



NEW COLLECTOR 2020 TIPS AND TRICKS GUIDE



This reference guide serves as documentation for the new version of Collector (20.2.1 as of May 2020), specifically on iOS devices.

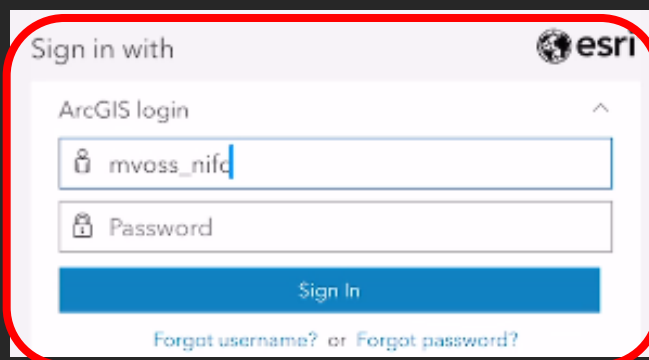
Basic download, sync, and data collection tips and tricks are included in the various sections below.

If it is your first time with the new version of the app, going through the guide in order is most beneficial, otherwise use reference sections most useful to you.

- 1. Downloading the App and Logging in**
- 2. Downloading and Renaming Offline Areas**
- 3. Collecting and Syncing Data**
- 4. Maximizing Sync Efficiency**
- 5. Maximizing Battery Life**
- 6. What is a Vector Tile Package?**
- 7. AirDrop TPK Basemaps between iPads**
- 8. Editing/Copying Multiple Features and Recent Values**

Downloading the App and Logging in

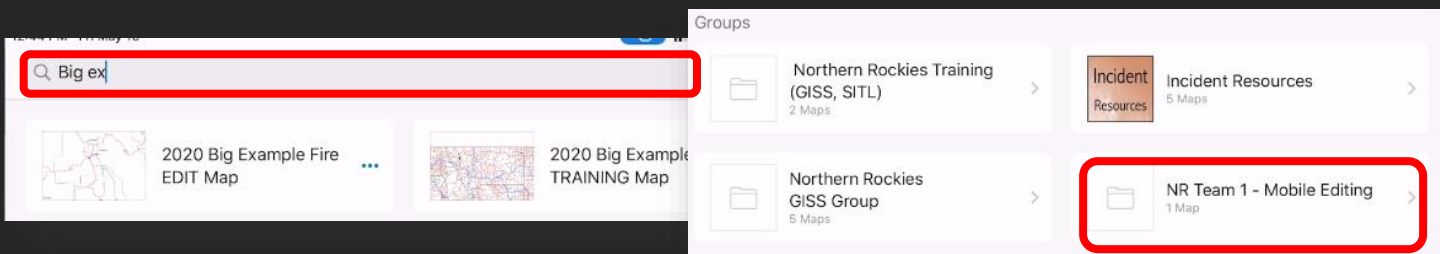
- Download this version of Collector (20.2.0)  Be sure to look for app updates over the summer
- **Not this one** 
- If your device is too full for new Collector or to load TPKs, delete the old version of Collector by long pressing the app until it starts to wiggle, and a gray "X" appears by the app. It will warn you that all data associated with app will be deleted – click ok. You will likely need the storage space on your iPad to hold TPKs and the maps with the new Collector app anyway.
- With your Apple ID in hand, search the app store for **"Collector for ArcGIS"** and click **"GET"** and then click **"Install"** once you log in with the proper credentials.
- **Do not download "Collector Classic" – NR 2020 map templates are designed specifically for the new version of Collector**
- Once downloaded, open the app and click **"Sign in with ArcGIS Online"**



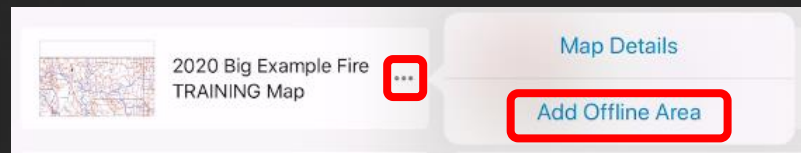
- *(pro tip – if none of these screens are loading, you likely don't have an internet connection)*

Downloading and Renaming Offline Areas

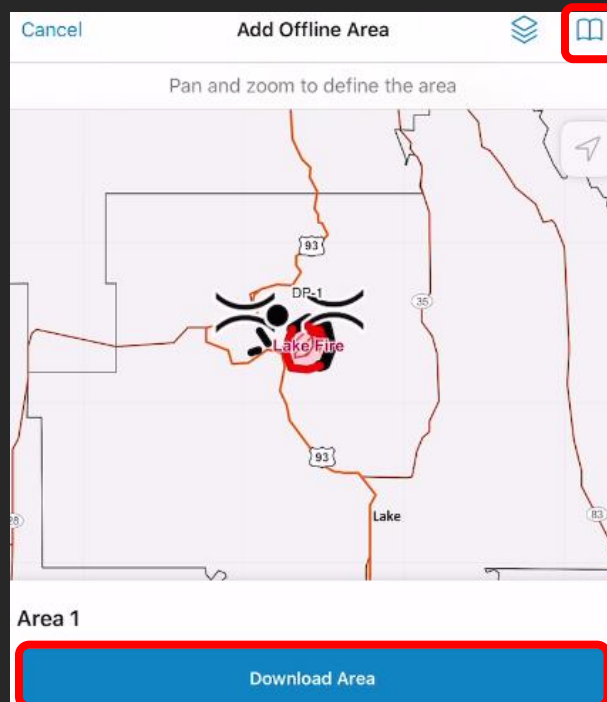
- Once the user has been added to the incident group in AGOL, then they should have access to the maps on their tablet. There are two ways to find maps to download – either search for it in the search bar or scroll down to find maps within your group folder.



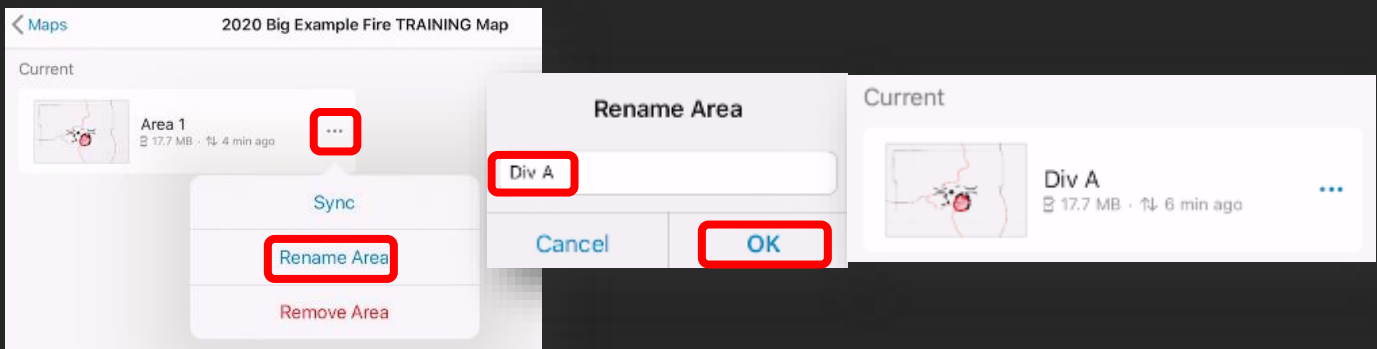
- Once you find the Collector map you need, you must download an offline area(s) in order for it to work without service/wifi. To download an offline area(s), find the map of interest and select the three dots to the side of it to **“Add Offline Area”**



