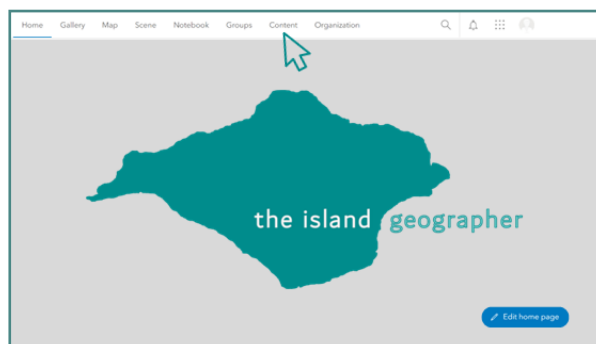


ArcGIS is a software tool that can be used to aid data collection in the field. Empty layers are created in such a way that they are ready for data to be stored in them and then these layers are posted onto a template map which allows the researcher to geolocate data in the field. When collecting data in the field, and especially in remote places where wifi and data signals will be weak or non-existent, it is essential to be able to collect data offline. This data can then be synced once the mobile device is back in an area with wifi or data access.

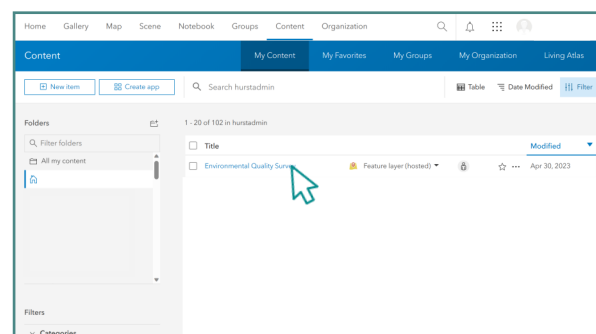
1. From your or your organisation's HOME page, select CONTENT.

1



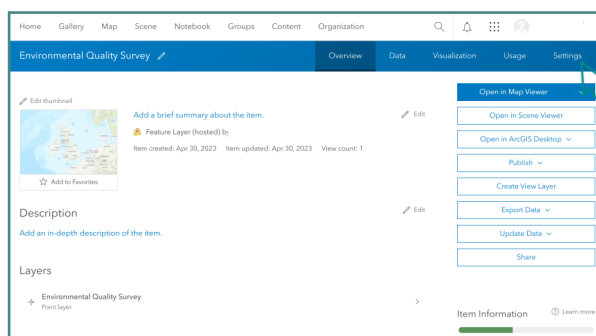
2. Click on the layer which you wish to make available offline.

2



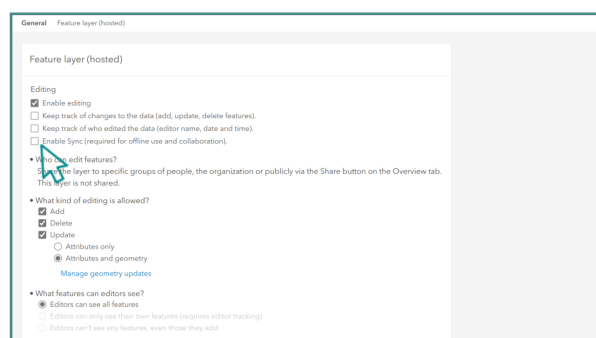
3. Click on SETTINGS.

3



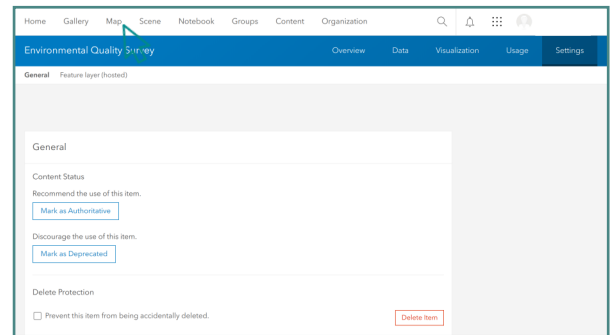
4. Scroll to part way down the page and check the box next to ENABLE SYNC and then click SAVE.

4



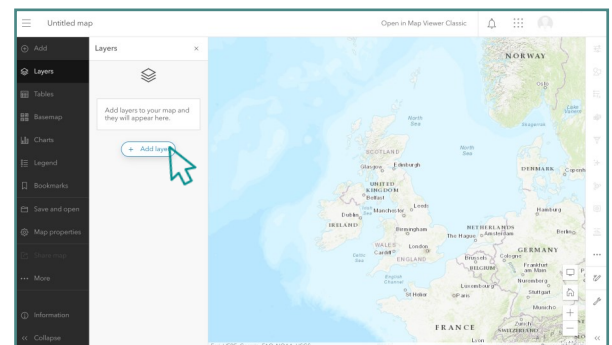
5. At the top of the page, click on MAP.

