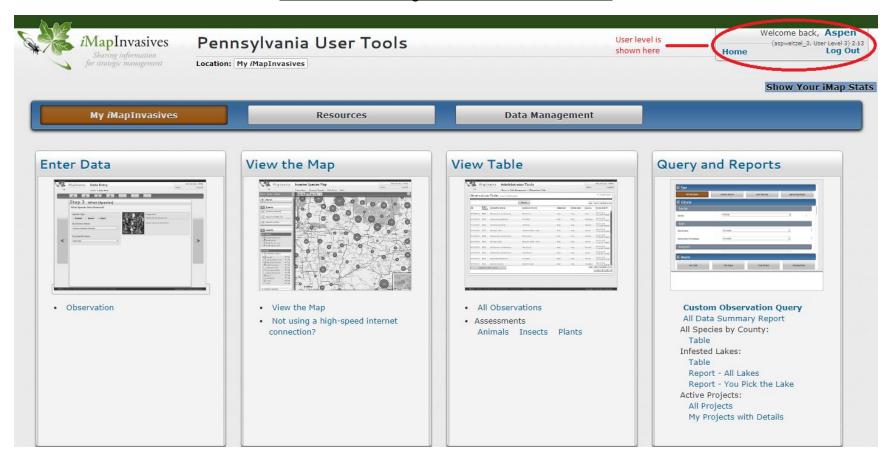
## Entering Assessment Data in iMapInvasives

Assessment data allows a user of iMapInvasives to describe the size and severity of an infestation. To create an assessment record, draw a polygon around the area of infestation and provide information about the location including disturbance, amount of native vegetation, and if follow-up management is needed.

Users Level 3 and higher can enter assessment data.

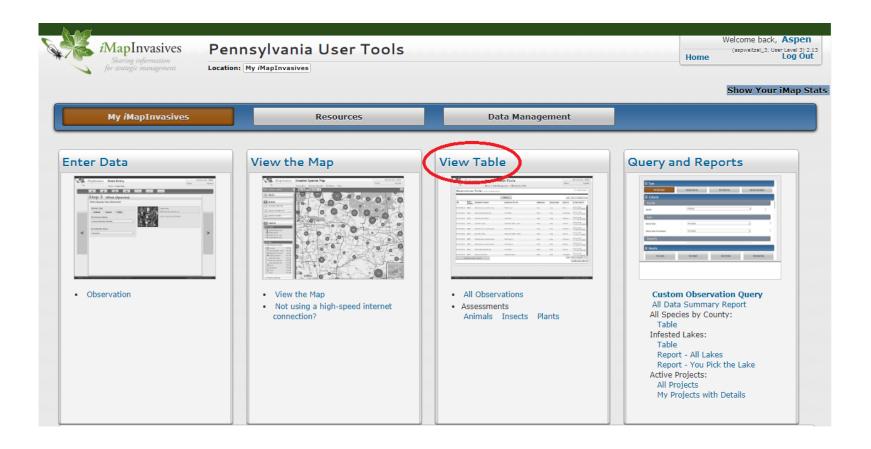


Assessment data is tied/connected to an observation point. To add assessment data, you must first create an observation. There are **two methods** to add assessment data. This guide will explain both, beginning with the preferred method.



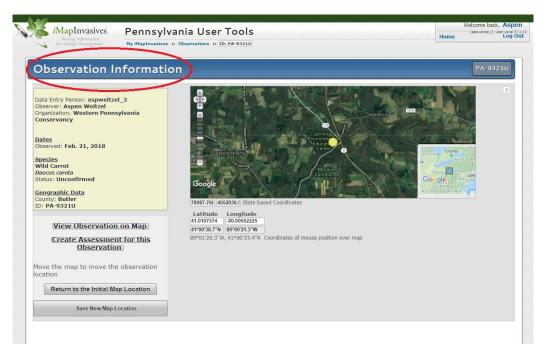
## Method 1 (preferred:

After you have <u>submitted an observation record</u>, click **View Table** on the *i*MapInvasives homepage. You will then be directed to the **Observations Table**.



