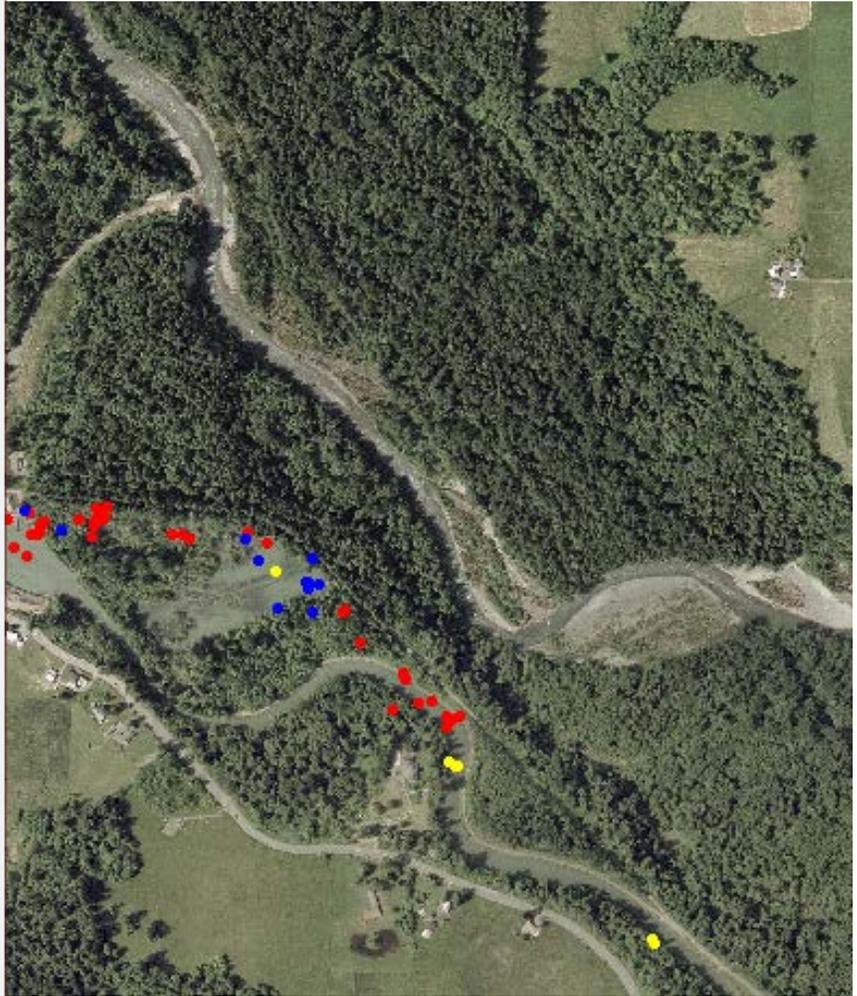


NatureTracker Quick Guide

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2011



The NatureMapping Program
NatureMapping Foundation
Federal Way, WA 98093

<http://naturemappingfoundation.org/natmap/naturetracker>

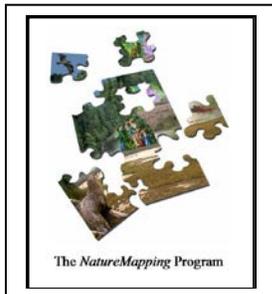
NatureTracker has been designed as a simple yet high-tech field notebook to provide users another tool for developing naturalist, tracking, and basic GIS skills.

NatureTracker guides you to look just a little more intensely to the rhythms of the world.

This Quick Guide is the first of three user manuals.

- The Complete NatureTracker supplements the Quick Guide.
- The Advanced NatureTracker is used in NatureTracker workshops that train users to develop their own queries and reports.

