

THE COUCHICING CONSERVANCY



LANDSCAPE MOBILE APP MANUAL

*How to use Landscape while monitoring out
in the field*

See quick reference guide inside.

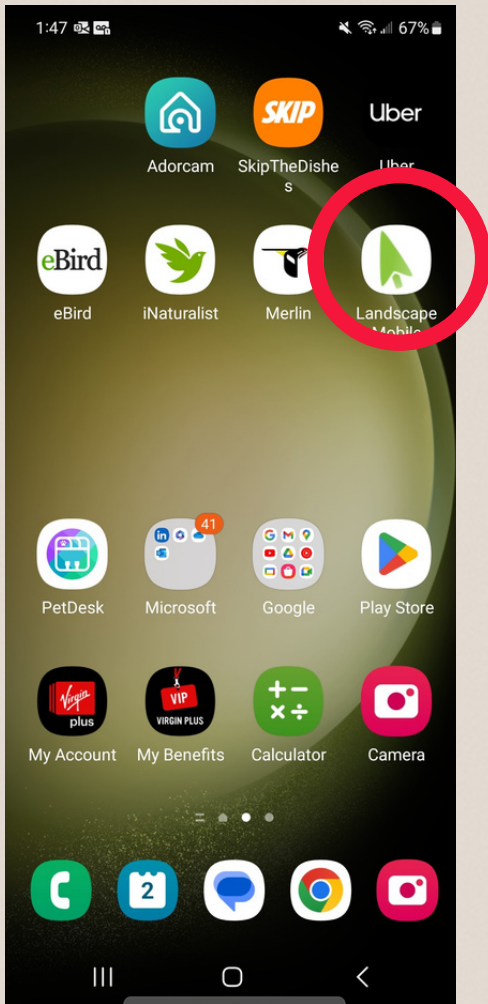


Quick Reference Guide

| | |
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| STARTING A VISIT | PAGE 8 |
| TAKING PHOTOS WITH LANDSCAPE | PAGE 11 |
| MARKING POINTS | PAGE 13 |
| ENDING YOUR VISIT | PAGE 15 |
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| GENERATING A REPORT | PAGE 19 |



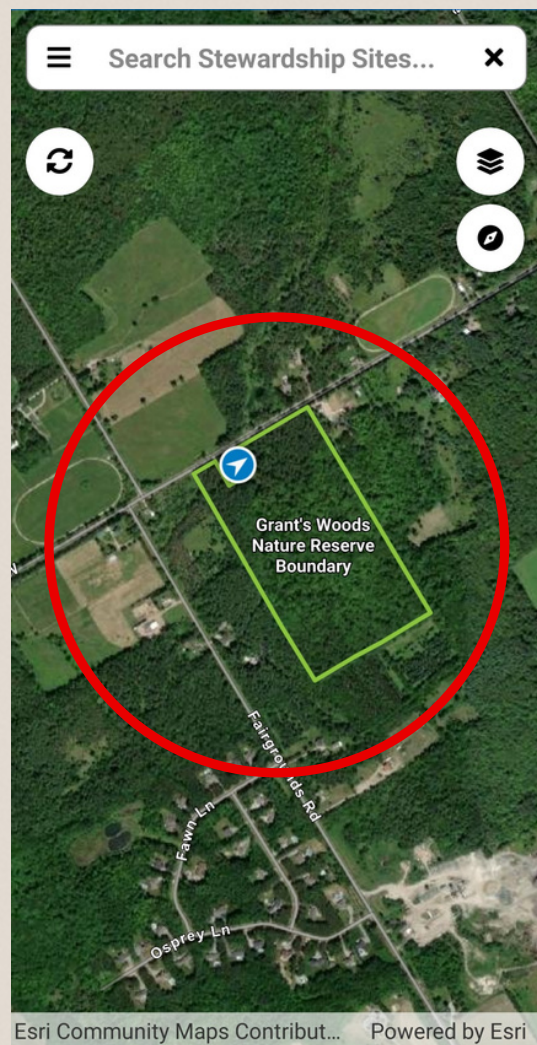
Preparing Before Visit

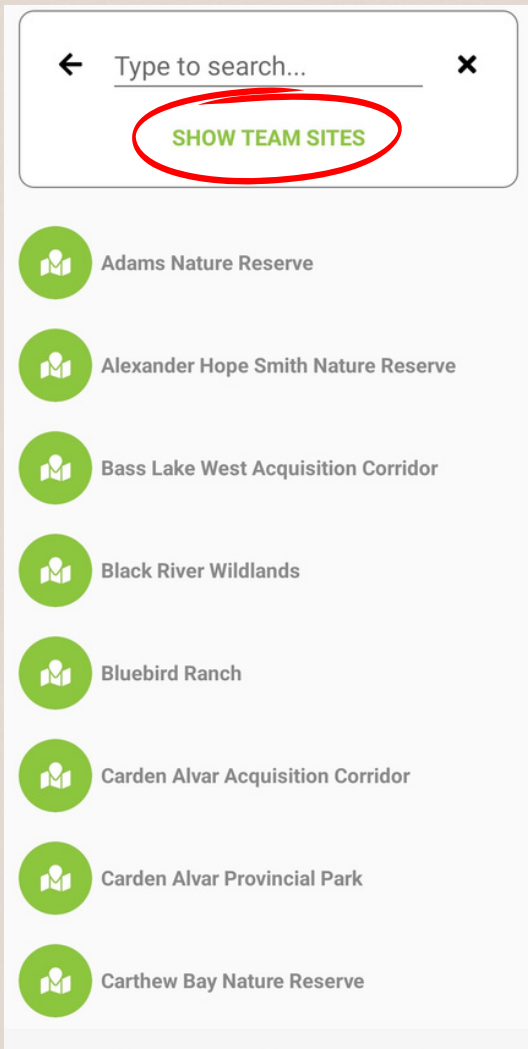


First, click on the Landscape app on your device.

Once inside the app you will be able to see your current location.

If you are at a Stewardship site the boundary of the site will be outlined in green.

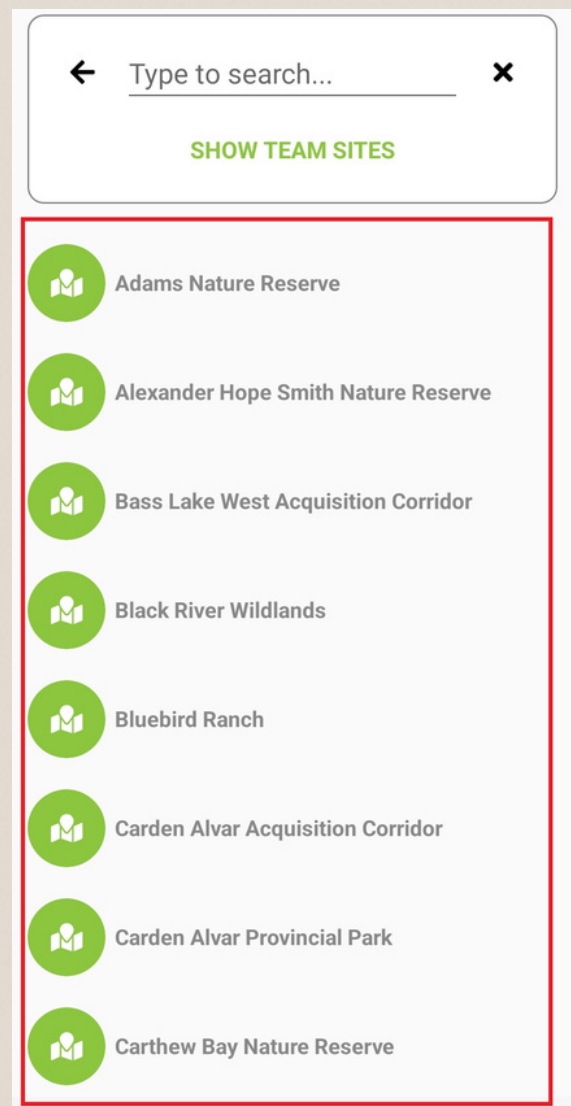


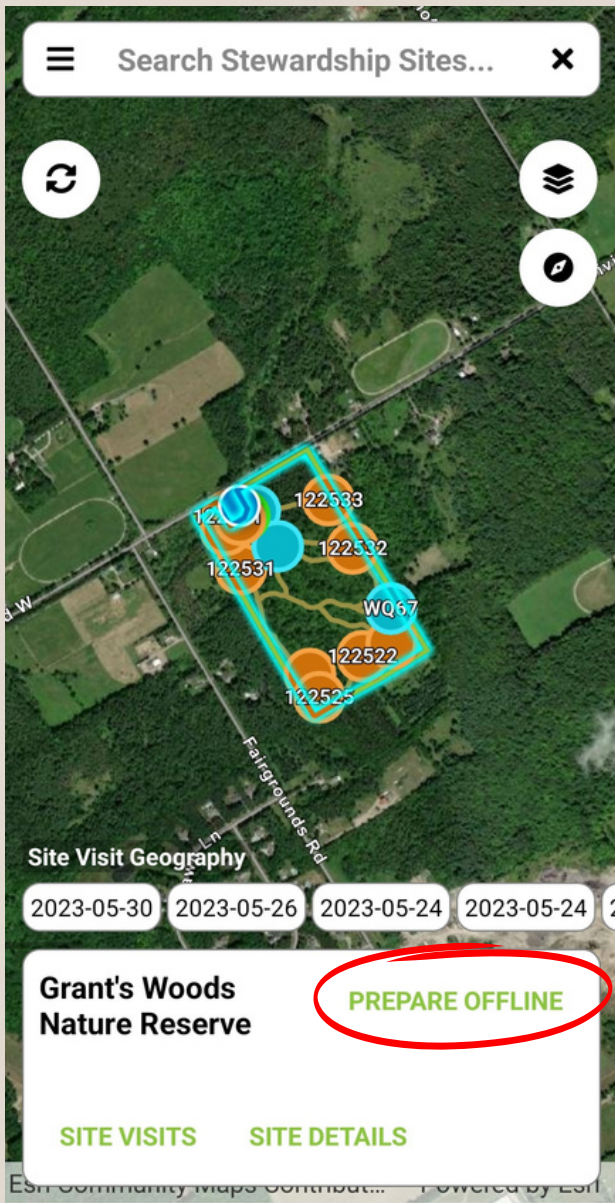


By clicking the search bar, you can see all stewardship sites in the area.