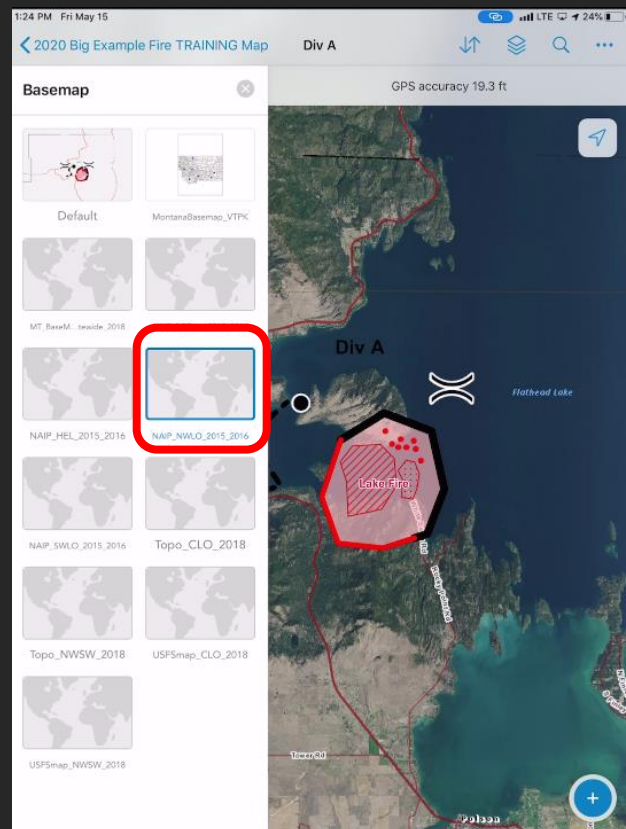
- Northern Rockies 2020 Collector map templates are setup up with vector packages (*see What is a VTPK?*) as the basemaps in apps. This workaround allows users to download different areas of varying sizes without being subject to ESRI’s basemap services. This basemap can easily be changed once an offline area is downloaded.
- Using your fingers, “pinch” the map to download your offline area around the fire or select the bookmarks icon to zoom to bookmarks within the map. This extent will be your offline area and is the only area that users can collect data for. Make sure work area covers the full incident. By default, there is a lightweight vector basemap showing counties, cities, and major roads. This is strictly for downloading and can be changed after download to any custom TPK on the device.



- In this version of Collector, you can rename the offline area once downloaded (select the three dots on the area downloaded), and you can even have multiple offline areas downloaded/renamed (select the three dots in the top right of the map). ***You will be able to change to a custom TPK basemap after map download.***

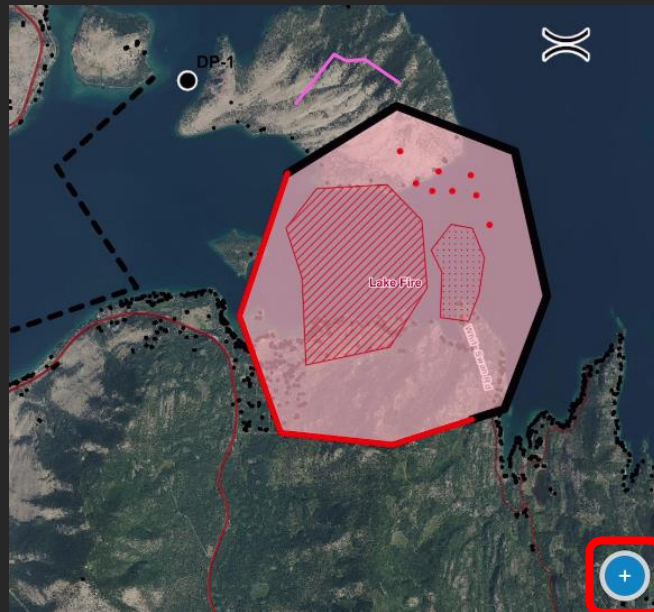


- The vector basemap in each map is a light weight map of U.S. counties, cities, and major roads. This layer cannot be turned on/off, but can be easily switched once an offline area is downloaded.
- Once the map is downloaded and renamed (optional), click the map to open it. Once in the map, select the three dots in the top right corner to change to **"Basemap"**
- Any basemap TPKs or VTPKs loaded on to your device in the proper basemaps folder will show as options here. Click the one you want to change the basemap to it.
- You will not be able to collect data outside of your offline area even if the TPK basemap has coverage. Make sure your offline area covers everywhere you might work for the day.

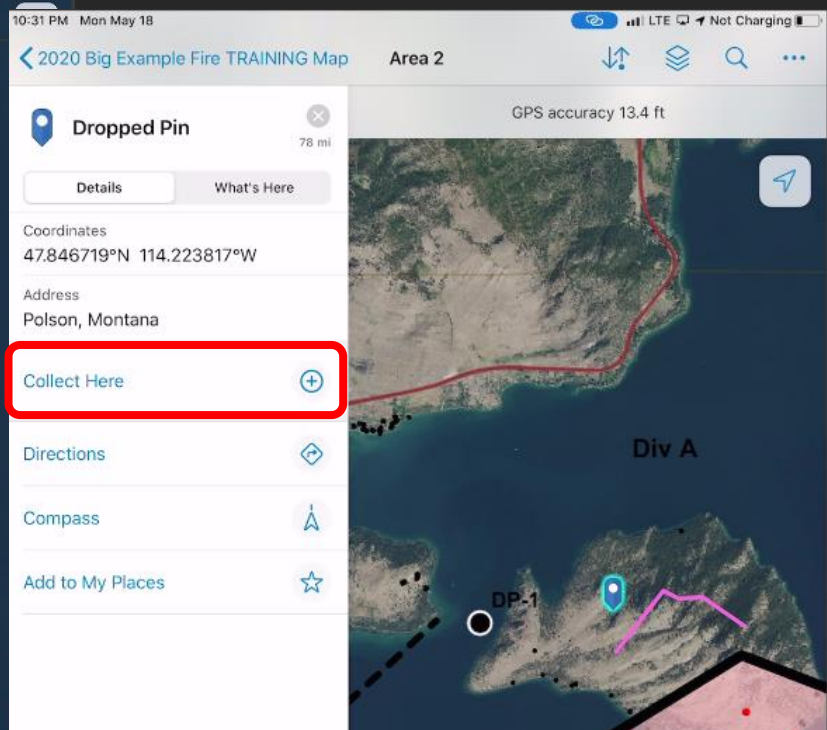
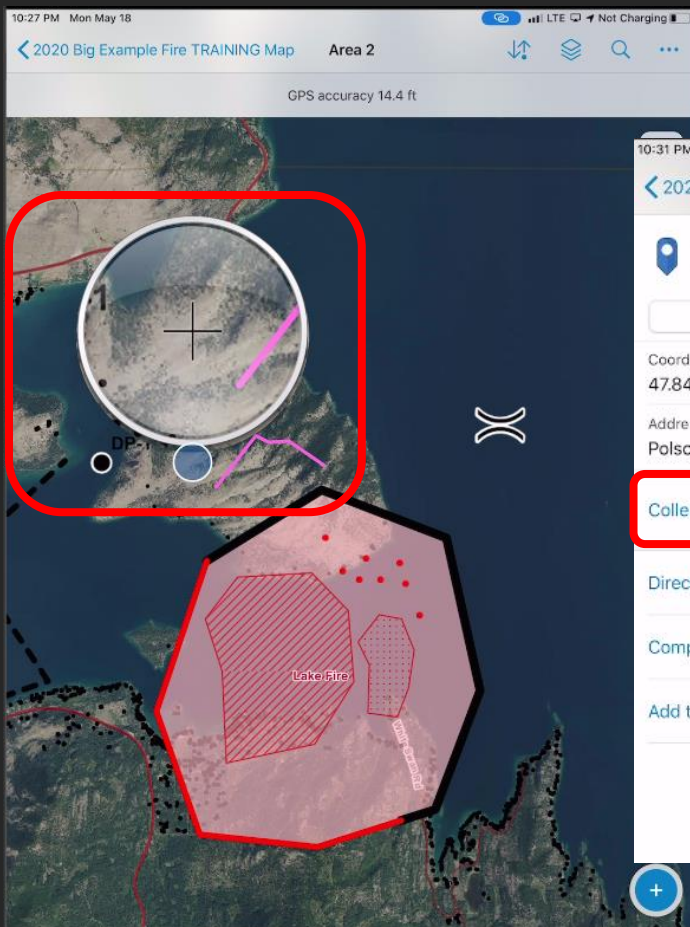


