

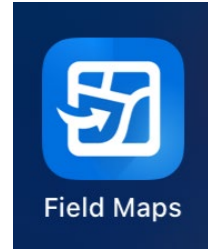


FS Redlines in Field App How-To Phone & Tablet

Purpose

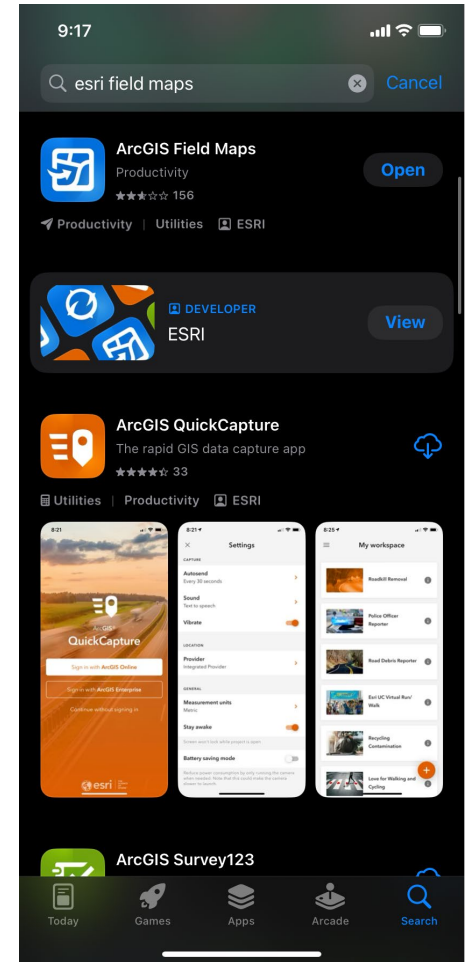
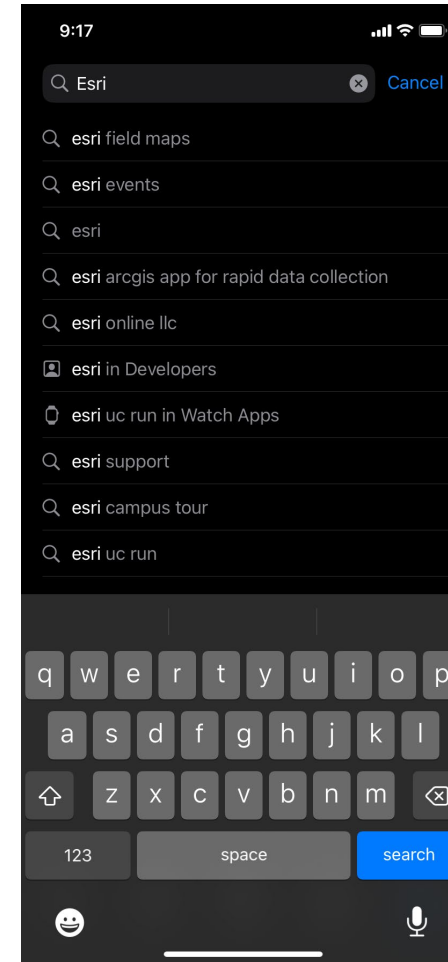
- The purpose of the FS Redlines tools is to allow FS staff to mark data and areas that need updates in our GIS system using phones
- This document describes
 - How to access and use the tool
 - Gives an overview of the tool and navigation of its parts