At the Observations Table, you can find your observation via its ID number in the leftmost column. You can also use the search bar by entering your observation's ID number, scientific name, common name, or the observer's name. Using any of these search methods will bring you to your entry's **Observation Information.** 

Active Custom Query  Data Set = all_data Clear Query										
ID	Status	Scientific Name	Common Name	Observer	Organization	Date	County	Photo(s)	Entry Date▼	Entry Person
PA-9321U	Unconfirmed	Daucus carota	Wild Carrot	aspweitzel_3	Western Pennsylvania Conservancy	2018-02-21	Butler	No	2018-02-21 10:23:14	aspweitzel_3
PA-9320U	Approximate	Epilobium spp. (species unknown)	Willowherb (species unknown)	petwoods	Western Pennsylvania Conservancy	2015-05-19	Erie	No	2018-02-16 12:16:58	amyjewitt10
PA-9319U	Confirmed	Viburnum opulus var. opulus	Guelder-rose Viburnum	petwoods	Western Pennsylvania Conservancy	2015-05-19	Erie	No	2018-02-16 11:45:09	amyjewitt10
PA-9318U	Confirmed	Viburnum opulus var. opulus	Guelder-rose Viburnum	petwoods	Western Pennsylvania Conservancy	2015-05-19	Erie	No	2018-02-16 11:39:48	amyjewitt10
PA-9317U	Confirmed	Viburnum opulus var. opulus	Guelder-rose Viburnum	petwoods	Western Pennsylvania Conservancy	2015-05-19	Erie	No	2018-02-16 11:30:26	amyjewitt10
PA-9316U	Unconfirmed	Daucus carota	Wild Carrot	aspweitzel_3	Western Pennsylvania Conservancy	2018-02-14	Butler	No	2018-02-14 12:08:50	aspweitzel_3
PA-9315U	Unconfirmed	Ajuga reptans	Carpet-bugle	aspweitzel_3	Western Pennsylvania Conservancy	2018-02-14	Mifflin	No	2018-02-14 11:57:55	aspweitzel_3
PA-9314U	Unconfirmed	Albizia julibrissin	Mimosa	aspweitzel_3	Western Pennsylvania	2018-02-03	Mifflin	No	2018-02-14	aspweitzel_3



Once you are in **Observation Information**, scroll down to **Related Records**...

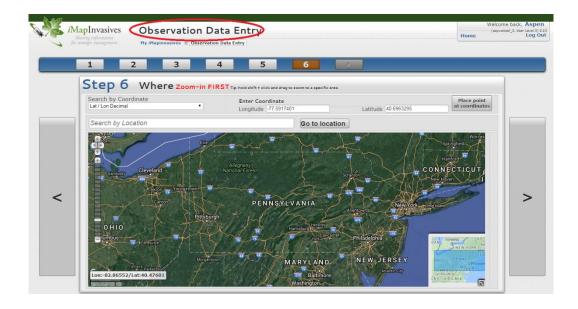


...and click on "Enter an Assessment for this Observation."

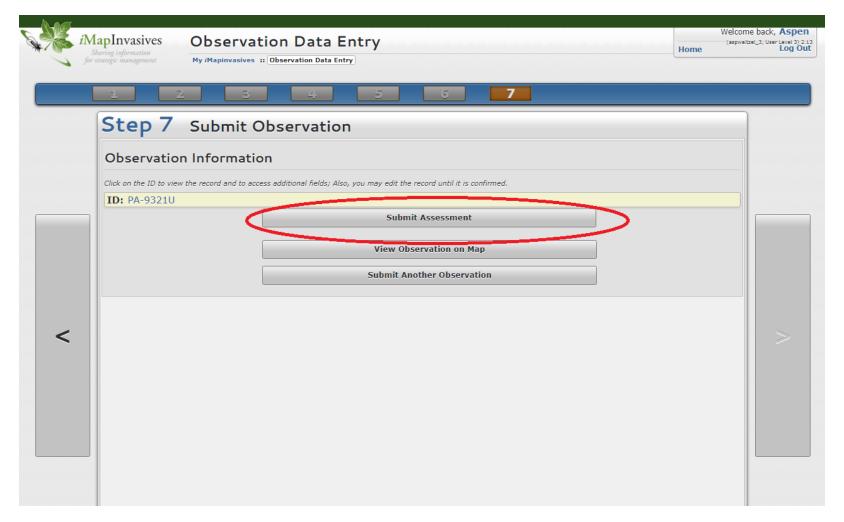


Method 2: Enter observation data as you would normally.



