EDDMaps Training

Reporting Negative Data
First – Login and click on Report Sightings

Choose the State/Area where you are conducting the survey
Choices in Status:
- Positive
- Treated
- Negative

Positive is the default
Species information

✓ Begin typing the name of the pest
✓ Choose your species from the dropdown box

You only need to fill in fields that apply to your negative data
Record information for
✓ Date
✓ Gross Area (this is the area surveyed)
✓ Habitat

The other fields will be used when reporting Positive data
Survey Location

☑ Click on ⬛ to draw along a road or shoreline
☑ Click on ☑ to create a site with three or more sides
✓ **Location Description/Nearest Address** is a text box for additional information to help relocate the survey site.
✓ Choose **Ownership** from the dropdown box.

Private
✓ No = Default
✓ Yes – Exact coordinates stay hidden, only county is shown, e.g.
  ➢ Landowner prefers the exact location stays hidden
  ➢ Sensitive restoration site

Be sure to get the landowners permission before surveying.
Images may not be needed for a Negative report, but that is available

<table>
<thead>
<tr>
<th>Image 1</th>
<th>Image 2</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="IMG_20140428_130100101.jpg" alt="IMG_20140428_130100101.jpg" /></td>
<td><img src="IMG_20140428_130029908.jpg" alt="IMG_20140428_130029908.jpg" /></td>
</tr>
<tr>
<td><strong>Caption:</strong> foliage</td>
<td><strong>Caption:</strong> inflorescence</td>
</tr>
<tr>
<td><strong>Photo by:</strong> John Smith</td>
<td><strong>Photo by:</strong> John Smith</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Image 3</th>
<th>Image 4</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="IMG_20140428_135109782_HDR.jpg" alt="IMG_20140428_135109782_HDR.jpg" /></td>
<td><img src="IMG_20140623_172230559.jpg" alt="IMG_20140623_172230559.jpg" /></td>
</tr>
<tr>
<td><strong>Caption:</strong> indestation</td>
<td><strong>Caption:</strong> fruits</td>
</tr>
<tr>
<td><strong>Photo by:</strong> John Smith</td>
<td><strong>Photo by:</strong> John Smith</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Image 5</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="IMG_20140428_135035592.jpg" alt="IMG_20140428_135035592.jpg" /></td>
</tr>
<tr>
<td><strong>Caption:</strong> bark</td>
</tr>
<tr>
<td><strong>Photo by:</strong> John Smith</td>
</tr>
</tbody>
</table>

**Add Images**

- Upload up to five images for each report
- **Caption:** Identify the main feature in the image
- **Photo by:** If someone else took the picture, add their name
Additional Information

✓ **Comments**: Add additional information if needed in this text box
✓ **Click on Submit Report** and you are done.
Reporting with the Smartphone App

- Click **Negative Survey** in main menu
- Click **Edit** to add all species surveyed
- Click **Edit** in **Area Surveyed** to map it
Reporting Forms - Negative Surveys - Mapping

Zoom In

Freeform

Point

Vertices
Upload Queue

✓ Save all reports to your device
✓ Upload after connecting to WiFi
✓ Saves your data and your device’s battery

Shows # of reports in Queue

Reports in Queue

Swipe to edit or delete reports in Queue

Empty Queue

Queue is empty.
To edit or delete your previous observations, please visit us at our website:
http://www.eddmaps.org
Thanks!
Thank you for participating in this EDDMapS training. This and other trainings are available at EDDMapS.org

For Questions Contact
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