



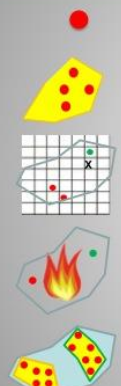
iMap Invasives : An online invasive species mapping tool for land managers and citizen scientists

This guide has been developed as a visual step-by-step aid for new users of *iMap Invasives*. For additional guidance, please visit the **Resources** tab on the home page or contact database administrator at .

What is iMap Invasives?

- An online, interactive invasive species mapping tool for Saskatchewan
- Stores occurrence, treatment, and survey records for non-native animal and plant species
- Facilitates Early Detection/Rapid Response through email alerts
- Data can be submitted through bulk uploads or quality-controlled online submissions

iMapInvasives provides six types of data:

- 
1. **Observation** – *who, what, when, where*
 2. **Assessment** – *detailed information about an observation*
 3. **Survey** – *planned search of an area to determine presence or absence of specific invasive species*
 4. **Treatment** – *information about treatment*
 5. **Infestation** – *information about a population*
 6. **Project** – *a way to group data*

Who is iMap Invasives for?

- Land Managers (provincial, local, & community agencies, NGOs): explore existing data & manage your data
- Researchers: access current and historic non-native species occurrence, treatment, and survey records
- Citizen Scientists: become a registered user and enter your invasive species sightings
- Educators: engage students in science lessons while increasing the coverage of the database

How will iMap Invasives support my work?

- Free access to a province-wide database where you can store and manage your data
- Stay connected! Keep up-to-date on other invasive species initiatives in the province
- Perform GIS spatial analyses and query data by species, location, organization, *etc.*
- Set up email alerts for your area and/or species of interest
- Produce customizable maps and reports



Step 1: Request an account

To request an iMap Invasives user account please visit:

http://login.imapinvasives.org/skimi/request_login_account/ and click on the **Request a Login** link.

This will redirect you to our **Request a Login** form.

The screenshot shows the iMapInvasives Saskatchewan User Tools page. The page has a header with the iMapInvasives logo and the text "Saskatchewan User Tools". Below the header, there are two main buttons: "Login" and "Report an Invasive". The "Login" button is highlighted. To the right of the "Login" button, there is a "Request a Login" button, which is pointed to by a red arrow. The "Request a Login" button is located below the "Login" button. The page also includes a "Log In" link in the top right corner and a "Forgot Password?" link next to the password field.

The "Request a Login" form contains the following fields and options:

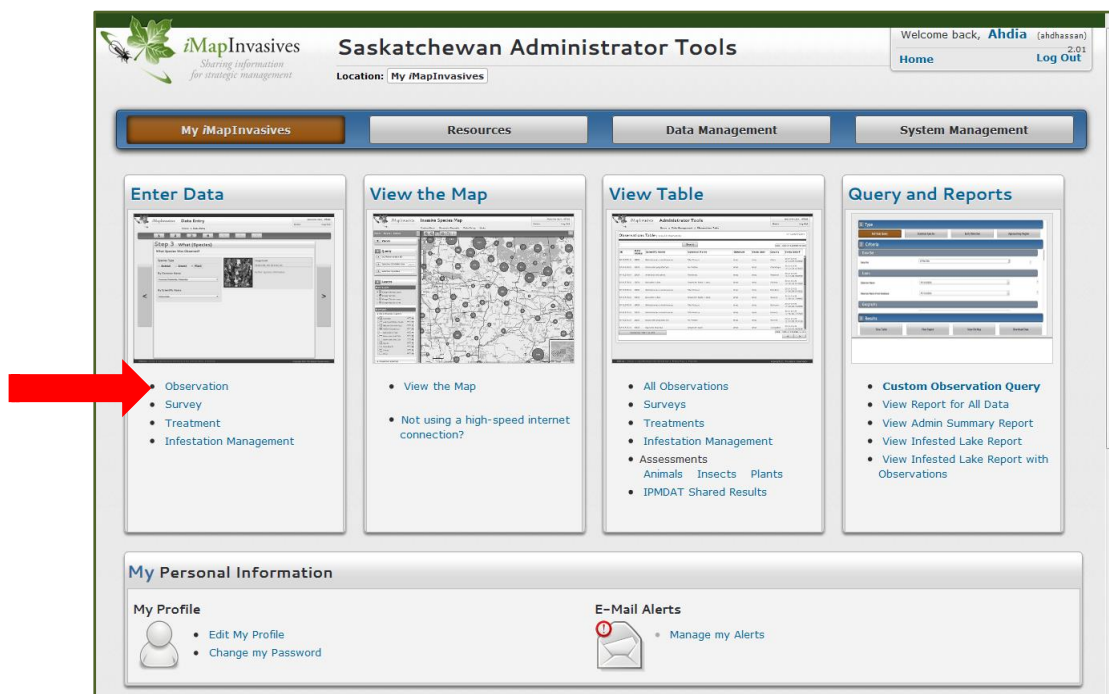
- First Name*:
- Last Name*:
- Organization*:
- E-mail Address*:
- Describe your interest in the iMapInvasives Project:
- Do you want to receive information on training opportunities? :
- What is your general area of interest? :
- How did you hear of the iMapInvasives web site? :
- Are you over 13 years of age? :