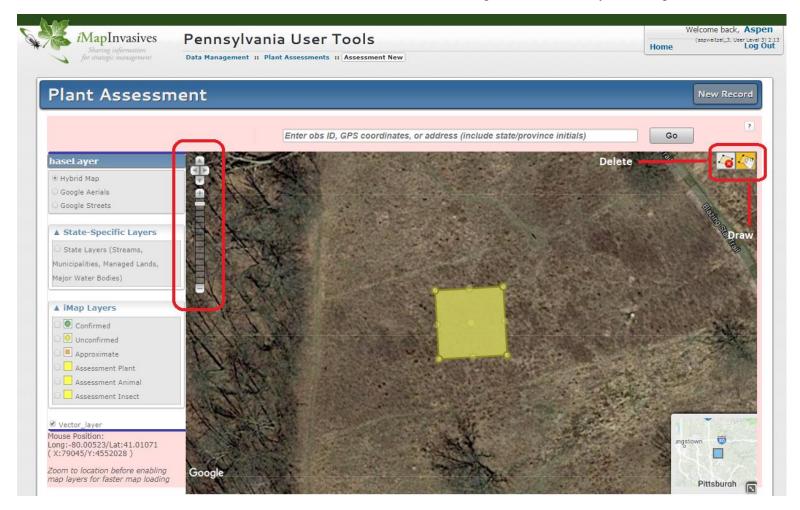


After you submit your observation, a screen will appear where you can click the **Submit Assessment** button to add assessment data for this observation.





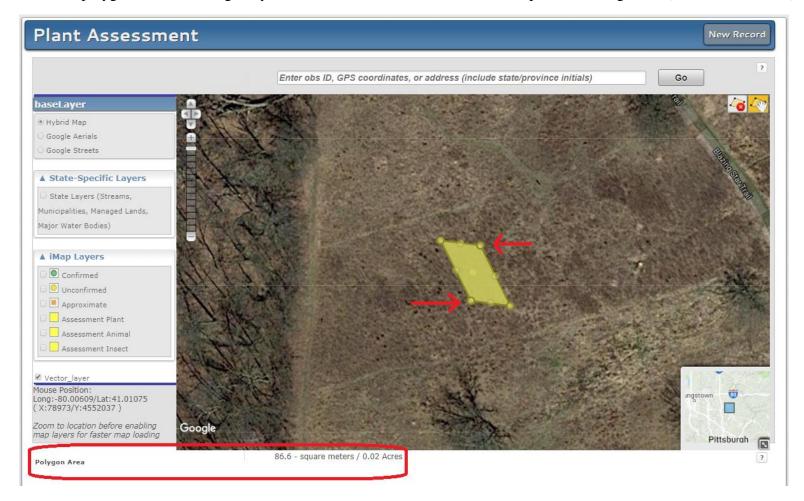
The program provides a "default" square polygon for your assessment area, though this this will need to be modified to indicate the infested area. Use the zoom tool on the left side to navigate the screen to your liking.



The buttons in the upper right-hand corner are the 'Delete Polygon' tool and the 'Draw Polygon' tool.

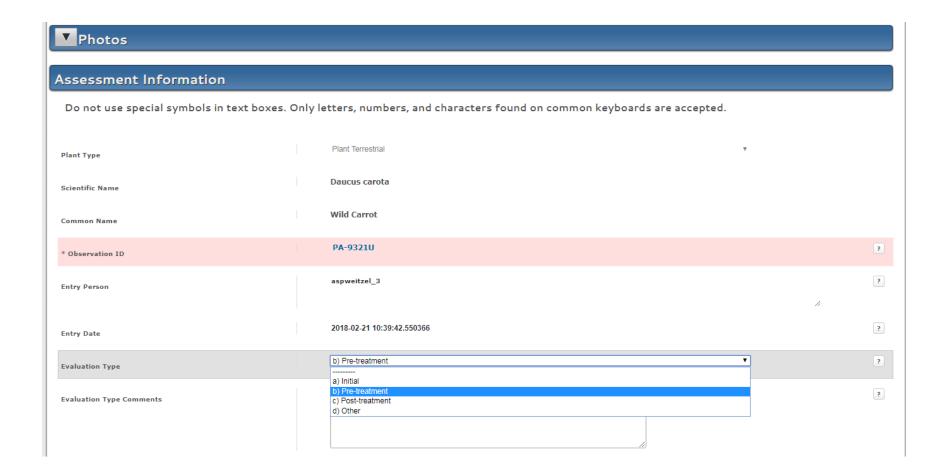
If you chose to delete the polygon and start a new one, another tool will appear: which is the 'Add Polygon' tool. If you choose not to delete the "default" polygon, you can edit the predesigned polygon.

To edit the polygon, click and drag the yellow vertices to show the extent of the species on the ground (i.e., the infestation).

