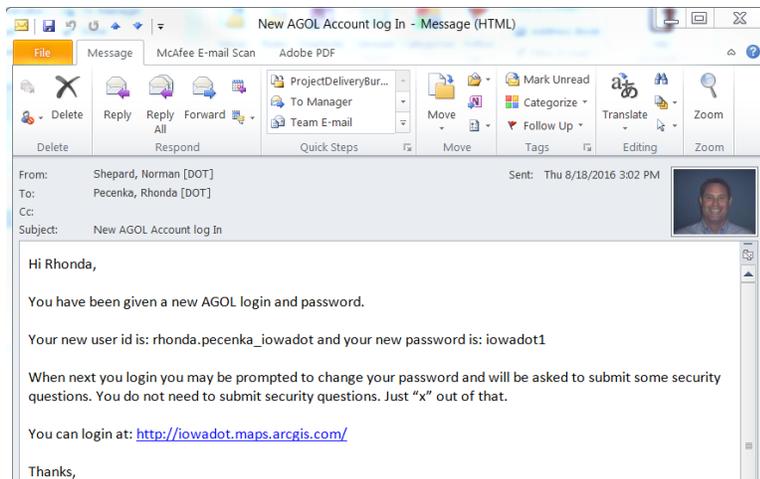


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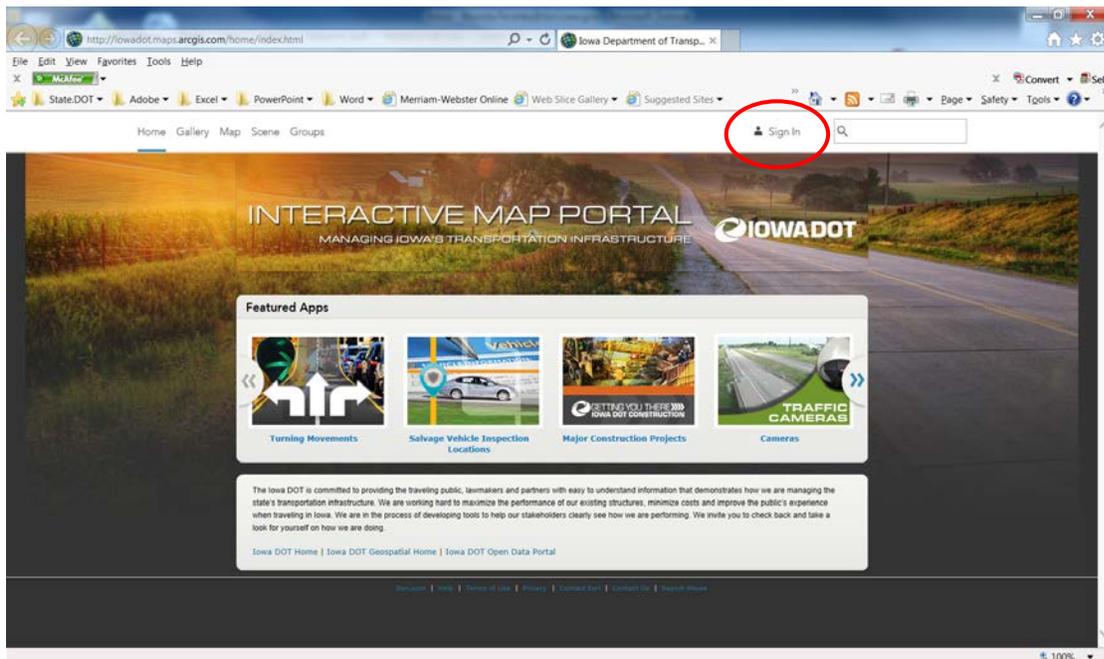
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ARCGIS ONLINE

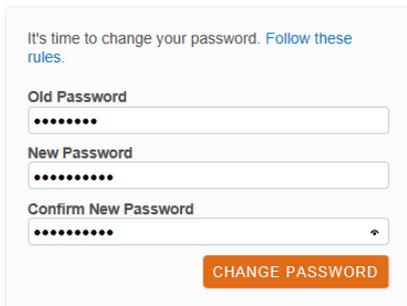
You will receive an email that includes your user name and password with a link to log on and change your password.



You can sign in at <http://iowadot.maps.arcgis.com>



The first time you log in, you will be directed to change your password.



It's time to change your password. [Follow these rules.](#)

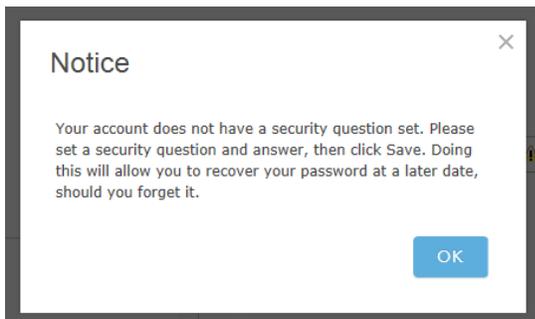
Old Password
••••••••

New Password
••••••••

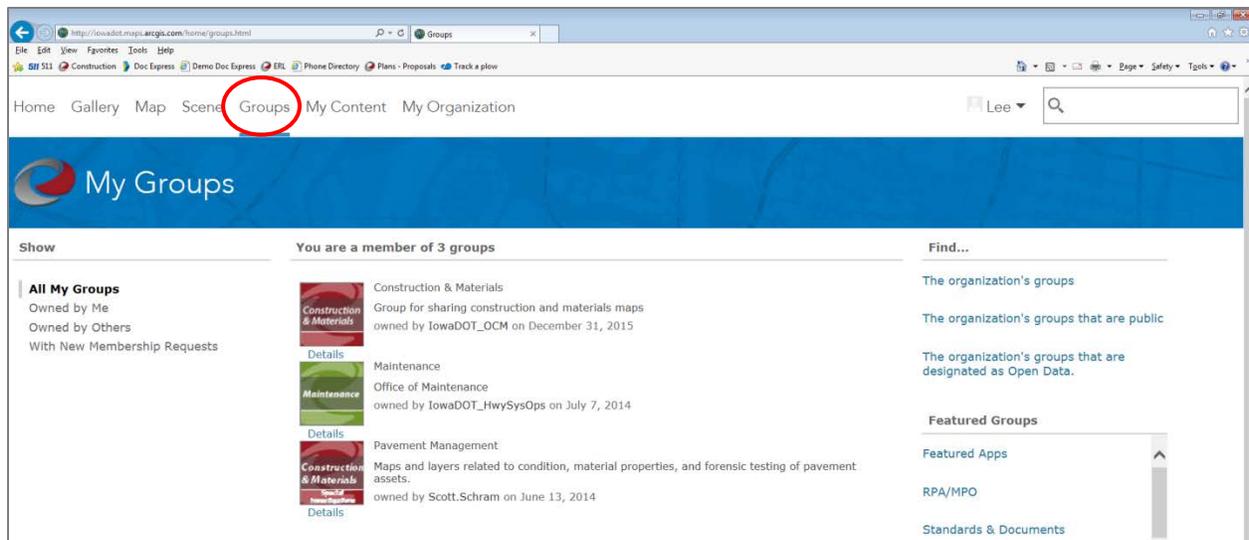
Confirm New Password
••••••••

CHANGE PASSWORD

After changing your password, you will be prompted to set up a security question for password recovery. This is optional.