An email will be sent as soon as our staff reviews your request.

If you are on a Smartphone now, and wish to report an invasive species, please take a photo and note the location. You will be able to add the report once you receive a data entry account for iMapInvasives.

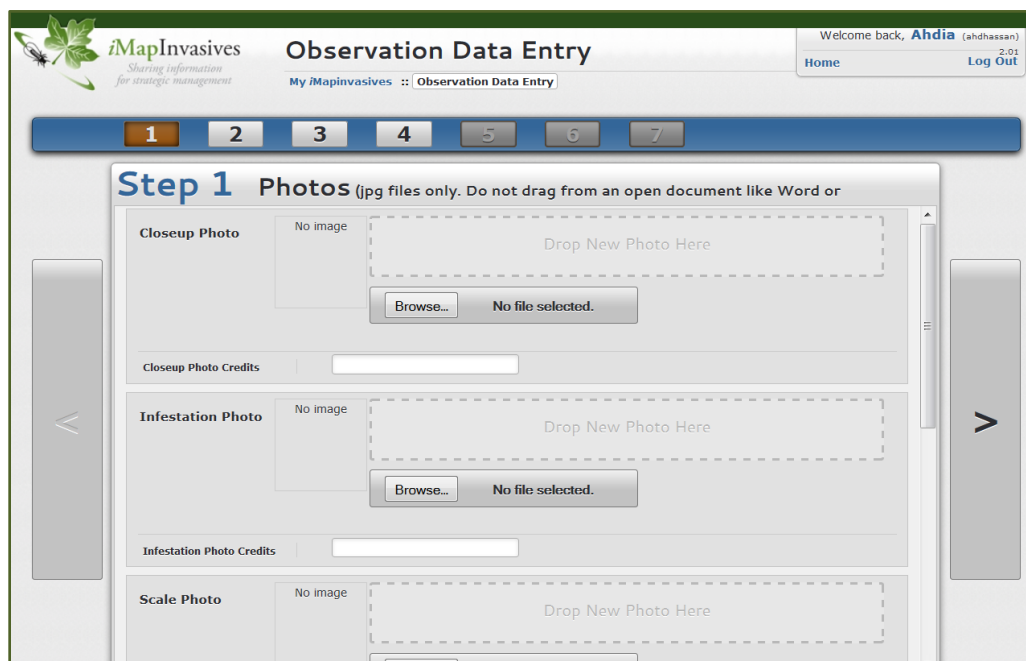
Entering Your Observation Record

Once logged into iMapInvasives, <http://login.imapinvasives.org/skimi/>, you will be taken to the home page. Under the **Enter Data** heading, left-click on the link **Observation** and follow the step-by-step data entry process.



Step 1: Photo

Drag and drop any photos or sketch maps associated with your observation. You do not have to upload a photo (simply click on the arrow and skip to Step 2: Who)



Step 2: Who?

You can find the location where you observed the infestation/occurrence using GPS coordinates, a street address

The screenshot shows the iMapInvasives Observation Data Entry interface. At the top, the iMapInvasives logo is on the left, and the title "Observation Data Entry" is in the center. A navigation bar contains seven numbered tabs (1-7), with tab 2 highlighted. The main content area is titled "Step 2 Who" and asks "Are you entering data you observed?". There are three radio button options: "Yes, I am the observer" (selected), "No, I am entering data for" followed by a "Select User" dropdown menu, and "No, but the observer is not listed". On the right side of the form, there is a "Welcome back, Ahdia (ahdhassan)" message with a "Home" link and a "Log Out" link. The bottom of the page has a footer with links for "Home", "Legal Disclosure and Terms of Use", "Privacy Policy", and "Financials", and a copyright notice for "Copyright © 2015 NatureServe".