ArcGIS Field Maps



Download the Field App

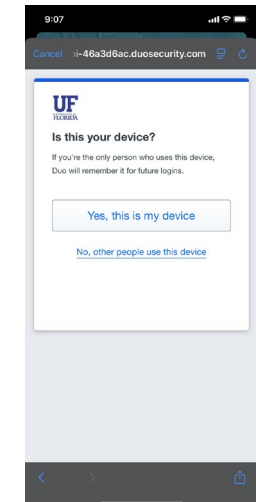
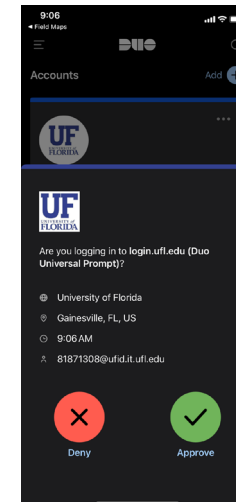
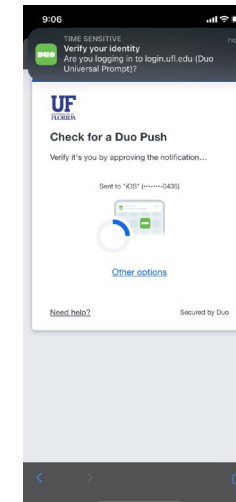
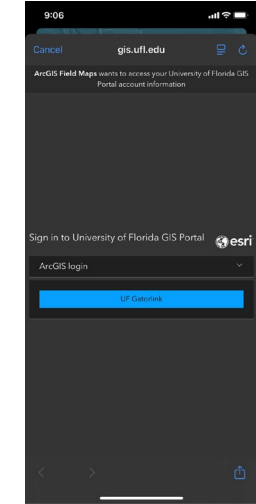
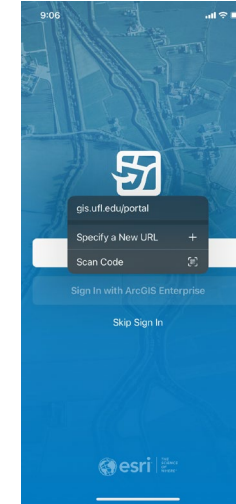
- For personal devices
 - Search for ESRI field maps in your personal device's App Store
 - Download to your personal device
- For UF devices
 - Request that Field be added to your device's Self Service
 - Once it's in Self Service, add it to your device



Log into Field

Log into Field

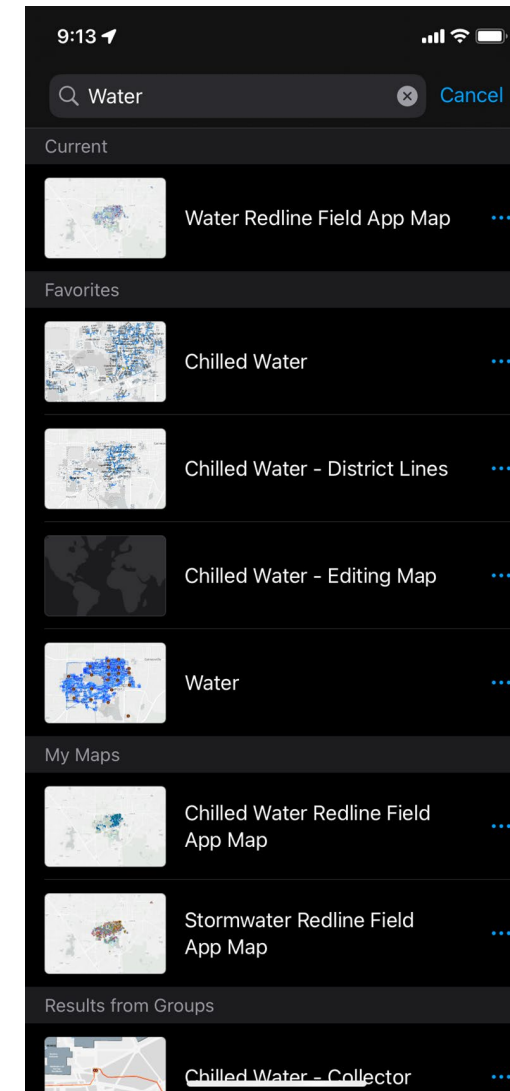
- Open Field
- Click “Sign In with ArcGIS Enterprise”
- Specify a New URL
 - Type in `gis.ufl.edu/portal`
- Click “UF Gatorlink”
 - Your user name is your gatorlink name WITHOUT `@ufl.edu`
- Complete the Duo authentication
 - Close Duo and return to Field



Access Redline Maps

Find a Redline Map

- Search for the utility
 - Redlines are only available in “Redline Field App Maps”
 - The maps you see will depend on the AD group to which you belong
 - If you do not see the map you need, please contact us
- Click on the map to open it



