



MONITORING WITH LANDSCAPE: HOW-TO GUIDE



Created for The 300 Committee by Colleen Smith,
TerraCorps Member 2021



Purpose Of Annual Monitoring

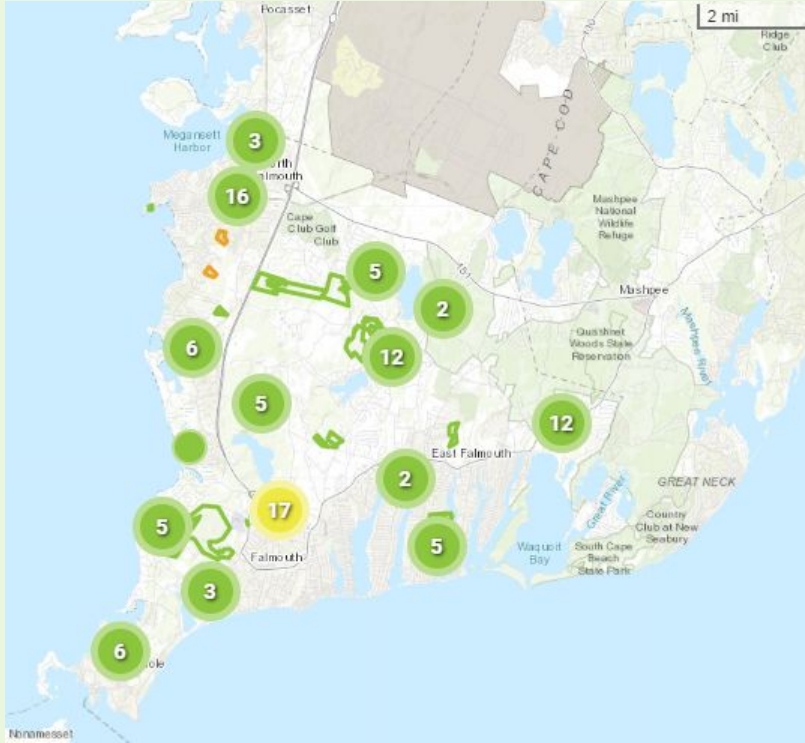
An illustration of a clipboard with a white sheet of paper. The paper has the title 'CHECK UP' in bold black letters. Below the title is a list of five items, each preceded by a green checkmark in a circle. The items are: 'Boundaries', 'Encroachments', 'Changes: anything new or gone?', 'Pictures!', and 'Form Questions'. The clipboard is set against a blue circular background.

CHECK UP

- ✓ Boundaries
- ✓ Encroachments
- ✓ Changes: anything new or gone?
- ✓ Pictures!
- ✓ Form Questions

- Annual monitoring visits allow T3C to keep track of over 80 properties that we own or protect by Conservation Restriction throughout the town of Falmouth. Property Monitoring Volunteers will aid in the protection of our conservation lands and provide legal record of the property's condition.
- Upon completion of training, monitors will assist T3C staff by walking, photographing, and keeping up to date records of our properties. Monitors will assist in identifying areas of encroachment along boundary lines, greatly decreasing the likelihood of future issues regarding encroachment onto our properties. Monitors may also photograph and report downed trees, etc to ensure T3C maintains accessibility to our trail systems.

What is LANDSCAPE?

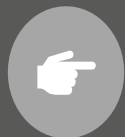


- Tool used for monitoring and management of conservation properties
- Property Monitor Volunteers may utilize both the desktop and mobile version