Once you've changed your password, you can see what groups you've been signed up for by clicking on "groups"



If you click on a group it will show you a list of applications in that group.

DOWNLOAD THE COLLECTOR APP FROM THE APP STORE.



Collector for
ArcGIS
ESRI

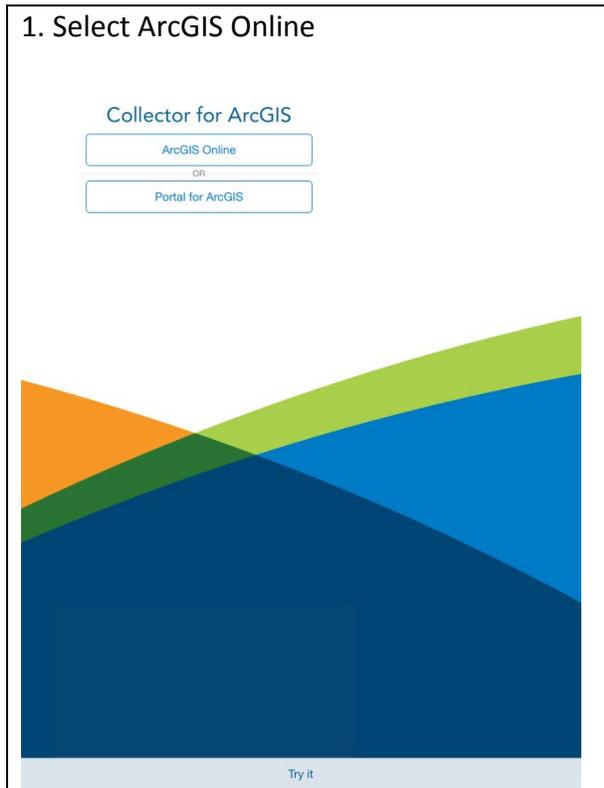


These maps will be available in the collector app on the iPad, using the same user name and password you used for ArcGIS online.