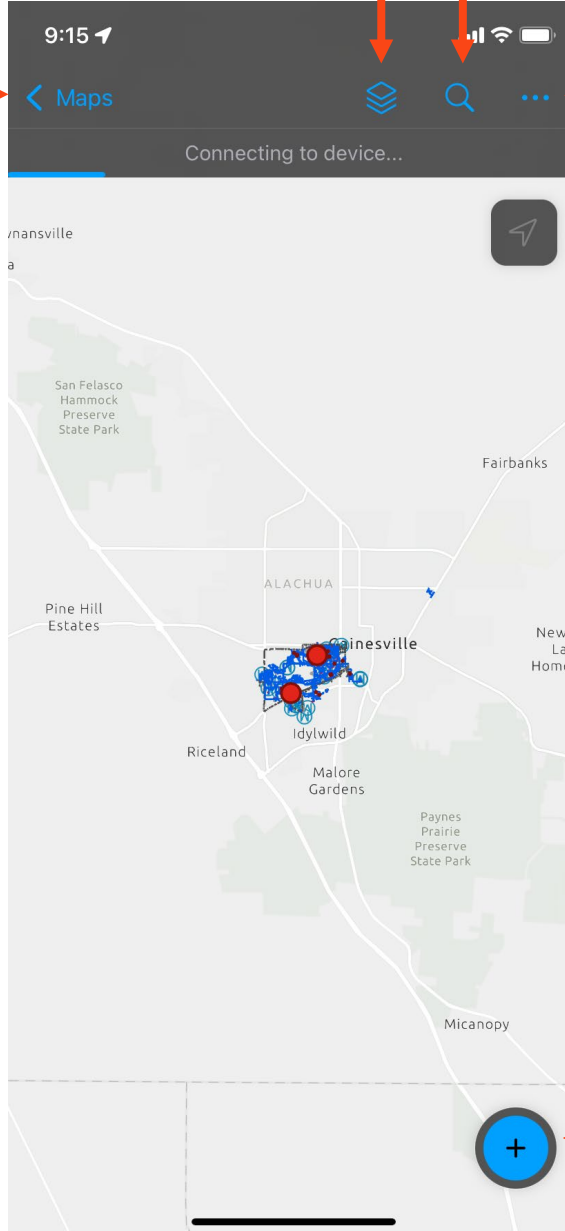
Overview*

Layers Search

Return to
Map Search

More options

Basemap	
Bookmarks	
Edit Multiple	
Legend	
Measure	
Share Map	



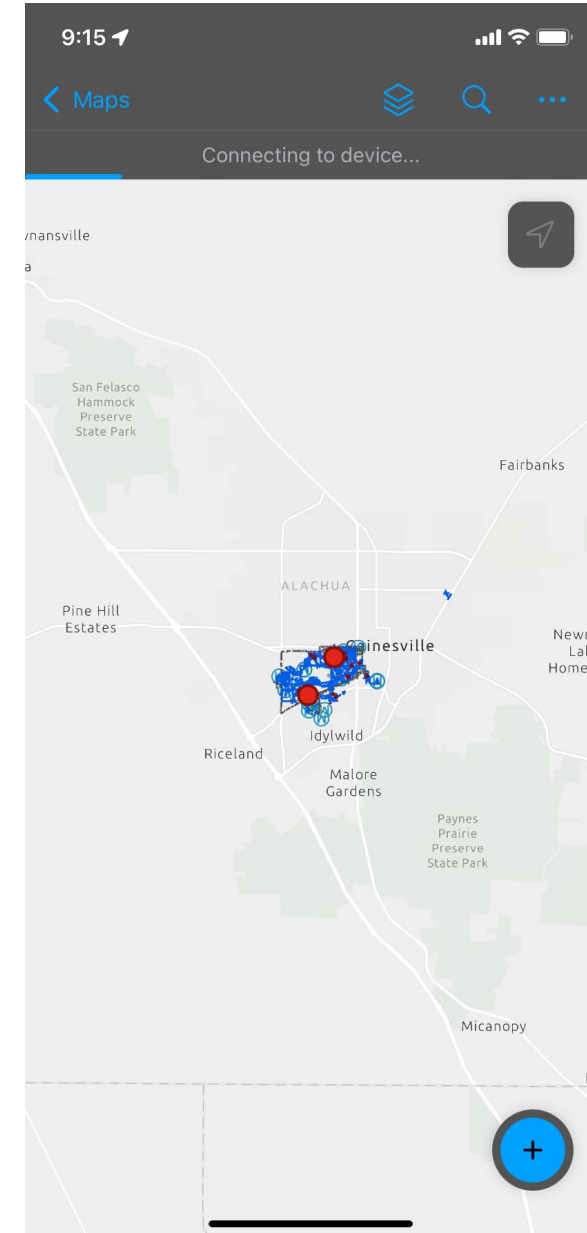
*Although this is the Water Redline Field App Map, all Field Redline App Maps have the same layout and functionality