Setting up your LANDSCAPE account



T3C will send an invitation to your email



Setup a login and password



Download the LANDSCAPE Mobile 3 software APP



Login to APP



Allow the app camera, cellular data, and location access

Land conservation software
LANDSCAPE

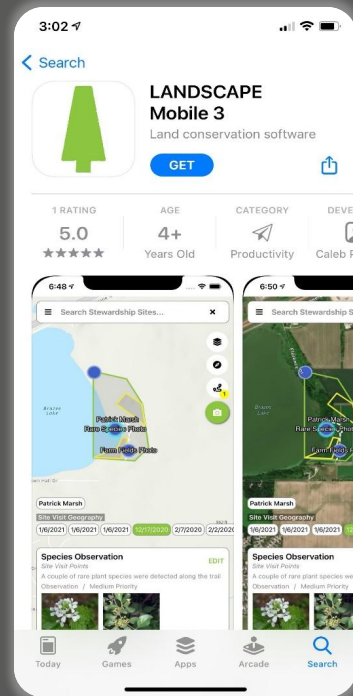
Please Sign In

User Name

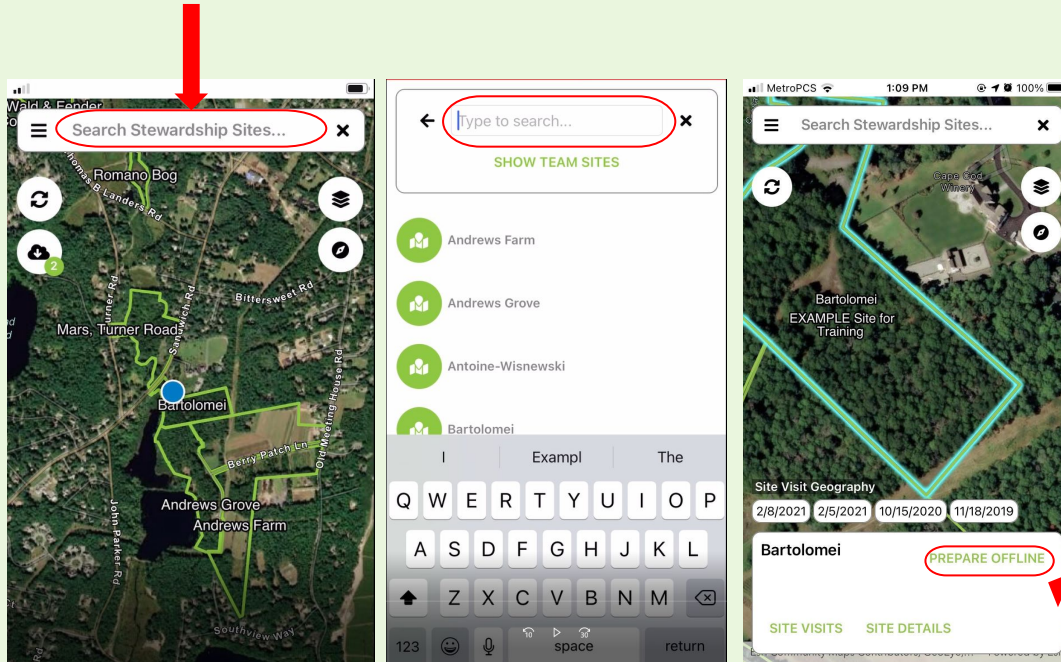
Password

[I forgot my password](#)

If you don't have a subscription, [sign up to try LANDSCAPE free for 30 days.](#)