Collecting and Syncing Data

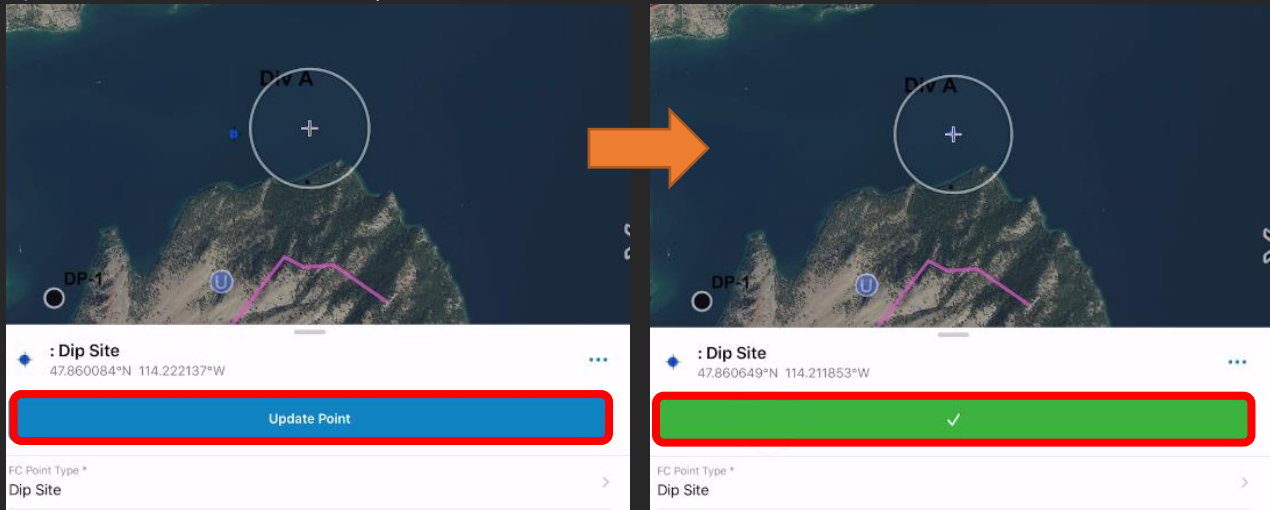
- Data can be collected in several easy ways in Collector
- The plus button in the blue circle allows you to collect any editable feature in your map if it's turned on. This method will use your current GPS location to collect a feature.



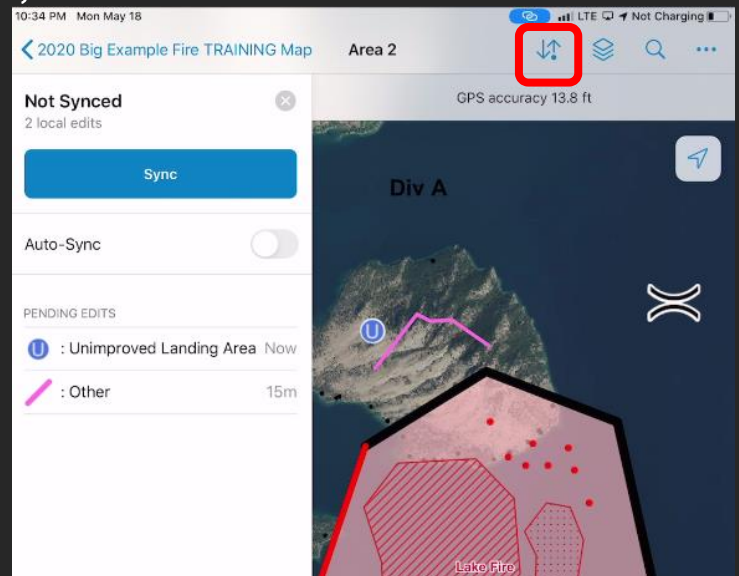
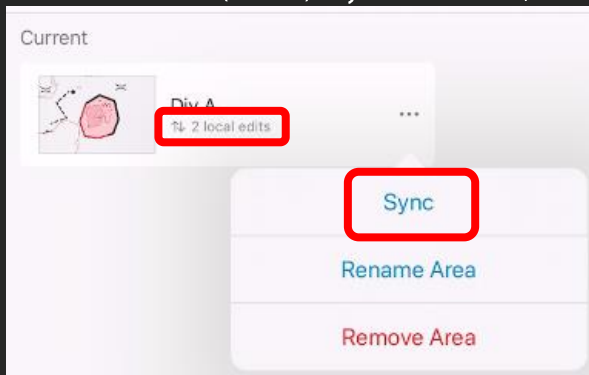
- Use your fingers and hold down for a precise crosshair to collect data not in your GPS position. Release and use the dropped pin to "Collect Here"



- If you need to move a point of a point or line or polygon feature, use the crosshairs and the “Update Point” option to move the feature to your crosshair location



- There are two ways to sync data in New Collector – If you are sure of your edits, you can push sync from the Offline Area view (below). If you have edits, it will say “X local edits”