5



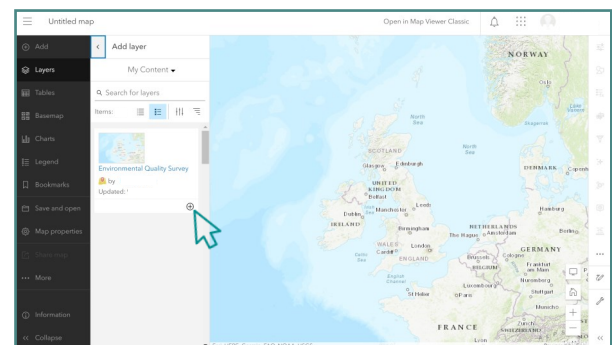
6. Click ADD LAYER.

6



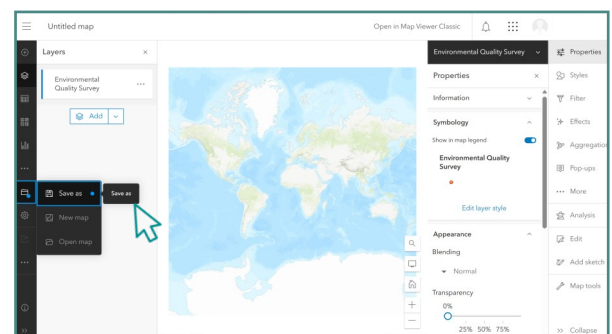
7. Select the layer on which you wish to collect data offline.

7



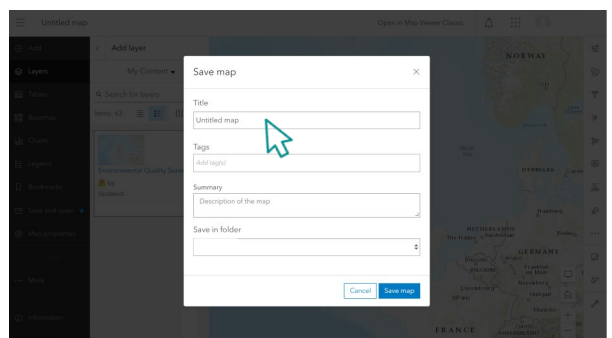
8. Select SAVE AS.

8



9. Save the map under an appropriate name.

9



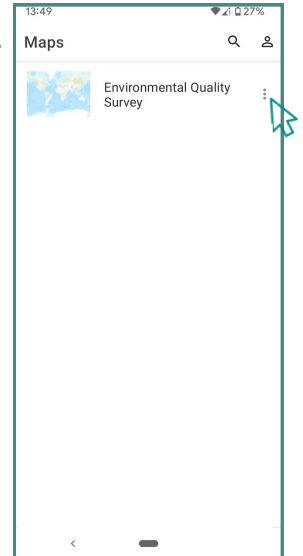
10. On your mobile device (whilst still online), login in to the Field Maps App

11. Against the map on which you wish to collect data, select the more options symbol on the right hand side.

10



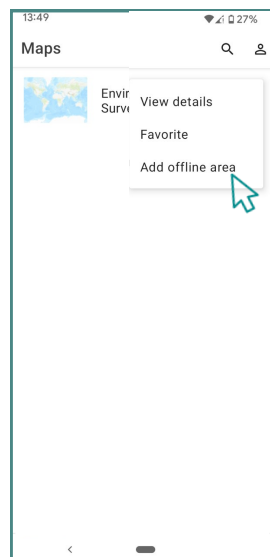
11



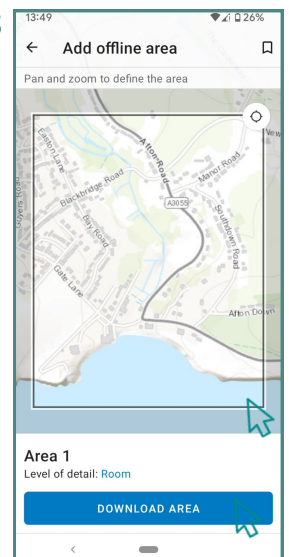
12. Select ADD OFFLINE AREA.

13. Define the map area you in which you wish to collect data by dragging and expanding the square to the right place on the basemap. Then select DOWNLOAD AREA.

12



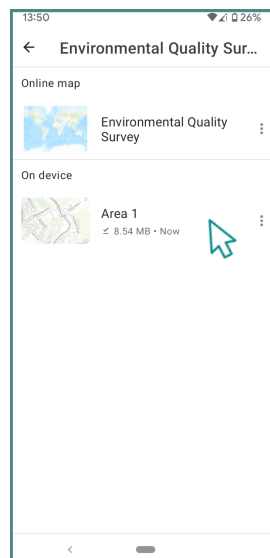
13



14. Your working area is now listed as a separate map. Once offline, collect data as one would normally by selecting this map to work with.

15. Once you are back online, select the SYNC symbol at the top of the screen and then select SYNC NOW. The data you have collected will automatically upload to the map you have stored online.

14



15