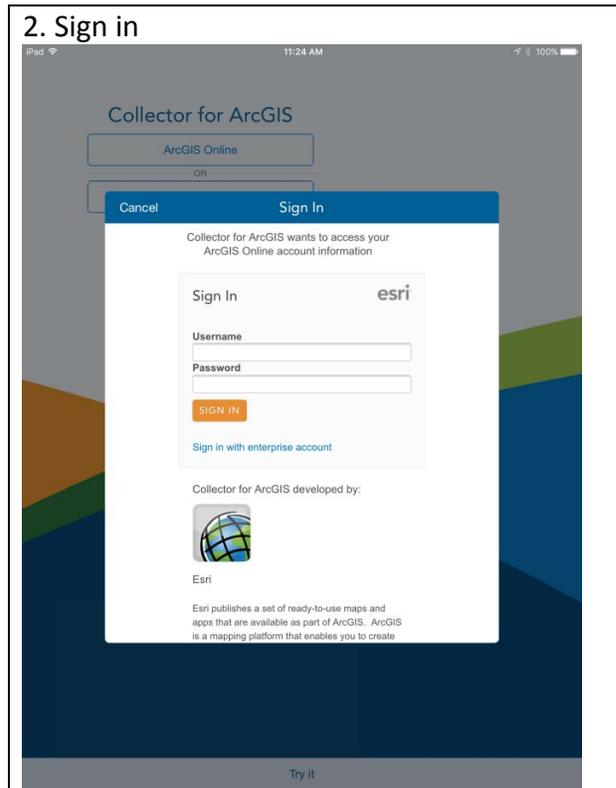


WORKING WITH COLLECTOR FOR ARCGIS – HMA SAMPLE LOCATIONS

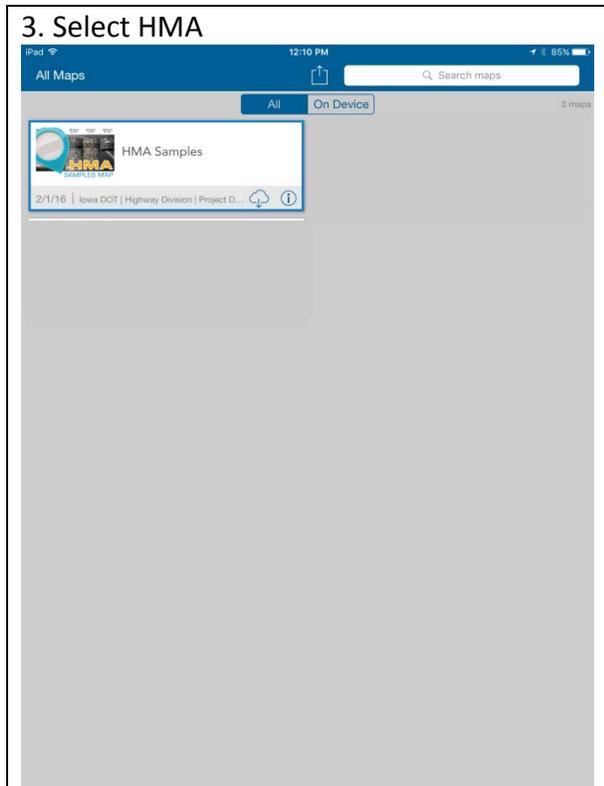
1. Select ArcGIS Online



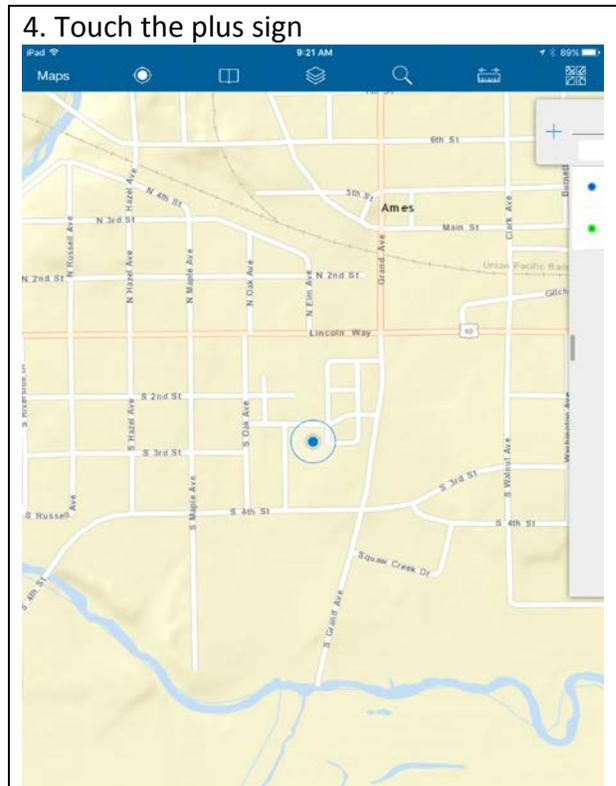
2. Sign in



3. Select HMA

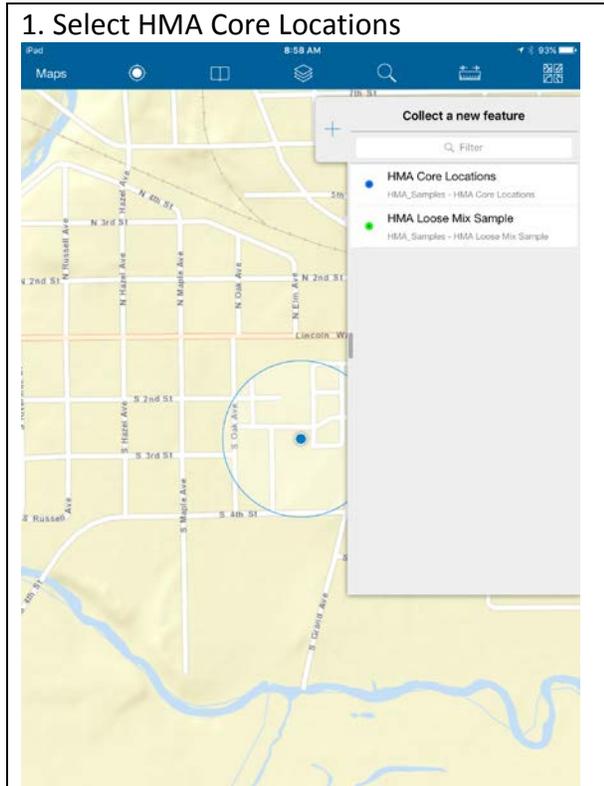


4. Touch the plus sign

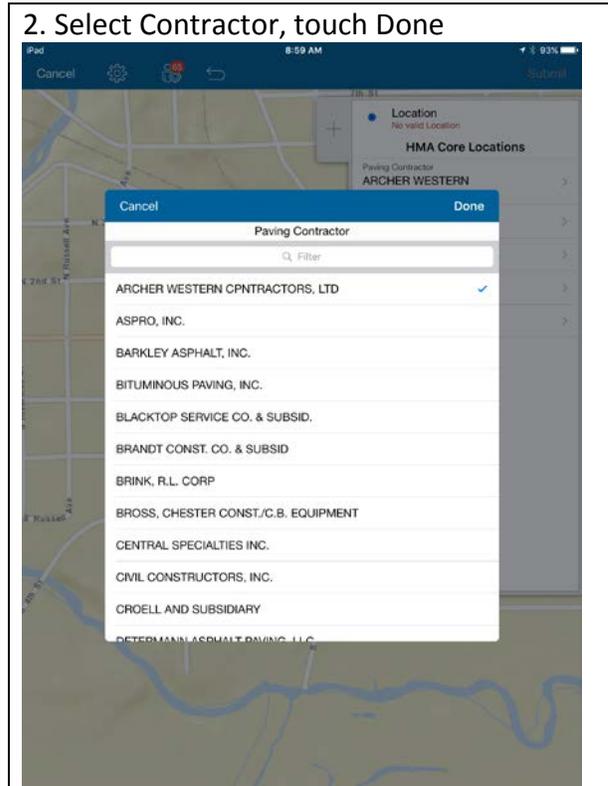


COLLECTING HMA CORE LOCATIONS IN ARCGIS