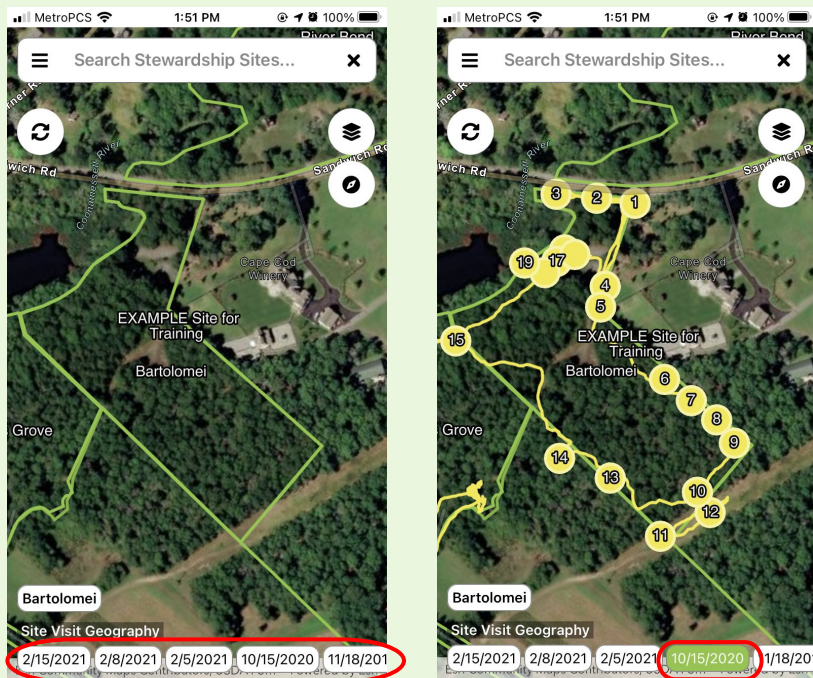
Mobile App Instructions



You can zoom in and click site OR You can type in site name

- Type in the name of (or navigate to) the stewardship site you will be monitoring and select
- You can download the site while connected to wifi, the application will use less data while in the field. Download by clicking on the words “Prepare Offline”

Viewing Past Visits



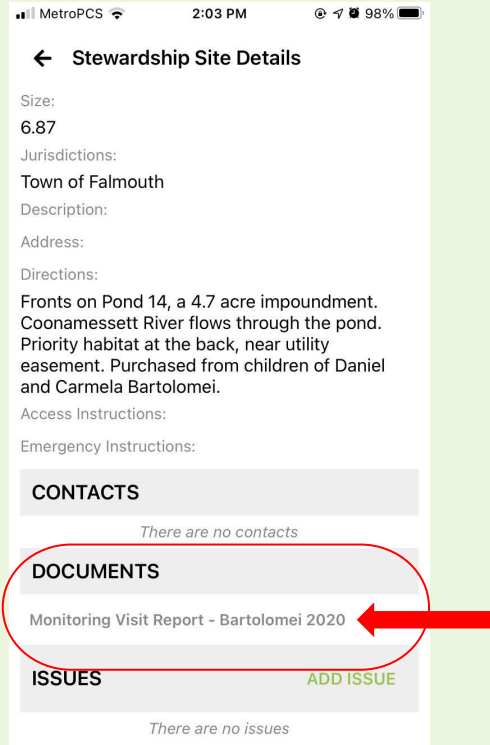
- To view past visit paths go to map view and select a date from “Site Visit Geography”
- Viewing a past visit may help you find bounds that you were unable to find
- Note: Since T3C is still new to using Landscape your site may not have past visit paths yet

Reading the Map



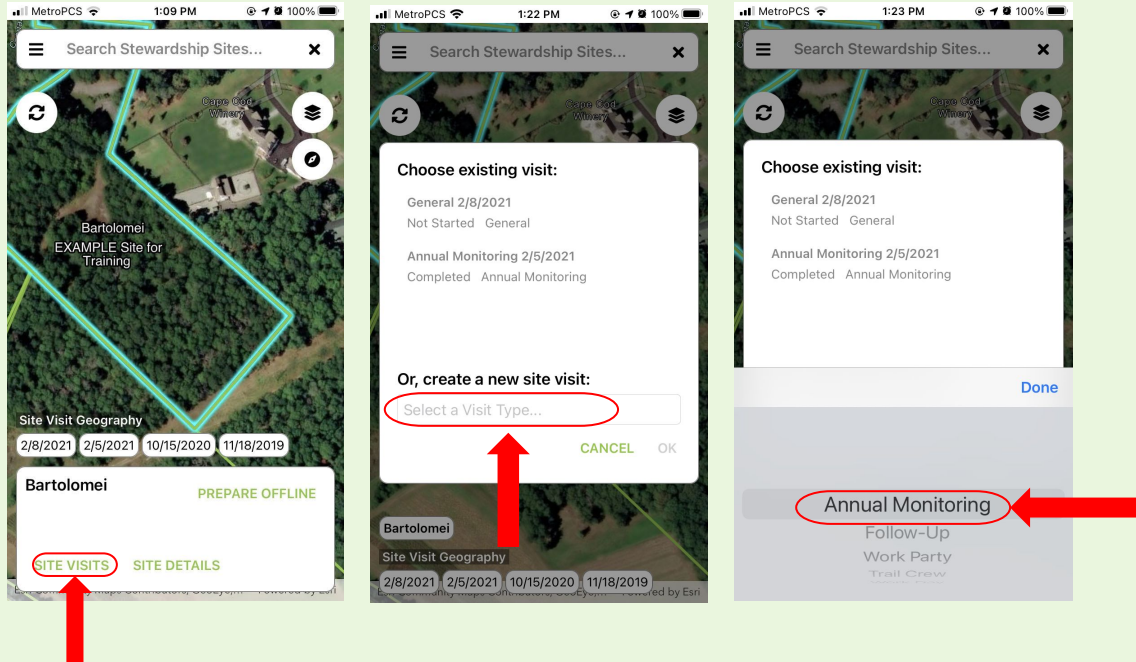
- Utilize the map and walk along the boundary
- Document any changes in boundary markers and encroachments
- Green line = Site Boundary
- Yellow Dots = Photopoints from past visits
- Yellow Line = Walking tracks from past visits