By clicking “Show Team Sites”, you can see all of the Stewardship sites your team is responsible for.

Clicking on any of these sites will bring you to the site-location on the map.

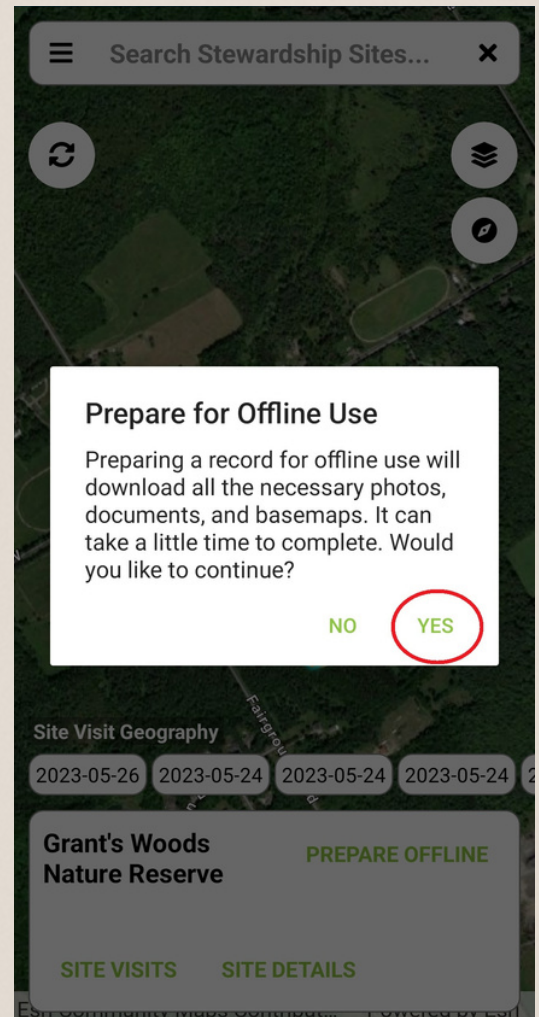


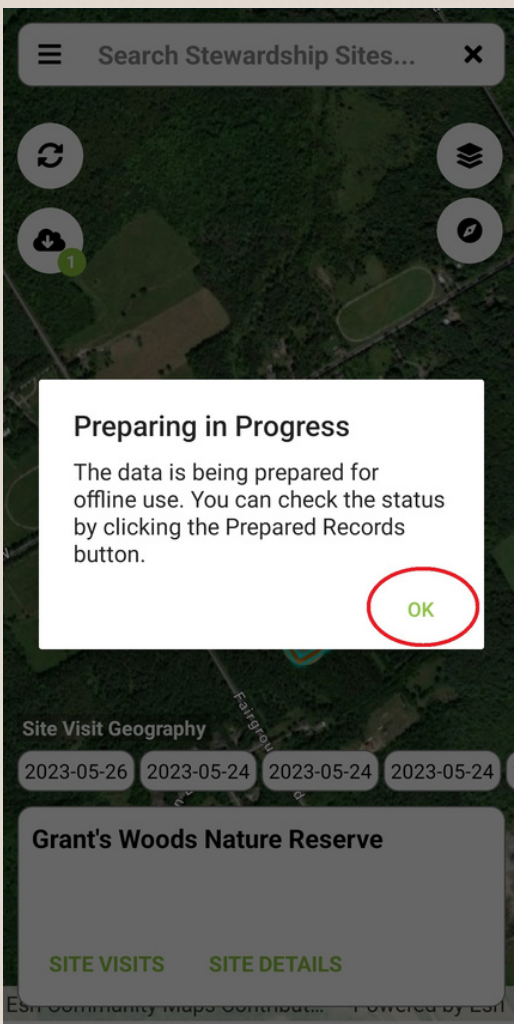


Press “Yes” to begin downloading the data for offline use.

While connected to wi-fi click “Prepare Offline”, doing this will allow the app to track the events of your visit without the use of your cellular data.

(Optional if site has consistent cell service)

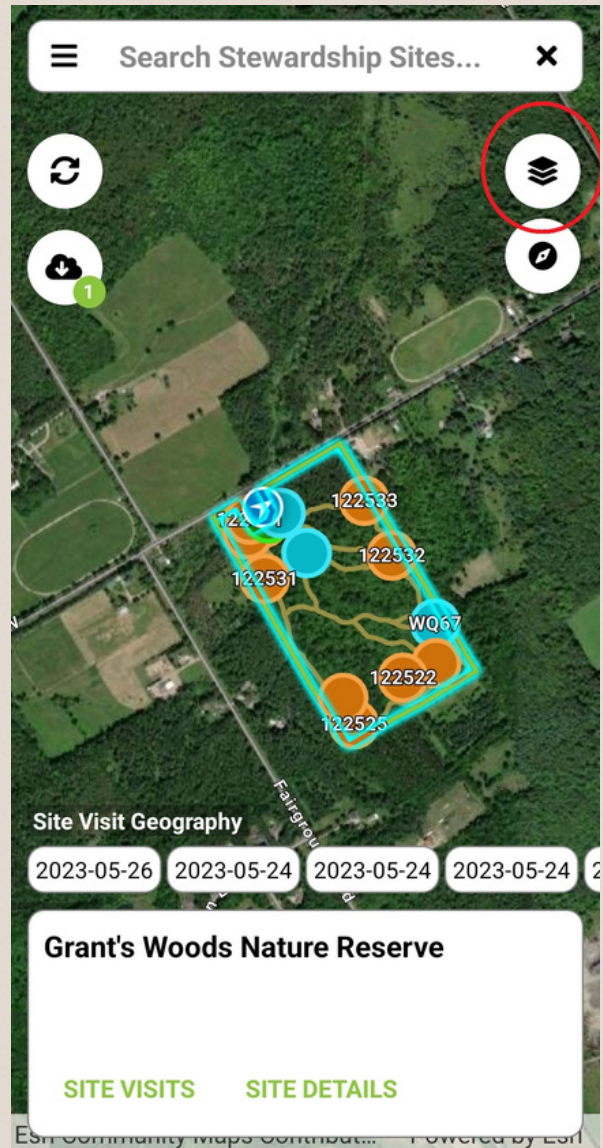




Press “OK” to click out of this tab.

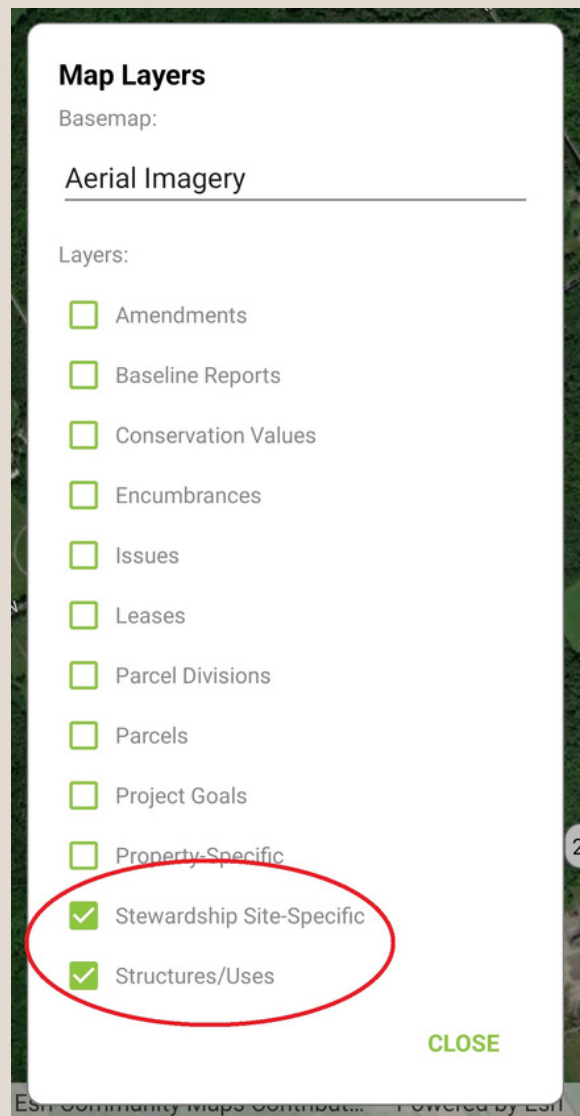
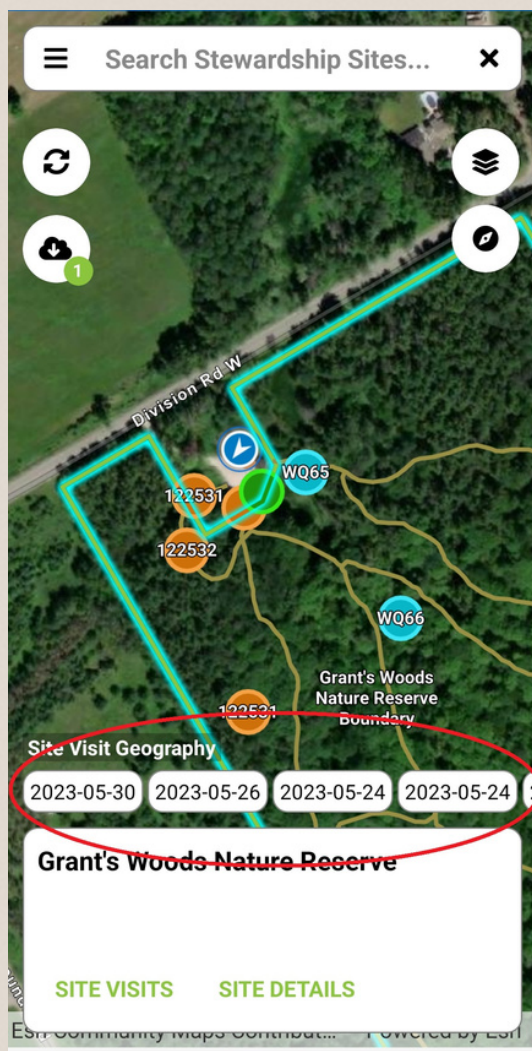
It will continue to download the site in the background.