NatureTracker Quick Guide (Revised: 12/1/11)



IMPORTANT NOTE: *A sample set of data (43 records) and an associated map is in NatureTracker to practice. You can begin practicing after you have loaded the software on the PDA and PC. If you do not want to practice – delete the data before adding any of yours. Instructions are at the end of this manual. If you do want to practice (highly recommended) download the Ohop Practice Sheet*

<http://naturemappingfoundation.org/natmap/naturetracker>

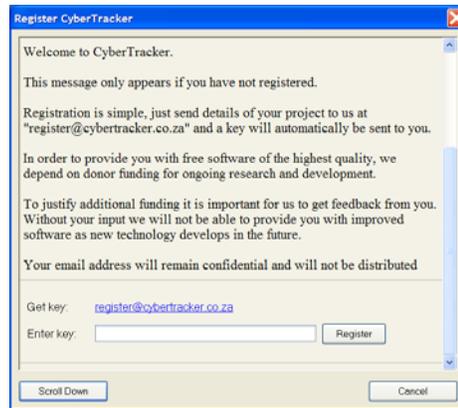
Load Cybertracker and NatureTracker on PC

1. Make sure you have “Administrator” rights to load CyberTracker (CT) onto your computer if you are on a network. Problems that can occur if you don’t have Administrator rights are:
 1. You can’t load CT
 2. You load CT but you can’t load NatureTracker
 3. You load CT and NatureTracker, but the data won’t download
2. Load the PDA’s software onto your PC.
3. Do not connect the cable and PDA to your PC until told to do so.
4. Accept the defaults to Finish.
5. Download the latest version of CyberTracker from their site:
<http://www.cybertracker.org/software/free-download>
6. Put the NatureTracker CD into the PC and look at the files on the CD.
7. Read the Readme File
8. Open CyberTracker on your PC
9. Open Database
10. Select “NatureTracker2011.CTX” from the CD
11. Once the database is open, select “Save Database As” from the “File” menu.
12. Name the database NatureTracker
13. Save the NatureTracker database in the “My CyberTracker Databases” folder in your “My Documents” folder (the default folder).

Load Cybertracker and NatureTracker on PDA

14. Keep the PDA hooked up
15. Click on the Applications from the Menu
16. Select either the Palm or Windows Mobile icon depending on your unit
17. It will download the NatureTracker sequence onto the handheld/PDA
18. **IMPORTANT NOTE:** You need to register with CyberTracker International via the internet and receive a registration key before you will be

allowed to synchronize with your PDA. The registration key will arrive by email, typically within two minutes (but we recommend allowing for more time in the event of a delayed response).



19. Hit “yes” on the handheld when asked to continue with the 2nd hotsync
20. Hit “ok” on the PC and synchronize once again.
21. You will see “Building sequence”...be patient, it may take a few minutes.
22. When completed, the NatureTracker sequence screens should be active on the PDA.

Copying the Map example from the CD

23. There should be a folder titled “Maps” in the “My CyberTracker Databases” folder in your Document folder.
24. Copy ohop_a.tif file from the CD to the Maps folder.
25. Watch the two slide shows on the NatureTracker CD to learn how to use the PDA and about animal sign icons and their meaning.

IMPORTANT NOTE:

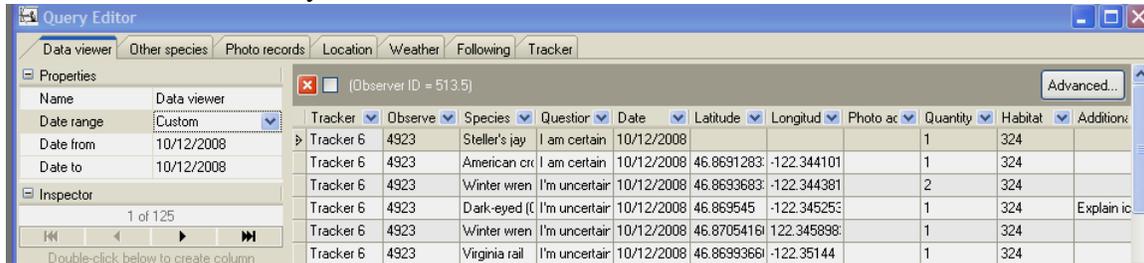
- Give yourself adequate time (30 – 60 minutes) to add PDAs, load NatureTracker sequence on each PDA, and allow the GPS units to acquire their first location before you begin collecting data.
- Make certain that the batteries on all PDAs are fully-charged before you begin collecting data.
- NatureTracker will not be removed from the PDA if the batteries go dead, but the date and time must be updated before NatureTracker will work.
- CyberTracker icon will be put on your desktop.