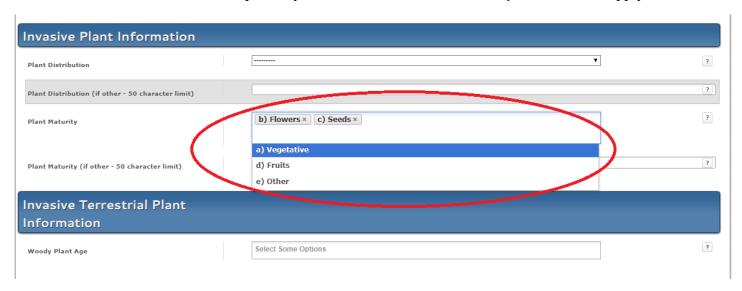


Notice that once you have drawn a polygon, the area is displayed in square meters and acreage directly below the map for your reference.

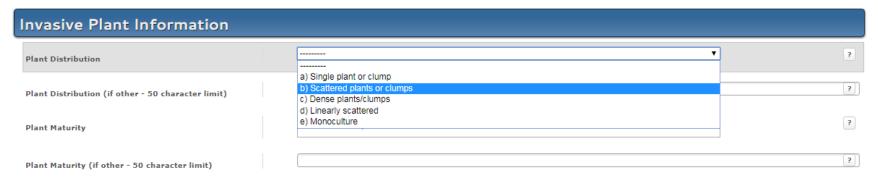
Continue your assessment data entry by using the drop-downs and fields to fill in additional information. Required fields are highlighted in pink. Note: **Observation ID** is the only required field for an assessment and it is filled in automatically.

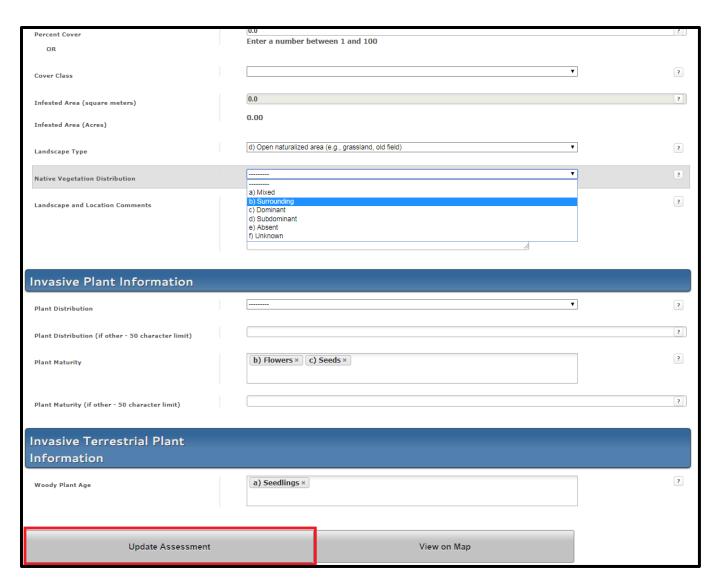


Some fields have multiple entry choices, such as **Plant Maturity**. Click all that apply.



Some fields only allow one entry, such as **Plant Distribution**.