To view the trails, community science locations, and other important information click the three layered button.



Make sure that
“Stewardship Site-
Specific” and
“Structures/Uses”
are both turned on.

*if you are a
Grassland Bird
Surveyor it is best to
have only
'Stewardship Site-
Specific' turned on.

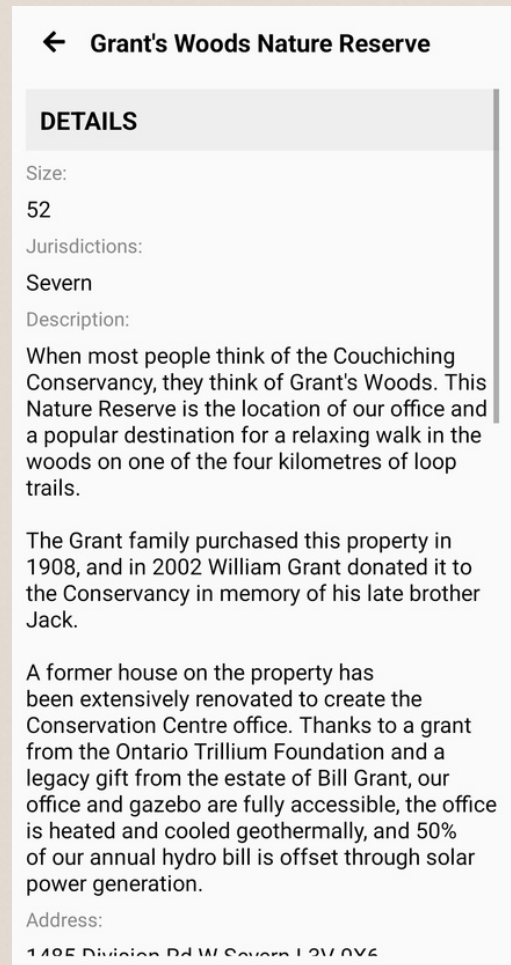


These are all past
visits from
volunteers, by
clicking on them you
can see where each
visit happened and
what events
occurred during
each trip.



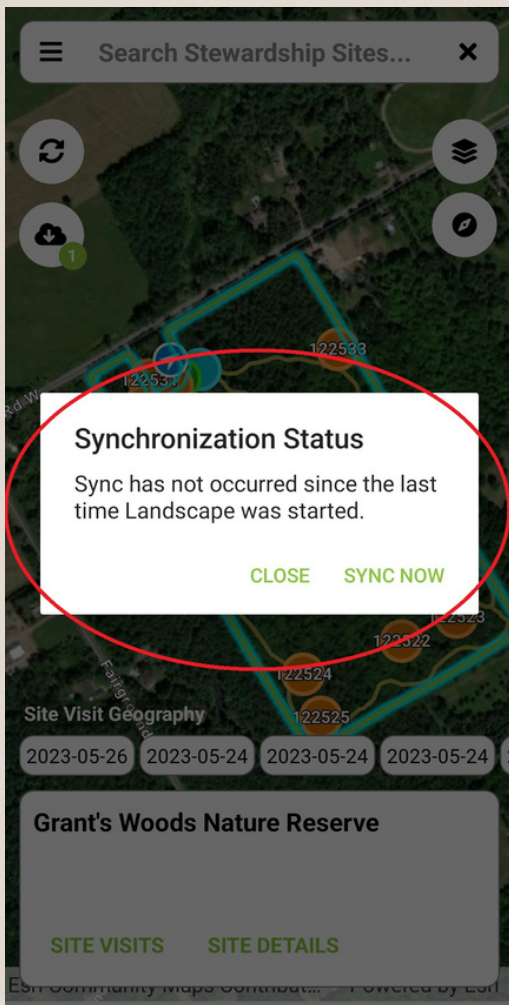
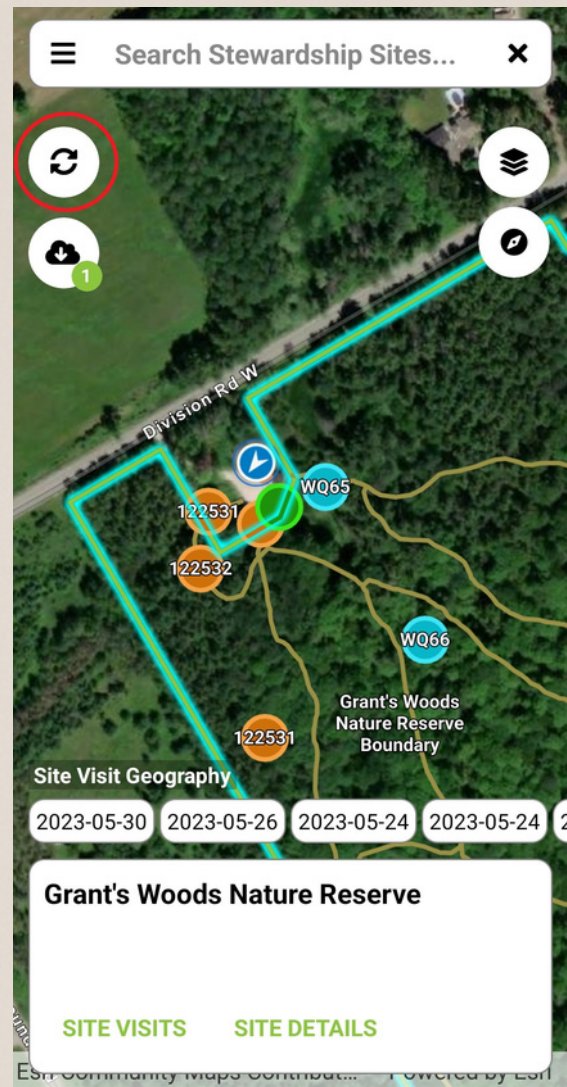
By clicking the “Site Details” button you will be brought to this screen which will give you a description of the site. Any contacts, documents or reported issues you may need are here.

Clicking on past visits will show places volunteers created points of interest, this point may have a picture attached to it or maybe a sentence or two describing what they saw.



To begin syncing your device, press this button at the top left of the screen.