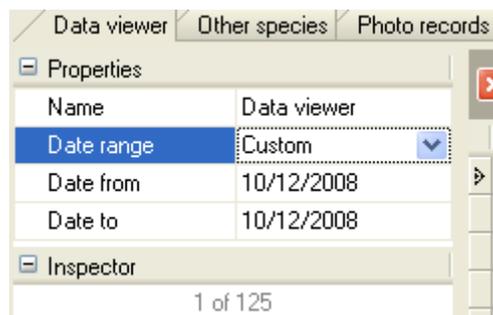
Download Data from the PDA

Delete sample data before continuing – See instructions at the end of this manual

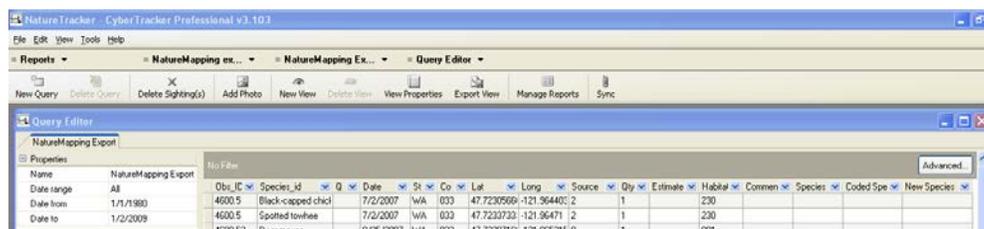
1. Connect the PDA to the connection cable. Synchronization will begin automatically.
2. Downloaded data will be added to the database and will be viewable immediately on your tables. Data are erased from the PDA when they are downloaded.
3. You should see your data in a table.



4. Change the date to “Today’s date” to show only your current data. Select the arrow when you highlight **Date range** to see the options.



5. Look at the latitude/longitude columns to make sure they do not have 1000.00. This means the GPS didn't take a reading. You can edit and add lat/long data by either copying the lat/long from the record above or below it. (Points will not display if there is not a lat/long)
6. Edit obvious errors.
 - The active sighting can be selected by clicking
 - the arrows at the top of the inspector to find the correct record
 - a different row on the active table
7. Select the *NatureMapping* export under reports.



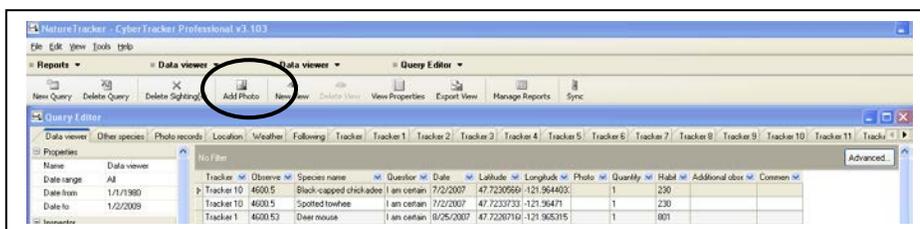
8. Export your data to a spreadsheet for your own use for graphs or GIS
9. Export as a spreadsheet and upload to the *NatureMapping* Program via the website.

Photos

You can add a digital photo to a sighting and then see it with the photo view. You may add more than one photo to a sighting. For example, you may want to add a detailed photograph of a plant or animal, plus a second photograph of the surrounding landscape.