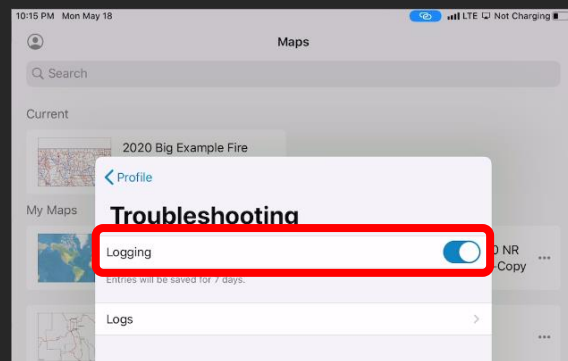
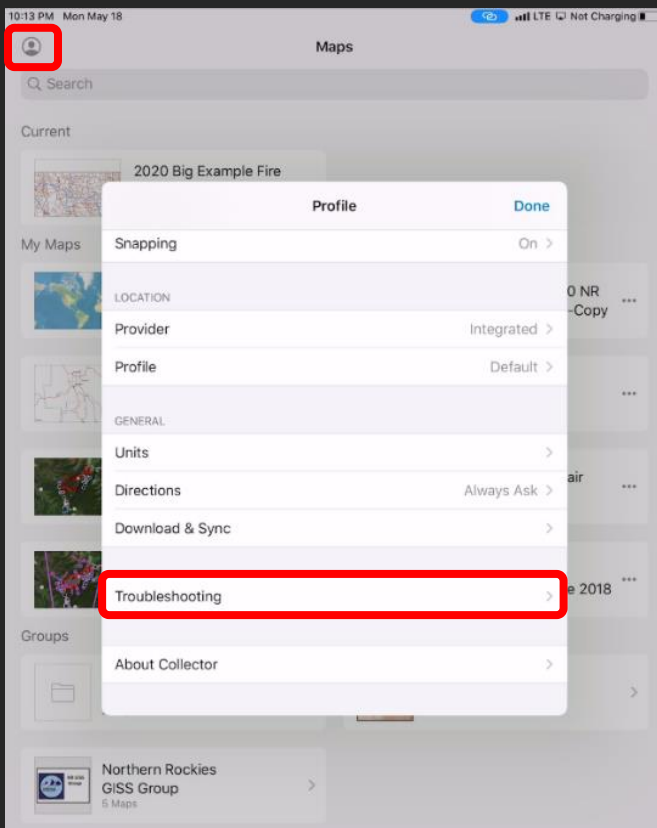
Note: you need to sync all offline areas individually to keep them up to date

- However, if you would like to look at every edit you will be syncing, you can do so from the map view, by pressing the up/down arrows.
- Push-only syncing is available only in the advanced map settings.
- Use auto-sync if you plan on having service and not further editing your data on the iPad

Maximizing Sync Efficiency

- **Logging in and syncing before one goes out, then coming back and syncing at camp/in service is crucial for Collector efficiency – regular syncing is crucial for Collector to work efficiently!**
- If you are going out to the incident and realize your map/offline area hasn't been synced or used in a bit, **it's best to delete and download a new area** (if you don't have pending edits, in that case try and sync more frequently).
- Download offline areas as you see fit and delete if needed. If you have low connectivity, it is possible to download multiple offline areas e.g. multiple division breaks, but most incidents should be able to be downloaded for the entire extent.

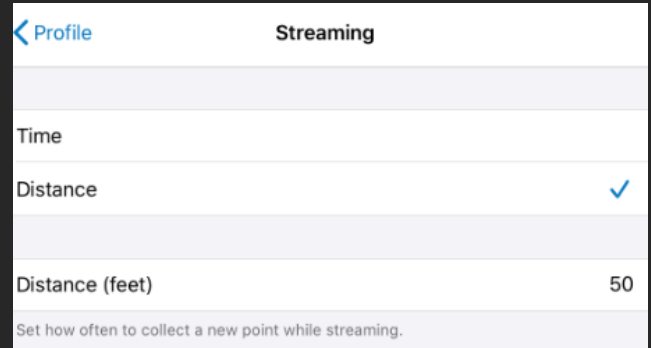
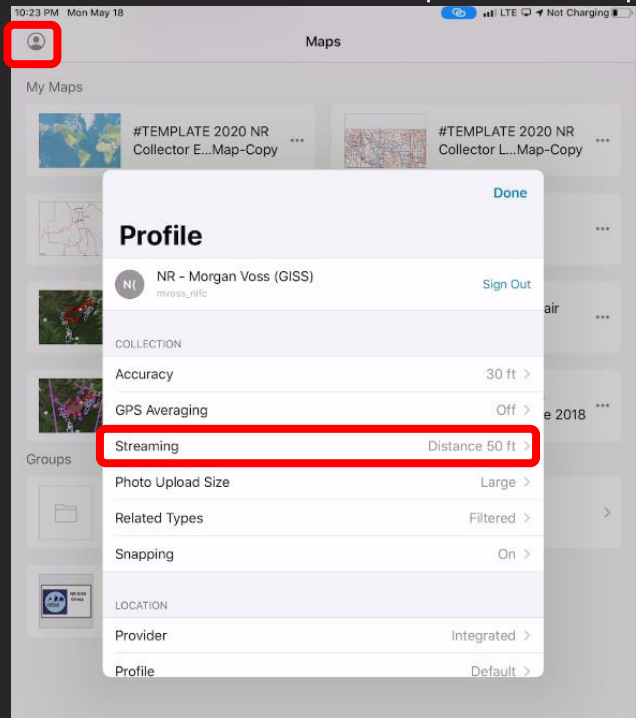
- Common troubleshooting – signing out, restarting the app, log in, then try to sync. Weak signals can also cause sync problems – try hotspotting or connecting to faster wifi. Make sure you are in the correct map before collecting data. Sync often when possible.
- This version of Collector offers error logging – **please turn this on** as it makes troubleshooting much easier!
- From the main menu, select your settings (gray person silhouette), scroll to the bottom and select **“Troubleshooting”** and turn on **“Error Logging”**



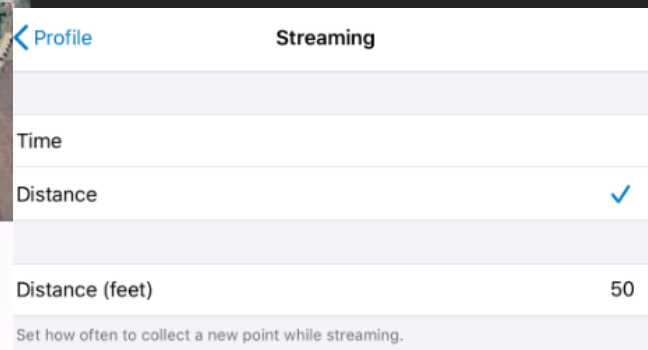
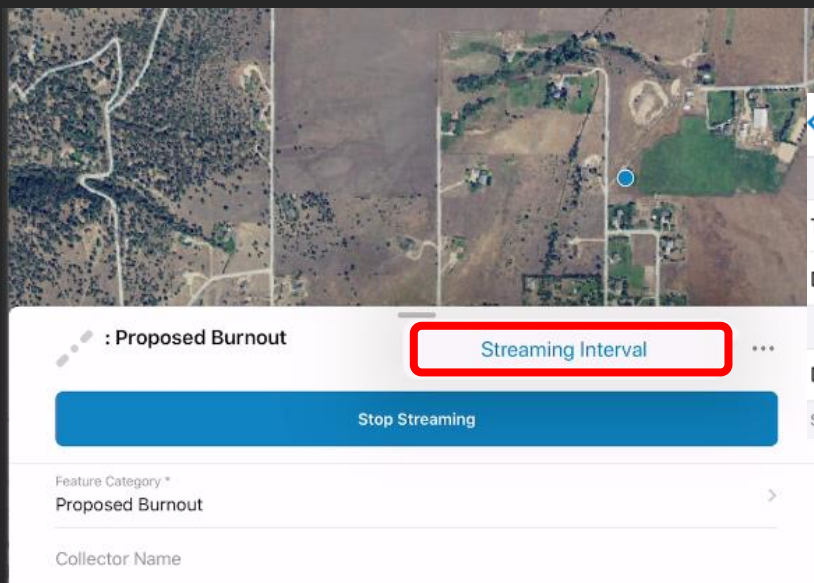
Maximizing Battery Life

- **Airplane Mode** – As soon as you know you are logged in and are going to an incident, turn on airplane mode to conserve battery life! This also helps your GPS work better in Collector.
- **Screen brightness** – Turning down your screen brightness as low as you can stand conserves battery life immensely
- **Battery calibration** – Actually letting the device die, then charging fully to 100% without use extends/conserves the battery life. This is hard if you have planned the next day and the iPad is at 20%, but when possible, it does extend the battery life.
- **Streaming Interval and Walking Lines/Polys** – Changing the streaming interval to a less active count should conserve battery life i.e. 50 ft. instead of every 10 seconds. Turning off the iPad while streaming a polygon or line seems to work fine and continues to track the feature also.
- To change the streaming interval, there are two ways – one is from within your settings if you want it to apply to all data collection and the other way can be feature by feature.