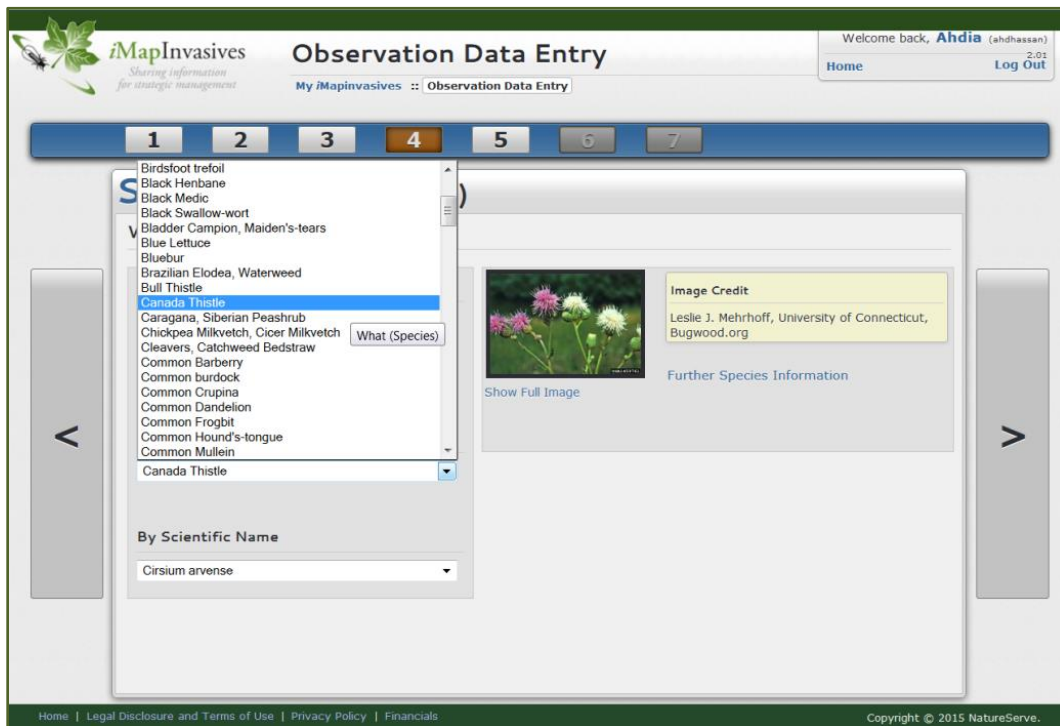
Step 3: Project?

Is your data a part of an iMap Project? If so, select the project.

The screenshot shows the iMapInvasives Observation Data Entry interface. At the top, the iMapInvasives logo is on the left, and the title "Observation Data Entry" is in the center. A navigation bar contains seven numbered tabs (1-7), with tab 3 highlighted. The main content area is titled "Step 3 Project" and asks "Are you entering data for a project?". There are two radio button options: "No, I am not." (selected) and "Yes, I am entering it for". Below the "No, I am not." option, there is a yellow highlighted text box that says "If you would like to add a project, please contact skimapinvasives@gmail.com". On the right side of the form, there is a "Welcome back, Ahdia (ahdhassan)" message with a "Home" link and a "Log Out" link. The bottom of the page has a footer with links for "Home", "Legal Disclosure and Terms of Use", "Privacy Policy", and "Financials", and a copyright notice for "Copyright © 2015 NatureServe".

Step 4: What?