Add Redline

Navigation

Map Navigation

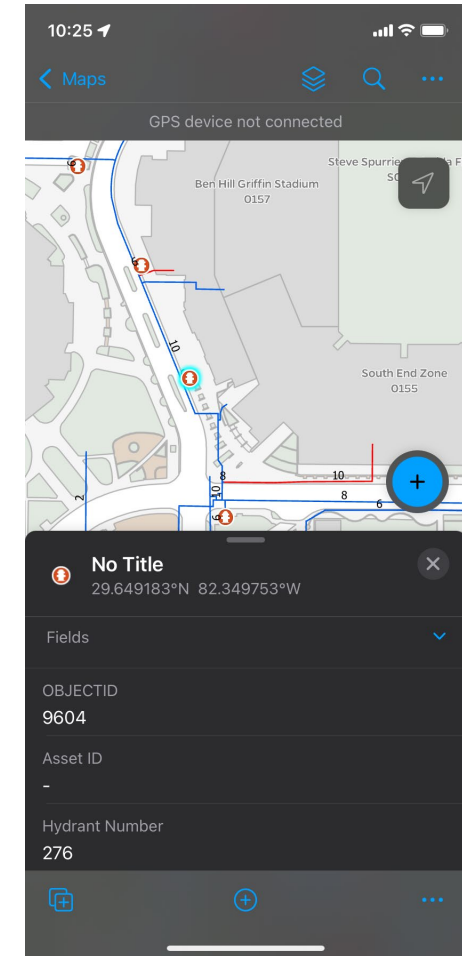
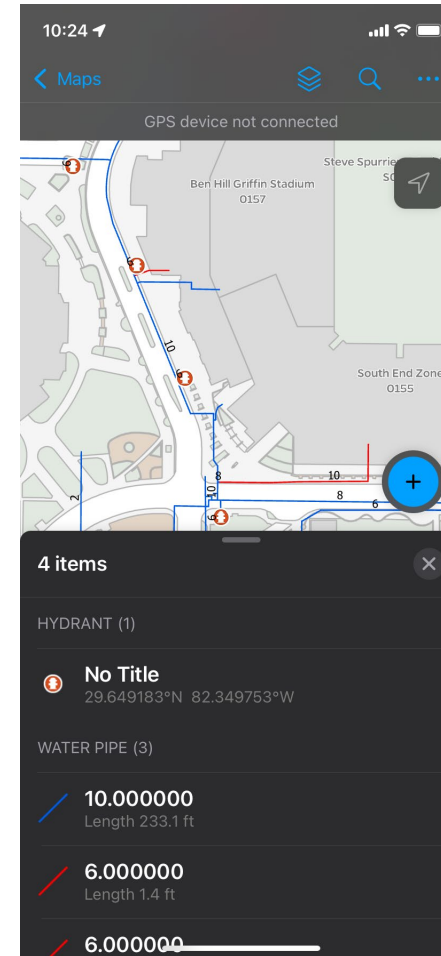
- Zoom: Pinch
- Pan: Use finger to move around
- Select items: Tap



