct location. See image 14 for a preview of what it might look like.



image 14

Once you have collected the information about the tree, a picture of the tree, and adjusted its location if necessary, tap the **Submit** button to save the tree.

Repeat these steps for collecting as many trees as you can, making sure to include all appropriate attributes, images, and location.

Syncing the App with the Cloud

After you have collected a number of trees, and are finished collecting for the day, you're now ready to sync the collected trees to the cloud. First, make sure you are on a stable data connection or on a reliable WiFi network.

Next, go back to the **Maps** screen by pushing the **Maps button** at the top-left of the screen. At the maps screen you should see a red circle with a white number, next to the **Sync button** (looks like a cloud with arrows pointing up and down). See image 15.

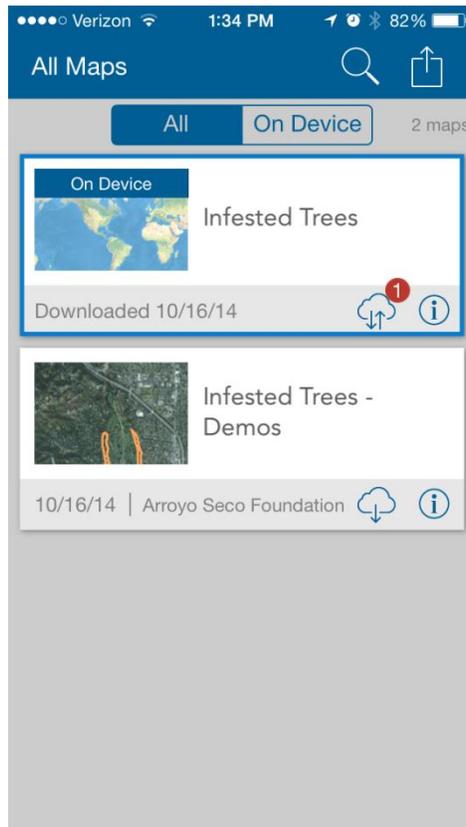


image 15

Tap the **Sync Button** to connect to the server and upload the data. A progress bar will begin scrolling across the screen as the data is uploaded (*image 16*).

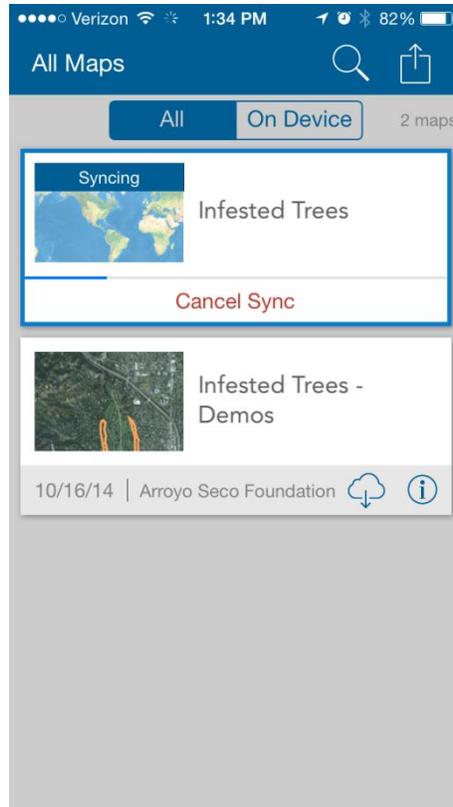


image 16

After the trees you collected have been synced with the cloud, you should clear the data from your phone so you can start a clean collecting session the next time you go out to the Arroyo.

To clear the data from your phone, press the **Options button** (white square with arrow pointing up) again and select **Manage** from the options list (image 17).

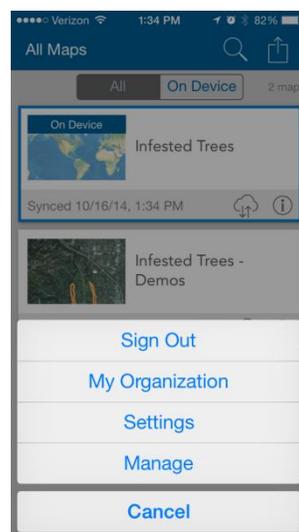


image 17

After you press **Manage**, a screen showing the Infested Trees map will appear. Press the **Remove** button in red, and select **Remove Features Only** (image 18) to clear the trees from the map, but keep the study area downloaded to your for future collecting sessions.

If you are done collecting all the trees in an area, choose **Remove Features and Basemap**, and you will be able to start over by downloading a new area of the Arroyo to collect in.

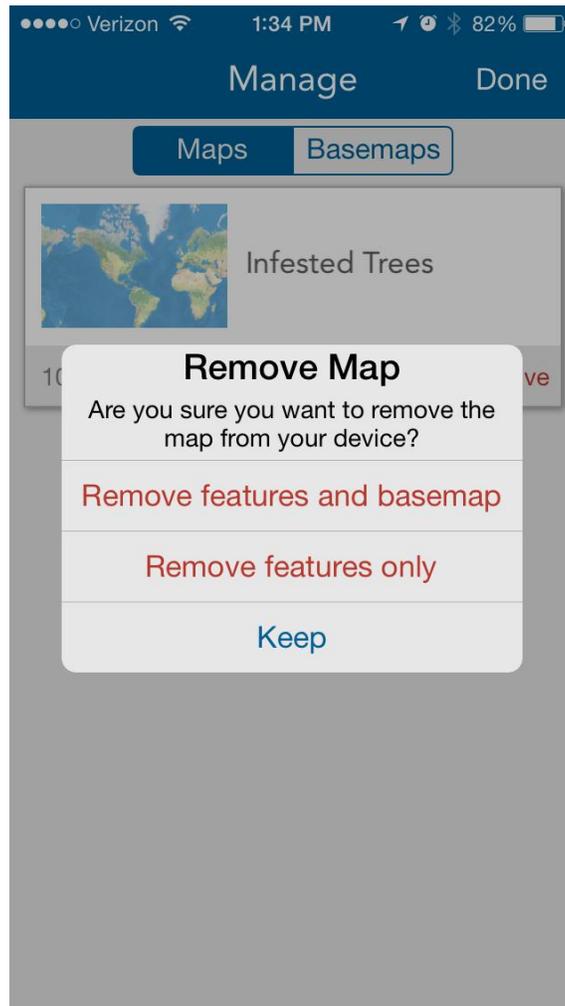


image 18