Enter Select the species that you observed and click next.



iMapInvasives Sharing information for strategic management

Observation Data Entry

Welcome back, **Ahdia** (ahdhassan) 2:01
[Home](#) [Log Out](#)

My iMapInvasives :: Observation Data Entry

1 2 3 **4** 5 6 7

What (Species)

- Birdsfoot trefoil
- Black Henbane
- Black Medic
- Black Swallow-wort
- Bladder Campion, Maiden's-tears
- Blue Lettuce
- Bluebur
- Brazilian Elodea, Waterweed
- Bull Thistle
- Canada Thistle**
- Caragana, Siberian Peashrub
- Chickpea Milkvech, Cicer Milkvech
- Cleavers, Catchweed Bedstraw
- Common Barberry
- Common burdock
- Common Crupina
- Common Dandelion
- Common Frogbit
- Common Hound's-tongue
- Common Mullein
- Canada Thistle

By Scientific Name

Cirsium arvense

Image Credit

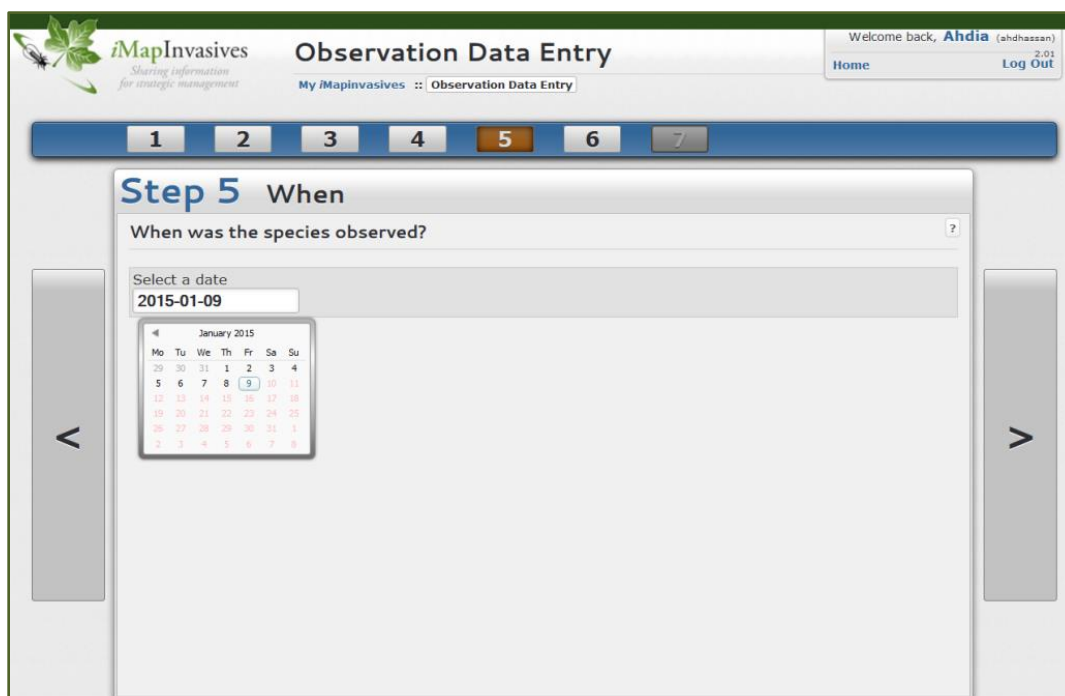
Leslie J. Mehrhoff, University of Connecticut, Bugwood.org

[Show Full Image](#) [Further Species Information](#)

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Step 5: When?

Scroll through the Calendar using the arrow (on the top left corner) and select the date you observed the infestation.



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Observation Data Entry

Welcome back, **Ahdia** (ahdhassan) 2:01
[Home](#) [Log Out](#)

My iMapInvasives :: Observation Data Entry

1 2 3 4 **5** 6 7

Step 5 When

When was the species observed?

Select a date

2015-01-09

January 2015

| Mo | Tu | We | Th | Fr | Sa | Su |
|----|----|----|----|----|----|----|
| 29 | 30 | 31 | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |

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Step 6: Where?

You can find the location where you observed the infestation/occurrence using GPS coordinates, a street address, or the lake name by typing them into the appropriate search bars. You can also use the **zoom icon** on the top left corner of the map

**Note: Both maps are showing the same area, but at different spatial scales.*

The screenshot shows the 'Step 6 Where' section of the iMapInvasives Observation Data Entry form. At the top, there's a navigation bar with tabs 1 through 7, with tab 6 highlighted. Below the navigation bar, the 'Step 6 Where' section contains a search area with two input fields: 'Search by Coordinate' (with a dropdown for 'Lat / Lon Decimal') and 'Enter Coordinate' (with 'Longitude' and 'Latitude' sub-fields). The 'Go' button is to the right of the search bar. Below the search bar, there's a map area with the text 'Drag Map to Update Location. (Coordinates are updated after each map movement.)'. The map shows a satellite view of Prince Albert National Park. To the right of the map is a zoom control panel with a vertical slider and a 'Zoom In' button. The map is flanked by two large vertical arrows, one pointing left and one pointing right.