Accessing Information

Pop-Ups

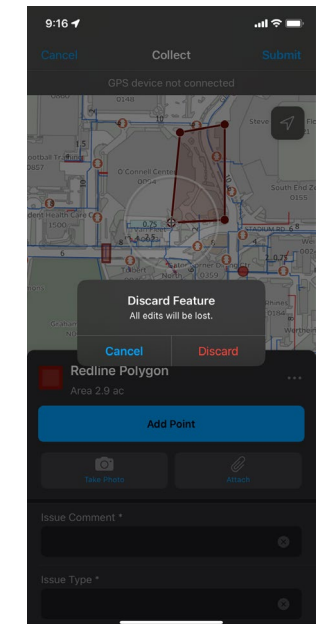
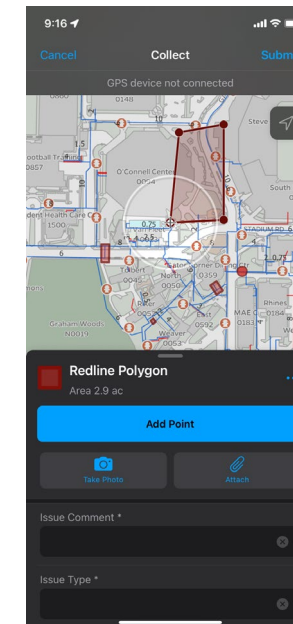
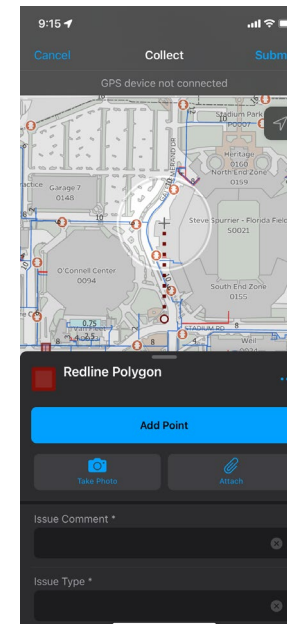
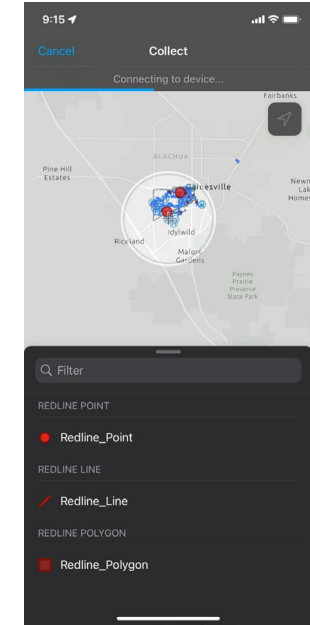
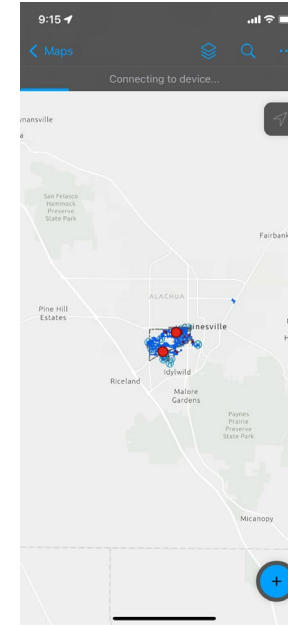
- Tap on items to bring up information about that feature
 - The number of features selected appears in the top of the pop-up
 - If there is more than one feature, click the one you want
 - Scroll through the pop-up to see all the information, including attachments