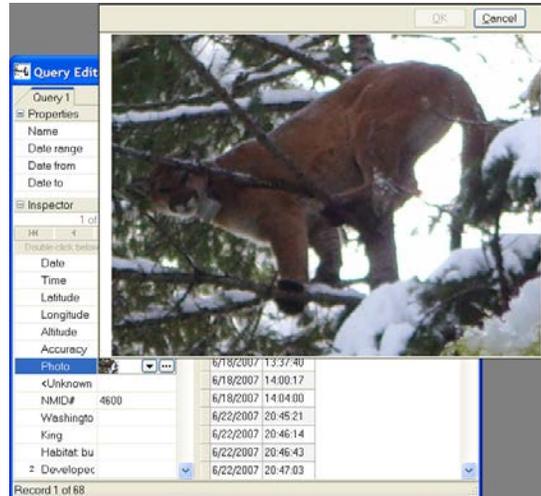
Adding a Photo

1. Locate and activate the sighting to which you want to add the photo(s).
2. Click the “Add Photo” icon.

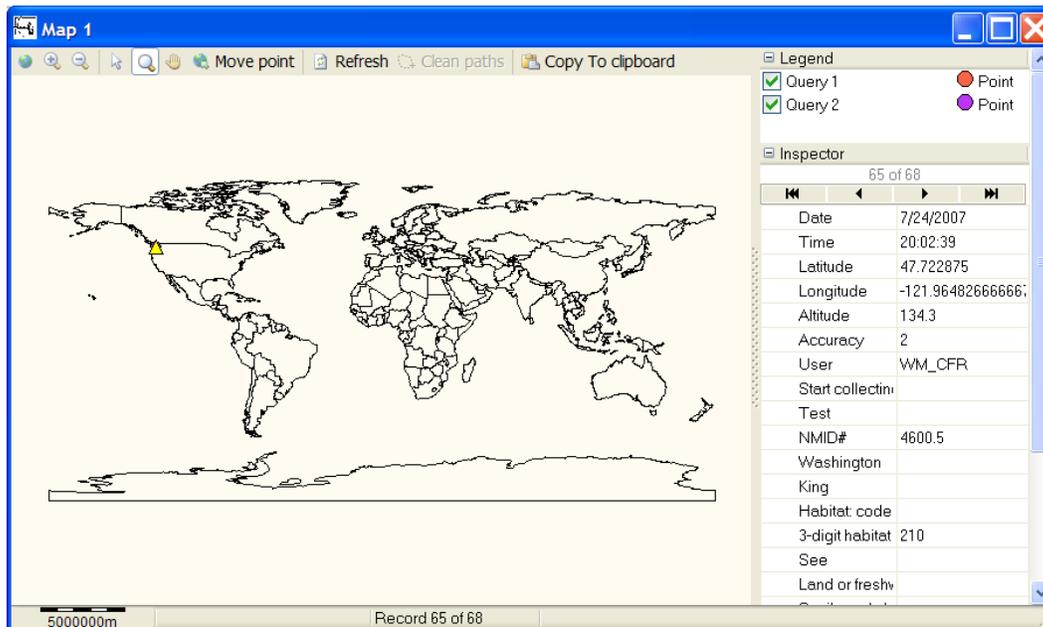


3. In the browse window, navigate to the location where you have stored the photo you want to add.
4. Select the photo file.
 - Add more than one photo at a time by holding the Control key while clicking each file you want to add.
5. Click “Open”.
6. Repeat steps 3 – 6 to add additional photos to the sighting.

IMPORTANT NOTE: Graphics files are often large (> 1 MB). Adding photos can increase the size of your database, which may lead to slower PC performance and longer time to open, save, and export the database.



Maps



IMPORTANT NOTE:

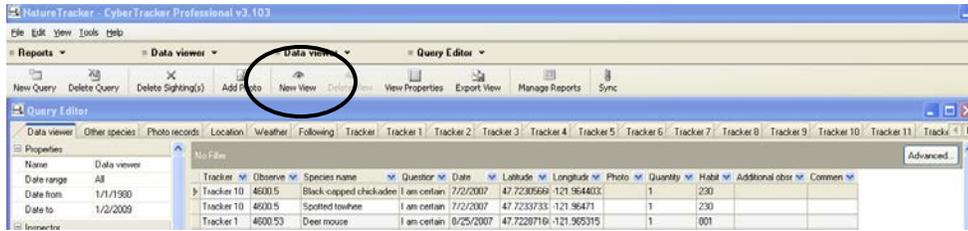
You can insert a map as described below, or if linked to the Internet, use Virtual Earth:

1. Open a map
2. View Properties
3. Select Advanced
4. Select Virtual Earth

Inserting a New Map -

1. Copy your map into the "Maps" folder in the "My CyberTracker Databases" folder in your Document folder.

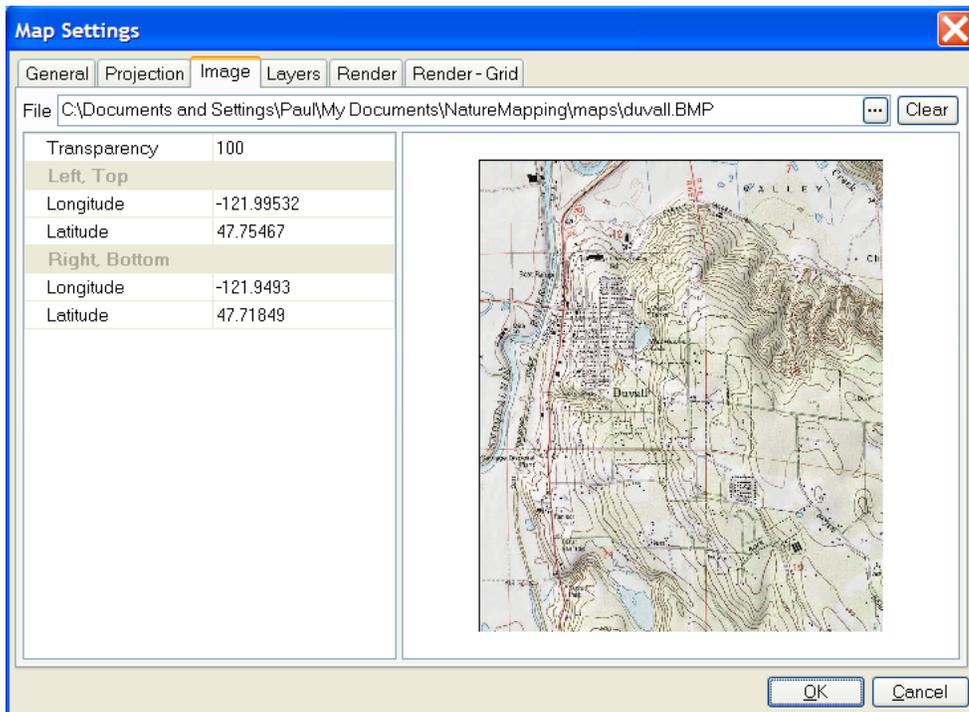
2. Start CyberTracker and open the NatureTracker database.
3. Click the “New View” icon.



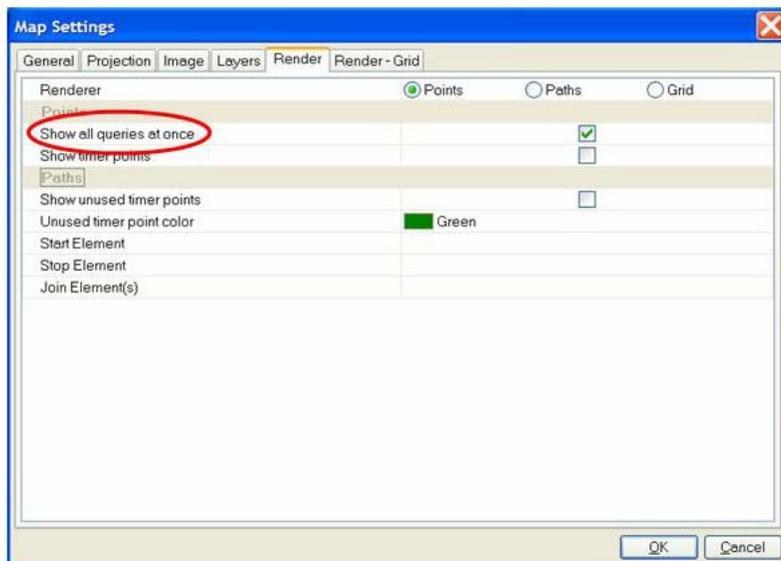
4. In the window that opens, select the “Map” icon. It is located on the “New View Types” tab. A numbered “Map” window will open.
5. Click anywhere on the new map view to make it the active view.
6. Click the “View Properties” icon. The “Map Settings” window will open.
7. Click on the “Image” tab.
8. Click on the ellipsis (...) at the end of the “File” field. Browse to the “Maps” folder in “My CyberTracker Databases”.
9. Select the file you want to set as the map image, and click “Open”. A small version of the image will be displayed.
10. Enter the top left and bottom right coordinates in decimal degrees.
 - a. The coordinates are included in the text file that is included with your aerial photo – if you purchased an aerial with this software.
 - b. Make sure you put a “-“ in front of longitude.