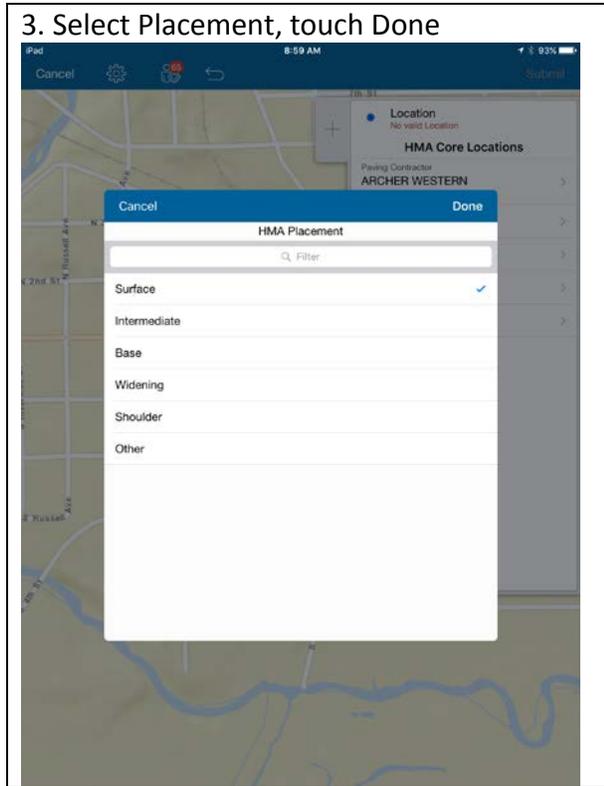
1. Select HMA Core Locations



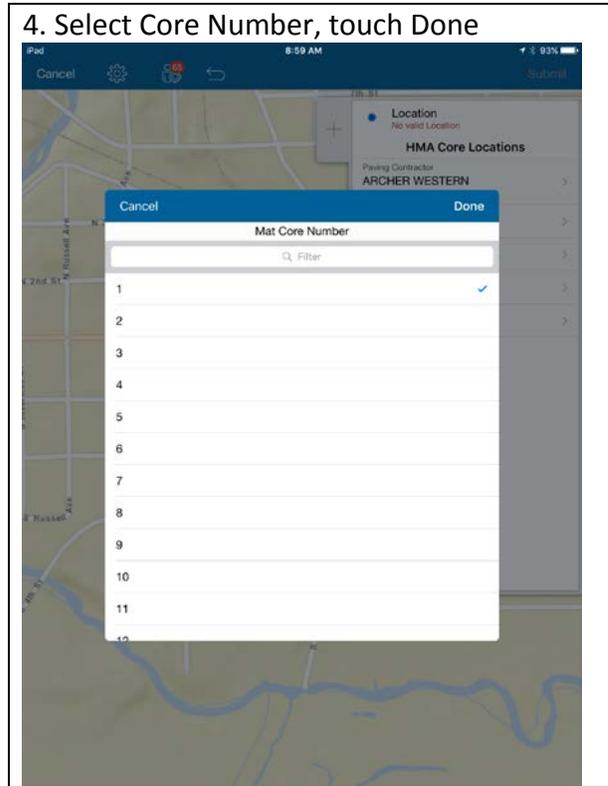
2. Select Contractor, touch Done



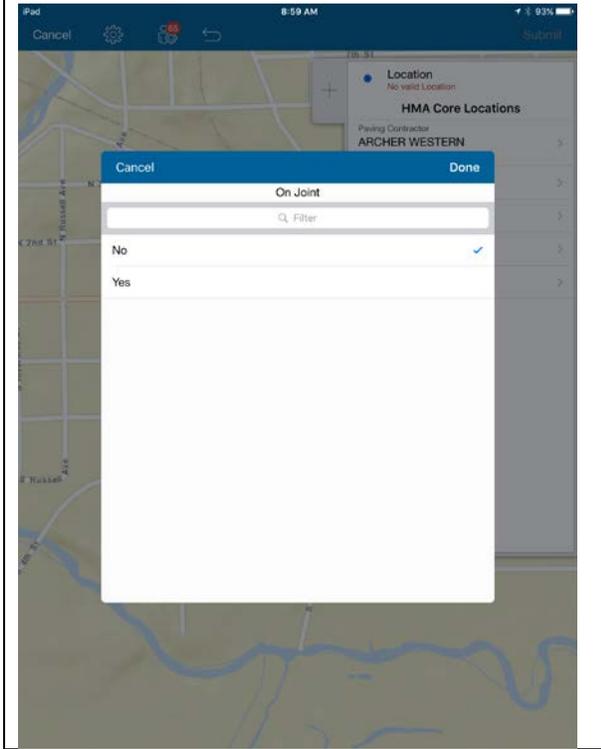
3. Select Placement, touch Done



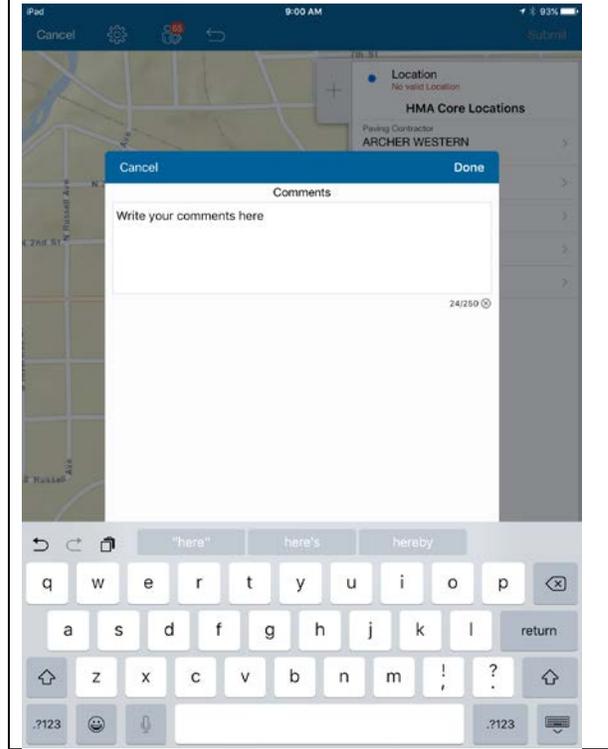
4. Select Core Number, touch Done



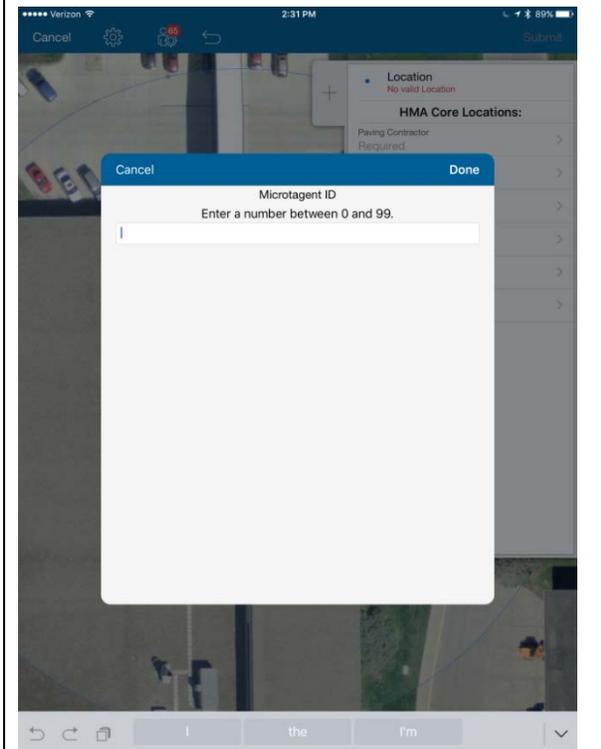
5. Is core on joint? The default is No, touch Done