Step 7: Submit Observation

You're done entering your observation record! If you would like to submit an Assessment (which contains a more detailed description of the observation) select on that link now.

The screenshot shows the 'Step 7 Submit Observation' section of the iMapInvasives Observation Data Entry form. At the top, there's a navigation bar with tabs 1 through 7, with tab 7 highlighted. Below the navigation bar, the 'Step 7 Submit Observation' section contains a form titled 'Observation Information'. The form has a text input field with the value 'ID: SK-3968U'. Below the input field, there are three buttons: 'Submit Assessment*', 'View Observation on Map', and 'Submit Another Observation'. A red arrow points to the 'Submit Assessment*' button. Below the buttons, there's a red text box with the following text: '*Reminder: This is the ONLY opportunity to submit an Assessment Record. It is recommended that you add an Assessment Record now to edit at any time in the future (desktop computer interface recommended for editing).' The form is flanked by two large vertical arrows, one pointing left and one pointing right.

Setting Up Email Alerts

Email alerts allow users to be notified of new, confirmed species occurrences. Email alerts are a great way to stay informed and Users can set up multiple emails alerts.

Click on the link **Manage My Alerts** link found on the Home Page.

The screenshot shows the iMapInvasives Saskatchewan Administrator Tools interface. At the top, there's a header with the iMapInvasives logo, the title "Saskatchewan Administrator Tools", and a welcome message for user "Ahdia". Below the header is a navigation bar with tabs: "My iMapInvasives", "Resources", "Data Management", and "System Management". The main content area is divided into four columns: "Enter Data", "View the Map", "View Table", and "Query and Reports". Each column contains a preview of its respective function and a list of links. At the bottom, there's a "My Personal Information" section with a "My Profile" link and an "E-Mail Alerts" link. A red arrow points to the "Manage my Alerts" link under the "E-Mail Alerts" section.

Click on the link to **Add New Alert**

The screenshot shows the "Alerts Table" page. At the top, there's a header with the title "Alerts Table" and a button "Add New Alert". Below the header is a note: "Note: Alerts are only checked against confirmed observations. Alerts are automatically run and sent nightly." There's a "Create a New Alert" button and a "Search" button. Below the search bar is a table with columns: "ID", "Alert Type", "Geography", "Species", "Alerts Sent", "Username", "Additional Email", "Created", and "Active". The table is currently empty, showing "No records returned". At the bottom, there's a "Download Table as CSV" button and a "0 - 0 of 0 results" indicator.

Select options from the dropdown menus to customize your email alerts based on your species of interest and area of interest. Once completed, click **Create Alert**.

Alert Information

New Record

Note: Once an alert is created, it cannot be edited (but it can be deactivated)

