2022 Landscape Mobile 3 How-To

At-Home/In-Office Prep with Landscape Mobile 3 App - Before You Leave for Your Site Visit

1. **With tablet or device connected to wifi** open the Landscape Mobile 3 App

   (Tap the icon ( ) found in the bottom menu bar on the left of Legacy's tablets). You may need to login.

Username: monitors@legacylandconservancy.org	**Password**: Protect!Land!50

   Note: if you are using your own device, make sure you have the most up-to-date version installed.

2. To prepare for your site visit, tap inside the search bar at the top of the screen.

3. Tapping inside the search bar will open a list of all Legacy's stewardship sites. Search for the site you will be monitoring and select the name when it pops up in the list of results.

4. Once you tap on the name of the site you will monitor, the map will zoom to the property and display another small window at the bottom of the screen.
   ***NOTE**: Landscape Mobile 3 automatically selects the site for you. So, unlike the older versions of the app, you do not need to take the extra step of tapping within the property boundary of the easement to select it and prepare it for offline use.

5. To prepare the property data for your visit, tap on "Prepare Offline" (top right corner of menu at the bottom of the screen). A new window will pop up - select "Yes"

6. Another window will then pop up confirming that the map is being prepared for offline use – tap "OK"

7. When you begin preparing a map for offline use, an icon ( ) of a black cloud with a white down arrow and a green dot will appear on the left side of the screen. *NOTE* It may take a few minutes for the map to download.
   IMPORTANT: To confirm the map is ready for offline use before you head out to the field for your monitoring visit, tap on the cloud icon along the left side of the screen to ensure that it says "Ready".

8. If you would like to look at an aerial map of your site before heading out, follow the previous step and then tap the "Ready" offline site.   This will bring up the aerial map of your property. When you are at the site, you will see yourself as a blue dot with a halo around it — the halo is the degree of accuracy. Photopoints are shown as green dots with numbers in them (P5, P6 etc.).


You can change what is seen on the map by selecting the layer icon in the upper right corner of the screen. Recommended to have selected are: **Property Specific and Stewardship Site-Specific**. Make sure the **Basemap** is set to the Aerial Imagery setting. When you tap a dot, it will fill in with a check mark (on). Press CLOSE at the bottom right of the screen to return to the map. *Note*: turning all other options off will help to declutter your screen.

*If your **Basemap** did not load AND you have checked to make sure the correct option is set, you can try to re-download. Be sure to turn off wifi/data after downloading. If wifi is on it will make viewing the map quirky when you are in range.

Once your map is visible and options are all set the device is now ready to monitor without data usage and you can sleep or turn off the device. Your property will stay downloaded in the Landscape App.

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1

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Onsite Data Collection with <u>Landscape Mobile 3</u> – Once you have arrived at the property:

1. Turn on or wake up your tablet. If you shut the device down before you left home, open the app and make sure you are looking at your monitoring property on the map. Tap within the boundary of your property, and you will again see a menu pop-up in the bottom of your screen.

2. a) Officially kick off your monitoring visit by clicking "**Site Visits**" (near the bottom-left corner of the screen).
    b) To start a new site visit, tap in the box that says "**Select a Visit Type…**" select "**Annual Monitoring**" and tap "**OK.**"

3. Now you will have a new window pop up, the Site Visit Details window. Select "**START VISIT**" in the upper right-hand corner to begin. Once you have started the visit, click the arrow in the upper left corner to return to the map and conduct your visit.

4. **Use the map as a guide while walking the property.** The property map includes green waypoints. These are baseline photo points to use as a **guide** for picture locations.

5. To **take a picture**: tap the camera icon () on the right side of your screen.

    This will activate the camera. Frame your shot and tap the white button at the bottom of screen.

    If you like the picture, tap "keep", then take another picture or tap "close". You do not need to name the individual photos. Direction taken is automatically recorded.

    Note: Hold the tablet in portrait mode when you open up the camera. Once the camera is opened you can take the photo in portrait or landscape mode, but you need to hold the tablet vertically initially to ensure directional accuracy in the photo.

6. Continue this process for each set of photos. You may take a picture at any location you think appropriate, not just at the photo points. For example: to document a brush pile in the woods you would take the photo and put in a description of what it is from the photo screen menu.

7. IMORTANT: When you have finished photo monitoring, tap the site visit button on the map screen. Enter the site visit methods, fill out the monitoring form with information collected from the landowner, and then select **STOP VISIT** in red in the upper right corner. This will conclude your monitoring visit and prepare the data for upload.

8. **Data for your visit will not sync automatically when your device is reconnected to wifi. This is a change from the most recent landscape update.** **You must connect to wifi, and then click the icon with two arrows in a circle** **to ensure your data is synchronized as the app no longer does it automatically.** Once you have connected to wifi, and pressed the icon **after** your site visit, your data may take some time to upload. Click the two arrows in a circle icon again to verify your data has been synced. Once it is synchronized, you can click the black cloud arrow icon from the map screen, select the trash can next to your site, and then **Yes**. This will delete the offline data from your tablet.

9. If you did not fill out the monitoring form on the mobile app before ending the site visit, or prefer to fill out the monitoring form from your desktop, look to the **Landscape Database How-To 2022** for guidance.

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2

IMPORTANT:

If you accidently close the Landscape app or it crashes while you're in the middle of a site visit, reopen the app, tap on the cloud icon, then tap the prepared site record you need (this gets you back to step 2a). Tap on "**Site Visits**" – you should see the site visit you already started underneath "**Choose existing visit:**", select your visit, then tap "**OK**", tap "**START VISIT**" (you don't need to update start time to now in this case), then tap on the arrow in the top left corner of the screen and continue your site visit.

NOTE It's possible that there may be more than one existing visit for a property, please look closely at the dates for the existing visits and be sure to pick the one you started that day.

Troubleshooting

Problem: **App crashes** repeatedly during site visit

Fix: If you are close to residences or offices, pull down the menu from the top right corner of the screen (on Legacy iPads) and turn on airplane mode or turn off Wifi   for the device. If you are using your own device that has a data plan, turning off wifi will stop your device from trying to connect to any nearby networks, but you will still be able to send and receive calls using cellular data.

Problem: I can't **select** the point, it keeps selecting something else

Fix: Try zooming the map in a bit to put some distance between what you are selecting and the features around it. Try walking a few feet to a new location, then try again. Try turning off "show your location" in the three-dot menu in the top blue bar on the right.

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3