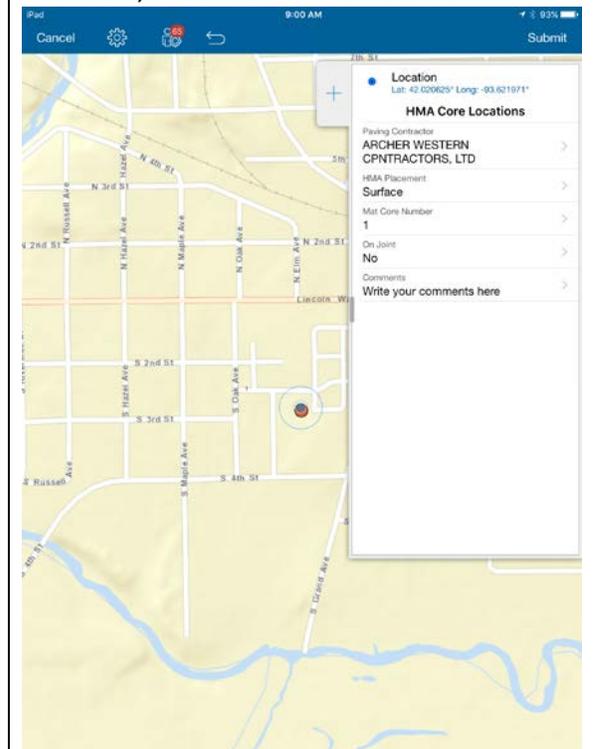
6. Enter comments, touch Done



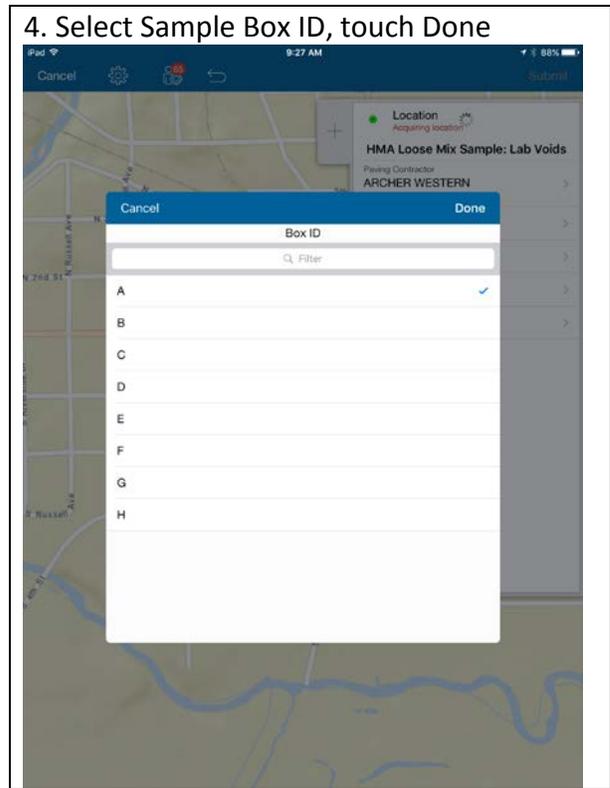
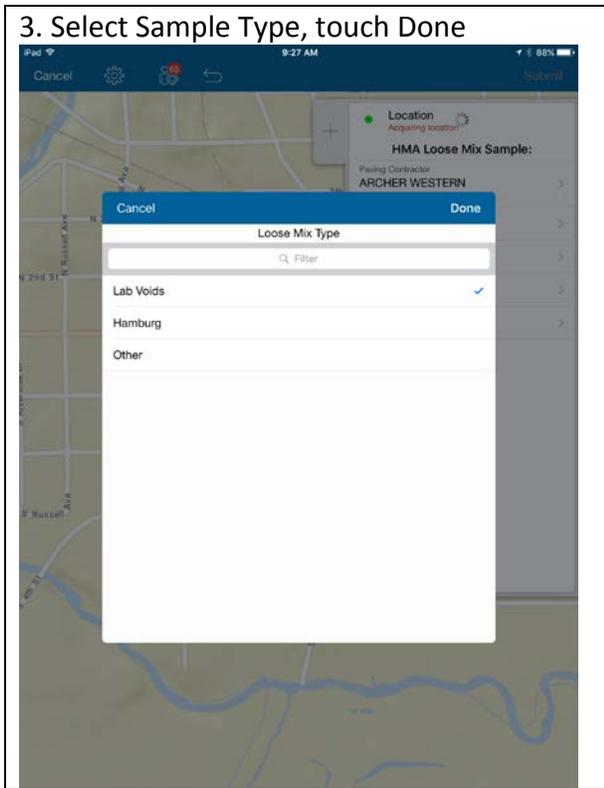
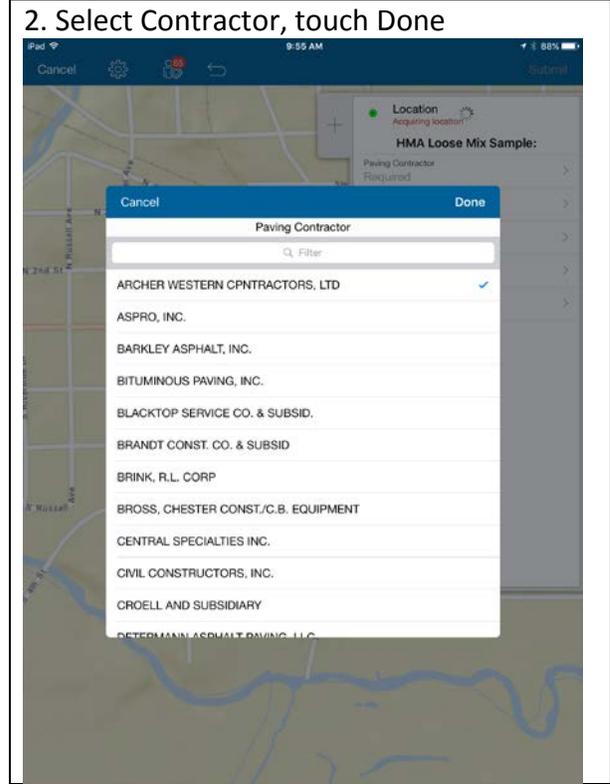
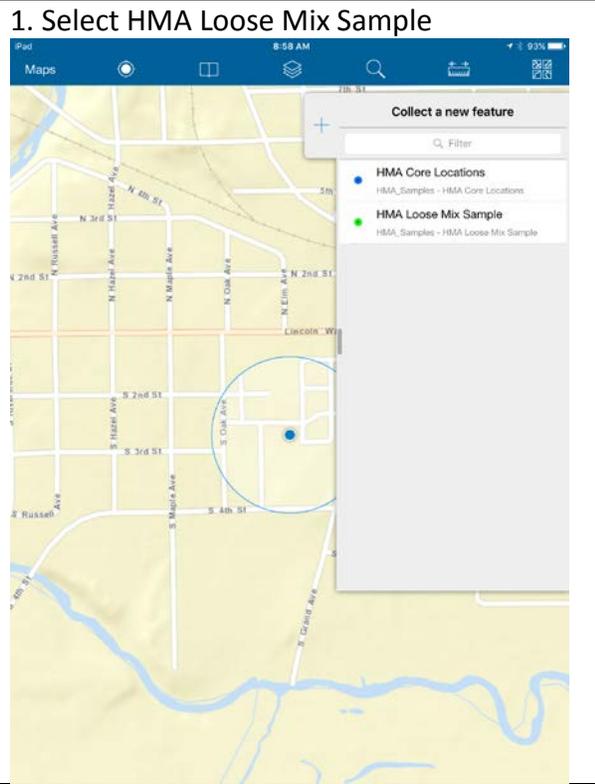
7. Enter microtagent ID if applicable.



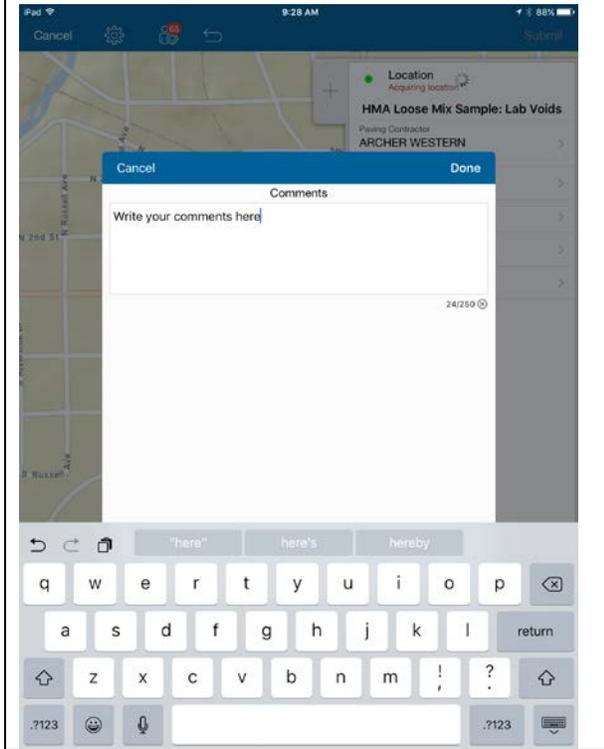
8. Touch Submit. If there is no GPS available, touch screen for location.