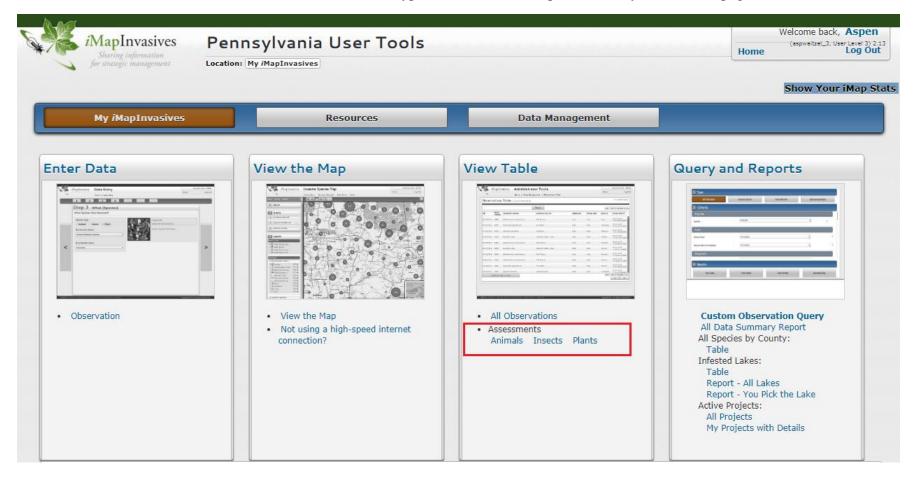




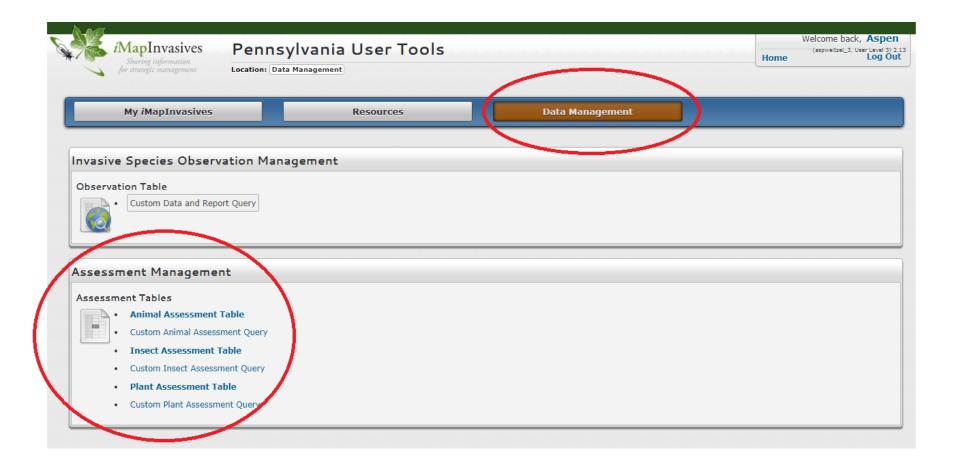
When finished, click **Update Assessment** to submit the record.

To view assessment data (for records you have entered as well as records entered by others):

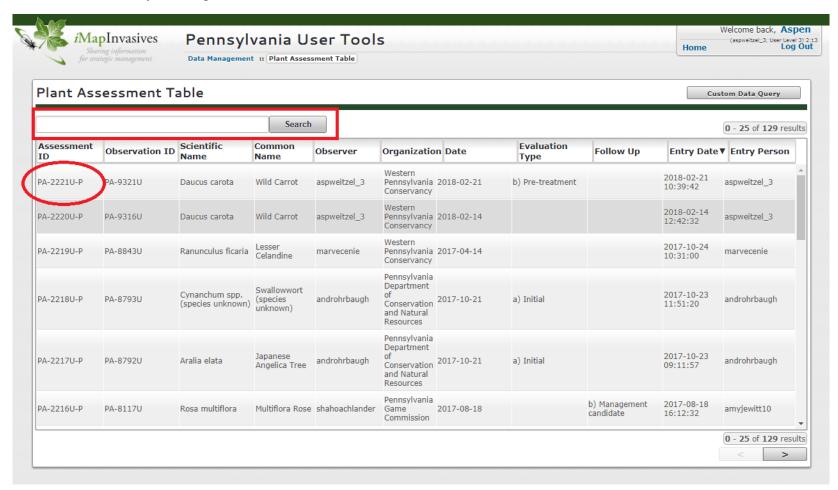
1) Click the relevant assessment record type (animal, insect, or plant) directly on the homepage.



Or 2) Go to the Data Management tab and click on **the Animal, Insect, or Plant Assessment Table** links under the Assessment Management box. This will open a screen with a table of all assessment records in the category chosen (animal, insect, or plant).



In the **Assessment Table**, locate a record by finding its ID in the left-hand column. You can also use the search bar by entering an assessment's ID, scientific name, common name, or the observer's name.

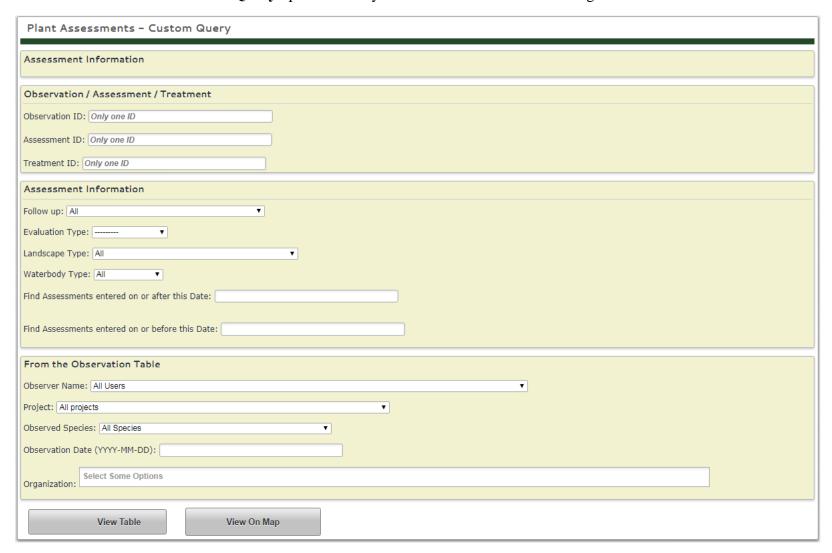


Remember, you can edit your own observation and assessment records up until the observation record is confirmed by the *i*MapInvasives administrator. If you need to edit a record after that point, contact the administrator at <u>imapinvasives@paconserve.org</u>.