- **For all data collection** – click settings (gray person silhouette), choose **“Streaming”** and change to your desired time or distance between points for a line/poly feature.



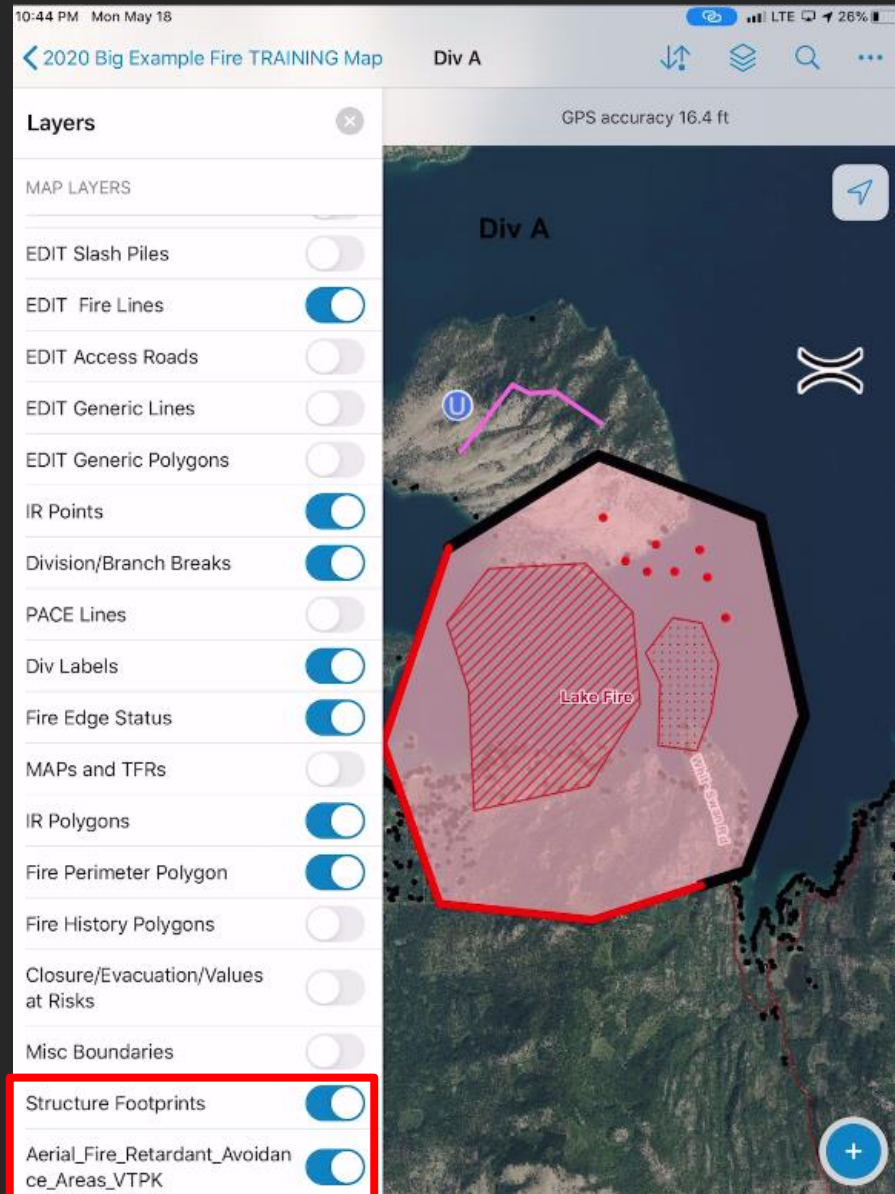
- **To change for an individual feature** – While streaming/creating a feature, select **“Streaming Interval”** and change to your desired time or distance between points for a line/poly feature.




What is a vector tile package (VTPK)?

- Vector packages are similar to tiled basemaps (e.g. NAIP/Topo/USFS Visitor maps), but they package vector data into very small files and tiles. They can be turned on and off like any other layer.
- Because they're reference packages, they can't be clicked on for more information like feature services. However, the labeling and symbology should make it fairly obvious what the layer is referring to.

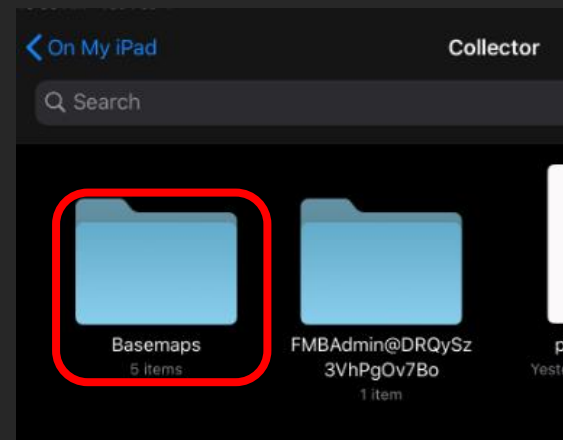
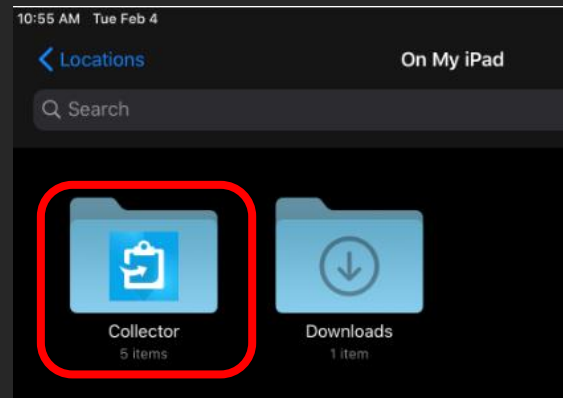
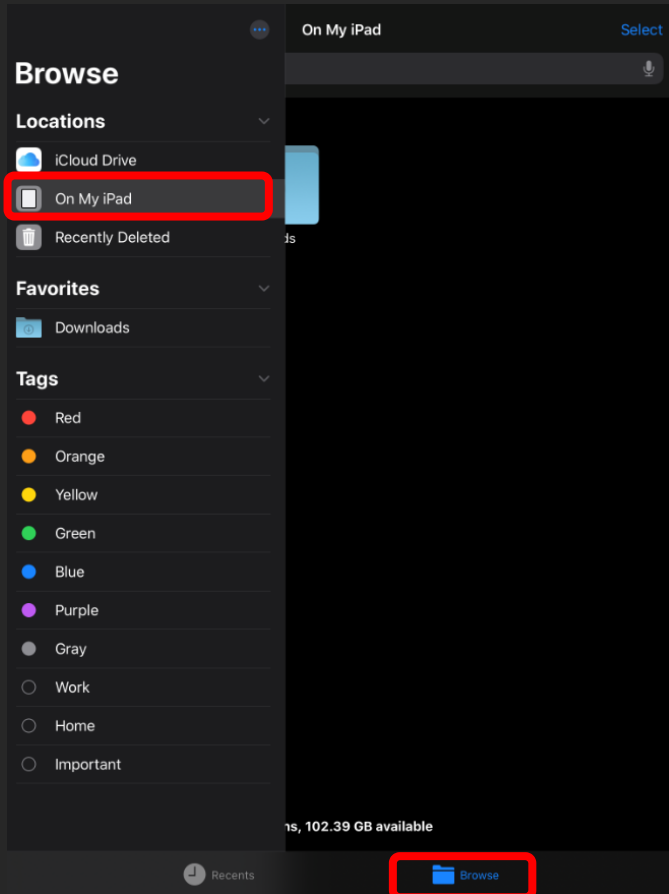
- If these layers are in a map, you will know they are VTPKs because they will not show in the legend of the map features. VTPKs will also always be at the bottom of the layer order. Northern Rockies maps only have two layers that are VTPKs at this point – aerial fire retardant avoidance areas (terrestrial and aquatic) and structure footprints. You can see them in the layers of the map by pressing the square stack icon