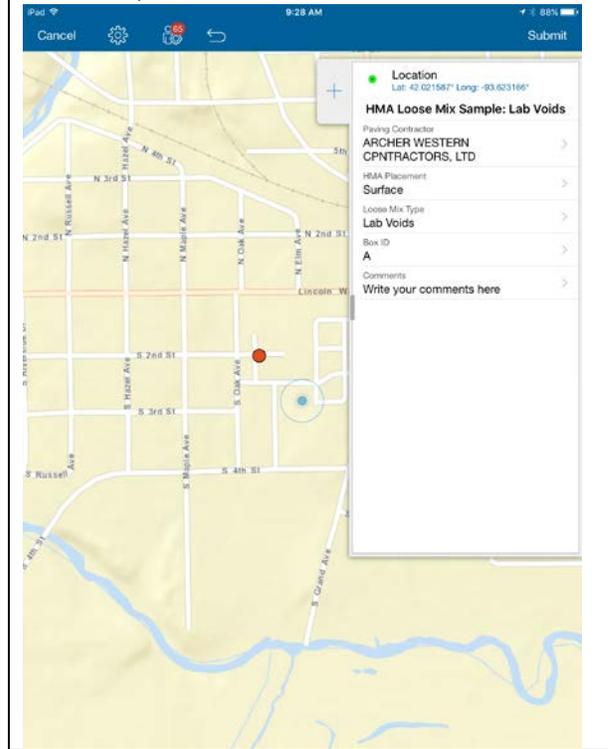
COLLECTING LOOSE MIX SAMPLES IN ARCGIS



5. Enter your comments, touch Done



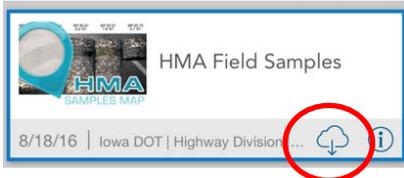
6. Touch Submit. If there is no GPS available, touch screen for location.



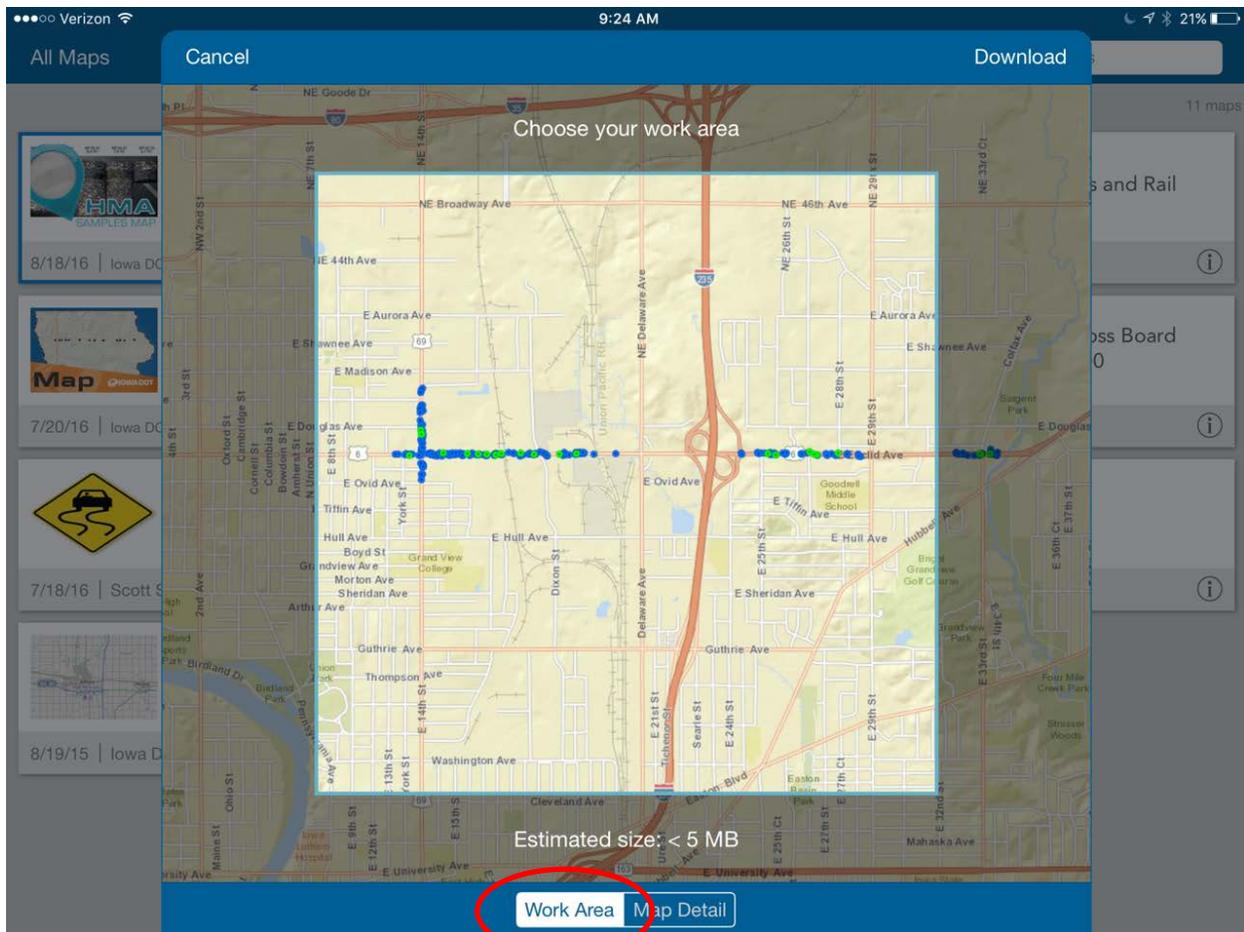
WORKING OFFLINE AND DOWNLOADING MAPS

If you know you are going to be in an area without cellular service, you should download the maps prior to going to the field. This will allow you to collect as many samples within a given area and sync to the server at a later date.