Some map sources will export these coordinates as “NW” (for “northwest”; same as “top left”) and “SE” (for “southeast”; same as “bottom right”). For the best map accuracy, use 6 decimal places.

In North America, latitude increases as you move north, and longitude increases as you move west. The numbers under “Left Top” are higher than the number under “Bottom Right”.



11. Click on the “General” tab.
12. Click on “Name” and type a new name for the map.
13. Click on “Description” and type a brief description of the map.
14. Click on the “Render” tab.
15. Place a checkmark in the box next to “Show all queries at once”.



16. Click “OK” to close the “Map Settings” window. The map will be added to the “Map” view.

Troubleshooting

Data show no map but their displayed location is not accurate

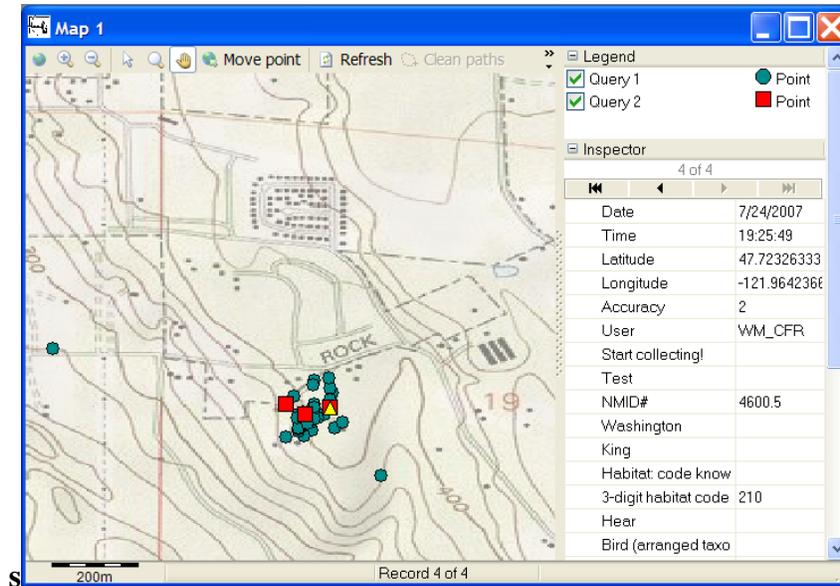
- Map edge coordinates are inaccurate
- Make sure if you have data in other parts of the state or country and are included in ANY of the queries, you may problems finding you map....keep zooming in.
- Inappropriate map projection (Contact map provider)

Viewing Data on a Map

The active report (which should be Data Viewer) will be displayed on any open maps.

A yellow triangle indicates the location of the selected sighting that matches the record in the Inspector box. The active sighting can be selected by clicking

- the arrows at the top of the inspector to find the correct record
- on a different row on the active table
- on a point on the map using the pointer tool.



How to Delete Sample Data

Multiple sightings can be deleted simultaneously by highlighting more than one row on the query table. This is done by holding the control key while clicking on each row you want to delete.

Click the “Delete Sighting” icon.