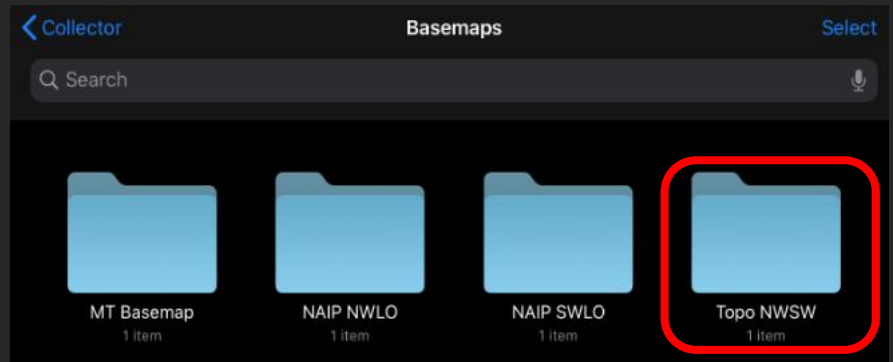
AirDrop TPK Basemaps between iPads

- This option can be handy if you need a TPK basemap in a pinch and don't have anyone to sideload one
- Note – AirDropping TPKs is **only recommended for the smaller sized tile packages** as they can be pretty quick to transfer. It will work with the larger imagery TPKs, but it can take awhile depending on the size and you can't touch the receiving iPad during transfer.
- With the new version of Collector, basemap TPKs are now stored in a much more accessible location on your iPad, within the Files app 

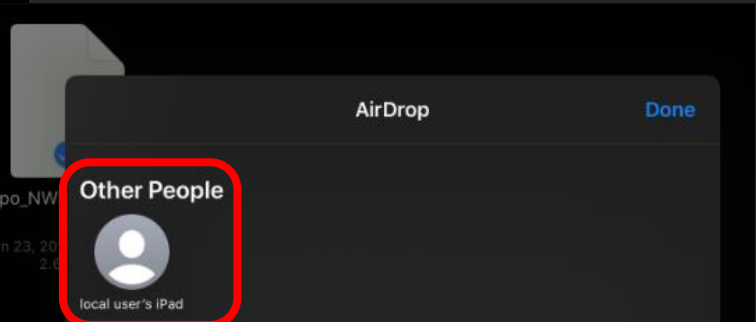
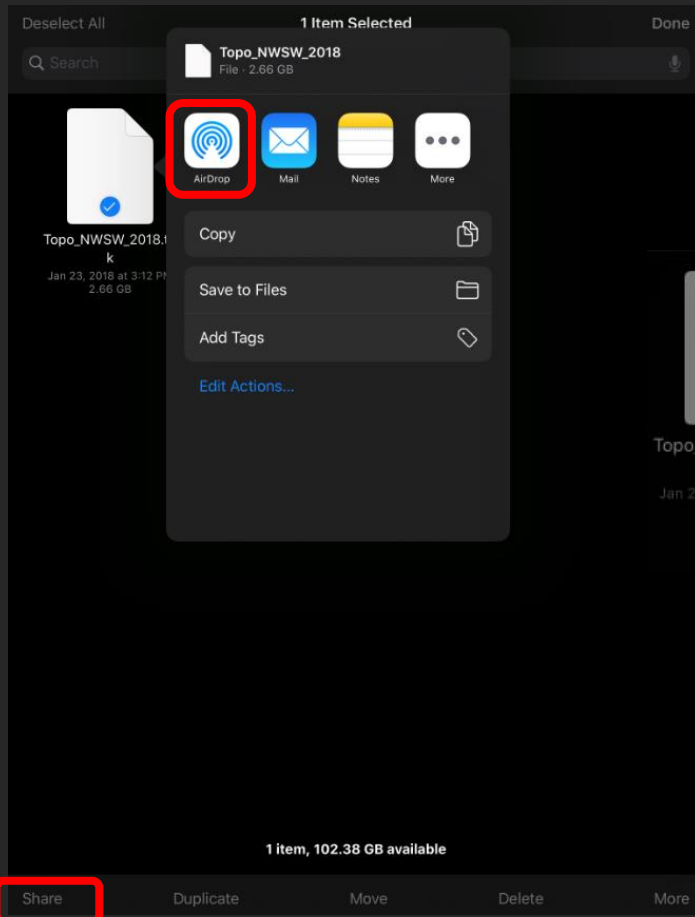
- To send a TPK via AirDrop, open the **Files app**, select **"Browse"** and make sure **"On My iPad"** is selected, then select the **Collector** folder, then select the **Basemaps** folder



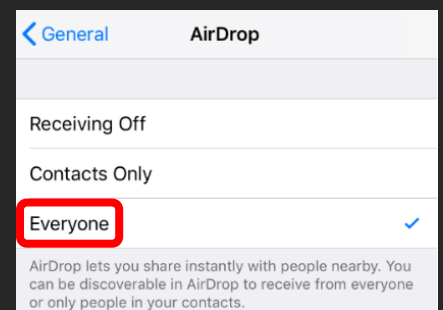
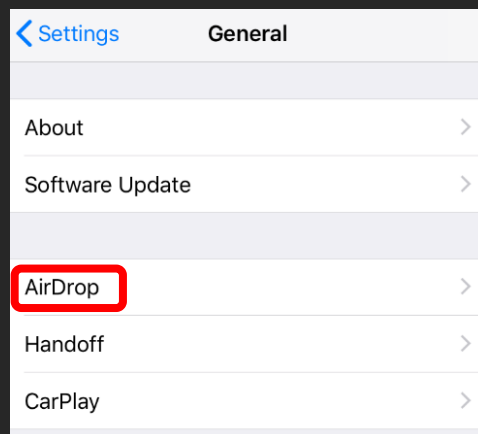
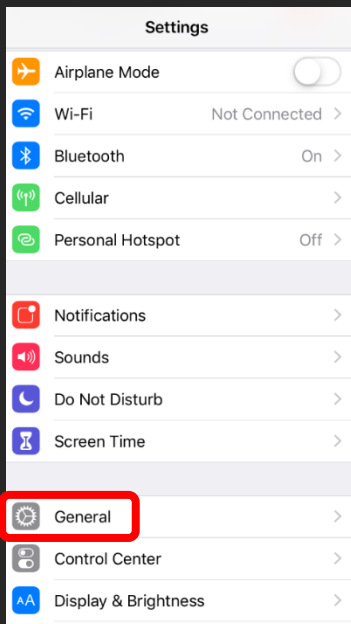
- Once in the Basemaps folder, select the TPK you want to transfer (*Note: these folder names have been renamed, you might have to look in the various folders within your Basemap Folder on your iPad*)
- Each map needs to be in its own folder**