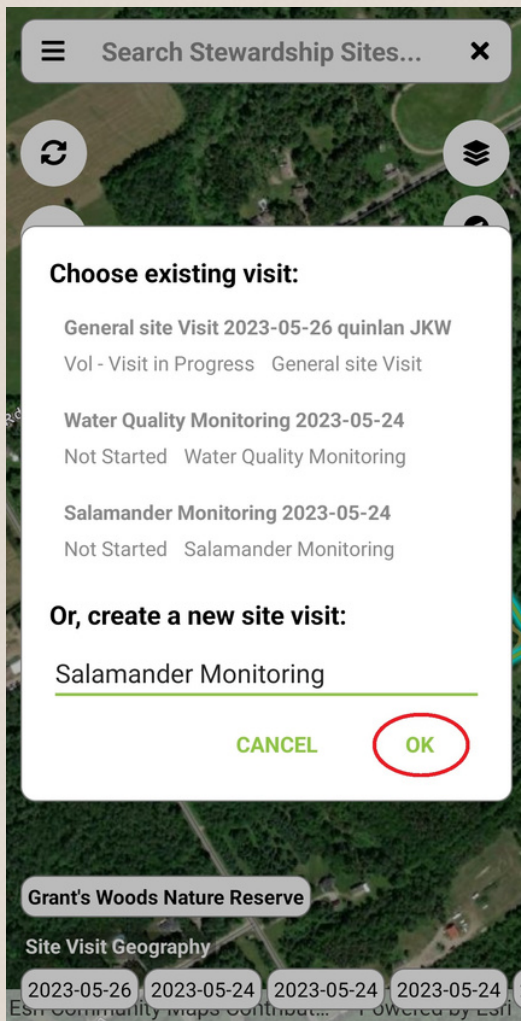
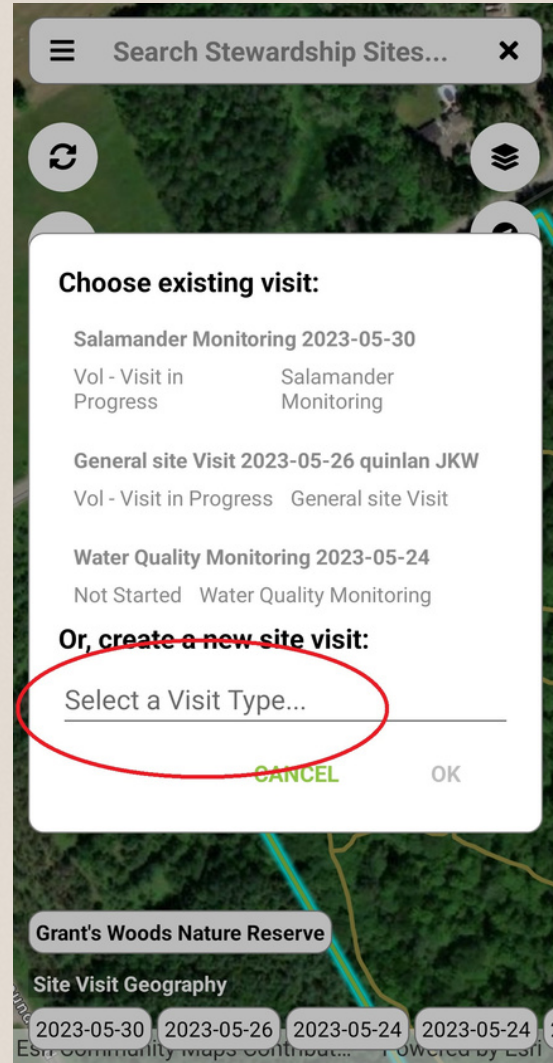
It is good practice to sync your device before your visit so you have the most up to date maps.



Make sure to click “Sync Now” to ensure that all of your data will be uploaded to the app.

Starting a Visit

To start your visit, click the “Site Visits” button. Select which type of visit you will be conducting, some examples are: reptile monitoring, frog monitoring and bat monitoring



For this example, we will select “Salamander Monitoring”

You can start your visit by clicking the “Start Visit” button at the top right corner

← Site Visit Details - Grant's Woods Nature Reserve

Start this visit to track your movements and take photos **START VISIT**

DETAILS

Name:
General site Visit 2023-05-15 EXAMPLE

Type:
General site Visit

Status:
Vol - Visit in Progress

Started On:
May-15 3:15 PM

Ended On:
May-15 3:15 PM

Methods:
No methods selected

Summary:

PERSONNEL **ADD PERSON**

*Carsten Wisch (Conservation & Restoration Technician)

← Site Visit Details - Grant's Woods Nature Reserve

This visit is active and tracking your movements **STOP VISIT**

Track route of travel

DETAILS

Name:
Salamander Monitoring 2023-05-30

Type:
S

Status:
St

Name:
N

Started On:
May-30 3:46 PM

Ended On:
May-30 3:46 PM

Methods:
No methods selected

Summary:

Update Start Time

Would you like to update the start time of this visit to now?

NO **YES**

Press 'yes' to update your start time

Next you will fill in relevant information for your visit.

Set the Status of your visit to "Vol - Visit in Progress"

Make sure to fill in the weather information in order to make a more detailed report of your visit.

Please ignore any "OFFICE ONLY" sections

← **Site Visit Details - Grant's Woods Nature Reserve**

This visit is active and tracking your movements **STOP VISIT**

Track route of travel

Precipitation

Choose an option...

If 'other', explain

↻

Temperature (Celsius)

Choose an option...

↻

Wind Scale

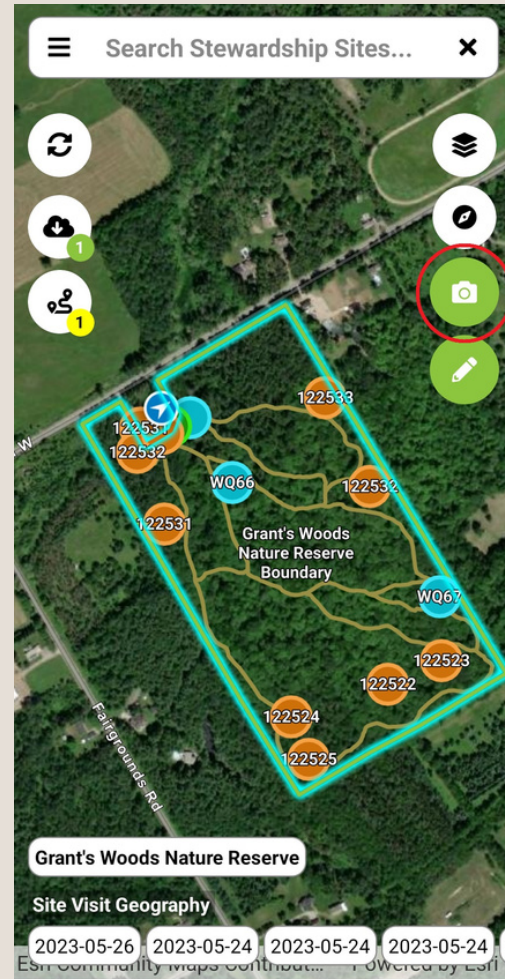
Choose an option...

↻

Add in any additional time spent traveling to or from site as well as time spent filling in report at home.

Taking Photos

Take a picture during your visit by pressing the camera button on the top right of your screen.



If you click on the photo option, it will bring you to this screen.

By clicking this button you may take your photo.



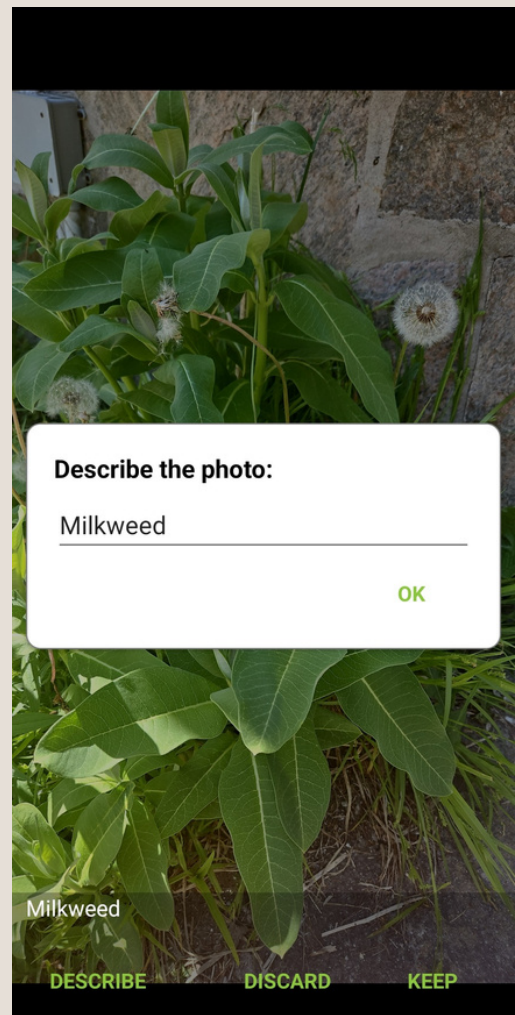
Once the photo is taken, you will see a few options on the bottom of your screen.

Here, you can either describe what the image is showing, discard the image or keep the image.

Please add a description to any photo being kept.

