

iMapMobile App User Manual

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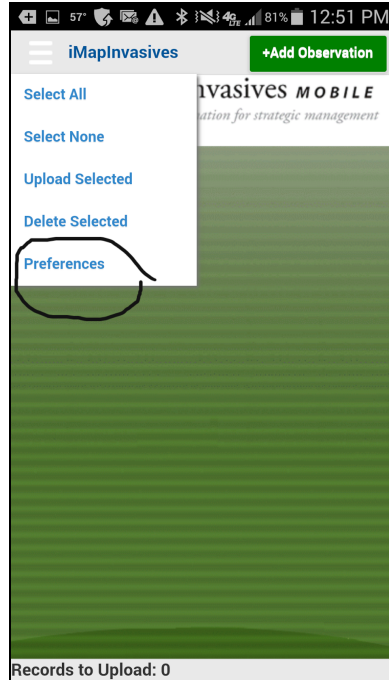
Introduction

Thank you for installing iMapInvasives mobile app (iMapMobile) for reporting invasive species from your device to iMapInvasives online. iMapMobile helps you report invasive species locations to your online account by using your mobile device camera and GPS while in the field. You need to have an active iMapInvasives account for a participating state or province for observations to sync. To request a free account, visit www.imapinvasives.org/login.html

This program is designed to work on Android and Apple devices. The following information may assist you in maximizing the usefulness of the program. If you have any questions, please direct inquiries to: imapinvasives@nynhp.org or your state iMapInvasives administrator.

Preferences

Preferences are user settings that you customize so the app will meet your needs. You can customize your state, username, species display names, map type, zoom level and project. To get started, tap on the menu icon (the three stacked dashes in the upper left corner).



Setting Your State and Username

1. Please press the State button, a dropdown list should appear with multiple states listed. Choose your default state.
2. Fill out your first and last name as well as your username and password for your iMapinvasives account. As you fill out your username and password remember to make sure that the default caps lock is not on, as these are case sensitive.
 - If you have forgotten your username, it is usually the first three letters of your first name and your full last name, for example: John Smith is johsmith. If you have forgotten your password please reset it using the “Forgot Password” link on the iMapinvasives website.

Setting the Species Name and Customized Species List

1. You can determine how you would like the species name to appear. If you prefer to have names displayed a certain way, please choose either “Scientific” or “Common”. If you do not select a preference, both the common and scientific name will be displayed.
2. A custom species list may be created to save time finding the species you work most frequently with. Select the “Customize Species List” button and select the species you would like display (you can have multiple species). Only these species will appear in the species selection pane when adding an observation. If you need to add a species not on your customized list, go back to Preferences (upper left hand button), select “Customised Species List” and add the one you are looking for. If you choose not to select a specific species, the entire list will display when you are adding an observation.

Species Name:

Scientific Common

Customize Species List

MapType:

Road Satellite

Default Zoom

12

Map Type and Zoom Level

1. Please choose which map you would prefer to use when entering your observation point.

Species Name:

Scientific Common

Customize Species List

MapType:

Road Satellite

Default Zoom

12

2. You can also determine the zoom level you wish to see your point displayed at. A higher zoom level (lower number on the scale) may be appropriate if you are moving the point yourself and not using locational coordinates. This zoom level will allow the user to see the specific features of the land near the point you wish to enter helping the user to be more accurate in their placement of the point.

Default Project

1. If you are part of a “Project” for iMapInvasives, you can select a project to be the default when collecting observations. Since the list contains all the projects for your state, you will need to be careful to select the correct project.
2. If you need to set up a project in iMapinvasives, please contact your state administrator at www.imapinvasives.org.

Save Your Information!

Creating an Observation

1. Tap the **+ Add Observation** button (upper right of the screen).
2. Photos are very important for verifying reports. Tap the camera icon (upper left) to open your phone's camera and take a distinguishing photo of the organism (please check to make sure it is in focus).
 - Right now the app can only save one photo per observation. You can take additional photos with your phone, and then add them to the observation when you are back at a desktop computer.
 - Most phones default to very high resolutions! We recommend reducing the resolution in your camera settings to result in photos 1 Mb or less, since uploading lots of large files will bog down the upload process. You will need to do this before taking a photo with the app.
3. Select your project name if needed (you can leave this blank). If you need to setup a project in iMap, please contact your state iMap administrator.
4. Please select the species you have observed from the species list. If you have created a customized species list in the preferences, only these species will be shown. If you need to select a species not listed in your common list, please go back to preferences and deselect the species you have chosen. The entire list will be visible now.
5. Check the map to ensure your point is in the correct location. If the map is not visible, your phone probably does not have connectivity (or did not at the time the app was opened). As long as your GPS is enabled, the coordinates should still reflect your location. If you know you will be out of data coverage while collecting data, you can pre-load the maps while in connectivity by opening the app, and zooming to the location you plan to be, then leave the app open until the data is collected.
6. Place the point: If you would like to manually move the point, make sure to uncheck the GPS box just below the date field, then hold your finger on the point for 2 seconds to move to your desired location. Once you are satisfied with your location select the "Save" button on the lower left corner of the tablet.
7. The app will automatically return to the home page, however your new observation should be listed on the top.

Uploading Your Observation Point

After you have created the observation(s) for your desired location(s), you will need to upload them into the iMapinvasives database online. Please remember your device will need to have WI-FI or data connectivity. We recommend uploading only once connected to a stable Wi-Fi signal since the photo files can be quite large. If you are using a mobile network, data fees may be assessed by your wireless carrier.

1. Your newly created observation(s) will be located on the top of the homepage, most recent first. To begin the upload process, select each individual observation or press the upper left menu bar and choose "Select All".
2. Make sure the observation(s) you intend to upload have a small check mark below the edit icon on each record.
3. Once you are satisfied with your selection(s), return to the upper left menu bar and select "Upload Selected". Your selection will be verified and the point will be added to the database.
4. If you find that it takes a long time or even times out while uploading your observation, adjust your camera settings to take a smaller photo size for future observations.

Review your data online

The app is a great way to collect observations while in the field. However, you will need to still use the online iMapInvasives platform from your desktop computer to review and edit your observations, and upload any additional photos.

1. Go to www.imapinvasives.org/login.html to find the login page for your state.
2. Use your username and password to log in.
3. To view your observations, click on "View Table", then enter your name in the search box to filter the selection to just your observations. Click on one to open the detailed record and make changes.

Thank you for choosing to install our app! If you have any questions or need additional technical assistance, please email us at imapinvasives@nynhp.org or contact your state's iMap administrator.