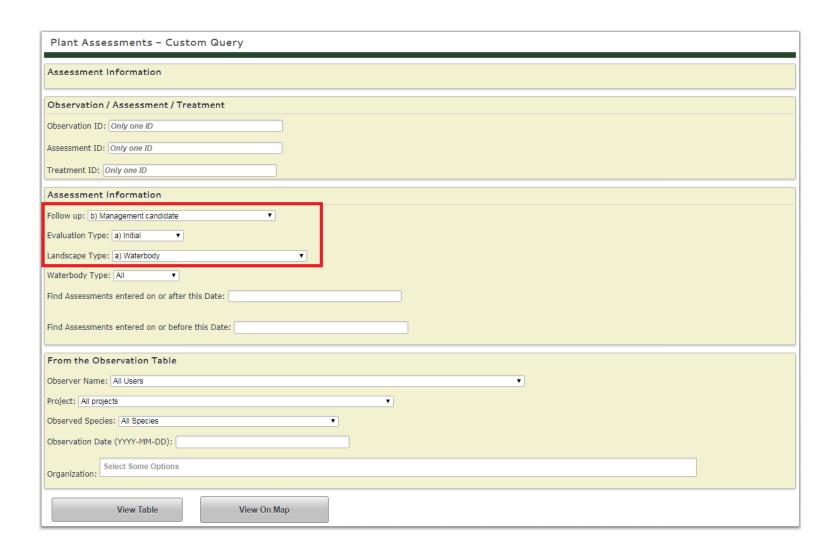
You can also search for assessment data by using the **Custom Data Query** button located in the upper right-hand corner of the **Assessment Table**.



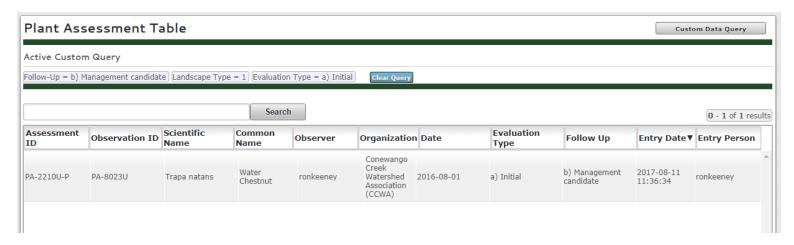
## The **Custom Query** option allows you to filter based on several categories at a time.



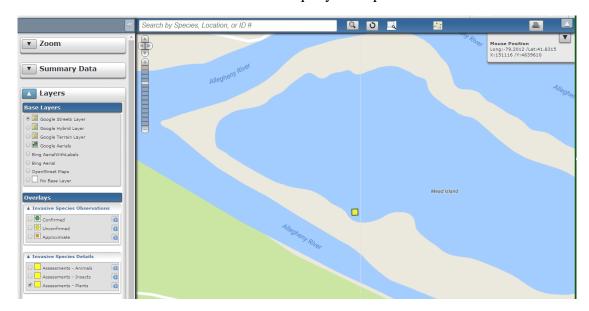
For example, if you would like to see all assessments that are **Initial** evaluation types in a **Waterbody** and are a **Management Candidate** for follow up, the Custom Query tool gives you that ability.



After entering the selected fields in your Custom Query, click on **View Table** or **View On Map** at the bottom of the page. Here is the custom query in table view:



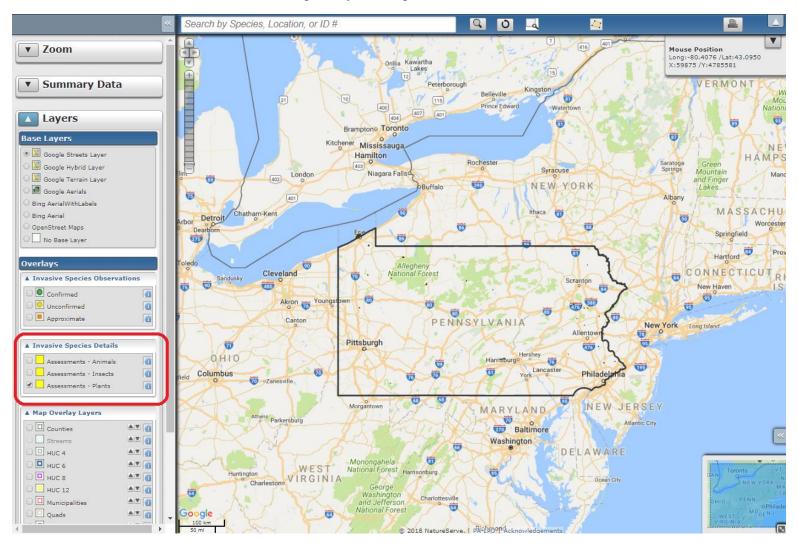
## Here is the custom query in map view:



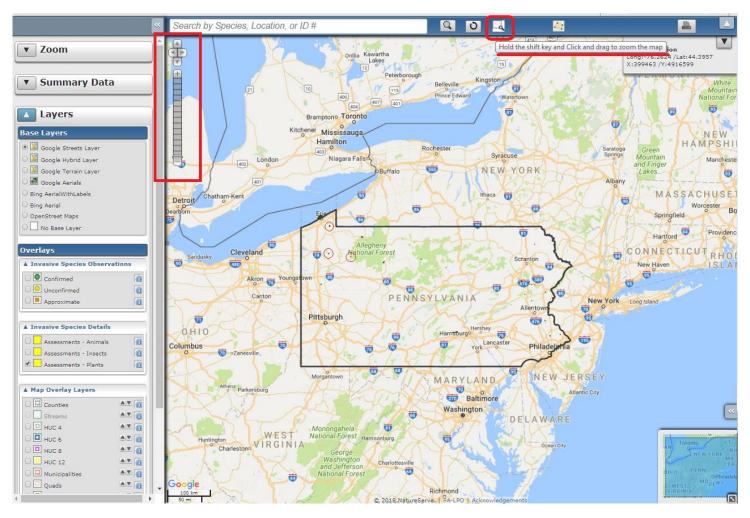
Another way to search and view assessment information is to "View the Map". The map is accessible on the iMapInvasives homepage.



To view assessment polygons, turn on the necessary layer (animal, insect, and/or plant) in the "**Invasive Species Details**" section of the legend by clicking on the associated check box.

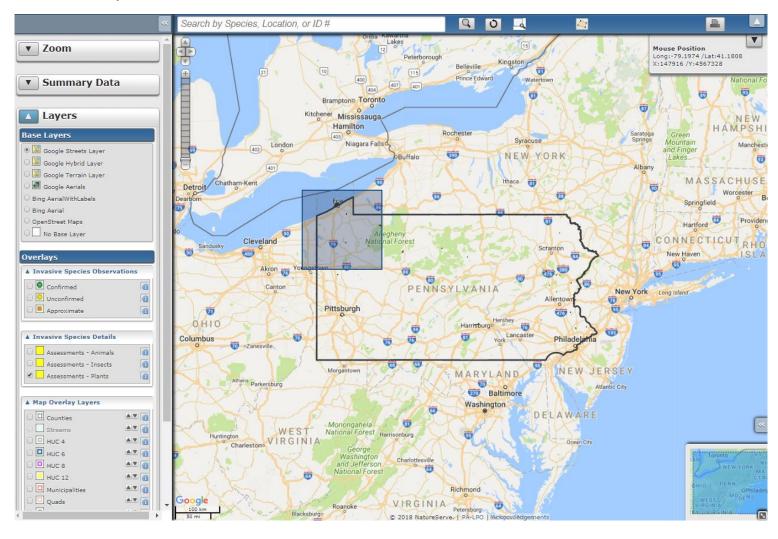


At this extent, it is very difficult to see the assessment polygons. Notice the assessment polygons circled in red (*in the NW corner of the state*) look like little dots. To zoom into a specific area, hold the shift key and click/drag around the extent you wish to view.