Adding Redlines

Add Redlines

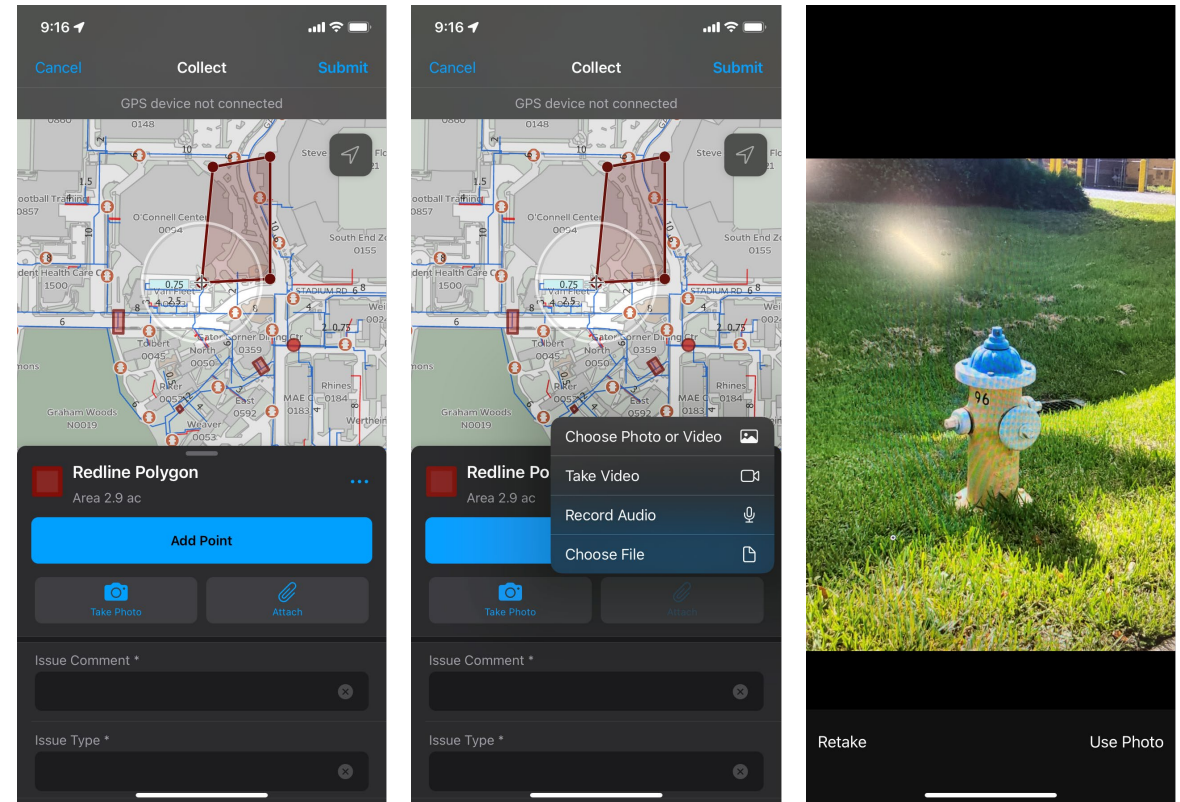
- Tap on the + button 
- Select the feature you want to create: Point, Line, Polygon
- Use the crosshairs to place your redline
 - Position the crosshairs on the map where you want the feature to start
 - Click Add Point to draw your feature
- Complete the information associated with the feature
 - To adjust the size, shape, or location of the redline, tap on the redline and adjust
 - Clicking Cancel will produce a warning to “Discard Feature”