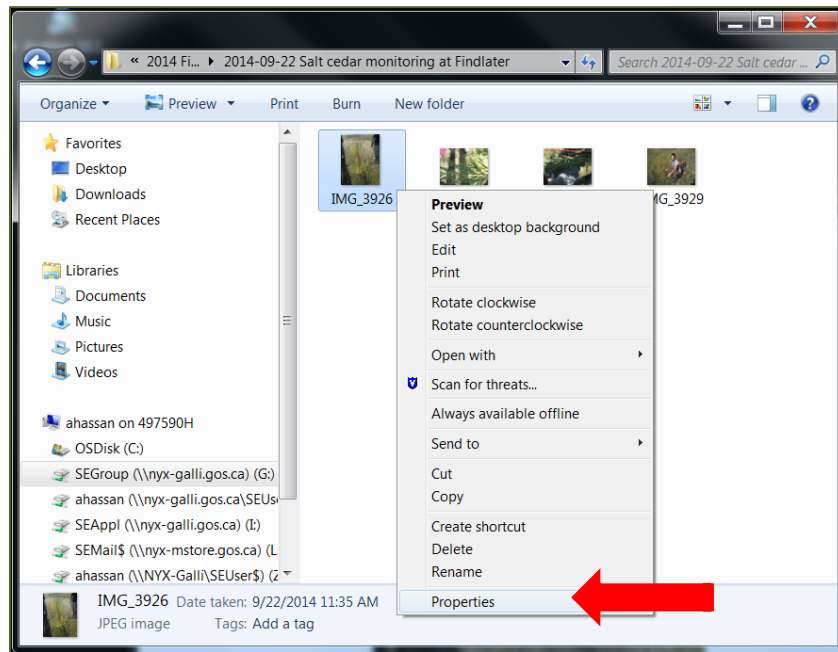
Basic

| | | |
|--------------------------|----------------------------|--|
| Alert type | Early Detection | ? |
| Geography Type | SWA_Watersheds | ? |
| Geography Name | Eagle Creek | ? |
| Buffer Distance (meters) | | ? |
| Species By | Species Name | |
| Species Name | Dreissena bugensis | |
| Alerts requested | 3 | (Number of observations that will trigger alert. Limit 10) ? |
| # of Observations | 0 | |
| Additional Email Contact | additional_email@gmail.com | |
| Active | True | |

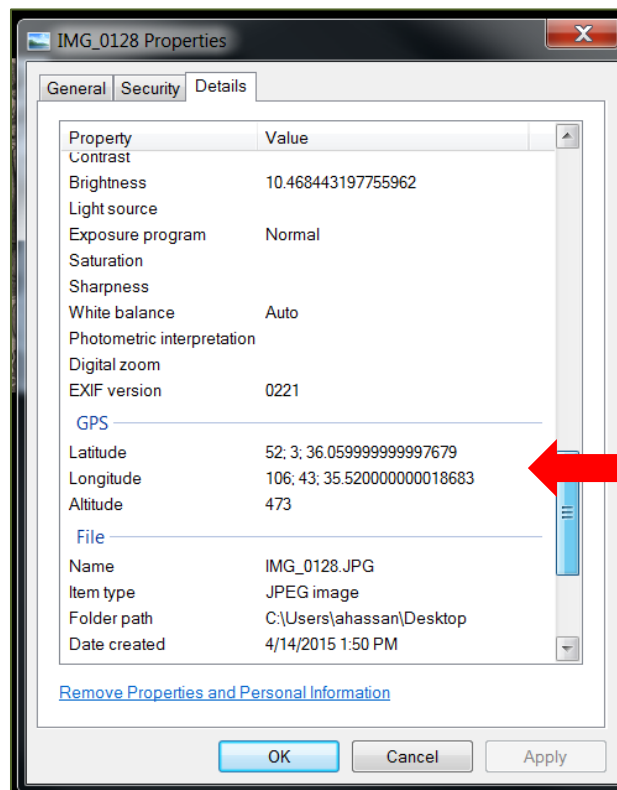
Create Alert

Getting Locational Information from Geo-Referenced Photos

1. Once you have your photo saved onto your computer or smartphone, right click on your photo file and left-click **Properties**.



2. In the **Properties** window, select the **Details** tab, and then scroll down until you find your **GPS** data. Here you will find the latitude and longitude of your photo. Here, the latitude and longitude are displayed as *Degrees, Minutes, Decimal Seconds*.



3. Copy down the latitude and longitude data, or have it on your computer so you can view it while you input your data onto iMap Invasives.
 4. Chose the format of your locational data be selecting from the **Search by Coordinate** dropdown menu.
- It is important that we select the correct format of our locational data from the **Search by Coordinate** dropdown menu.

Note: latitude and longitudinal data can be shown in a variety of styles. Below are some examples to help familiarize you with the different formats you might encounter:

| | |
|---|------------|
| <i>Decimal Degrees:</i> | 45.3772 |
| <i>Degrees, Decimal Minutes:</i> | 45 22.6333 |
| <i>Degrees, Minutes, Decimal Seconds:</i> | 45 22 38.1 |

iMap Invasives
Sharing information for strategic management

Observation Data Entry

Welcome back, **Ahdia** (ahdhassan)
Home Log Out

1 2 3 4 5 **6** 7

Step 6 Where

Search by Coordinate
 Lat/Lon Decimal
 Lat/Lon Degrees Minutes Seconds
 Lat/Lon Degrees and Decimal Minutes
 UTM 12
 UTM 13
 UTM 14

Enter Coordinate
 Longitude -105.92927 Latitude 54.47111
 Update Map
 Go

Drag Map to Update Location. (Coordinates are updated after each map movement.)

Sorry, we have no imagery here.

Sorry, we have no imagery here.

Google

Report a map error

Report a map error

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