How to Read and Utilize Documents



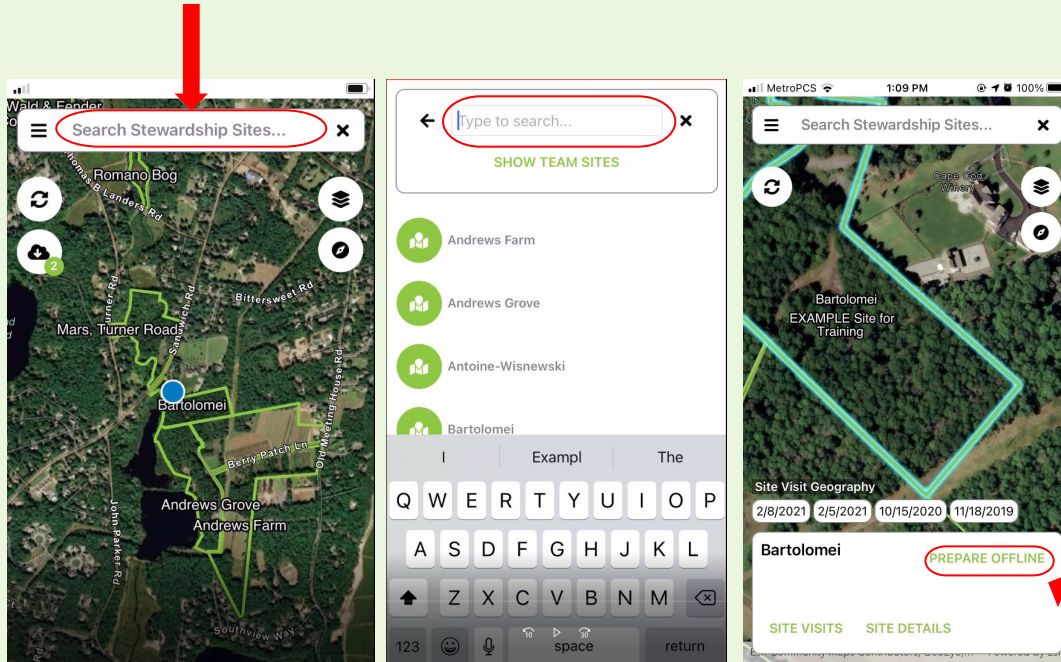
- To view site documents select “Site Details”
- Scroll down to Documents and select the file you would like to view
- The file will then open in your device

Starting a Visit



- Click on “Site Visits”
- To create a new site visit click to “Select a Visit Type”
- From the drop down menu select “Annual Monitoring” and click Done then OK