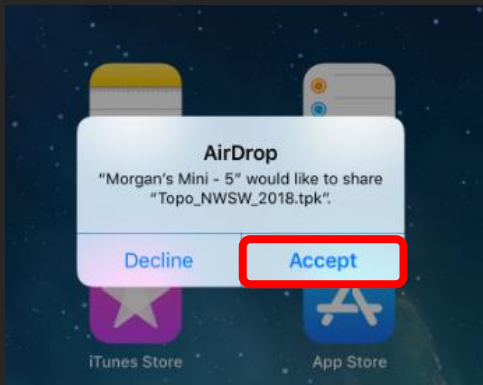
- Once in the folder of the TPK you want to transfer, select the file and then click share, then select AirDrop, and choose the user you want to drop the TPK to. If the user is not there, try pushing their home button or looking at their AirDrop settings (see next bullet point)



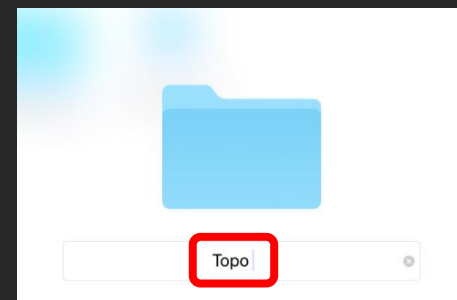
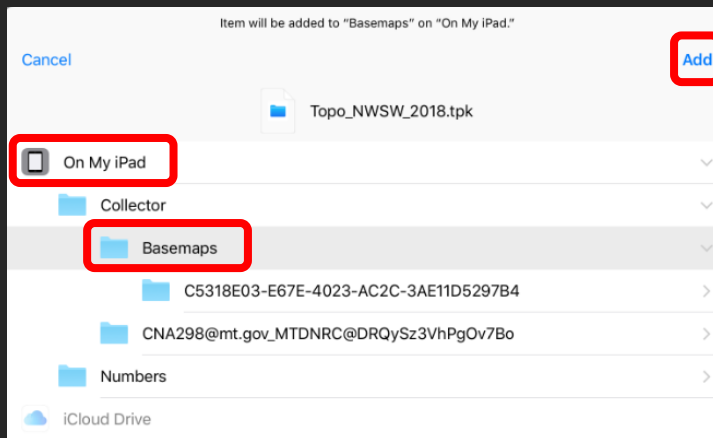
- To receive a TPK via AirDrop, first make sure your settings will allow it. Go to Settings > General > AirDrop and select Everyone (**you can change back after the TPK is received if you want**), but this will enable you to receive the file from another iPad that may or may not be in your contacts



- Once a file is being sent to you via AirDrop, you will have to accept. The file will then start to transfer. Do not touch your iPad while it is transferring, or it will fail! It is fine if your iPad goes to screen lock/sleep though.

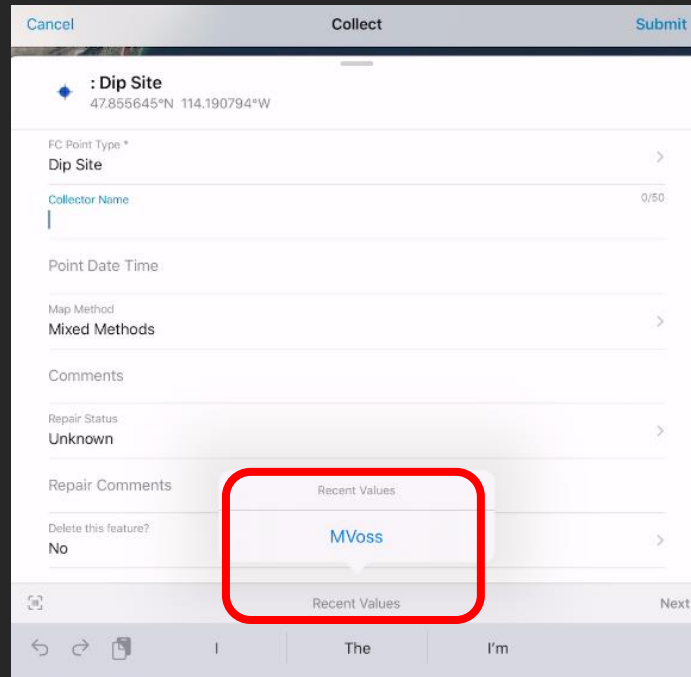


- When the file is done transferring, it will prompt you on where to store it. Make sure it goes to **On My iPad > Collector > Basemaps > then click "Add"**
- By default, the folder names are not ideal, but you can rename them by going to the folder and pressing the name of it until it prompts you to retype. **Files must be in their own folders under the Basemaps folder under Collector to show up as options in your maps.**

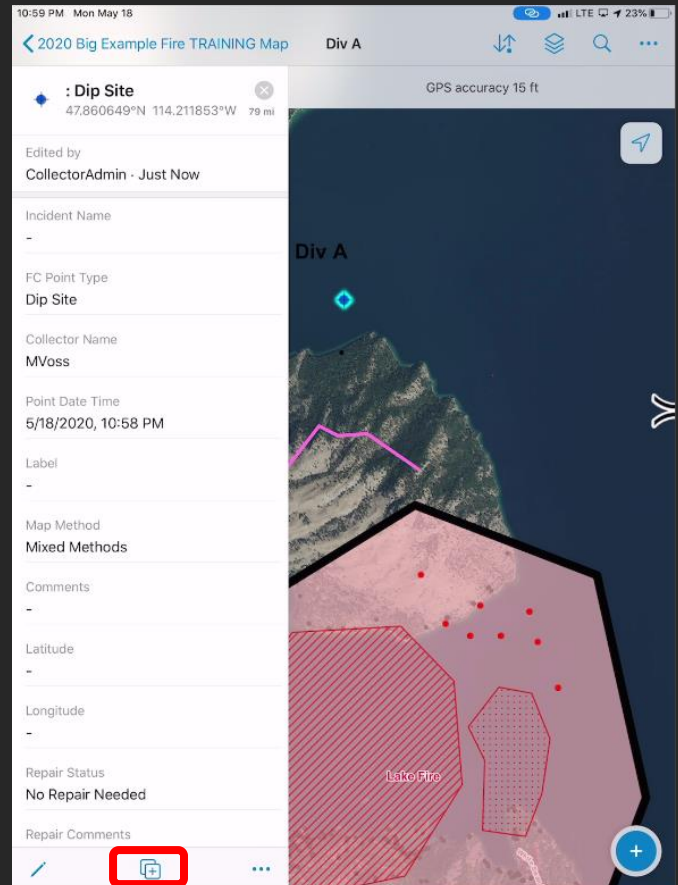
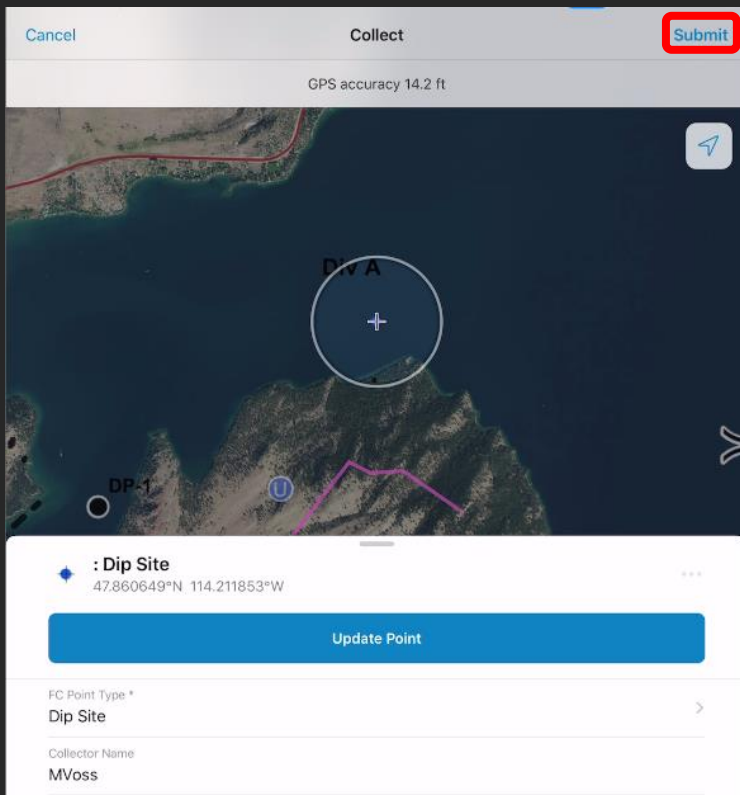