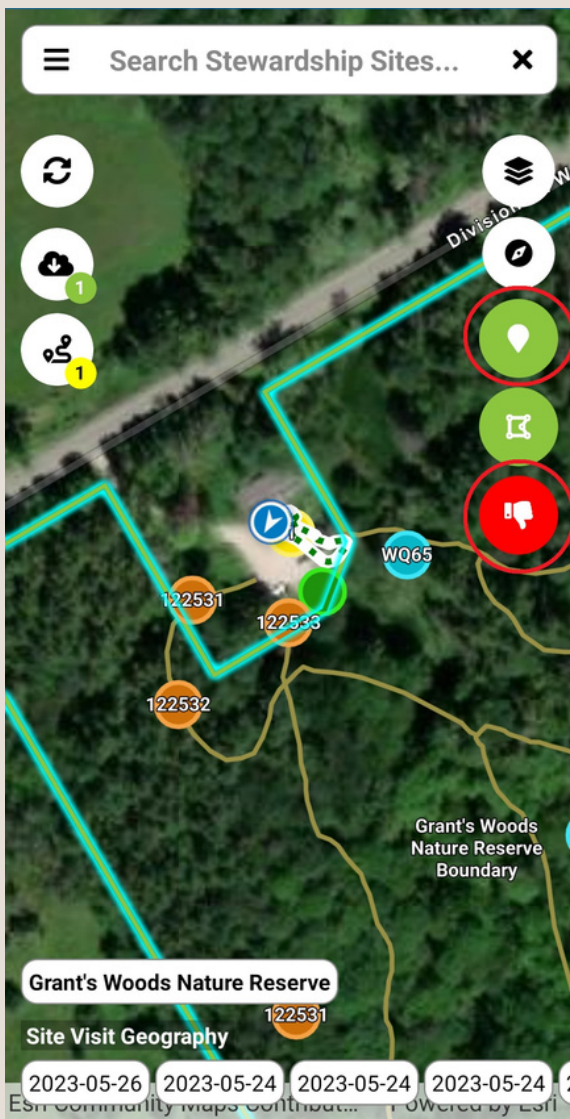
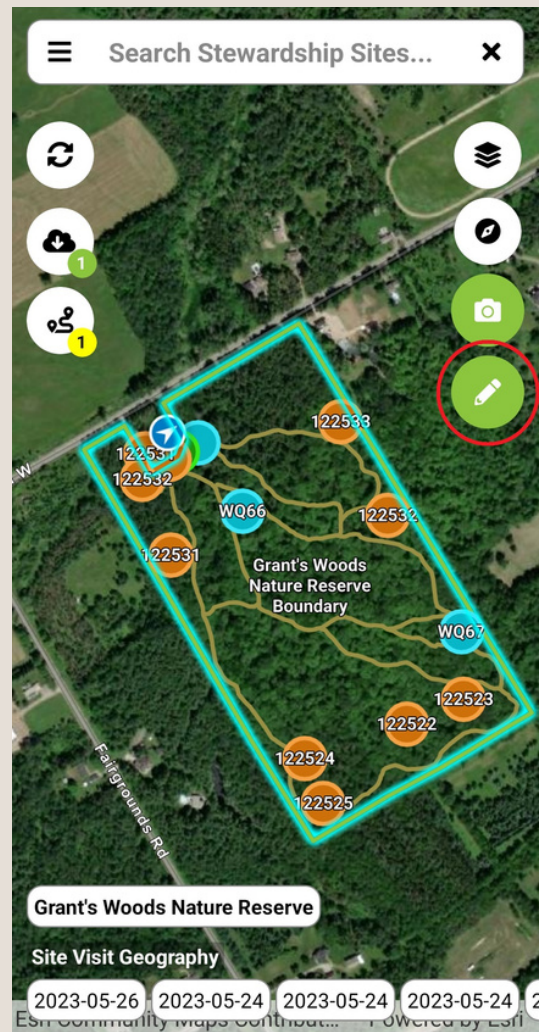
This screen will appear when adding a description to a photo.

The description can be as long or brief as needed, but having a description is important for interpreting the data later on.



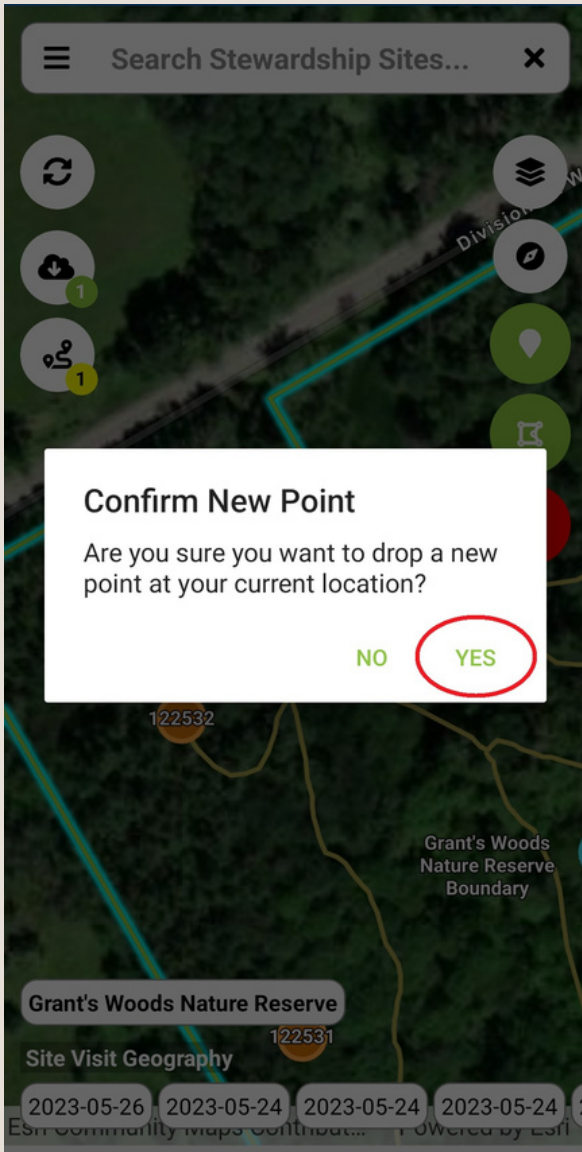
If you want to make a point of interest on the map click the pencil icon.

Points will automatically be placed at your current location

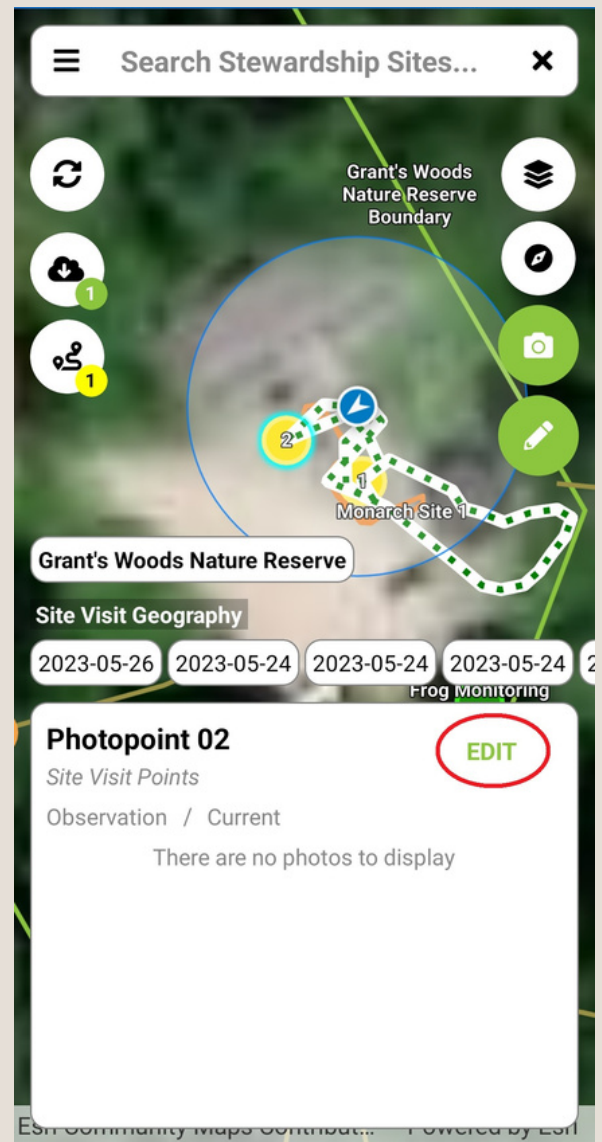


Once you have clicked on the pencil icon, you can click the top green button to make the point on the map

OR click the thumbs down button decline the option to make a point.



If you want to make the point simply check the "yes" when you get to this screen.



Clicking on the point will give you the option to edit your point or you can remove it.

← Map Item Details REMOVE

DETAILS

Name:
Photopoint 02

Description:

Map Label:
2

Type:
Observation

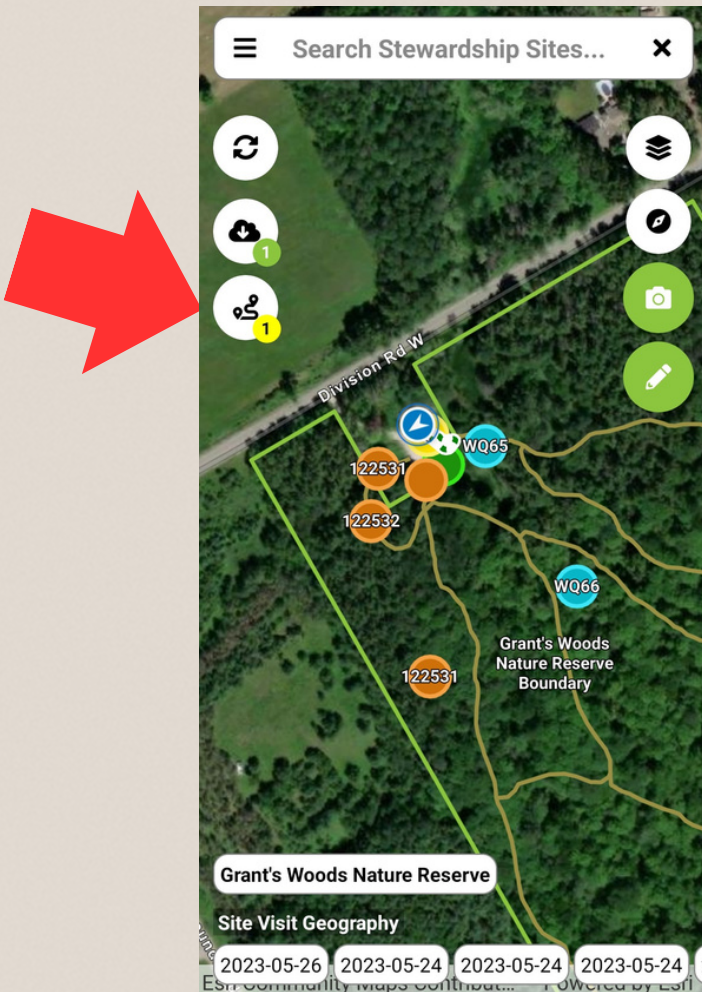
Status:
Current

PHOTOS ADD PHOTO

There are no photos to display

You can put in a description for your point or remove your point here.