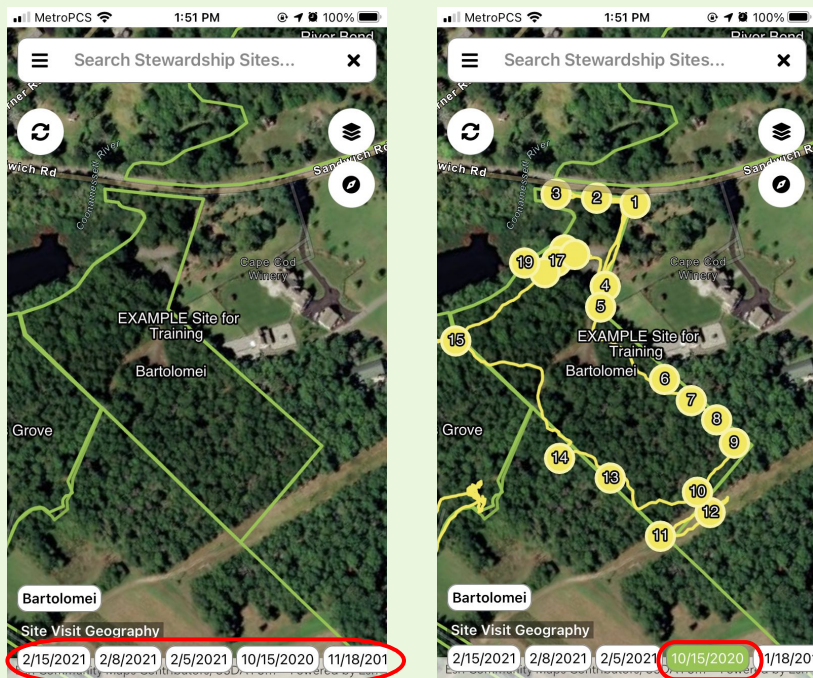
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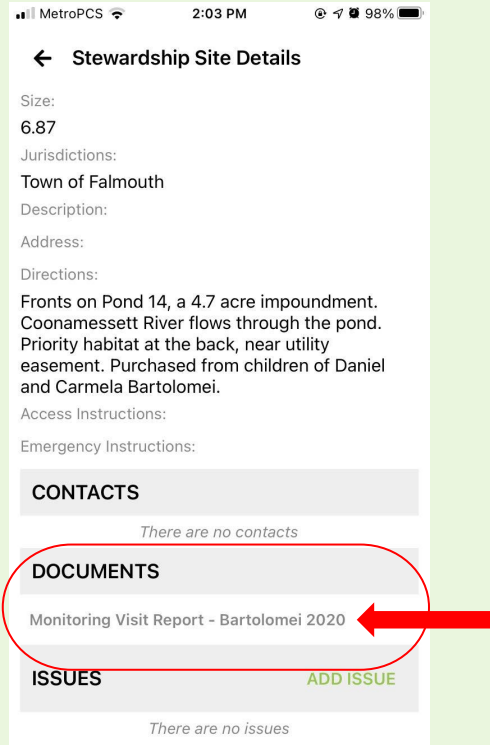
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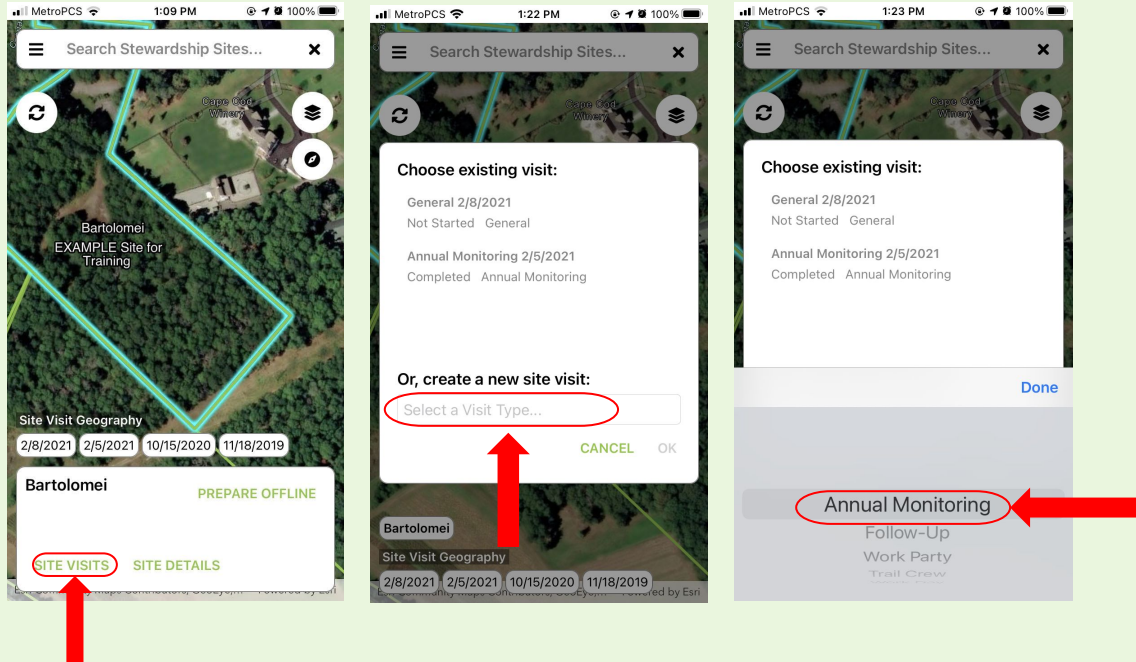
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Starting a Visit