Adding Attachments

Attachments

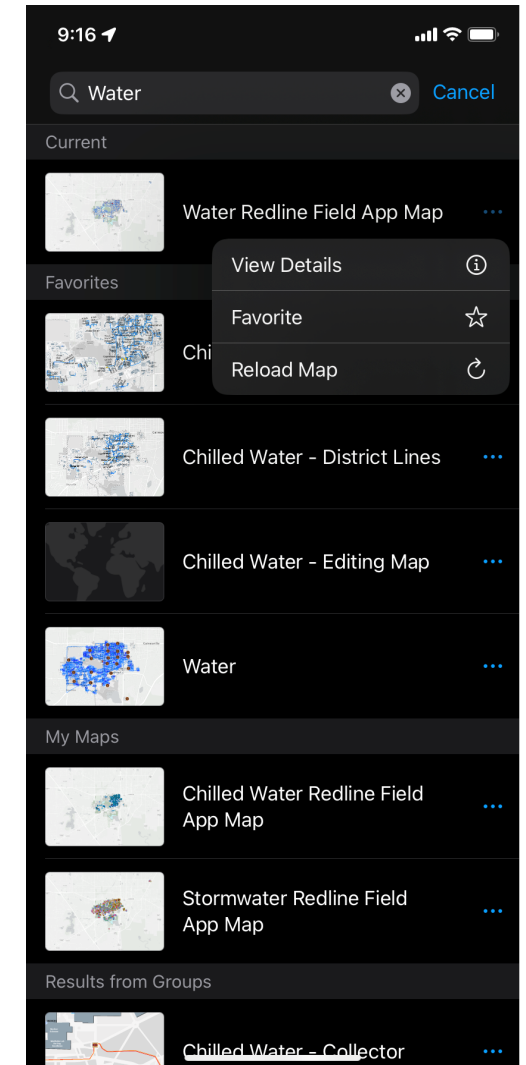
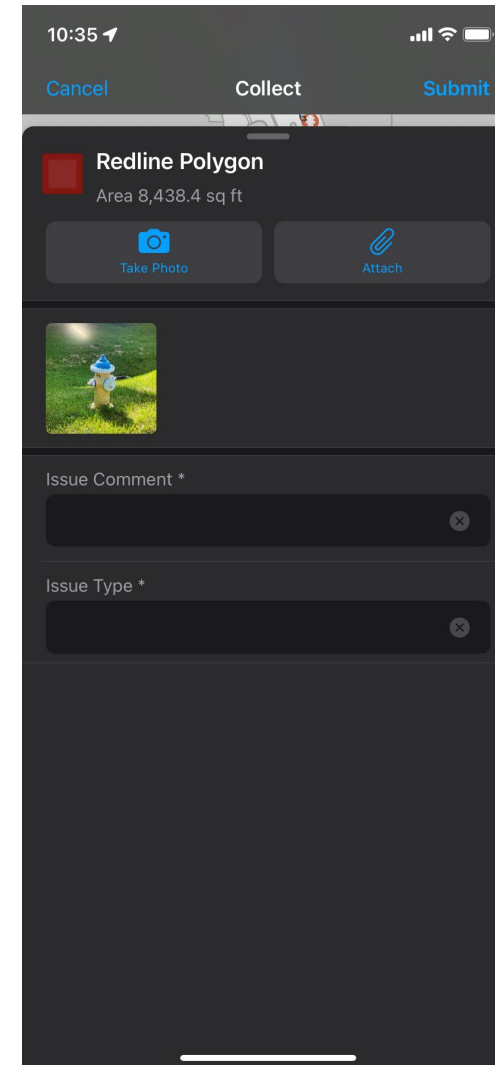
- Tap either the “Take Photo” or “Attach” button
 - Select your file or take a picture with your phone and tap Use Photo
 - The file will appear at the bottom of the redline
 - You can add multiple attachments
- It is very important to add attachments to your Redline because it provides more information when making edits to GIS
 - Attachments can be hand sketches, snapshots from a set of plans, photos, etc.