Ending Your Visit



To end your visit press the yellow visit button on the left side.

← **Site Visit Details - Grant's Woods Nature Reserve**

This visit is active and tracking your movements **STOP VISIT**

Track route of travel

DETAILS

Name:
Salamander Monitoring 2023-05-30

Type:
Salamander Monitoring

Status:
Vol - Visit in Progress

Started On:
May-30 3:47 PM

Ended On:
May-30 3:47 PM

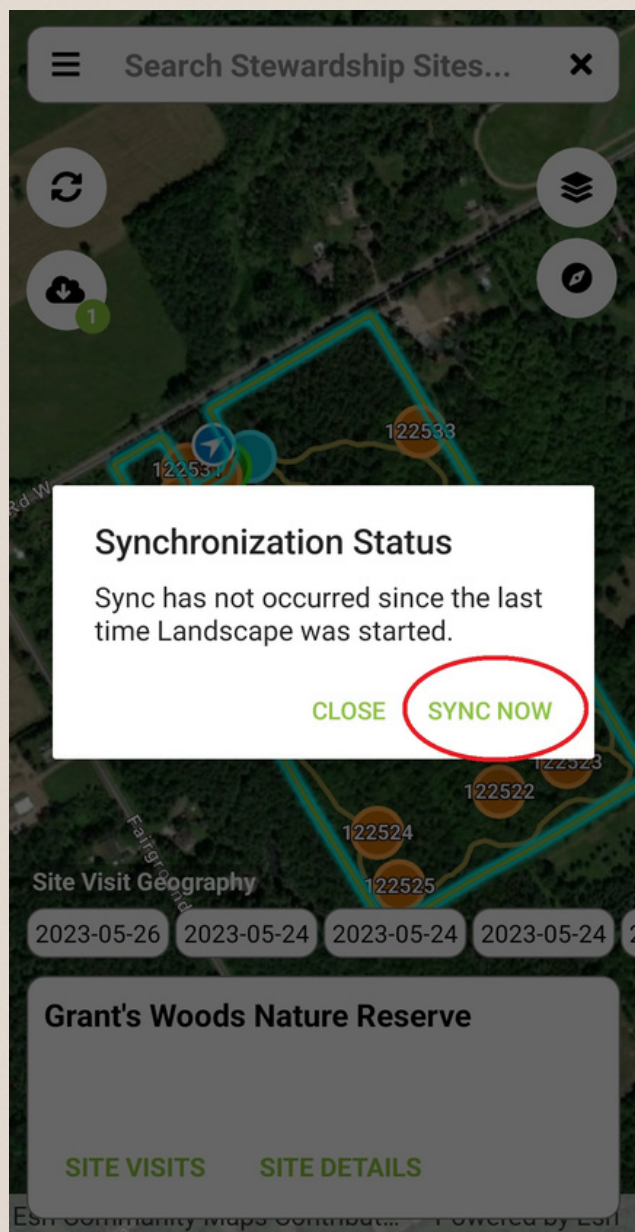
Methods:
No methods selected

Summary:

Select "Stop Visit" to complete and stop your active visit.

After you have completed your visit, click the sync button and click "sync now" to update everywhere you have been.

This last step should be done on WIFI, or it will use your cellular data and not allow photos to upload.

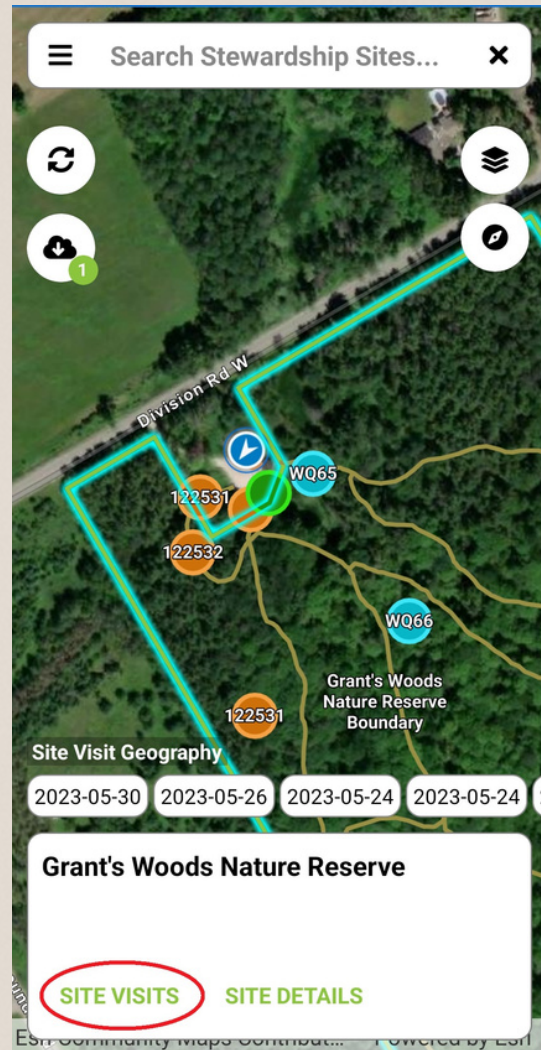
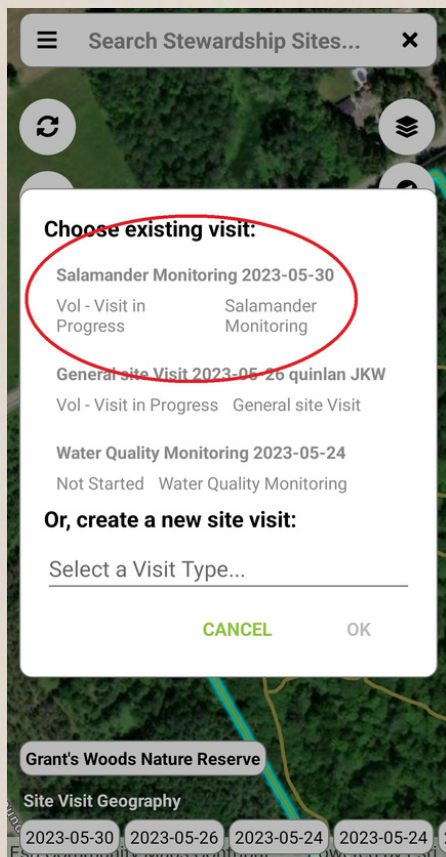


If your app crashes/closes in field

Don't fret!

If your app crashes or battery dies, your trip and all points created will stay on landscape.

Once back on landscape in the field, select the site on the map and select "Site Visits" from the bottom of the screen.



Locate your previous site visit from the options. (This is where adding your name to the title of the visit is handy!)

Once you locate and select your visit, click on "Start Visit".

← Site Visit Details - Grant's Woods Nature Reserve

This visit is active and tracking your movements **STOP VISIT**

Track route of travel

DETAILS

Name:
Salamander Monitoring 2023-05-30

Type:
Salamander Monitoring

Status:
Vol - Visit in Progress

Started On:
May-30 3:47 PM

Ended On:
May-30 3:47 PM

Methods:
No methods selected

Summary:

Update Start Time

Would you like to update the start time of this visit to now?

NO YES

← Site Visit Details - Grant's Woods Nature Reserve

Start this visit to track your movements and take photos **START VISIT**

DETAILS

Name:
General site Visit 2023-05-15 EXAMPLE

Type:
General site Visit

Status:
Vol - Visit in Progress

Started On:
May-15 3:15 PM

Ended On:
May-15 3:15 PM

Methods:
No methods selected

Summary:

PERSONNEL **ADD PERSON**

*Carsten Wisch (Conservation & Restoration Technician)