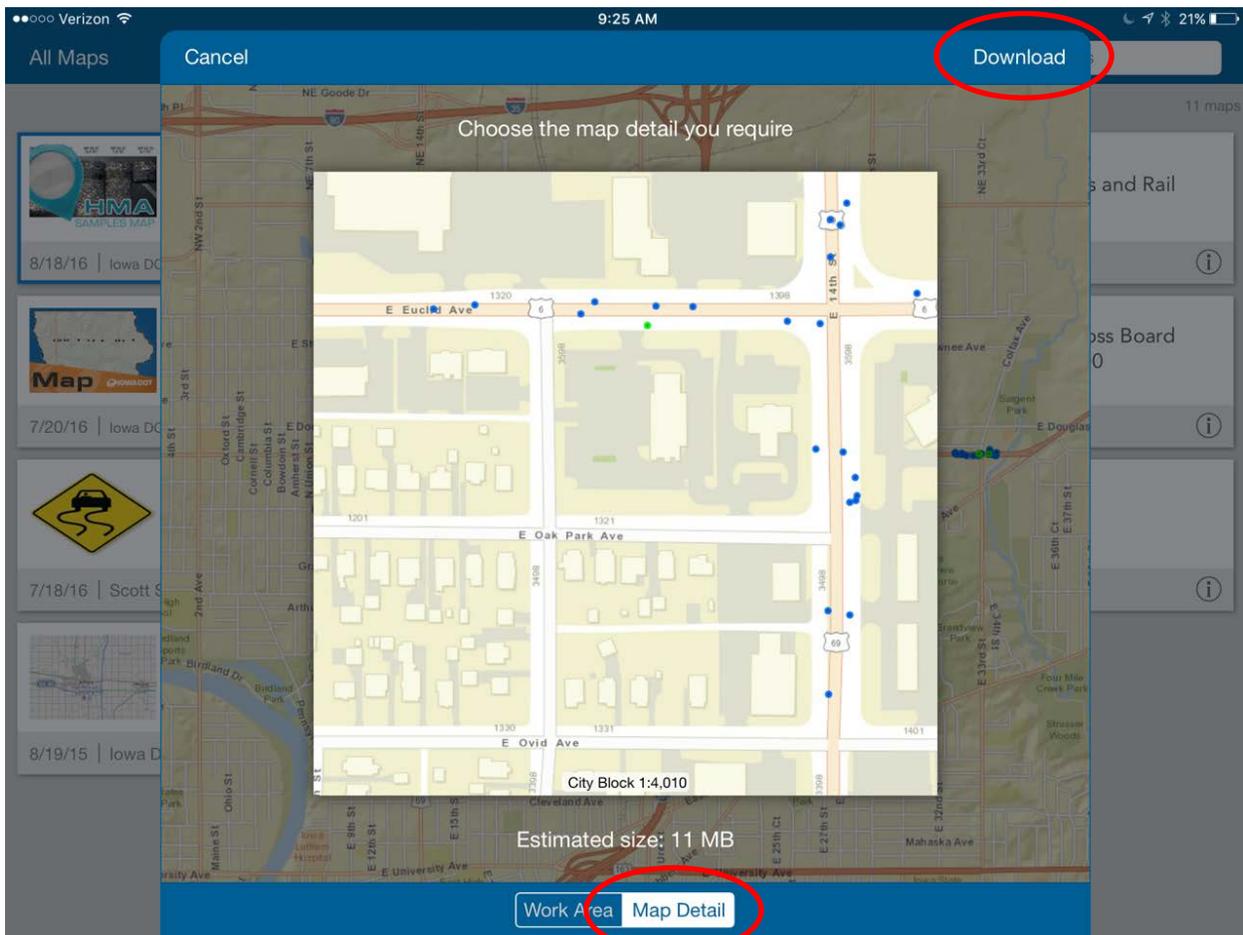
Select the cloud icon to download your map.



Choose your work area by zooming in or out to the location where you will be collecting samples. The Work Area will be highlighted by default.



Once you have designated your work area, select the Map Detail button. Zoom in to a level of map detail where you can view street names and/or other features so you can reference your location. Once you've completed this, download your map by selecting the Download button.



You will see this message when the map is downloading.



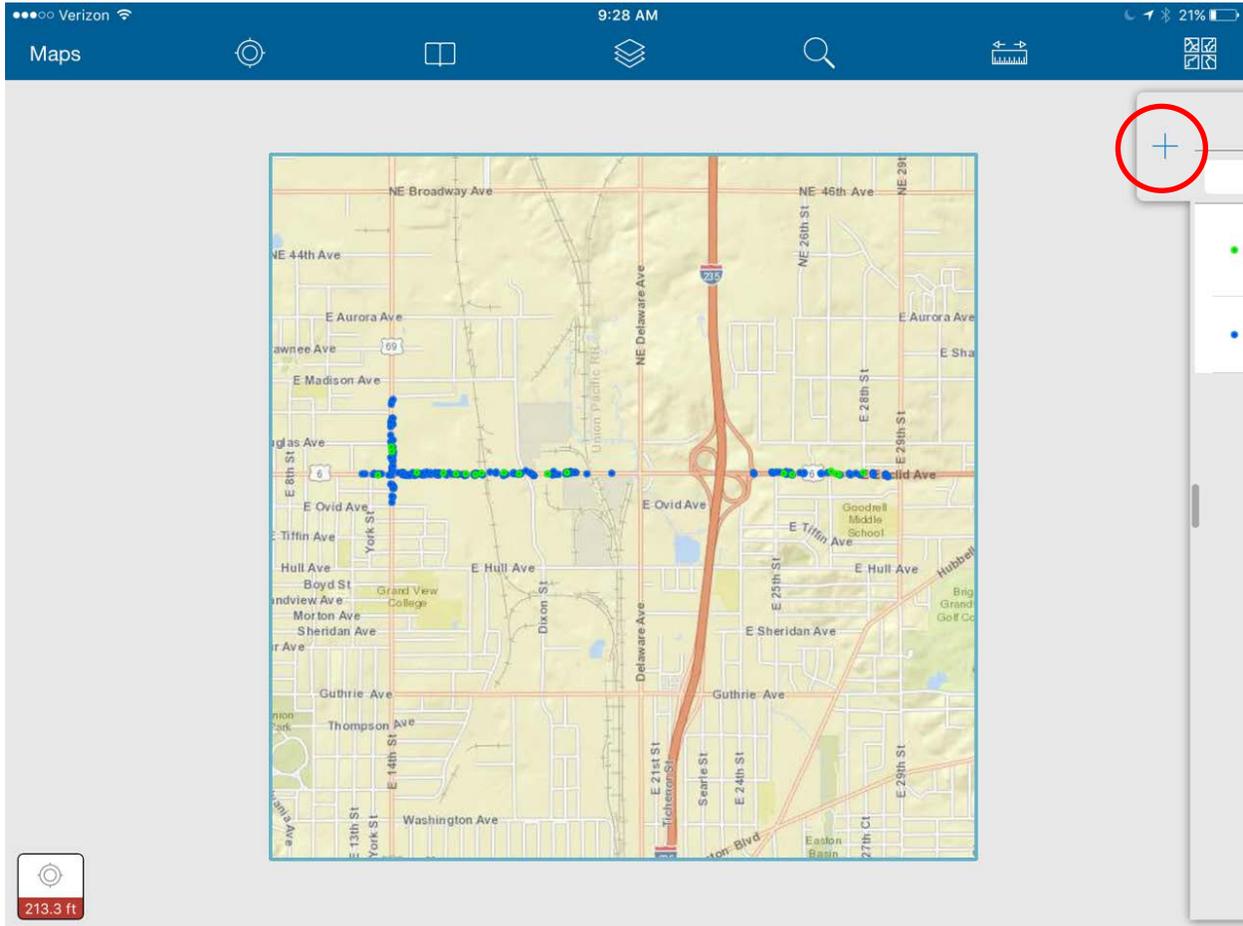
Once the map is downloaded, a download date will appear on the map label.