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- To create a new site visit click to “Select a Visit Type”
- From the drop down menu select “Annual Monitoring” and click Done then OK

Site Visit: First Steps

The first screenshot shows the 'Site Visit Details' screen with a red arrow pointing to the 'START VISIT' button. The second screenshot shows the 'Site Visit Methods' dialog with a red arrow pointing to the 'In-person' option and another red arrow pointing to the 'OK' button. The third screenshot shows the 'FORM' section of the app.

Site Visit Details

Start this visit to track your movements and take photos

START VISIT

DETAILS

Name: Annual Monitoring 2/15/2021

Type: Annual Monitoring

Status: Not Started

Started On: Feb-15 1:38 PM

Ended On: Feb-15 1:38 PM

Methods: No methods selected

Summary:

PERSONNEL **ADD PERSON**

PERSONNEL

Colleen Smith

FORM

Condition of the Property

Condition of the Property

Is parking available?

Choose an option...

Please type any additional info here (cond

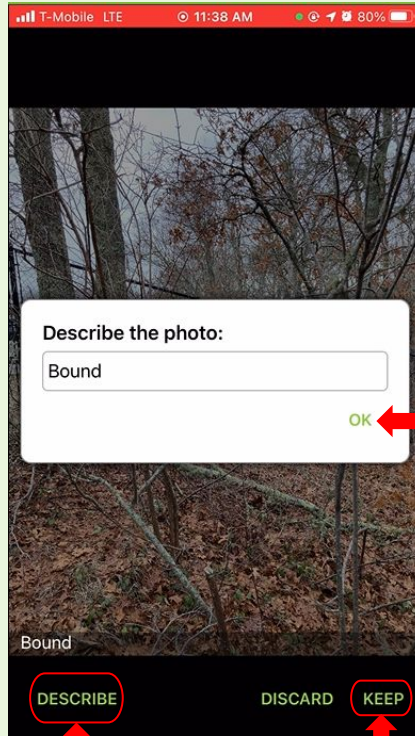
Are there adequate boundary markers?

Choose an option...