When asked if you'd like to update your start time, **select NO.**

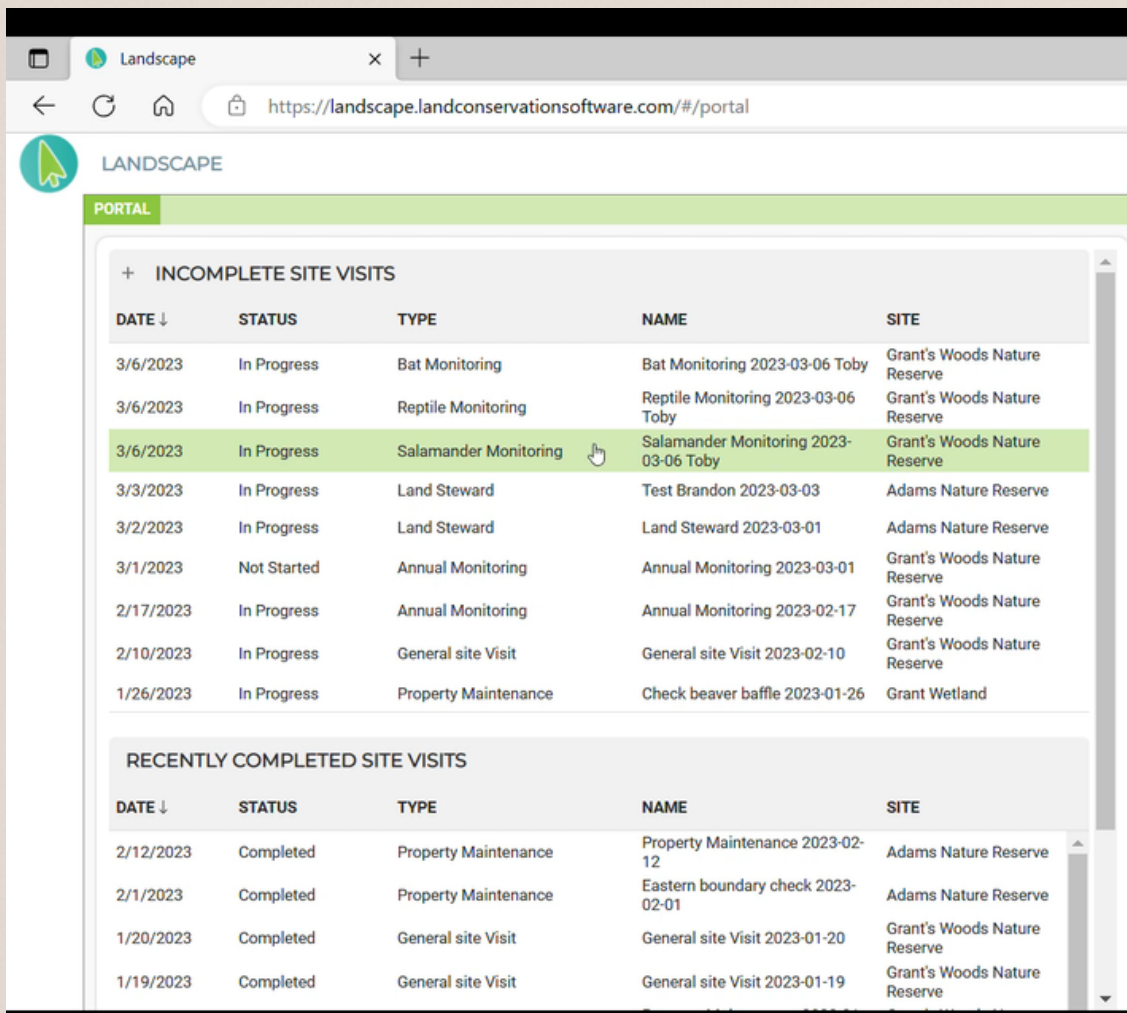
This will keep your previous start time active and allow you to pick up where you left off!

Generating a Report

When home from your visit, be sure to go onto Landscape from your computer and double check the details of your visit.

Before you can do this, you need to 'sync' your app, or you won't be able to find your visit on desktop.

Select your visit from the options. Adding your name to the visit title can make finding the visit easier.



The screenshot shows a web browser window with the URL <https://landscape.landconservationsoftware.com/#/portal>. The page title is "LANDSCAPE" and the sub-header is "PORTAL". The main content area is titled "INCOMPLETE SITE VISITS" and contains a table with the following data:

| DATE ↓ | STATUS | TYPE | NAME | SITE |
|-----------|-------------|-----------------------|---------------------------------------|------------------------------|
| 3/6/2023 | In Progress | Bat Monitoring | Bat Monitoring 2023-03-06 Toby | Grant's Woods Nature Reserve |
| 3/6/2023 | In Progress | Reptile Monitoring | Reptile Monitoring 2023-03-06 Toby | Grant's Woods Nature Reserve |
| 3/6/2023 | In Progress | Salamander Monitoring | Salamander Monitoring 2023-03-06 Toby | Grant's Woods Nature Reserve |
| 3/3/2023 | In Progress | Land Steward | Test Brandon 2023-03-03 | Adams Nature Reserve |
| 3/2/2023 | In Progress | Land Steward | Land Steward 2023-03-01 | Adams Nature Reserve |
| 3/1/2023 | Not Started | Annual Monitoring | Annual Monitoring 2023-03-01 | Grant's Woods Nature Reserve |
| 2/17/2023 | In Progress | Annual Monitoring | Annual Monitoring 2023-02-17 | Grant's Woods Nature Reserve |
| 2/10/2023 | In Progress | General site Visit | General site Visit 2023-02-10 | Grant's Woods Nature Reserve |
| 1/26/2023 | In Progress | Property Maintenance | Check beaver baffle 2023-01-26 | Grant Wetland |

Below this table is a section titled "RECENTLY COMPLETED SITE VISITS" with the following data:

| DATE ↓ | STATUS | TYPE | NAME | SITE |
|-----------|-----------|----------------------|-----------------------------------|------------------------------|
| 2/12/2023 | Completed | Property Maintenance | Property Maintenance 2023-02-12 | Adams Nature Reserve |
| 2/1/2023 | Completed | Property Maintenance | Eastern boundary check 2023-02-01 | Adams Nature Reserve |
| 1/20/2023 | Completed | General site Visit | General site Visit 2023-01-20 | Grant's Woods Nature Reserve |
| 1/19/2023 | Completed | General site Visit | General site Visit 2023-01-19 | Grant's Woods Nature Reserve |

Once you've selected your visit, you can double check the details as well as view photos or points made in the field.

Here is also where you can add additional volunteer hours for traveling or report generation.

When you are done filling out the form, set the status to "Vol - Visit Completed"

To generate a report, please select the paper report on the left hand side of your screen.

The screenshot displays a web application interface for editing a site visit. The browser address bar shows the URL: <https://landscape.landconservationsoftware.com/#/portal/64062d821404051c1a1c010c>. The page title is "STEWARDSHIP SITE Grant's Woods Nature Reserve".

The interface is divided into a left sidebar and a main content area. The sidebar contains a "PORTAL" section with a "Home" link and a "Paper Report" icon circled in red. The main content area shows "EDITING SITE VISIT" details, including methods, summary, personnel, expenses, documents, notes, and form questions. A map on the right shows the location of the site visit.

EDITING SITE VISIT
Methods: Foot
Summary: No Data

PERSONNEL (0.66 HOURS)

| NAME | ROLE | HOURS | COST CATEGORY |
|---|-----------|-------|--------------------------|
| <input type="checkbox"/> Volunteer Test | Volunteer | 0.33 | Salamander & VP Monit... |
| <input type="checkbox"/> Toby Rowland | Staff | 0.33 | Staff |

EXPENSES
Nothing to display

DOCUMENTS
Nothing to display

NOTES
Nothing to display

FORM QUESTIONS (12 OF 13 ANSWERED)

The map on the right shows a location with a blue path and several numbered points (1, 2, 3, 4). The map includes a scale bar (50m) and a "Leafile | Powered by Esri" logo.

Once you click generate report, please select the report option specific to your visit.

Grant's Woods Nature Reserve | x +

https://landscape.landconservationsoftware.com/#portal/64062d821404051c1a1c010c

Home STEWARDSHIP SITE Grant's Woods Nature Reserve HELP

GENERATE REPORT

Site Visit Reports

- Bat Monitoring Report
- Land Steward Monitoring Report
- Reptile Monitoring Report
- Salamander Monitoring Report

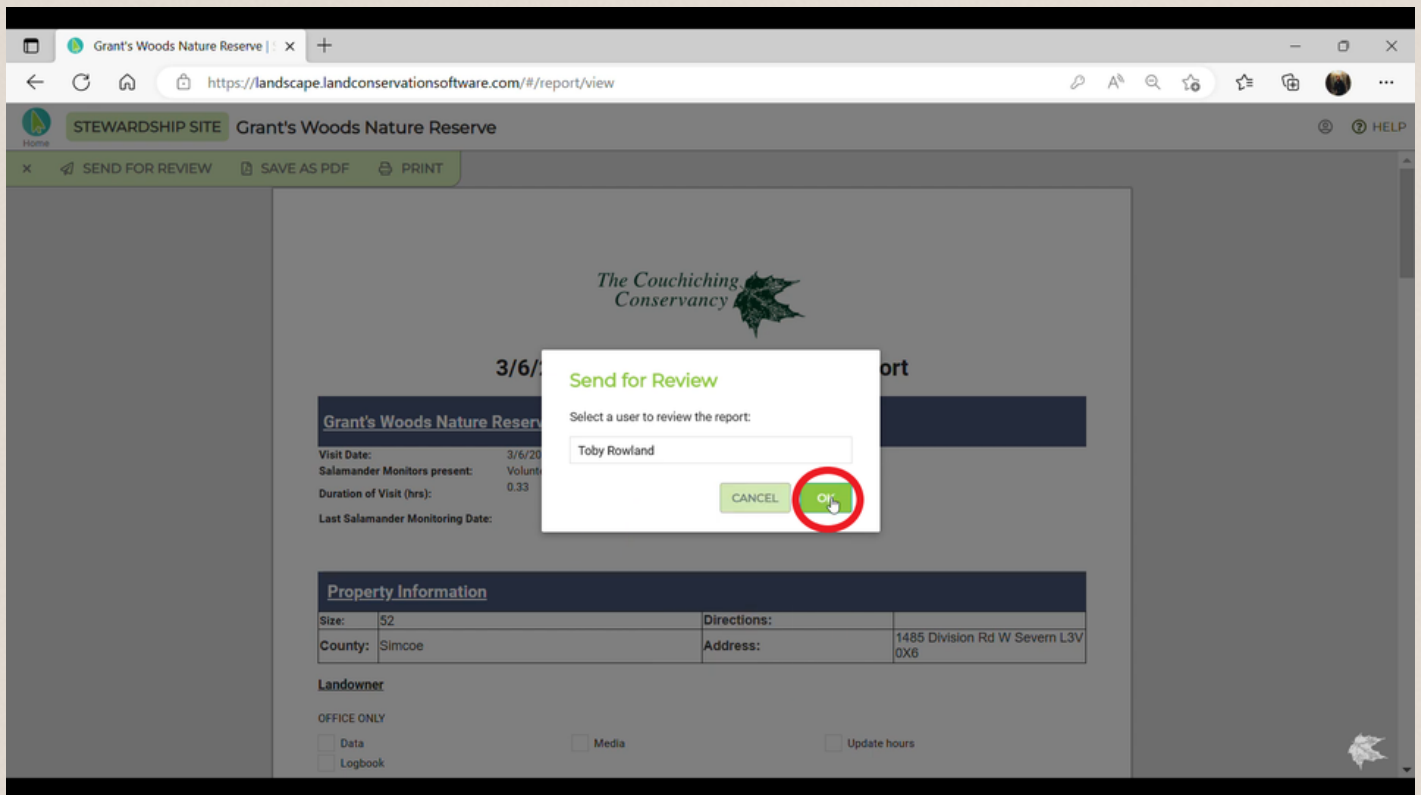
| | HOURS | COST CATEGORY |
|---------------|-------|--------------------------|
| nteer | 0.33 | Salamander & VP Monit... |
| f | 0.33 | Staff |
| ng to display | | |
| ng to display | | |
| ng to display | | |