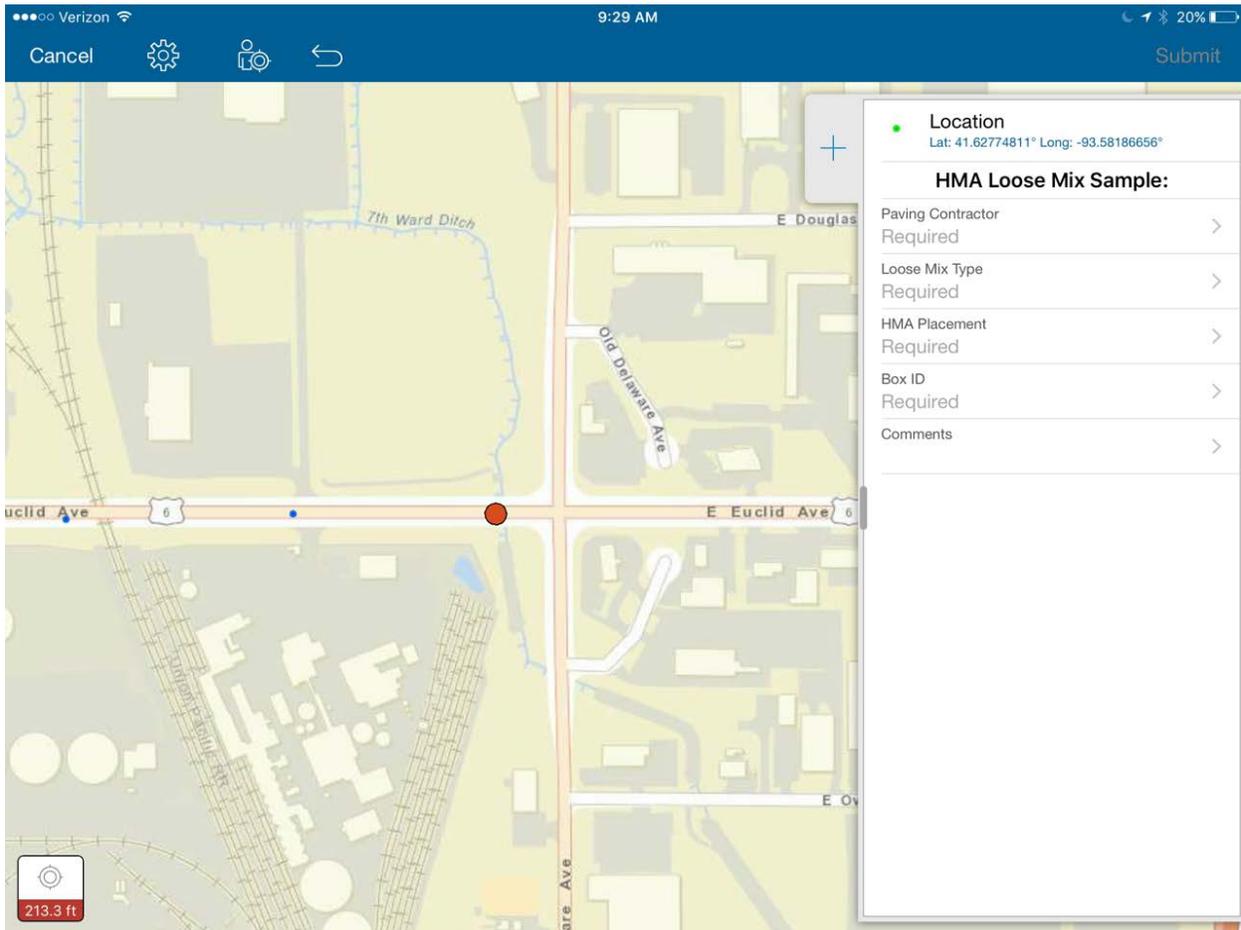
COLLECTING SAMPLES WHILE WORKING OFFLINE USING ARCGIS

When you are using a downloaded map, you will only be able to collect samples in the area you have previously selected.

When opening your map you will see the work area you previously selected. You can zoom into the location where you are going to collect samples. Select the plus button to collect a sample.



This map shows an area zoomed in where a location sample will be collected. Touch the screen in the location where you want to collect the sample.



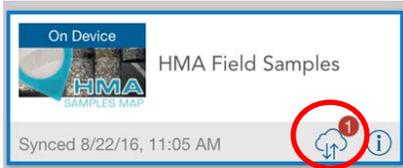
Once your samples have been collected, you can upload them to the cloud by syncing the data. When you upload your samples, they are removed from the map. Alternately, you can stop sampling for the day and continue sampling the next day and sync them all at a later date.

See the next page for information on syncing your data.

SYNCING DATA AND DELETING MAPS USING ARCGIS

To sync data, select the Cloud icon with two arrows on the map label.

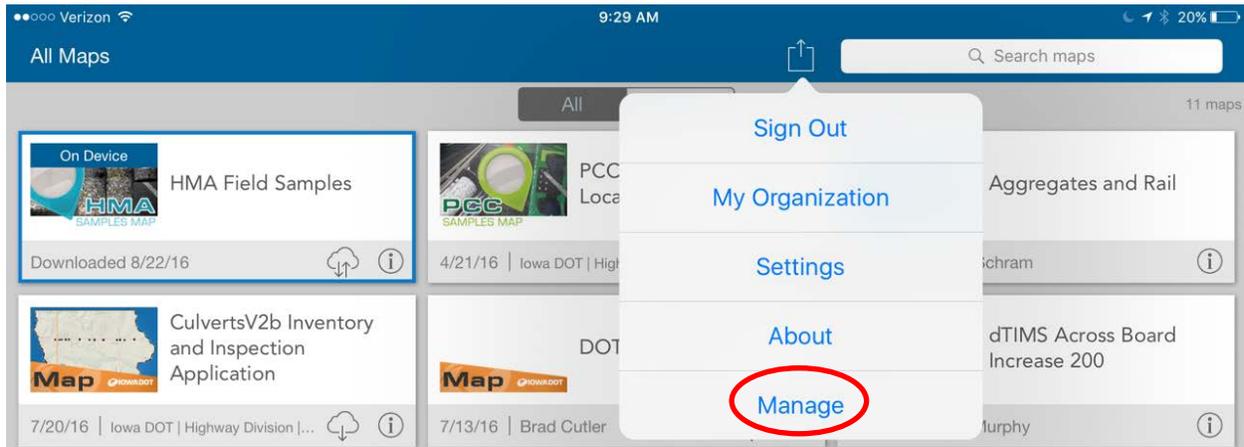
If there are points that need to be synced you will see a red badge containing the number of points you have collected but not synced.



You'll see the status bar progress as the data is synced to the server.



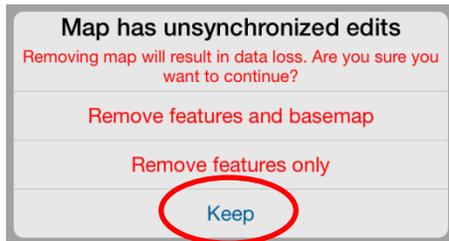
To delete maps and previously synced locations select "Manage" from the drop down that appears after you select the  icon..



Click Remove from the map that you want to sync or delete.



If you have points that have not been synced yet you will see this message. Select Keep to “back out” so you can sync your data before deleting the map.



Otherwise, you’ll be given the option to remove the features (locations) and basemap or the features only. **To work with the full map you must choose the “removed features and basemap” option.**