If 'Somewhat' please explain. Add any add

- Select “Start Visit” this will allow Landscape to trace your visit path
- Scroll down to “Methods” and select “In-person”
- If you have another steward accompanying you select “Add Person” in the Personnel section and input their name
- Scroll down to the Form section and familiarize yourself with the questions to be sure you can answer them all throughout your visit

Taking Photos

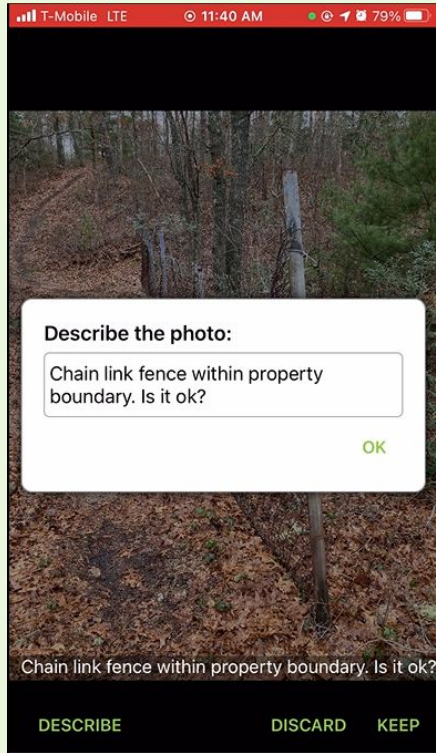


- Click the Camera Icon on the map view screen to create a photopoint



- Tap the shutter button at the bottom of the screen to capture a photo
- Tap “Describe” and enter your photo description then click ok
- Select “Keep” in the lower right (Very Important) then exit back to map view or take another photo

Photopoints & Descriptions



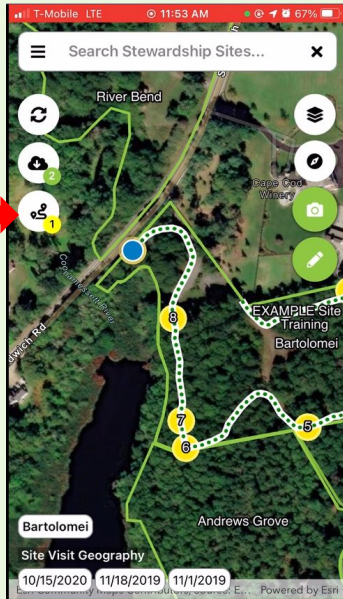
- Descriptions are helpful for T3C staff to understand what is happening/changing on the property and give context to photos taken on site
- Necessary descriptions: Bounds, dumping, encroachment on property
- Examples: “View along path”, “Bound marked with pipe”, “View from Bound”, “Downed tree obstructing path”, etc.
- You can add descriptions anytime (in the field or after, browser or phone)

LANDSCAPE Tips



- WARNING: don't add photos to past photopoints from past monitoring visits
- If landscape crashes while you are out in the field and you reenter your site visit, it may ask you if you would like to continue at "point 6" this just means it has saved and wants to pick up on the last number you left on
 - If you are out in the field and landscape continues to crash, head back to your car, the monitoring visit is never more important than your safety or worth getting lost in the woods

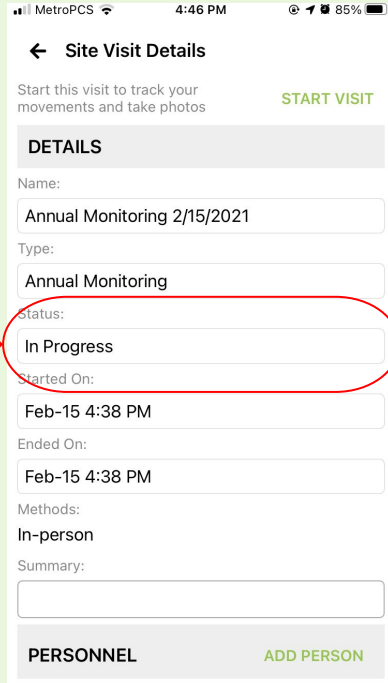
Answering Form Questions

A screenshot of the 'Site Visit Details' form. The form has a title 'Site Visit Details' and a subtitle 'Start this visit to track your movements and take photos'. Below this is a section titled 'FORM'. The first question is 'Condition of the Property' with a text input field. The second question is 'Is parking available?' with a dropdown menu 'Choose an option...' and a text input field 'Please type any additional info here (cond'. The third question is 'Are there adequate boundary markers?' with a dropdown menu 'Choose an option...' and a text input field 'If 'Somewhat' please explain. Add any add'. The form is powered by Esri.