Map: Monarch Site, LEWPE, 122533, 122532, 122531, 50 m, Leaflet | Powered by Esri

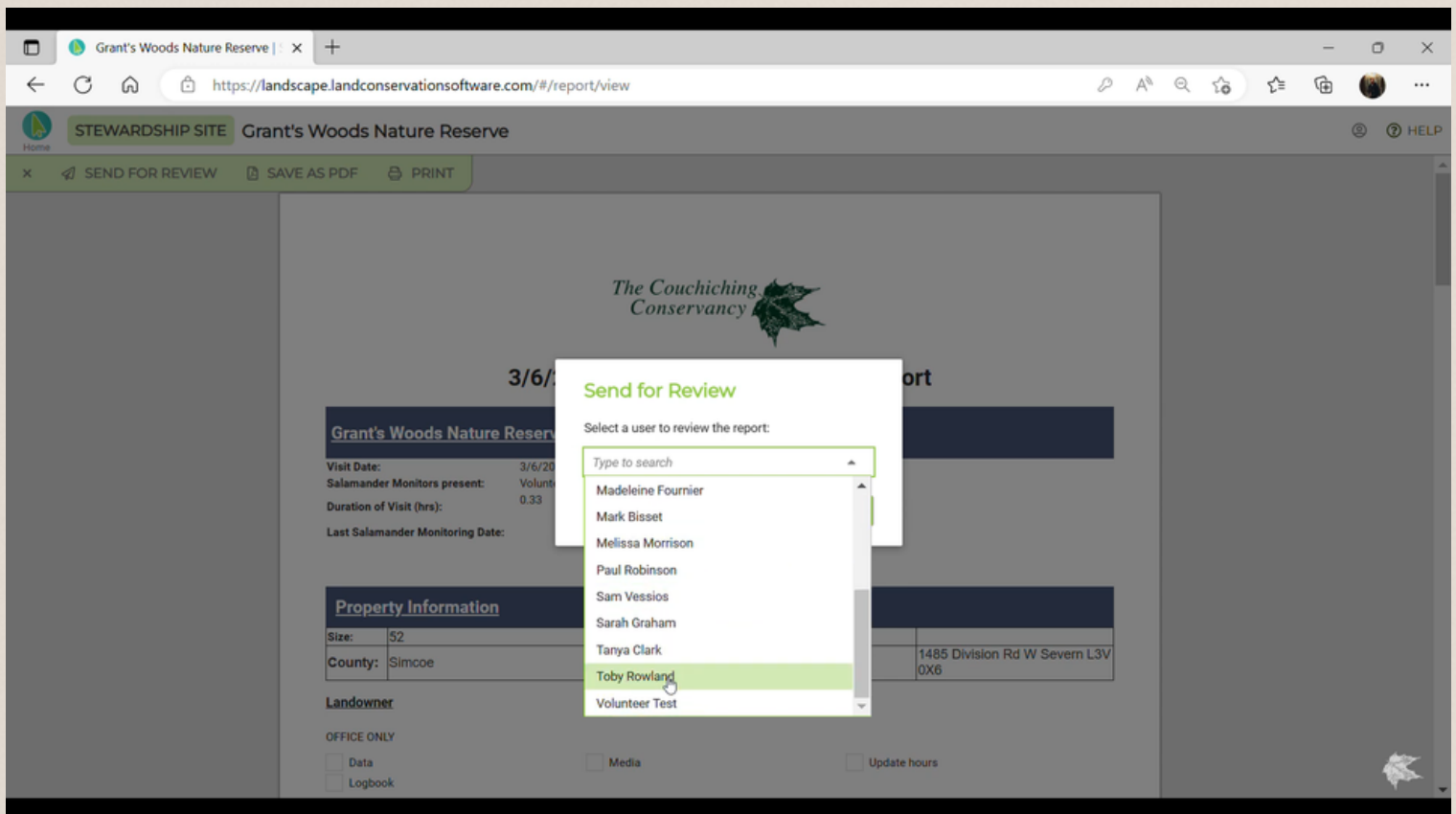
Once the report is generated, double check it for any mistakes.

If you would like to change the report, click on the X button on the left hand side which will bring you back to the previous page.

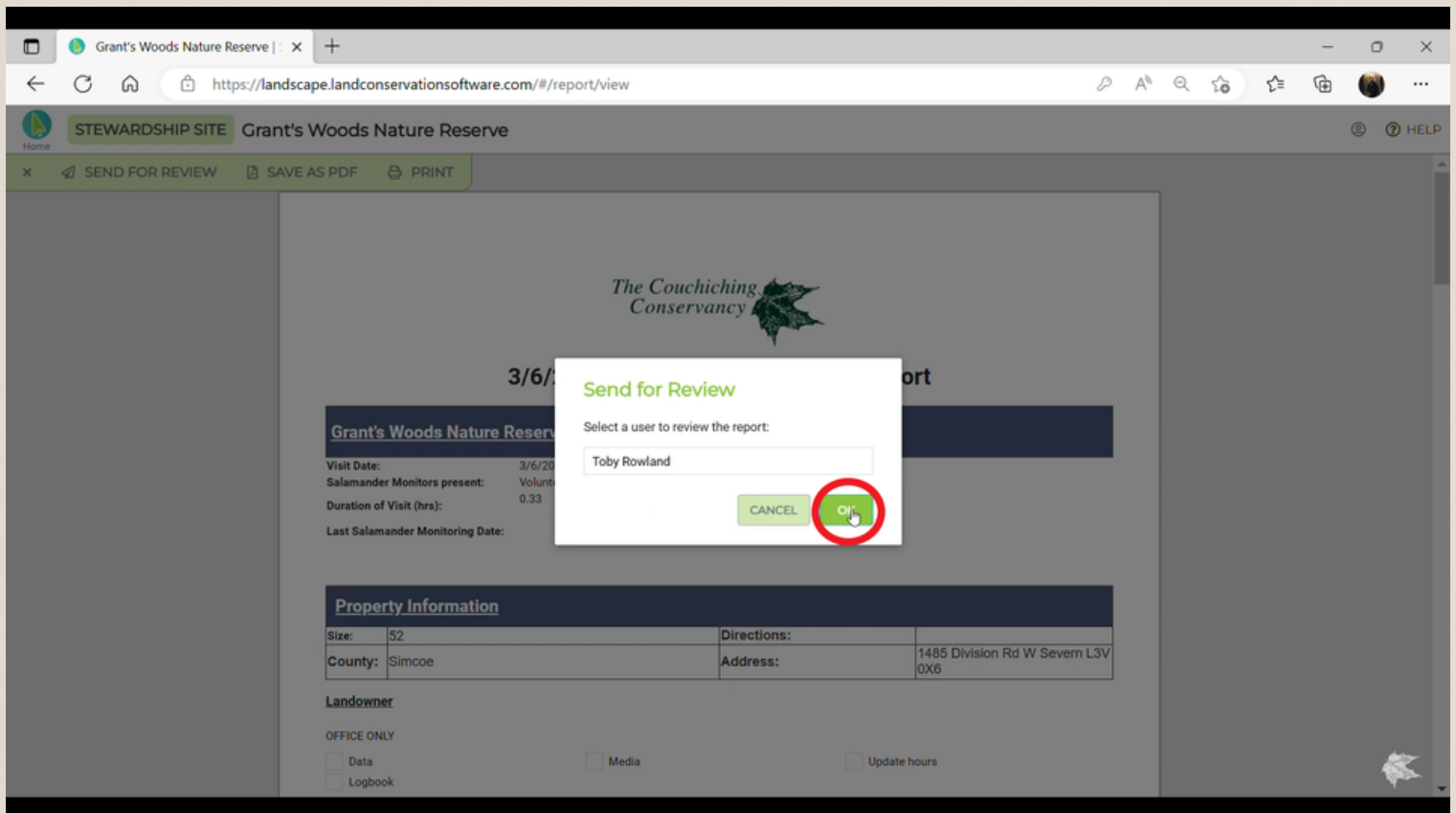
If you are happy with your report click on send for review.



Click on the reviewer box to access the list of names, then click on the name of the person leading your project. All staff will have an asterisk next to their name so they show up at the top of the list.



Click on OK to send in your report!



Notes

Notes