ArcGIS Field Maps Reference Sheet

Open the map Service Valves under the Engineering Group

In the list of maps, tap the map.

Capture a new asset if you find a valve that is not on the map

1. Tap **Add** ✛ (on the map).
2. Choose *New point* as the valve type. The asset is placed on the map at your location.
3. Update the asset's location (ensuring you have the map centered on your current location). You must ensure that you are using the R2 when collecting.
4. Fill out the form – tap an entry to select it and enter the information.
5. Tap **Take Photo** to take and add a photo or tap **Attach** if attaching an existing item. Long press an attachment to rename it, save it to your device, or remove it from the asset.
6. Tap **Submit**.

View a form

1. Tap the asset on the map or search for it to show its form. If multiple assets are found, select the one you want from the list.
2. Swipe the panel up to view more of the form. This includes entries, attachments, and related reports and assets.
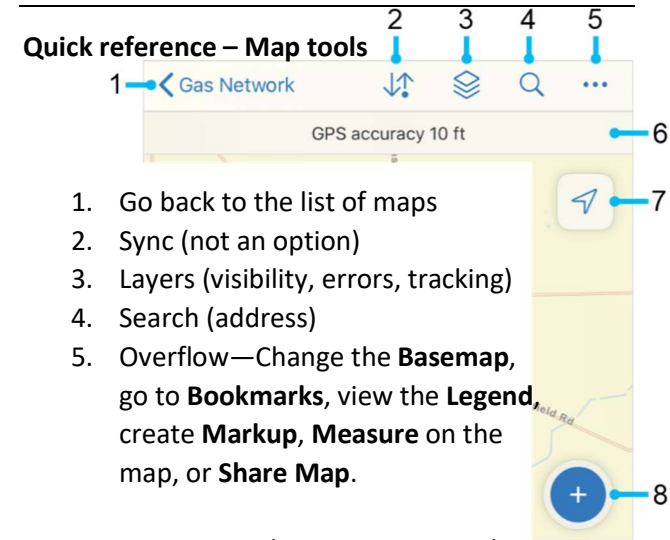3. Scroll or tap **Overflow** ••• at the bottom of the form to access all the available actions (edit, copy, delete, collect here, directions, compass, add to my places).

Inspect and update an existing asset

1. View the form of the asset to inspect. (Tap it or search for it.)
2. Tap **Edit** in the available actions. (If viewing the asset's attachments, first tap **Details** to see the available actions.)
3. Update the form by tapping an entry to edit it.
4. Tap **Take Photo** to take and add a photo or tap **Attach** if attaching an existing item. Long press an attachment to remove it. Once an attachment is downloaded, long press it to rename it or save to your device.
5. Update the asset's location on the map (ensuring you have the map centered on your current location).
6. Tap **Submit**.

Inspect a related report

1. View the form of the asset to inspect. (Tap it or search for it.)
2. In the form, scroll to the **Related** section. Tap the type of report you are adding (Tap Cards).

Quick reference – Map tools

1. Go back to the list of maps
2. Sync (not an option)
3. Layers (visibility, errors, tracking)
4. Search (address)
5. Overflow—Change the **Basemap**, go to **Bookmarks**, view the **Legend**, create **Markup**, **Measure** on the map, or **Share Map**.

   Tip: Tap on the map to create shapes to measure or use your location.

6. See GPS info. Tap for details.
7. Go to your GPS location. Tap again to change map orientation.
8. Add a new asset.

Quick reference – Asset location tools

While creating or editing a feature you can edit its location. You'll see a location target. The target is blue when at your location and the GPS meets required accuracy. When red, the GPS doesn't meet required accuracy. A gray target is positioned manually (by moving the map).

See next page->

Quick reference – Asset location tools

- Tap **Add Point** to add a point under the location target. By default, the location target is over your location and moves with you. Move the map to position it manually. Use the GPS button to center it over your location. (With GPS averaging, an average is calculated with each point added with GPS.)
- Use streaming to add multiple points to a length or area automatically while you walk or drive: Tap **Overflow** ••• and tap **Start Streaming**. To change the frequency of what points are added, update **Streaming Interval** in **Overflow** •••. **Stop Streaming** to collect locations manually.
- Tap **Update Point** (**Update Selected Point**, in **Overflow** ••• for lengths and areas) to move the selected point.
- Tap **Delete Selected Point**, in the **Overflow** ••• to delete the selected point.
- Use **Overflow** ••• to undo and redo changes.

Sign in

1. Open the app.
2. Tap **Sign in with ArcGIS Online**.
3. Enter your credentials:
   Username:
   Password:
4. Tap **Sign In**.

Troubleshooting

1. I can't sign in
   - Need to be connected for initial sign in.
   - Check for typos in username and password. Password is case sensitive.
2. Can't add an asset
   - Make sure it has a location (check the map).
   - Make sure have permissions to edit the data (ask admin).
3. Can't get GPS fix (no location available)
   - Go to an open area (away from trees, buildings, etc.) until get a location, then go back to point of interest.
   - Make sure Field Maps can use your location (in your device's settings).
4. Get poor location accuracy message and can't collect a feature.
   - Wait and see if accuracy improves.
   - Override the required accuracy by tapping **Add Point**.
   - Manually place the point with location target.

Sign in (Trimble Mobile Manager)

1. Open the app.
2. Press the hamburger menu on the top left
3. Press GNSS configuration
4. Configure as shown in the image below
5. Enter your credentials:
   Username:
   Password:

Configure Field Maps Location Profile

1. Open the app.
2. Press the user icon on the top left
3. Under location; click profile
4. Configure as shown in the image below

Trimble Mobile Manager Configuration	Field Maps Location Profile
11:17 AM Thu May 18 ··· 🛜 📶 14% ⚡ ☰ GNSS configuration **GNSS correction source** GNSS correction source: Custom local ▾ Server parameters Protocol: NTRIP ▾ Server URL: 156.63.133.115 Port: 2101 Mount point name: ODOT_G_R_E_C_RTX_CMRx ▾ GNSS source reference frame: NAD83(2011) (EPOCH:2010) ▾ Customize epoch ⬭ Epoch: 2010.00 Server account Username: Mansfield1 Password: **GNSS output** Detection mode: Auto ▾ Geoid: GEOID18 (Conus) ▾	**12:10** ◥ 📶 🛜 84 **Mansburge** **Done** GNSS COORDINATE SYSTEM **GCS NAD 1983 CORS96** 6783 MAP COORDINATE SYSTEM **NAD 1983 CORS96 StatePlane Ohio North FIPS 3401 Ft US** 103508