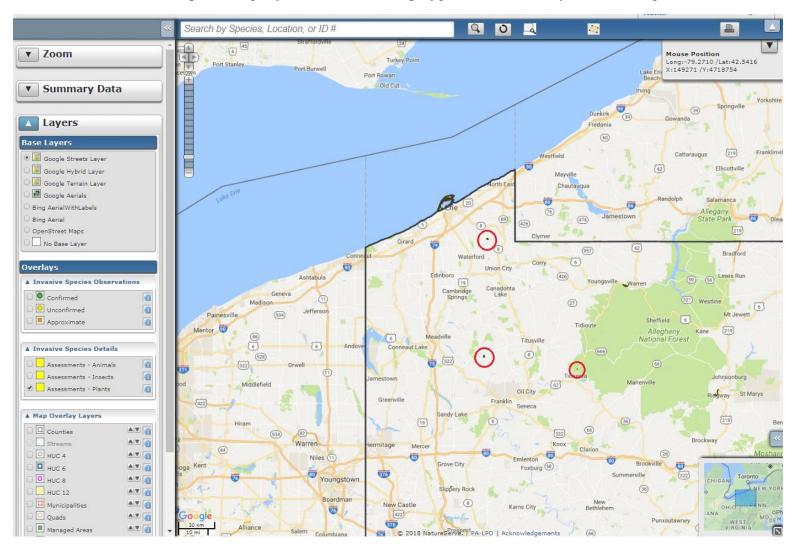


You can also zoom more generally by either using your mouse curser to move in and out, or by using the zoom tool on the left side of the map.

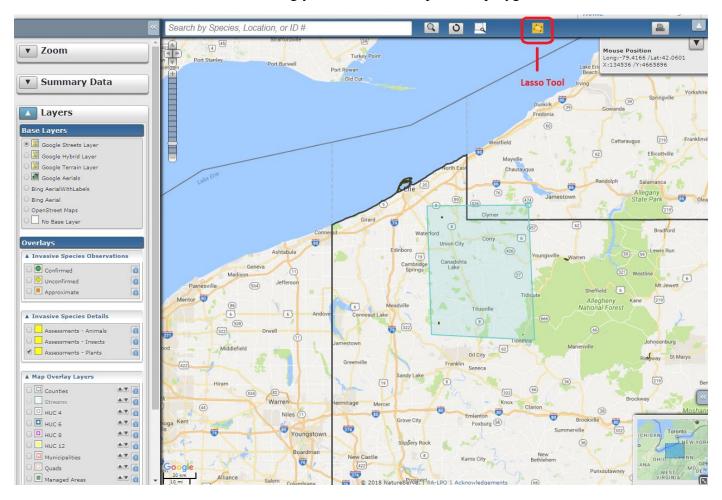
This is what the zoom tool looks like while you are dragging the polygon around the extent you want to view. When you release the mouse button and then the shift button, the screen will zoom to the new area.



In the new extent you can still barely see the assessment polygons. You can keep zooming if you know where the polygon is located that you are looking for.

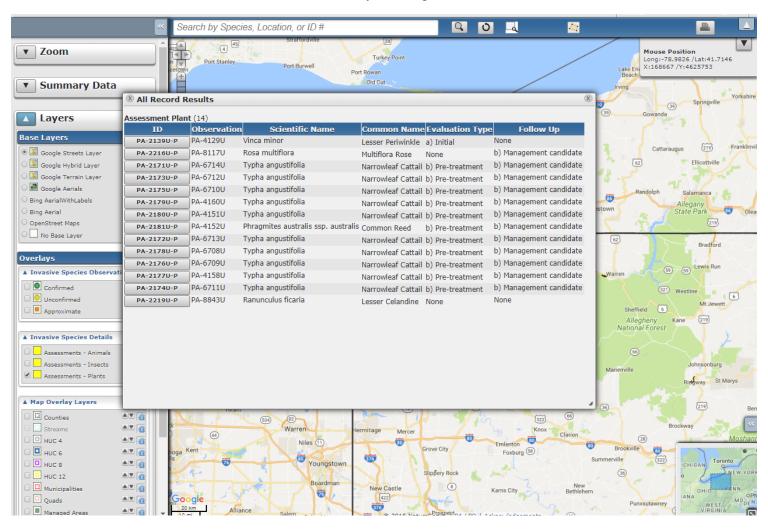


If you want to identify all assessment polygons in a specific area, use the **Lasso Tool**. First, click on the button circled in red. Then draw a polygon around the area you wish to observe. When making your last point with the lasso tool, double click using your mouse to complete the polygon.



Note: You must be zoomed in at least this close for the program to find the polygons.

The program will automatically populate all of the assessments in the selected/lassoed area in the **All Records Results** pop-up window. Browse the records by clicking on their **Assessment IDs**.



If you have zoomed in to a specific polygon, you can also identify it by clicking on it instead of using the lasso tool.