Finishing Redline

Complete the Edit

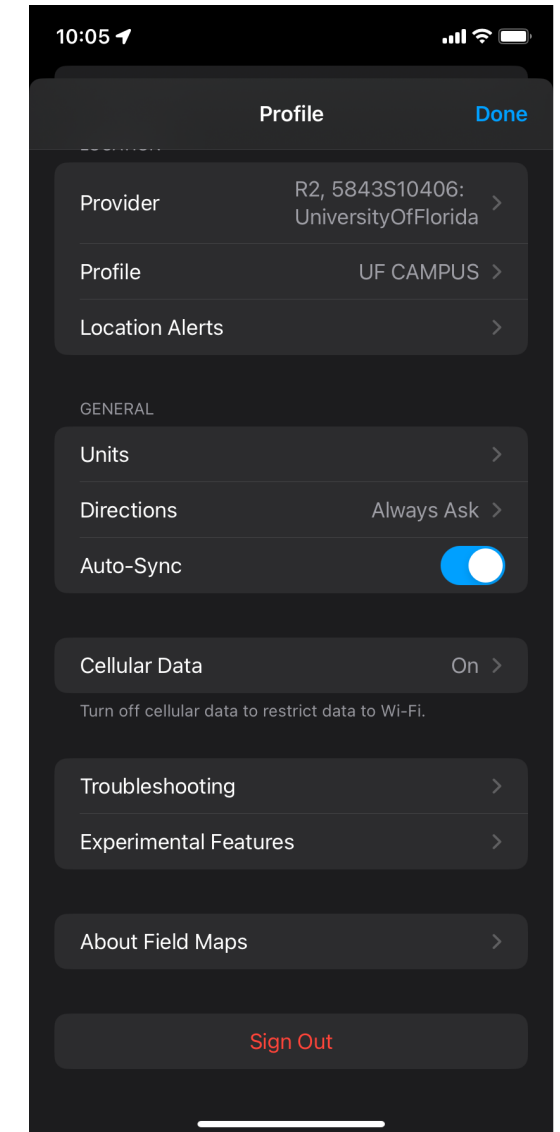
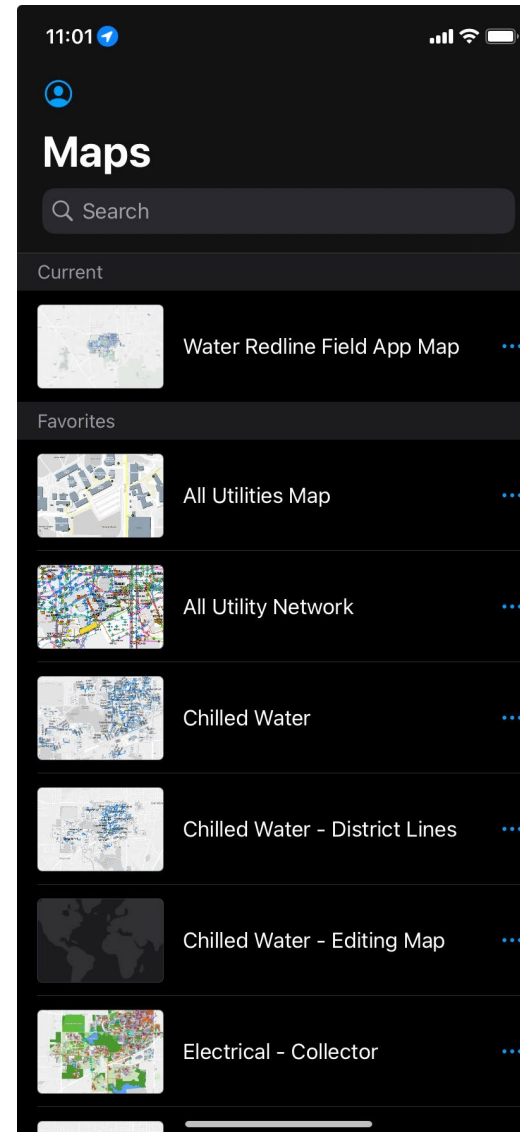
- Double-check the information and that attachments are there
- Tap Submit
 - If you get an error, try again
 - If you continue to get an error, click out of the map, click the three dots next to the map and click Reload Map and recreate the redline
 - If you continue to get an error, sign out/in of the app and recreate the redline
 - Errors with submitting redlines are due to a variety of reasons, including connectivity issues
 - If errors persist despite several refreshes/reloads, please contact us, but document the redline by taking pictures and using the desktop/tablet version of the app in an area with better connectivity



Signing Out

Sign out of Field

- If Field is on a personal device or one that is assigned only to you, there's no need to log out
- If Field is on a shared device, it's important to log out when finished. Redlines automatically record the creator, and this comes from the login.
 - To sign out, go to the Maps page
 - Click the Profile icon in the upper left corner 
 - Scroll to the bottom
 - Click Sign Out



Feedback

Feedback

- If you need technical support or to report an issue, submit a BILI ticket or send an email
- Please contact us with questions or comments
- Together, we can make better products that best serve your needs



BUSINESS AFFAIRS
TECHNICAL SERVICES

gis_help@admin.ufl.edu

<https://bats.businessaffairs.ufl.edu/>