- Return to “Site Visit Details” by selecting the visit button
- Scroll down to the FORM section and begin responding to form questions.
- Form questions may be answered from your desktop computer afterwards if you prefer to type out your responses on a keyboard
- DO NOT forget to fill out ALL form questions. This is a very important part of the monitoring process



Final Steps



Site Visit Details

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

DETAILS

Name:
Annual Monitoring 2/15/2021

Type:
Annual Monitoring

Status:
In Progress

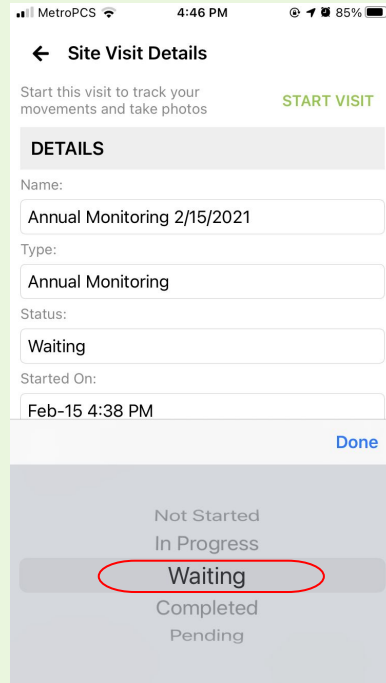
Started On:
Feb-15 4:38 PM

Ended On:
Feb-15 4:38 PM

Methods:
In-person

Summary:

PERSONNEL **ADD PERSON**



Site Visit Details

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

DETAILS

Name:
Annual Monitoring 2/15/2021

Type:
Annual Monitoring

Status:
Waiting

Started On:
Feb-15 4:38 PM

Done

Not Started
In Progress
Waiting
Completed
Pending

- Return to “Site Visit Details”
 - Change Status to “Waiting”
 - This way T3C staff knows that you have completed the site visit and will view the site visit and complete it
- FINAL CHECK** ✓
- Once you have walked the property line, documented all necessary points of interest possible, and answered the form questions you are finished!
 - Return to “site visits”, close the app, your work saves as you go

Editing Site Visit on Your Computer

<https://landconservationsoftware.com/>

The screenshot displays the LANDSCAPE software interface for a site named 'EXAMPLE Site for Training'. The top navigation bar includes 'Home', 'STEWARDSHIP SITE', and the site name. A search bar on the right contains the text 'example'. Below the navigation bar, the 'WORK' tab is selected and highlighted with a red box. The left sidebar contains icons for Home, Details, Work, Status, Use, and Documents. The main content area is divided into sections: 'SITE VISITS', 'SITE VISIT FORM LIBRARY', 'OTHER WORK', and 'MANAGEMENT PLANS'. The 'SITE VISITS' section contains a table with one entry: a visit on 2/3/2021, 'In Progress' status, 'Annual Monitoring' type, and 'Annual Monitoring Visit' name. A red arrow points to this entry. The 'SITE VISIT FORM LIBRARY' section shows a table with one entry: 'Annual Monitoring Visit' with 'Annual Monitoring' type and '19 Questions'. The 'OTHER WORK' and 'MANAGEMENT PLANS' sections both show 'Nothing to display'. On the right, a map view shows a site boundary outlined in green on a map of a river area.

DATE ↓	STATUS	TYPE	NAME
2/3/2021	In Progress	Annual Monitoring	Annual Monitoring Visit

NAME	VISIT TYPE	QUESTIONS
Annual Monitoring Visit	Annual Monitoring	19 Questions

- From the LANDSCAPE app on your computer, use the search bar to navigate to your site
- In the “Work” tab - Select the site visit you wish to edit and make required edits in each section

Thank You!



Please reach out with questions to our Stewardship Coordinator
Alexandra Zollo - azollo@300committee.org