

1 Prerequisites

These are the prerequisites for using Collector for ArcGIS while on an incident that is using the NIFC ArcGIS Online organization. Complete ALL the steps in this document to access maps for use on incidents.

1.1 Have a **NIFC ArcGIS Online account** Request if needed (<http://goo.gl/forms/vCMavWmC4n>)

- Username: _____
- Password: _____

1.2 In the NIFC org – be a member of a Mobile Editing group

- Using an internet browser - Sign into www.arcgis.com using your NIFC org username and password
- Click on GROUPS at the top of the page to view the groups you are a member of
- If necessary, notify the IMT (GISS or SITL) that you need to be added to their Mobile Editing group. If they are unavailable please email wildfireresponse@gmail.com for assistance

1.3 Have a compatible mobile device - iOS, Android, or Windows

1.4 **Download the Collector for ArcGIS App** from your app store on your mobile device

2 On Device Steps

You will most likely be using Collector in a disconnected environment (no cell service or WiFi). This will cause the need to download a map to your device for use into Offline mode while you are still in a connected environment. Do not wait until you go out into the field to download a map!

2.1 Sign in to Collector

The interface differs slightly between  iOS,  Android, &  Windows devices

2.2 **Once signed in, you will be in your Gallery**

This is where you will see all of the maps you have access to

2.2.1 Find the map that you will use to collect incident data

2.3 **Download the map for Offline use:**

Maps that have had their settings configured correctly will have the option to be downloaded for Offline use. You will want to download your map for Offline use if you will not have GOOD cell service in the field.







2.3.1 In your **Gallery**, find your map, and tap:

- **Download** (Android)
- -cloud icon (iOS)

2.3.2 Pick a Basemap and the level of map detail. You will need to select:




- a. the Work Area: the box identifying your bounding N/S/E/W extent
- b. and Choose Map Detail: the largest scale you can view (e.g. 1:18,000 is the largest scale for a Topo map and Ortho is good to about 1:4,000)
- c. Tap download and wait for the map to download (takes a few minutes or more)

2.4 Collecting data and editing:

- 2.4.1 Add a new feature by using the  **Collect New** tool. By default the feature is placed at your current location.
- 2.4.2 Tap the  map symbol or map to view and move the new feature to a different location in the map.
- 2.4.3 Fill out the **Collect Attributes**  table, then tap **Done**  (*Android*) or **Submit** (*iOS*).
- Lines and polygons can be collected while moving using the **Streaming** option.
 1. Tap ‘Collect a new feature’.
 2. Select a line/polygon type to add
 3. Go to the map, tap **STREAM**.
 4. Collection parameters can be adjusted with the **Collect settings**  icon.
 5. When collection is complete tap **Done**  or **Submit**.

2.5 Sync

The Sync/Synchronization is a manual process that shares edits you made within Collector. It also adds any new updates made by others to your map. You need good connectivity to Sync.

- 2.5.1 When connectivity is established go to your **Gallery** page. Tap the **Sync** icon to send your edits & receive any updates.
- **Sync**₍₆₎ (*in Android*)
 -  (*in iOS*).
- 2.5.2 **Push Only** setting. This allows you to just share your edits, not receive new changes:
- While in your **Gallery**, tap the Overflow Menu ( for Android &  for iOS)
 - Tap **Settings**
 - Here you can select whether or not you want to activate the **Push Only** setting

2.6 Tips

- Don't sync in situations of poor connectivity. You will most likely receive errors. Try the push only setting.
- Turn off GPS when it's not needed to conserve battery life.