Editing/Copying Multiple Features and Recent Values

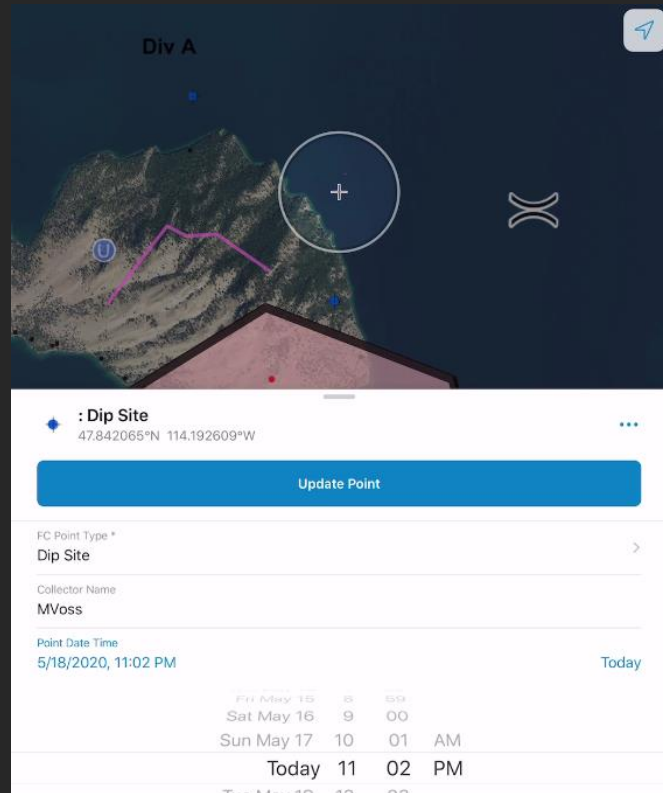
- New Collector allows the user to edit multiple features at once (of the same type) and to copy and paste features as well.
- It might be advantageous to copy an entry with the necessary fields and move/update the info as needed (e.g. slash piles, access roads, etc.)
- The recent values will also prompt you for values you have been regularly submitting, speeding up data collection



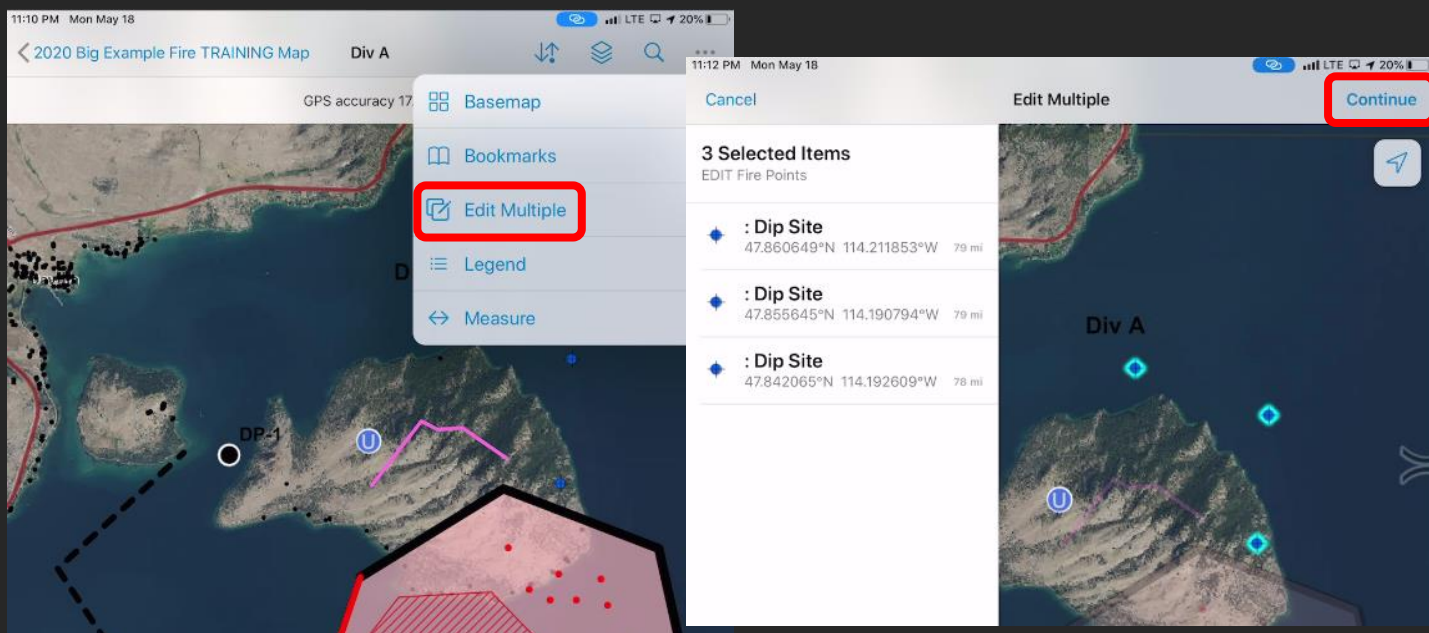
- By creating one Dip Site point (below left) and submitting it, another option is to copy and create the point again with the same info by pressing the copy button in the feature's attributes (below right in red)
- Copying the feature will then prompt you on where to place it and you can update the info as necessary



- Copying the feature will then prompt you on where to place it and you can update the info as necessary, then click submit



- Multiple features of the same type can also be edited at the same time.
- Using the **"Edit Multiple"** option, you can change attributes for multiple features (of the same type) at once. Select the features you want to edit attributes for and click **"Continue"**



- Update the attributes you need to and click Submit. Notice if the features have multiple values for a field, they will retain the original unless you change it for all of them. You'll see both points have now changed.

